

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



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MAKES ME WONDER (BY CITY ADMINISTRATOR TODD PRAFKE) – Urban chickens....

the application period will start in December. With the advent of changes to City

regulations that will now allow up to 6 chickens at your home in Saint Peter comes the start of the process to apply for a permit. That permit period will start in December and after permit holders have their properties inspected and approved, they can have chickens starting on January 1st.

Application forms can be picked up in the Building/Community Development Office at City Hall (227 South Front Street). The packet will include the application and sample of a map or layout drawing that we hope will help applicants complete the form. Also included will be a copy of the City regulations regarding urban chickens that we hope will make this process a smooth one.

If you are considering applying, don't forget there are some rules you will need to follow. A brief outline of the rules is shown below:

- There is a limit of 6 chickens; and
- Only hens are allowed; and
- It's an annual permit (inspection fee of \$45; permit fee \$5); and
- The rules contain information for construction and maintenance of a chicken coop and run, including required distances from other properties; and
- The rules also outline proper disposal of chicken waste, sanitation regulations, and what to do to dispose of a carcass; and
- There is no slaughtering of chickens allowed on premises.

We hope that the process of helping to ensure the balance of property owner's rights and gathering of eggs is all it's cracked up to be. ☺

Will you find yourself clucking it up each morning with your feathered friends? It makes me wonder.....

CURBSIDE LEAF COLLECTION – Lots of residents have contacted the City this week to question whether leaf collection is still going on. It is...at least for the properties north of Broadway Avenue. (South of Broadway has already been done.)



If you may remember, this process is a lengthy one...in 2015 it took 5 weeks to complete. Some folks thought that when the City announced the start dates for the collection on each end of town, that meant the leaves would be picked up on that particular day. Obviously that's not the case as it can take 2-3 weeks to complete each end of town. We ask that residents have their leaves at curbside by the start day so that no one is missed.

However, with that being said, this week's forecasted inclement weather may put a wrench in the curbside collection. If it snows and that snow is substantial, the leaf collection may end for the season. That's always a risk that we take when we try to outsmart Mother Nature. Most years we are able to get the leaf collection completed before snow falls, but sometimes it doesn't work out.

So please know that the work continues for properties north of Broadway and we will do so until every street has been visited....or.....the snowfall puts an early end to our efforts.



THANKSGIVING CLOSURES

– All non-emergency City offices (including the Library) will be closed on Thursday, November 24th and Friday, November 25th for the Thanksgiving holiday.

The Community Center will be closed on Thanksgiving Day, but the building will reopen on Friday. There is no transit service on Thanksgiving Day.

JOINT CITY COUNCIL/SCHOOL BOARD MEETING –

The full City Council and School Board will meet in a joint session on Wednesday, November 30th at 6:00 p.m. The meeting will take place in the Governors' Room of the Community Center and the meeting will be taped for rebroadcast on Public Access Channel 7. The agenda for the meeting will be posted on the City's website prior to the meeting.

RV DUMP STATIONS CLOSING –

Another sign of oncoming winter is that the two RV dump stations (located at the north entrance to the Mill Pond and at the City's wastewater treatment plant on St. Julien Street), will both be closed for the winter on Monday, November 21st. These two dump stations are provided at no cost to Saint Peter residents and those camping in the municipal campground behind City Hall.

SNOW PREPARATIONS – It's not too early to be planning for heavy snowfalls this winter, and residents who would like to be notified of snow emergency declarations should sign up now for the Nixle community notification system if you haven't already done so. It's a free service and easy to do.



Go to www.nixle.com and follow the prompts to create an account for City notices. You can choose whether you wish to have notices sent by e-mail, by text, or both!

If you don't have an off-street parking space available to you, make arrangements now to find a spot to park your vehicle before snow emergency declarations are in place.

Property owners with sidewalks are also reminded of the City of Saint Peter regulations that require sidewalks, including handicap ramps at intersections, to be cleared of all snow and ice within 24 hours after a snowfall. The walkway must be cleared the entire width and be kept clear of

blowback and drifting snow. Property owners who don't clear their walks may face hefty fees from the City when City crews are dispatched to do the job. Minimum charge? \$75!

And for all those who plow snow for a living, or those who hire folks to plow for them, please remember that it is illegal to plow the snow out into the street or onto the City owned boulevard. This creates a danger for the public and sight line issues for other drivers.

Don't forget to get started on your winter preparations now and before the first snow falls!



WALKING TRACK - Now that it is getting colder again please remember that the Community Center has a walking/running track that is available for use by the public at no charge. The track is available Monday-Friday from 6am-10pm (excluding Tuesday from 7am-10am when the track is cleaned). Saturday the track is available from 8am-8pm and Sunday from 12pm-8pm.

So don't let the cold weather take you away from your exercise routine. Come enjoy the indoor walking/running track at the Community Center!

VOLUNTEERS WANTED –

The City Council will soon be considering appointments of City residents to advisory boards and commissions. The various boards are tasked with topics ranging from planning for streets, parks, recreation activities, hospital and library services to considering loan requests and other financial matters.



If you live within the corporate limits of the City and are able to volunteer 1-2 hours a month to help the City Council, please consider applying. Application cards are available from the City Administrator's office at 227 South Front Street. Many openings will be available starting January 1st and more information on the various boards, including the dates/times of the meetings, is available on the City's website. Most terms are three years although some are up to five year terms.

For more information, or to apply to serve on an advisory board, please contact the City Administrator's Office at 934-0663 or by email at barbaral@saintpetermn.gov.

METER TESTING – Chapman Metering will be in Saint Peter for the next two weeks or so doing some required testing on three-phase meters for commercial electric customers. This testing is done every five years and is paid for by the City. Customers may notice Chapman vehicles or employees in and around City utility equipment, but for the most part they will be working on the outside of commercial buildings. If they ask to enter your building to look at a meter, and you wish to verify they are working for the City, please contact the Public Works Department at 934-0670.

FIREFIGHTERS NEEDED – The City of Saint Peter is currently accepting applications for the position of VOLUNTEER FIREFIGHTER in the Fire Department. Up to three (3) Firefighters will be hired. Minimum qualifications: High school diploma/GED; at least 18 years of age; reside within a six (6) minute response time from the Fire Station; possess a valid driver's license; and ability to read and write the English language. Successful candidates must also pass pre-employment physical, drug and alcohol tests. **An open house for interested candidates and their significant others will be held on Tuesday, November 15, 2016 from 6:00 – 8:00 p.m. at the Fire Station (227 West Mulberry Street).** This event will provide an opportunity for prospective candidates to learn what is involved in service as a Volunteer Firefighter and for family members to ask questions.

Successful candidates will begin service January 1, 2017 and will be required to successfully complete required Firefighter schooling within one year. Applicants are required to complete a City application form which is available in the City Administrator's office at 227 South Front Street or by calling (507)934-0663. Complete position descriptions for Firefighters are also available in the City Administrator's office. Completed applications must be received by the City Administrator's office by 5:00 p.m. on November 18, 2016. Faxed, emailed and/or late applications will not be accepted. AA/EEO

HELP WANTED – The City of Saint Peter is now accepting applications for the following positions:

- **FULL-TIME AND PART-TIME TRANSIT SUPPORT SPECIALISTS.** The part-time positions will work mostly nights and weekends. Transit Support Specialists assist transit users in scheduling use, directing drivers to stops and pick-ups, provide clerical support for Transit Operations and Compliance Managers, and operate dispatching software. MINIMUM

QUALIFICATIONS: High school diploma or equivalent; demonstrated experience working with the public, demonstrated ability to operate a personal computer, ability to read, write, and speak the English language, ability to answer multi-line phone system. **DESIRED**

QUALIFICATIONS: Experience operating a two-way radio/phone, 1+ year experience in an office setting, 1+ year of experience in a municipal or other transportation system providing logistical support for moving people or materials, demonstrated ability to read and navigate a map, 1+ year experience with dispatching or vehicle routing software and hardware, 1+ year experience in using social media such as Facebook or Twitter. Wage range \$15.00 to \$17.49 per hour depending on experience and qualifications. Applicants are required to submit a City application form available from the City Administrator's office at 227 South Front Street or by calling (507) 934-0663. Completed applications must be received by the City Administrator's office by 5:00 p.m. December 2, 2016. Faxed, emailed, and/or late applications will not be accepted. AA/EEO

- **FULL AND PART-TIME BUS DRIVERS** - The City of Saint Peter is currently accepting applications for the positions of Full-time and Part-time Bus Drivers. **MINIMUM QUALIFICATIONS:** High school diploma or equivalent; possession of, or ability to obtain within 30 days of employment, a valid State of Minnesota CDL minimum of Class C Driver's License with passenger endorsement. **DESIRED QUALIFICATIONS:** Previous experience working with the public; training in vehicle mechanics; experience operating a two-way radio/phone; and prior bus driving experience. Starting wage \$14.93 per hour. Applicants are required to complete City application form available in the City Administrator's office at 227 South Front Street or by calling (507) 934-0663. Completed applications must be received by the City Administrator's office by 5:00 p.m. December 9, 2016. Faxed and/or late applications will not be accepted. ****NOTE:** The successful candidates for this position will be required to successfully complete and pass a pre-employment drug test. The position is also subject to post-accident, random, reasonable suspicion, return to duty, and follow-up drug and alcohol testing as required by USDOT 49 CFR Part 655 (Federal Transit Administration) and USDOT 49 CFR Part 40. In addition, successful candidates for this position must have a vehicle driving record which is clear of

revocations, suspensions and cancellations for the past three (3) years. Applicants may be required to submit to a criminal background check and be clear of convictions for crimes or

anticipatory crimes (as defined in M.S. 609.17 and 609.175) within the previous fifteen (15) years. AA/EEO

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.

Friday	November 18	8:00 a.m.		Rescheduled Tourism Bureau Meeting*
Monday	November 21	5:30 p.m.		City Council Workshop Session
Monday	November 21	7:00 p.m.		Parks and Recreation Advisory Board
Wednesday	November 23	12:30 p.m.		Hospital Commission
Thursday-Friday	November 24 - November 25			THANKSGIVING HOLIDAY – City Offices Closed
Monday	November 28	7:00 p.m.		City Council Meeting
Tuesday	November 29	5:30 p.m.		Heritage Preservation Commission
Wednesday	November 30	6:00 p.m.		Joint City Council/School Board Meeting
Thursday	December 1	5:30 p.m.		Planning and Zoning Commission
Monday	December 5	3:30 p.m.		Housing and Redevelopment Authority
Monday	December 5	5:30 p.m.		City Council Workshop
Monday	December 12	7:00 p.m.		City Council Meeting
Monday	December 19	7:00 p.m.		Parks and Recreation Advisory Board
Tuesday	December 13	5:30 p.m.		Library Board
Thursday	December 22	12:00 noon		Economic Development Authority
Friday	December 23	8:00 a.m.		Tourism and Visitors Bureau
Monday	December 26			CHRISTMAS HOLIDAY – City Offices Closed
Tuesday	December 27	5:30 p.m.		Heritage Preservation Commission
Wednesday	December 28	12:30 p.m.		Hospital Commission
Tuesday	January 2			NEW YEAR'S HOLIDAY – City Offices Closed



Please note that due to the upcoming holiday season, some meetings may be rescheduled or cancelled. Please contact the City Administrator's office (934-0663), check out our website (www.saintpetermn.gov) or the City's Facebook page at [FACEBOOK](#) for up-to-date meeting information.