

# 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](mailto:barbaral@saintpetermn.gov) [www.facebook.com/cityofsaintpeter](http://www.facebook.com/cityofsaintpeter)



05/27/2015

**CITY COUNCIL ACTIONS** – Action taken by the City Council at the regular meeting of May 27, 2015 included acceptance of a proposal from Nicollet County Bank for the 2015 equipment certificates in the amount of \$245,000; approval for purchase of 2013 Microsoft Office software to be funded by the 2013 Equipment Certificate and utility funds; approval for execution of an updated animal impound contract with Kind Veterinary Clinic; retained Bolton and Menk, Inc. to provide preliminary engineering work for roadway improvements on the western edge of the City; approval of a Tree Worker License; authorization for City assistance for the BluesFest event; and approval for replacement of a HVAC unit at City Hall.

The next regular meeting of the City Council will Monday, June 8th 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 507-934-0663. Copies of the Council packet are also available on the City's website at [www.saintpetermn.gov/city](http://www.saintpetermn.gov/city).

**LOOKING TO DONATE ITEMS TO THE LIBRARY?** – The City loves receiving generous donations, but the Library staff has limited time to review donated goods and limited room to store them. With that in mind, the following donation policy is in place for donations to the Library:

- Please call ahead if bringing more than one dozen items.
- Please pre-sort donated items before bringing them to the library.
- Donations will only be accepted the first week

of each month due to the overwhelming amounts of donations currently being provided.

- We appreciate items that are:
  - In "Good" or "Like New" condition
  - Not older than 2 years old.
  - Fiction, Non-Fiction, and children's hardcover and paperbacks.
  - CDs, DVDs and audiobooks
- We do not accept:
  - Text books
  - VHS or cassette tapes
  - Items that are very weathered, dusty, or moldy
  - National Geographic Magazine collections or similar large collections. We DO accept current magazines for our magazine exchange.
- The Lead Librarian will have the right to make the decision on how to manage the items that come in. If the material can't be used on the Library shelves, it may be offered as part of the book sale.
- If donated items don't meet these conditions, please consider making a donation area thrift stores, assisted living facilities, correctional facilities or the Regional Treatment Center.

**WATER RATES TO INCREASE** - City water rates will be increasing effective June 1st. The new rates will be applied with bills due August 17, 2015. For residential customers, the domestic water base charge will increase \$5.00 per month. Commercial customer's base charges will go up according to meter size. In addition, consumption rates will increase \$0.35 per 1,000 gallons for domestic usage and \$0.50 per 1,000 gallons on irrigation meters.

The second part of the approved rate increase will be effective December 1, 2015 and will be



applied with bills due February 15, 2016. The rate increases include consumption rate increases of \$0.25 per 1,000 gallons for domestic usage and \$0.35 per 1,000 gallons on irrigation meters.

For more information on the rate increases, please contact the Finance Department at 507-934-0664.

**WATER SAVING TIPS** - The upcoming rate increase might have property owners scrambling to reduce their water usage. Here are some tips to help...



- Adjust lawn sprinklers so only the lawn is watered and not the house, sidewalk or street.
- Plant in the fall when temperatures are cooler and rainfall is more plentiful.
- Water lawns and gardens in the morning or evening when temperatures are cooler to

minimize evaporation.

- Before watering, check the root zone of the lawn or garden for moisture using a spade or trowel. If it's still moist two inches under the soil surface, the area has enough water.
- Adjust lawn mowers to a higher setting. A taller lawn shades roots and holds soil moisture better than if it's closely clipped.
- Collect water from roofs in a rain barrel to water garden or shrubs.

**SUMMER ACTIVITY TRANSPORTATION** – Do you have children going every which direction this summer as they begin their summer activities?

Are you running out of options to get the kids to the activity location?

Beginning Monday, June 8th, students ages 5–17 can ride the

ROUTE bus for only \$1. When boarding the bus, they will need to pay the driver in cash. (Tickets are not available for this program.)



The route bus has regularly scheduled bus stops but drivers can pick up students up to two blocks off the scheduled route if the student calls 934-6070 ahead of time to request an off-route pick-up. For help with this program or for those with questions, please call the Transit Coordinator at 934-0668 or e-mail at [waynea@saintpetermn.gov](mailto:waynea@saintpetermn.gov).

**HELP WANTED** – The City of Saint Peter is currently accepting applications for the following position(s):

• **PUBLIC ACCESS PRODUCTION ASSISTANT**

- in the Recreation and Leisure Services Department. Position will assist with two-camera taping operation of City Council and School Board meetings on Monday evenings. 5-10 hours per month. **MINIMUM QUALIFICATIONS:** Must be 16 years of age and have experience using video recording equipment and/or computer editing equipment. **DESIRED QUALIFICATIONS;** knowledge of and experience using the following equipment: TV monitors, portable VCR with power supply, audio/video digital mixer, audio mixer, camcorder and tripod, remote control camera, personal computer, auto programmer, VHS VCR's and a VHS editing system. Starting wage \$9.25/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. on June 4, 2015. Faxed, emailed, and/or late applications will not be accepted. AA/EOE

• **BILLING CLERK** - in the Finance

Department. **MINIMUM QUALIFICATIONS:** High school diploma or equivalent; Clerical experience; Demonstrated computer use experience; and experience working with the public. **DESIRED QUALIFICATIONS:** Demonstrated knowledge and experience using Microsoft Word software; Demonstrated knowledge and experience using Excel software; Minimum of one year demonstrated accounting or bookkeeping experience; Associate's degree in accounting; Bachelor's degree with a major in accounting; Demonstrated knowledge and experience using utility billing software; Demonstrated experience using accounts receivable billing software; Two or more years' experience working with utility billing; Two or more years' experience working with accounts receivable. \$18.97 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 p.m. or by calling (507)934-0663. Completed applications must be received by the City Administrator's office by 5:00 p.m. June 11, 2015. Faxed, emailed, and/or late applications will not be accepted. 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](http://www.saintpetermn.gov).

Wednesday May 27 12:00 noon Hospital Commission

Thursday	May 28	12:00 noon	Economic Development Authority
Monday	June 1	3:30 p.m.	Housing and Redevelopment Authority
Monday	June 1	5:30 p.m.	City Council Workshop
<del>Thursday</del>	<del>June 4</del>	<del>5:30 p.m.</del>	<del>Planning and Zoning Commission</del> —CANCELLED!
Monday	June 8	7:00 p.m.	City Council Meeting
Monday	June 15	5:30 p.m.	City Council Workshop
Monday	June 15	7:00 p.m.	Parks and Recreation Advisory Board
Monday	June 22	7:00 p.m.	City Council Meeting
Wednesday	June 24	12:00 noon	Hospital Commission
Wednesday	June 24	5:30 p.m.	Library Board
Thursday	June 25	12:00 noon	Economic Development Authority
Friday	June 26	8:00 a.m.	Tourism and Visitors Bureau
Monday	June 29th	3:00 p.m.	City Council Goal Session
Tuesday	June 30	5:30 p.m.	Heritage Preservation Commission