



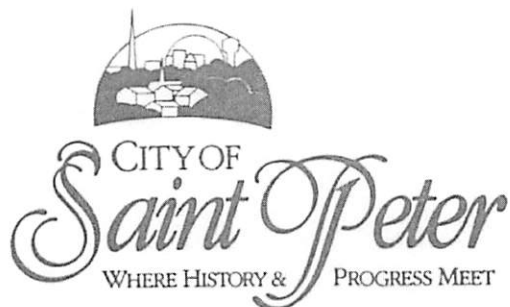
**CITY OF SAINT PETER, MINNESOTA  
AGENDA AND NOTICE OF MEETING**

Regular Workshop Session of Monday, December 7, 2015  
Governors' Room, Community Center – 5:30 p.m.

- I. CALL TO ORDER
- II. DISCUSSION
  - A. Legislative Update with Representative Clark Johnson
  - B. Wellhead Report
  - C. CATV Franchise Discussion
  - D. City Administrator Evaluation
  - E. Others
- III. ADJOURNMENT

Office of the City Administrator  
Todd Prafke

TP/bal



## Memorandum

TO: Honorable Mayor Strand  
Members of the City Council

DATE: 12/4/15

FROM: Todd Prafke  
City Administrator

RE: Legislative Update with Representative Clark Johnson

### ACTION/RECOMMENDATION

None needed. For Council discussion only.

### BACKGROUND

As has been past practice of the City Council, invitations were extended to local legislators to visit with the Council to provide an update on legislative activities and to discuss issues of importance to the City of Saint Peter.

Representative Clark Johnson will be in attendance at the workshop on December 7th to provide this information.

Please find below some ideas for your discussion. Please do not feel limited by the list of ideas and questions my goal is to give you a positive place to start your conversation.

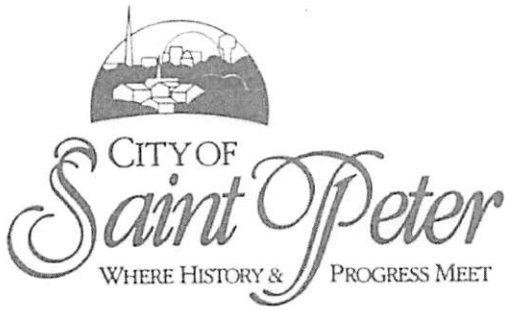
- The latest financial forecast for the State predicts an almost \$2 billion surplus. What do you see in the future related to cities and a potential increase in Local Government Aid?
- Our Council has discussed Body Cameras for Law Enforcement and other emergency response personal. What do you see as the legislatures role in any discussion and what do you think needs to happen in relation to public data?
- Thanks for attending the discussion with the Senate Committee on the Pavilion. What can we do to enhance the chances of our community and the region receiving bonding money for this regional cultural project?
- We continue to see increasing standards for water, wastewater and stormwater. We have looked to start pilot projects in the area of stormwater and are leaders in water and wastewater treatment. What do you see for the future on cities like our in relation to increasing standards and how much can they go up?
- We have had great cooperation on transportation and transit. We continue to be regional leaders in this area. Frankly it takes a lot of work and some risk to make these things go.

Is it worth it to the State to have local governments take the lead on these issues or should it all come from the State down to us?

- Workforce housing is an articulated need throughout the State and very few communities are able to get projects off the ground. We have stated a project with great partners including the School District. Do you foresee additional resources for communities like ours that have foresight and a plan in this area?
- Every time you visit us we talk about RTC. What should we and our community know about the future of facilities that we host for the entire State?

Please feel free to contact me if you have any questions or concerns on this agenda item.

TP/bal



## Memorandum

**TO:** Todd Prafke  
City Administrator

**DATE:** December 2, 2015

**FROM:** Pete Moulton  
Director of Public Works

Jeff Knutson  
Water Utilities Superintendent

**RE:** Wellhead Protection Report Review

### ACTION/RECOMMENDATION

None needed. For City Council discussion and information only.

### BACKGROUND

Since 2014, City staff has been involved with a variety of activities associated with wellhead protection. You will see the attached sheet identifies activities that the City is required to complete. Upon completion staff is asked to evaluate the effectiveness of the activities and report this information on an annual basis to the City Council.

#### Activities in 2015:

- 1) Use consumer confidence reports to inform customers about where their water comes from and the steps and strategies taken to assure their water supply is protected.
- 2) Educate customers and interested parties on steps they can take that assist City staff in protecting the water supply.
- 3) Conduct an inventory of all inner wellhead management zones (IWMZs) to see if there are any new potential sources of contamination. This is the first 200' radius of the well.
- 4) Send educational materials to tank owners within the drinking water supply management area (DWSMA). Request that tank owners copy the City on reports they send to the MPCA.
- 5) Review with coordinating agencies what services, education, and management are available for the (DWSMA).
- 6) Evaluate manure applications and management plans. Re-assess manure application, nitrogen management, and pesticides.
- 7) Include overlay of wellhead protection area in county planning and zoning considerations for agricultural areas.

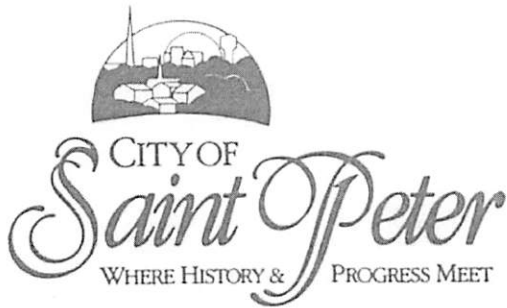
8) Report to Council the findings and evaluate the wellhead program.

**Staff Findings:**

- 1) The consumer confidence report that is developed and distributed is effective in communicating with our customers. Staff often received feedback from customers on protection efforts.
- 2) Education programs are also effective and when posting on the City's website much concern is generated and relayed to City staff.
- 3) The IWMZ source inventory was completed and no new contaminants were identified.
- 4) Tank owners identified were sent a letter expressing the concern and potential for contamination to exist from storage tanks.
- 5) Staff communicated with affected County Departments that are active in agricultural management objective and results.
- 6) There are no active feedlots in the (DWSMA). The County is aware of the (DWSMA) and will cooperate with the City if there are any changes in land application on manure in the (DWSMA).
- 7) Nicollet County Environmental Services Department Planning and Zoning does not have any wellhead concerns for 2016.
- 8) Staff will discuss these issues at the December 7, 2015 City Council workshop.

There is no action required by the Council; however our permit requires us to report on a regular basis.

Please feel free to contact us if you have any questions or concerns on this agenda item.



## Memorandum

TO: Honorable Mayor Strand  
Members of the City Council

DATE: 12/1/2015

FROM: Todd Prafke  
City Administrator

RE: CATV Franchises

### ACTION/RECOMMENDATION

None needed. For your information and discussion.

### BACKGROUND

Members may recall a very brief update at your goal session related to your telecommunication franchises. You may recall that both will be open for renegotiation in the next 12 months. In addition, your Conduit lease will be ending in a similar timeframe. The process to renegotiate these important agreements can take more than a year and you have put the appropriate players in place to do this work.

You have previously been provided with a memo from your Special Attorney, Bob Vose, on franchise issues that should be considered.

It is my goal for your workshop to review Mr. Vose's memo and discuss each issue soliciting your direction or need for additional information so that we can start the negotiations.

Mr. Vose worked with you when these agreements were first put into place and has great knowledge of this area of the law and the marketplace. His memo is meant to guide our discussion and I will provide him feedback on the direction that you provide.

Please feel free to contact me if you have any questions or concerns about this agenda item.

TP/bal