

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



03/06/2013

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.



PLEASE SHOVEL THOSE SIDEWALKS! - Property owners are reminded that sidewalks need to be cleared the entire width of the walk within 24 hours of a snowfall ending.

Let's help make the sidewalk system accessible for everyone by following the regulations and getting the walkways cleared right away.

SPRING FORWARD – This weekend (Saturday night) we “spring forward” by setting our clocks ahead one hour for daylight savings time.



It's also a great time to remember to change the batteries in your smoke detectors and carbon monoxide detectors!

STORMWATER POLLUTION PREVENTION PLAN MEETING - City Stormwater Utility staff will conduct a public meeting regarding the Stormwater Pollution Prevention Plan (SWPPP) on Thursday, March 7, 2013 from 1:00 p.m. - 4:00 p.m. in the Saint Peter Room at the Community Center at 600 South Fifth Street. At the meeting, Stormwater Utility staff will provide the public with an opportunity to review the SWPPP, ask questions, and receive some additional literature on stormwater prevention. Copies of the SWPPP are available for public inspection and review at the City Administrator's Office and Public Library.

COUNCIL MEETING CANCELLATION – The regular City Council meeting of March 11, 2013 has been cancelled due to lack of a quorum. Three Councilmembers (Carlin, Kvamme, and Eichmann) 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:

- **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 under any condition. 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.

Monday	March 11	5:00 p.m.	Human Rights Commission
Monday	March 11	7:00 p.m.	City Council Meeting CANCELLED!
Tuesday	March 12	5:30 p.m.	Library Board Meeting (note new start time)
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
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
Monday	April 1	5:30 p.m.	City Council Workshop
Tuesday	April 2	5:30 p.m.	Planning and Zoning Commission
Monday	April 8	5:00 p.m.	Human Rights Commission
Monday	April 8	7:00 p.m.	City Council Meeting
Monday	April 15	5:30 p.m.	City Council Workshop
Monday	April 22	7:00 p.m.	City Council Meeting
Tuesday	April 23	6:00 p.m.	Board of Appeal and Equalization Meeting
Wednesday	April 24	12:00 noon	Hospital Commission Meeting

Thursday	April 25	12:00 noon	Economic Development Authority
Friday	April 26	8:00 a.m.	Tourism and Visitors Bureau
Monday	April 29	5:30 p.m.	City Council Workshop
Tuesday	April 30	5:30 p.m.	Heritage Preservation Commission