

CITY OF SAINT PETER HOT SHEET



All the City news you need to know and a little bit more!

City Info Line 507-934-0675 TDD #711

The City of Saint Peter is an equal opportunity provider.



The following information is a publication of the City of Saint Peter, City Administrator's Office, 934-0663, 227 South Front Street. Please contact us at barbaral@saintpetermn.gov. www.facebook.com/cityofsaintpeter



02/27/2013

CITY COUNCIL ACTIONS – Action taken by the City Council at the regular meeting of February 25, 2013 included acceptance of the first phase of the North Interceptor Sewer Project; scheduling a public hearing for April 22, 2013 regarding establishment of a Tax Increment Financing District at the old hospital site; authorizing receipt of bids for \$730,000 in general obligation equipment certificates; approving purchase of a replacement four-wheel drive vehicle for the Police Department with funding from the 2013 equipment certificate; approval to rezone the old hospital site block to apply the residential planned unit development overlay to the property; modifying the City Code to require redeveloped properties to meet Gateway Overlay regulations; modification of the Library Associate position description; approval of a business license application from Dollar General; approval for the St. Patrick's Day parade; approval for purchase of an electric sander and surplus property declaration; closed session to discuss real estate acquisition negotiations; and approval for purchase of real estate.

The next regular meeting of the City Council will be Monday, March 25th at 7:00 p.m. in the Governors' Room of the Community Center. For more information on City Council meetings, please contact the City Administrator's office at 934-0663. Copies of the agenda and Council packet are also available on the City's website at www.saintpetermn.gov/city.



MAKES ME WONDER (BY CITY ADMINISTRATOR TODD PRAFKE – TREEmendous History...How many of you have been to or played on or seen the TREEmendous playground? I bet a bunch

of us have.

I remember when that was built. What a great moment for our community. (There is a wonderful picture of the event in the lobby of the Community Center, next to the windows overlooking Gorman Park.)

The outpouring of support, the hours of work, the visionary leaders of the project, (I call them the TREEmendous Moms), the volunteers, the "true community" feeling that was established through having one goal and us all being in it together, working side by side, elbow to elbow. The playground was really built by "we the people" not some business or government. Very, very, very cool.

I know some of you reading this may remember that work and that feeling, but I bet a number of you may not even have lived in Saint Peter when it was built. I know that having that feeling is so great that there may be a new generation of TREEmendous Moms (you don't have to be a Mom) and kids out there looking for ways to get involved and help continue to help the TREEmendous Playground stay.....well.....TREEmendous!

If you are interested in knowing how you too can have that feeling and really make a difference for something that you use and that your kids love, let me know, because I want to help too.

Will you drop me a line about this important playground? It makes me wonder....

COUNCIL MEETING CANCELLATION – The regular City Council meeting of March 11, 2013 has been cancelled due to lack of a quorum. Three Councilmembers will be attending the American Public Power Association rally in Washington, D.C. and Mayor Strand will be out of town. The next meeting of the City Council will be March 25th.

HELP WANTED – The City is accepting applications for the following positions:

- **POLICE COMMUNICATIONS TECHNICIAN** - Responsibilities include emergency communications, record keeping, record processing, computer entry and other related assignments. Hours of work are 12-hour shifts, which include nights, weekends and holidays. MINIMUM QUALIFICATIONS: High school degree or equivalent; Possession or eligible to receive a Class D Minnesota Driver's license; Skill and ability to receive State Certification on NCIC file operation; Excellent verbal and written communication skills; and ability to receive First Responder Certification. DESIRED QUALIFICATIONS: Knowledge and experience in data entry, use of office equipment and office procedures; Experience working with the public; Knowledge of law enforcement procedures; Experience in the operation of radio equipment; experience in working in law enforcement or working with difficult individuals; and experience as a Dispatcher, Jailer or other law enforcement position. Starting wage \$18.51 per hour. Applicants are required to complete recruitment procedures as required by the Saint Peter Police Civil Service Commission. Applications may be obtained at, and must be submitted along with a resume, to the Saint Peter Police Department, 207 South Front Street, Minnesota, 56082, or phone (507)931-1550) by February 28, 2013. AA/EOE
- **PART-TIME LIBRARY ASSOCIATE** - Minimum qualifications: High school diploma or equivalent; ability to operate a PC and use internet; experience working with the public in customer service setting. Desired qualifications: experience in provision of library services; training in library operations, media resources or related field; supervisory experience; twelve or more post-secondary semester credits. Approximately 24 hours per week. Beginning wage \$9.75 per hour. Applicants are required to complete a City application form available in the City Administrator's office at 227 South Front Street between the hours of 8:00 a.m. - 12:00 noon and 1-5:00 p.m. or by calling (507)934-0663. Completed applications must be received by the City Administrator's office by 5:00 pm on Tuesday, March 12, 2013. Faxed, emailed, and/or late applications will not be accepted.
- **SEASONAL POSITIONS** – The City of Saint Peter is accepting applications for seasonal positions for the 2013 summer season. These are positions for which an eligibility list will be maintained until August 31, 2013. Applications are available on the City's website at

www.saintpetermn.gov or at the City Administrator's office from 8:00 am – Noon and 1:00 – 5 pm, 227 S. Front Street, or by calling 507-934-0663. Completed applications must be received by the City Administrator's office by 5:00 pm on Friday, March 8, 2013. Faxed, emailed, and/or late applications will not be accepted. As a condition of employment candidates must successfully complete a background investigation and pass a pre-employment drug test. Employees will also be subject to post-accident, random, reasonable suspicion, return to duty, and follow-up drug and alcohol testing. Must be at least 16 years of age for Recreation and Leisure Services positions; 15 years of age for aquatics positions and 18 years of age for Public Works positions. The following seasonal positions are available:

- **PUBLIC WORKS SEASONAL LABORER:** Duties include a variety of manual labor tasks associated with the care, maintenance, and cleaning of City facilities and equipment including, but not limited to, painting, washing, mowing, weeding, digging, cleaning and organizing; planting, trimming, and removal of trees and shrubs and mowing and trimming facilities. 40 hours/week. Applicants must possess a minimum valid Class C or D driver's license. Must pass pre-employment drug test; subject to post-accident, random, reasonable suspicion, return to duty, and follow-up drug and alcohol testing required by federal regulations. Starting wage \$8.00/hour. Minimum age: 18.
- **SPORTS PROGRAM COORDINATOR:** Train & supervise staff, organize and implement summer sports programs (Baseball, Soccer, Special Events etc.) and. Need strong organizational, motivational, planning and leadership skills. Experience with school age children. 35–40 hours/week. Mid May–End of August. Starting wage: \$8.75/hour.
- **CREATE A CAMP COORDINATOR:** Train, supervise staff, organize and implement summer programs (Day Camps, Special Events) for 6–10 year old children. Leadership and supervisory experience with recreation activities required. Need strong organizational, motivational, planning and leadership skills. 35–40 hours/week. Mid May–Mid August. Starting wage: \$8.75/hour.
- **SPECIALTY CAMP/PRESCHOOL COORDINATOR:** Train & supervise staff

organize and implement summer programs (Lil Rascals, Specialized Day Camps, Special Events) for 3–10 year old children. Leadership and supervisory experience with recreation activities required. Need strong organizational, motivational, planning and leadership skills. 35–40 hours/week. Mid May–Mid August. Starting wage: \$8.75/hour.

- VOLUNTEER IN THE PARK COORDINATOR: Recruit, train, assign and supervise youth volunteers. Strong organizational skills and previous work with youth required. Flexible hours. 30–40 hours/week. May–August. Starting wage: \$8.75/hour
- RECREATION LEADERS: Responsibilities include implementing youth summer recreation and sports programs and special events. Previous experience working with youth desired. Strong leadership and organizational skills required. Mid May–mid/end August. 35–40 hours/week. Starting wage: \$7.25/hour.
- PART TIME RECREATION LEADERS: Responsibilities include implementing youth summer recreation and sports programs and special events. Previous experience working with youth desired. Strong leadership and organizational skills required. Mid May–mid/end August. 20–25 hours/week. Starting wage: \$7.25/hour.

- HEAD LIFEGUARDS: Duties include supervision of aquatics personnel, pool patrons, and pool facility. Must have three years of lifeguard experience. Current WSI, LGT, First Aid and CPR certificates required. Strong leadership background. Minimum age: 18. Starting wage: \$9.75/hour.
- LIFEGUARD/WSI: Duties include teaching swim lessons and supervision of swimmers. Some maintenance. Full, part-time and substitute positions. Current WSI, LGT, First Aid & CPR Certificates required. Starting wage: \$7.75/hour.
- LIFEGUARD (without WSI): Duties include supervision of swimmers and some maintenance. Full, part-time and substitute positions. Current LGT, First Aid & CPR Certificates required. Minimum age: 15. Starting wage: \$7.00/hour.
- OUTDOOR POOL CASHIER: Duties include collection of pool fees, light bookkeeping, some maintenance and strong public relations skills. Minimum age: 15. Part-time. Starting wage: \$6.55/hour.

CITY MEETING CALENDAR - This calendar is subject to change. Should you have a question on a meeting date/time, please contact the City Administrator's Office at 934-0663 or visit the City's website at www.saintpetermn.gov.

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| Wednesday | February 27 | 12:00 noon | Hospital Commission |
| Thursday | February 28 | 12:00 noon | Economic Development Authority CANCELLED! |
| Monday | March 4 | 3:30 p.m. | Housing and Redevelopment Authority |
| Monday | March 4 | 5:30 p.m. | City Council Workshop |
| Tuesday | March 5 | 5:30 p.m. | Planning and Zoning Commission |
| Monday | March 11 | 5:00 p.m. | Human Rights Commission |
| Monday | March 11 | 7:00 p.m. | City Council Meeting CANCELLED! |
| Monday | March 18 | 5:30 p.m. | City Council Workshop |
| Monday | March 18 | 7:00 p.m. | Parks and Recreation Advisory Board |
| Friday | March 22 | 8:00 a.m. | Tourism and Visitors Bureau |

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| Monday | March 25 | 7:00 p.m. | City Council Meeting |
| Tuesday | March 26 | 5:30 p.m. | Heritage Preservation Commission |
| Wednesday | March 27 | 12:00 noon | Hospital Commission |
| Thursday | March 28 | 12:00 noon | Economic Development Commission |