CITY OF SAINT PETER, MINNESOTA
AGENDA AND NOTICE OF MEETING

Regular Workshop Session of Monday, January 6, 2014
Library Meeting Room– 5:30 p.m.
601 South Washington Avenue

I. CALL TO ORDER

II. DISCUSSION

A. Electric Generation Units Maintenance Agreement
B. Highway 169 Water/Sewer Improvements
C. Sidewalk/Trail "No Maintenance" Designation
D. American Public Power Association (APPA) Legislative Rally
E. E-Cigarette Regulations
F. Welco West Subdivision Update
G. Goal Session Schedule
H. Fire Relief Association Meeting
I. Others

III. ADJOURNMENT

Office of the City Administrator
Todd Prafke

TP/bal

CITY OF Saint Peter
WHERE HISTORY & PROGRESS MEET

Memorandum

TO: Todd Prafke
City Administrator

DATE: 1/3/14

FROM: Lewis Giesking
Director of Public Works

RE: Generation Maintenance Contracts

ACTION/RECOMMENDATION

None needed. For Council discussion only.

BACKGROUND

The City's five year maintenance contract for the Broadway Generation Plant and the City's emergency generators with Ziegler Power Systems (CAT) ended on December 31, 2013. The cost for maintaining the City's 17 generators was $89,896.00 per year. The maintenance program was first put in place in 2008 and was updated in 2010, with the addition of the new Broadway Water Treatment Plant generator and the new St. Julien Water Plant generator. Staff has obtained quotes for another five year maintenance contract.

The need to have reliable emergency generators has been reinforced in Saint Peter; first in 1998, when the tornado destroyed the City's electrical distribution system. The need was reinforced in 2006, when a tornado went around the south end of the city knocking down sections of the electric transmission line on the west and east sides of the City, effectively isolating the City from the electric transmission system. With all of the City's generators operating, the City can produce approximately 17 megawatts (MW) of electricity. The yearly peak use of electricity is approximately 21.25 MW with load control in operation.

The 12 MW Broadway Generation Plant is under contract with the Southern Minnesota Municipal Power Agency (SMMPA) to supply electric power to the transmission grid. The 25 year contract was put in place in 2004 and provides $36,000 per month in revenue for the City. The City owns the Generation Plant and is obligated to maintain the Generation Plant so it is available at any given moment. The Midwest Independent System Operator (MISO) determines when the plant is to be used to provide electricity to the transmission system. The City can utilize the plant for emergencies. The plant is currently operating about 200 hours per year; however, it is anticipated the use of the plant will increase in the next 3 to 5 years, as coal-fired generation plants are removed from the transmission grid. The original design anticipated the Broadway Generation Plant would normally operate about 1,000 hours per year.

The City's other emergency generators serve a variety of City facilities as follows:

- St. Julien Water Treatment Plant and Public Works Facilities

- St. Julien Well House (Wells 6,7,8,9,10)
- Broadway Water Treatment Plant
- Wastewater Treatment Plant
- Main Lift Station (Union Street)
- Community Center/ Library
- Freeman (South) Wastewater Lift Station
- Greenhill Water Pumping Station
- Kasota Wastewater Lift Station & Jefferson Water Plant – portable generator
- Union Street Stormwater Pumping Station
- Municipal Building (City Hall and Police Offices)

These generators are important to the City during emergencies to provide drinking water, provide wastewater treatment services, provide emergency housing, and provide law enforcement and administrative services.

The City does not have the manpower or the equipment to properly maintain the generators. By utilizing a vendor, all of the equipment for testing is kept up-to-date. The vendors also replace batteries and fluids on the prescribed cycles such as oil and radiator fluid. The vendor will perform tests annually and perform other tests semi-annually, while some testing will be performed twice during the five years, and the load test will be done once during the five years. The City's Mechanic oversees the program.

Three quotes have been received for generator maintenance for a five-year period:

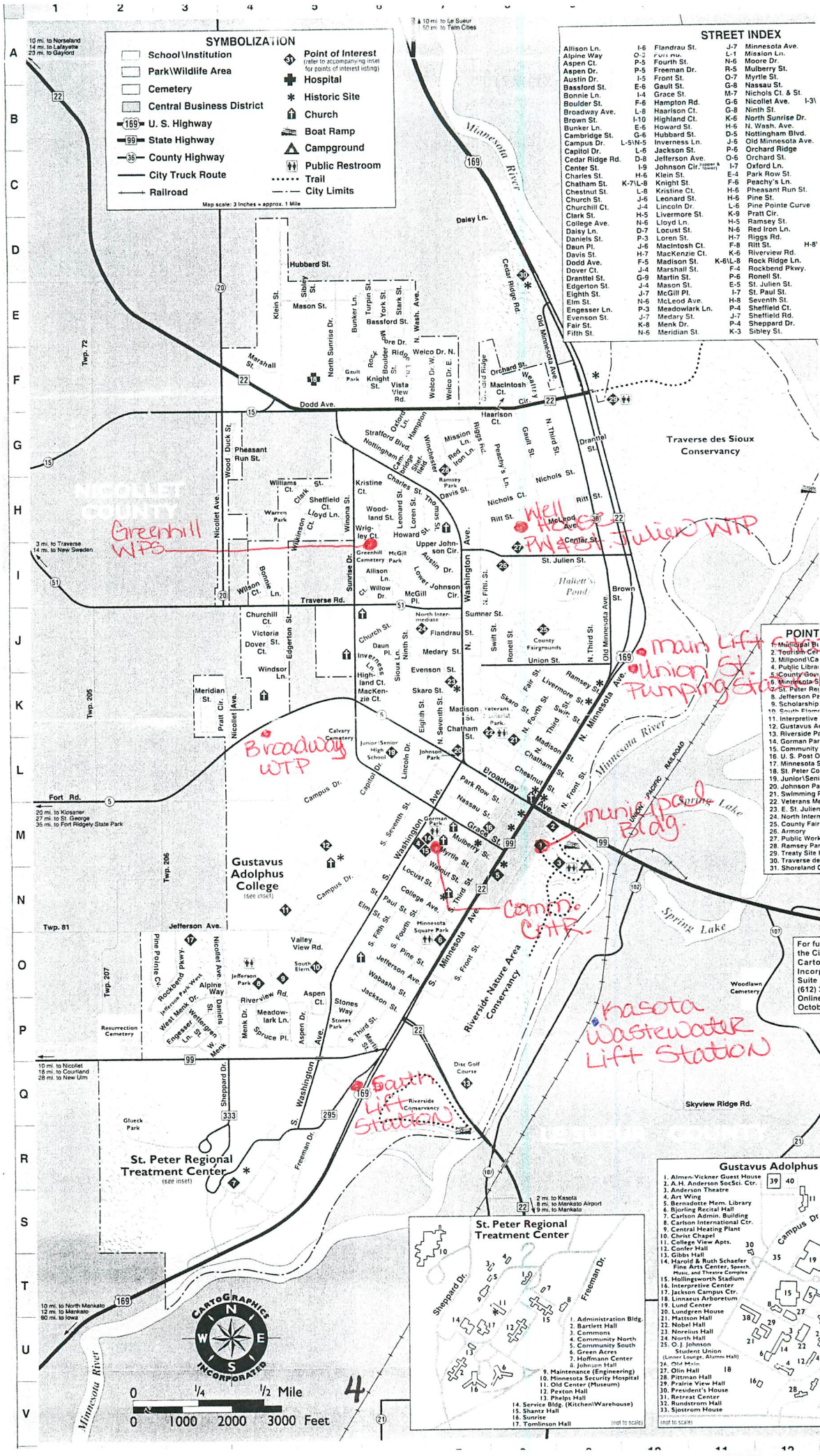
Quotes received are as follows (Prices are the Annual Average of the 5 Year Contract):

GENERATORS	**ZIEGLER (CAT)**	**CUMMINS**	**ISTATE**
Generation Plant	$59,171.09	$30,411.81	$34,987.20
St. Julien Water Treatment Plant	$6,593.49	$3,896.88	$4,021.00
Broadway Water Treatment Plant	$8,339.64	$3,286.35	$4,166.00
Wastewater Treatment Plant	$12,252.69	$5,721.45	$7,423.00
North Lift Station	$6,905.01	$3,107.12	$5,261.00
Community Center	$4,545.42	$2,855.70	$3,906.80
Small Gensets	$16,140.61	$11,556.77	$17,534.00
Annual Total	**$113,947.95**	**$60,836.08**	**$77,299.20**
Five Year Contract Total	**$569,739.75**	**$304,180.40**	**$386,496.00**

The cost of maintenance of the emergency generators is funded from the related utility or general fund budget.

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

LGG/amg


SYMBOLIZATION
School\Institution
Park\Wildlife Area
Cemetery
Central Business District
U. S. Highway
State Highway
County Highway
City Truck Route
Railroad
Point of Interest (refer to accompanying inset for points of interest listing)
Hospital
Historic Site
Church
Boat Ramp
Campground
Public Restroom
Trail
City Limits
Map scale: 3 Inches = approx. 1 Mile
STREET INDEX
Allison Ln. I-6
Alpine Way O-3
Aspen Ct. P-5
Aspen Dr. P-5
Austin Dr. I-5
Bassford St. E-6
Bonnie Ln. I-4
Boulder St. F-6
Broadway Ave. L-8
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Bunker Ln. E-6
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Campus Dr. L-5\N-5
Capitol Dr. L-6
Cedar Ridge Rd. D-8
Center St. I-9
Charles St. H-6
Chatham St. K-7\L-8
Chestnut St. L-8
Church St. J-6
Churchill Ct. J-4
Clark St. H-5
College Ave. N-6
Daisy Ln. D-7
Daniels St. P-3
Daun Pl. J-6
Davis St. H-7
Dodd Ave. F-5
Dover Ct. J-4
Dranttel St. G-9
Edgerton St. J-4
Eighth St. J-7
Elm St. N-6
Engesser Ln. P-3
Evenson St. J-7
Fair St. K-8
Fifth St. N-6
Flandrau St. J-7
Fort Rd. O-3
Fourth St. P-5
Freeman Dr. P-5
Front St. I-5
Gault St. E-6
Grace St. I-4
Hampton Rd. F-6
Haarison Ct. L-8
Highland Ct. I-10
Howard St. E-6
Hubbard St. G-6
Inverness Ln. L-5\N-5
Jackson St. L-6
Jefferson Ave. D-8
Johnson Cir. (Hidden & Tower) I-9
Klein St. H-6
Knight St. K-7\L-8
Kristine Ct. L-8
Leonard St. J-6
Lincoln Dr. J-4
Livermore St. H-5
Lloyd Ln. N-6
Locust St. D-7
Loren St. P-3
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MacKenzie Ct. H-7
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Mason St. J-4
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McLeod Ave. N-6
Meadowlark Ln. P-3
Medary St. J-7
Menk Dr. K-8
Meridian St. N-6
Minnesota Ave. J-7
Mission Ln. L-1
Moore Dr. N-6
Mulberry St. R-5
Myrtle St. O-7
Nassau St. G-8
Nichols Ct. & St. M-7
Nicollet Ave. G-5 I-3\
Ninth St. G-8
North Sunrise Dr. K-6
N. Wash. Ave. H-6
Nottingham Blvd. D-5
Old Minnesota Ave. J-6
Orchard Ridge P-6
Orchard St. O-6
Oxford Ln. I-7
Park Row St. E-4
Peachy's Ln. F-6
Pheasant Run St. H-6
Pine St. H-6
Pine Pointe Curve L-6
Pratt Cir. K-9
Ramsey St. H-5
Red Iron Ln. N-6
Riggs Rd. H-7
Ritt St. F-8 H-8'
Riverview Rd. K-6
Rock Ridge Ln. K-6\L-8
Rockbend Pkwy. F-4
Ronell St. P-6
St. Julien St. E-5
St. Paul St. I-7
Seventh St. H-8
Sheffield Ct. P-4
Sheffield Rd. J-7
Sheppard Dr. P-4
Sibley St. K-3
Traverse des Sioux Conservancy
Greenhill WPS
Well House PW & St. Julien WTP
Main Lift Station
Union St. Pumping Station
Broadway WTP
municipal Bldg.
Community Ctr.
Kasota Wastewater Lift Station
South Lift Station
Gustavus Adolphus College (see inset)
St. Peter Regional Treatment Center (see inset)
Riverside Nature Area Conservancy
Minnesota River
Spring Lake
Hallett's Pond
Nicollet County
Twp. 72
Twp. 205
Twp. 206
Twp. 207
Twp. 81
3 mi. to Traverse
14 mi. to New Sweden
10 mi. to Norseland
14 mi. to Lafayette
23 mi. to Gaylord
10 mi. to Le Sueur
50 mi. to Twin Cities
20 mi. to Klossner
27 mi. to St. George
35 mi. to Fort Ridgely State Park
10 mi. to Nicollet
18 mi. to Courtland
28 mi. to New Ulm
10 mi. to North Mankato
12 mi. to Mankato
60 mi. to Iowa
2 mi. to Kasota
8 mi. to Mankato Airport
9 mi. to Mankato
CARTOGRAPHICS INCORPORATED
0 1/4 1/2 Mile
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St. Peter Regional Treatment Center
1. Administration Bldg.
2. Bartlett Hall
3. Commons
4. Community North
5. Community South
6. Green Acres
7. Hoffmann Center
8. Johnson Hall
9. Maintenance (Engineering)
10. Minnesota Security Hospital
11. Old Center (Museum)
12. Pexton Hall
13. Phelps Hall
14. Service Bldg. (Kitchen\Warehouse)
15. Shantz Hall
16. Sunrise
17. Tomlinson Hall
(not to scale)
Gustavus Adolphus
1. Almen-Vickner Guest House
2. A.H. Anderson SocSci. Ctr.
3. Anderson Theatre
4. Art Wing
5. Bernadotte Mem. Library
6. Bjorling Recital Hall
7. Carlson Admin. Building
8. Carlson International Ctr.
9. Central Heating Plant
10. Christ Chapel
11. College View Apts.
12. Confer Hall
13. Gibbs Hall
14. Harold & Ruth Schaefer Fine Arts Center, Speech, Music, and Theatre Complex
15. Hollingsworth Stadium
16. Interpretive Center
17. Jackson Campus Ctr.
18. Linnaeus Arboretum
19. Lund Center
20. Lundgren House
21. Mattson Hall
22. Nobel Hall
23. Norelius Hall
24. North Hall
25. O. J. Johnson Student Union (Linner Lounge, Alumni Hall)
26. Old Main
27. Olin Hall
28. Pittman Hall
29. Prairie View Hall
30. President's House
31. Retreat Center
32. Rundstrom Hall
33. Sjostrom House
(not to scale)

CITY OF Saint Peter
WHERE HISTORY & PROGRESS MEET

Memorandum

TO: Todd Prafke
City Administrator

DATE: December 31, 2013

FROM: Lewis Giesking
Director of Public Works

Pete Moulton
Water Utilities Superintendent

RE: Highway 169 Water/Sewer Improvements

ACTION/RECOMMENDATION

None needed. For your discussion and information only.

BACKGROUND

The 2014 Highway 169 Improvement Project includes major road repairs from Union Street to Dodd Avenue in Saint Peter. Upgrades to two major intersections will be part of this project in an effort to save funding through one contractor. Utility upgrades will be needed at the intersection of Union Street and Old Minnesota Avenue and at Saint Julien Street and Old Minnesota Avenue.

The initial scope of repairs includes sanitary sewer main replacement and watermain upsizing within the Union Street intersection. Sewer corrections are estimated at $38,000 and watermain work at $42,000. This improvement only allows for corrections within the new construction rebuild zone. Additional corrections outside of the intersection will be needed at a later date.

The following work is recommended:

- At Saint Julien and Old Minnesota there is a need to replace sanitary sewer pipe that is oblong and undersized from Old Minnesota to the interceptor at Highway 169.
- The truss pipe needs correction on Old Minnesota from Saint Julien to Center Street where a new sidewalk will be installed over the sewer main.
- From Old Minnesota to the interceptor on Saint Julien, an increase in capacity is needed due to increased flow from city growth to the west. The truss pipe is undersized and oblong causing concerns of durability. There will also be a stub-in provided for the Northern Con-Agg property to the southwest of this intersection for future development.

In conjunction with the MnDOT work on Highway 169 and the intersection of Union and St. Julien Streets, staff is proposing to complete the next phase of the North Sanitary Interceptor Rehabilitation Project in order to accommodate construction activities for businesses in the area and to correct existing sanitary deficiencies when a new intersection is installed at Saint Julien Street.

Interceptor improvements include directional boring from manhole 11-91 to a new structure in the west ditch of Highway 169 near the Lager's parking lot. The directional boring would be approximately 400' in length. Construction includes installation of a new casing by methods of jack and auger under both lanes of Highway 169 and installing new poly vinyl chloride (PVC) pipe inside the casing.

Benefits to correct the sewer at this time are that the work can be part of the Highway 169 work and included in the MnDOT specification and coordinated by one contractor as the project moves forward. In addition, new sewer would be installed under the Saint Julien Street intersection saving the City money for restoration since that intersection will be completely removed in 2014.

Preliminary costs to complete the sewer work is $324,403 and $57,600 for the watermain work. (The total of $382,003 includes engineering and administration costs for the project.) A breakdown of expenses is identified on the attached spread sheet.

The work described above is not inclusive to all the water and wastewater work that should or could be replaced with this project. Three sewer projects - Union Street from Old Minnesota to North Third Street, the remaining North Interceptor from Lager's to Saint Julien Street and the Union Street sewer crossing Highway 169 to the Main Lift, were eliminated from consideration due to cost factors and that additional City responsibilities for restoration would increase where the roadway is not removed. Water projects include - Union Street to North Third Street, looping the 12" watermain to increase fire flows, and from Union Street and Old Minnesota replacing 400' south to tie in the 12" watermain. Again, the restoration issues drove up the cost as the City would be 100% responsible for all surface restoration costs which makes these projects very expensive.

These projects can be done at a later date when and if there is cost sharing for restoration or a failure in the utility.

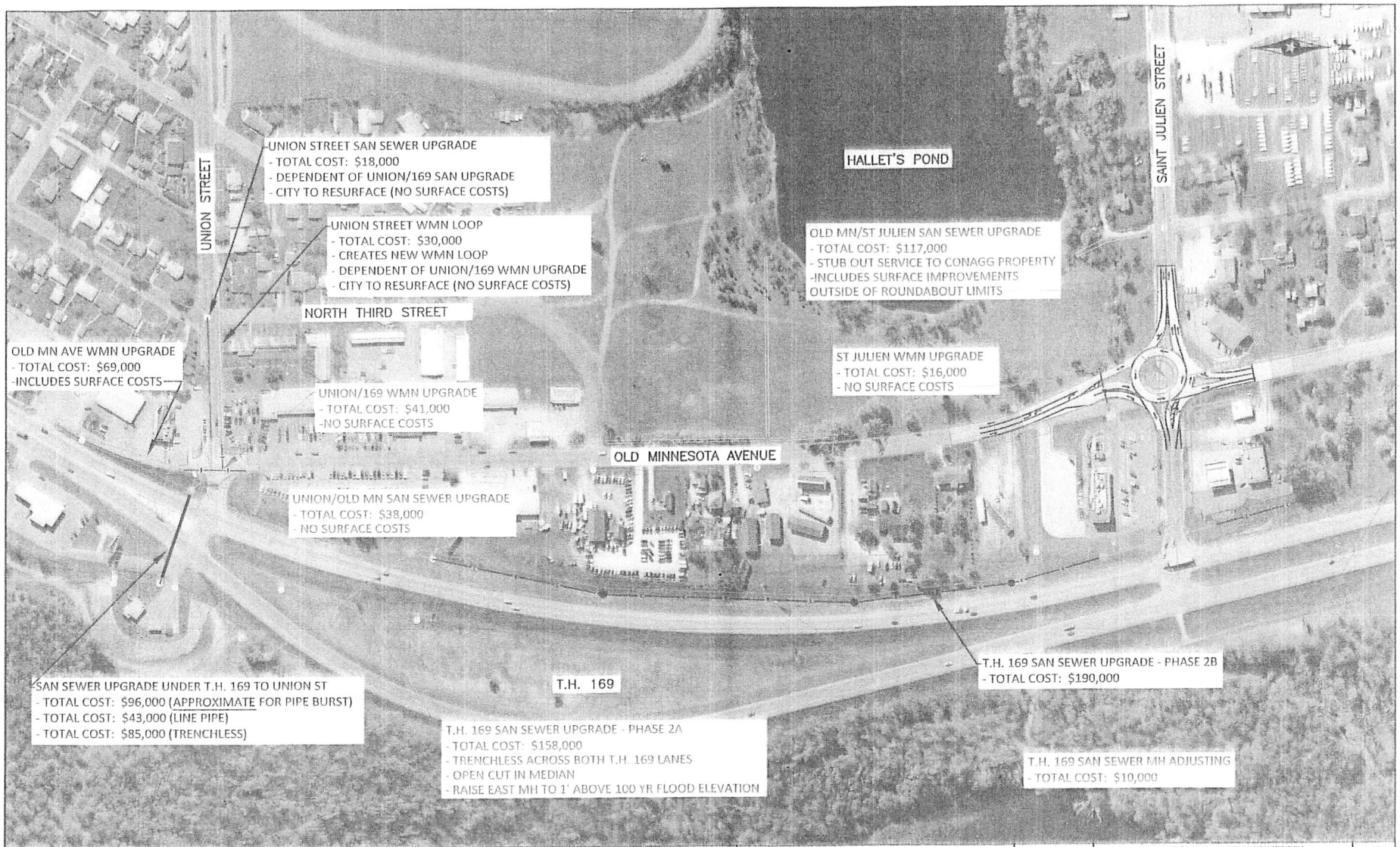
Funds were allocated in the 2014 Water and Wastewater fund budgets for this work.

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

LGG:PM/bll

2014 Utility Corrections and Planning Highway 169

Project Location	Cost Estimate	Estimated Engineering	City Administration 4%	TOTAL Project Cost	Running Total
Sanitary Sewer					
Saint Julien Roundabout (S)	**$ 97,969**	**$ 14,700**	**$ 3,900**	**$ 116,569**	
North Interceptor (S-2A)	**$ 132,754**	**$ 19,900**	**$ 5,300**	**$ 157,954**	**$ 274,523**
Union Street (S) INTSCT	**$ 31,880**	**$ 4,800**	**$ 1,300**	**$ 37,980**	**$ 312,503**
North Interceptor (MH Adjusting)	**$ 10,000**	**$ 1,500**	**$ 400**	**$ 11,900**	**$ 324,403**
Authorized Totals	***$ 272,603***	***$ 40,900***	***$ 10,900***	***$ 324,403***	
Union Street (S) 10-17 West	$ 15,468	$ 2,300	$ 600	$ 18,368	$ 342,771
North Interceptor	$ 145,000	$ 40,000	$ 5,000	$ 190,000	$ 532,771
Union Street (S) Cross 169	$ 81,000	$ 12,200	$ 3,200	$ 96,400	$ 629,171
Water Distribution					
Saint Julien Roundabout (W)	**$ 13,600**	**$ 2,000**	**$ 500**	**$ 16,100**	
Union Street (W) INT	**$ 34,900**	**$ 5,200**	**$ 1,400**	**$ 41,500**	**$ 57,600**
Authorized Totals	***$ 48,500***	***$ 7,200***	***$ 1,900***	***$ 57,600***	
Union Street (W) Loop	$ 25,300	$ 3,800	$ 1,000	$ 30,100	$ 87,700
Minnesota Avenue (W) Loop	$ 58,500	$ 8,800	$ 2,300	$ 69,600	$ 157,300
ADDITIONAL OPTIONS:					
Updated 1-2-2014					



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Consulting Engineers & Surveyors
MANKATO, MN FAIRMONT, MN SLEEPY EYE, MN BURNSVILLE, MN WILLMAR, MN CHASKA, MN RAMSEY, MN MAPLEWOOD, MN BAXTER, MN ROCHESTER, MN AMES, IA SPENCER, IA DES MOINES, IA FARGO, ND

CITY OF SAINT PETER, MINNESOTA
2014 T.H. 169 FLOOD MITIGATION PROJECT
CITY UTILITY COST COMPARISON

SHEET 1 OF 1

8

CITY OF Saint Peter
WHERE HISTORY & PROGRESS MEET

Memorandum

TO: Todd Prafke
City Administrator

DATE: 1/3/14

FROM: Lewis Giesking
Director of Public Works

RE: Sidewalk/Trail "No Maintenance" Designations

ACTION/RECOMMENDATION

None needed. For discussion only.

BACKGROUND

The City removes snow from the City wide trail system, this includes; sidewalks on the backside of developed properties, sidewalks adjacent to undeveloped properties and sidewalks adjacent to or on City property. The total mileage of trails and sidewalks for which City crews are responsible for snow removal is 16.5 miles or 33 lane miles (two way traffic). Often, City crews will have to make two passes to clear snow from trails and sidewalks. The lengths of trails and sidewalks have increased by approximately five miles in the last five years.

City staff is also responsible to follow-up on snow removal on sidewalks adjacent to private property, based on complaints. In December 2009, the City Council established certain trails and/or sidewalks as having no maintenance for snow removal for the winter of 2009/2010. In October 2010, the list was expanded. In the fall of 2011, a "no maintenance" sidewalk/trail list was established for a two-year period for the winters of 2011/2012 and 2012/2013. After receiving our first snowfall this year in December, City staff realized that the "no maintenance" designation had not been extended for this winter.

The goal is to provide service to the community and access while being cost conscious and reduce the number of trails/sidewalks to a length which the City staff can normally clear snow in a 24 hour period. Even with the "no maintenance" trails/sidewalk designation as proposed, City crews often are taking more than 24 hours to clear snow from sidewalks/trails. Trails/sidewalks selected for the "no maintenance" designations are typically on one side of streets that have trails/sidewalks on both sides of the street and in areas of limited development. Sidewalks in the center of some parks are proposed for "no maintenance" designation for the winter; however, the perimeter sidewalks of parks would be cleared of snow. A list of the trail/sidewalks proposed for designation as "no maintenance" is enclosed as is a map.

The proposed "no maintenance" list of trails/sidewalks total 5.8 miles or 11.6 lane miles that would not be cleared of snow. This reduces the length of trails/sidewalks requiring maintenance by 35%.

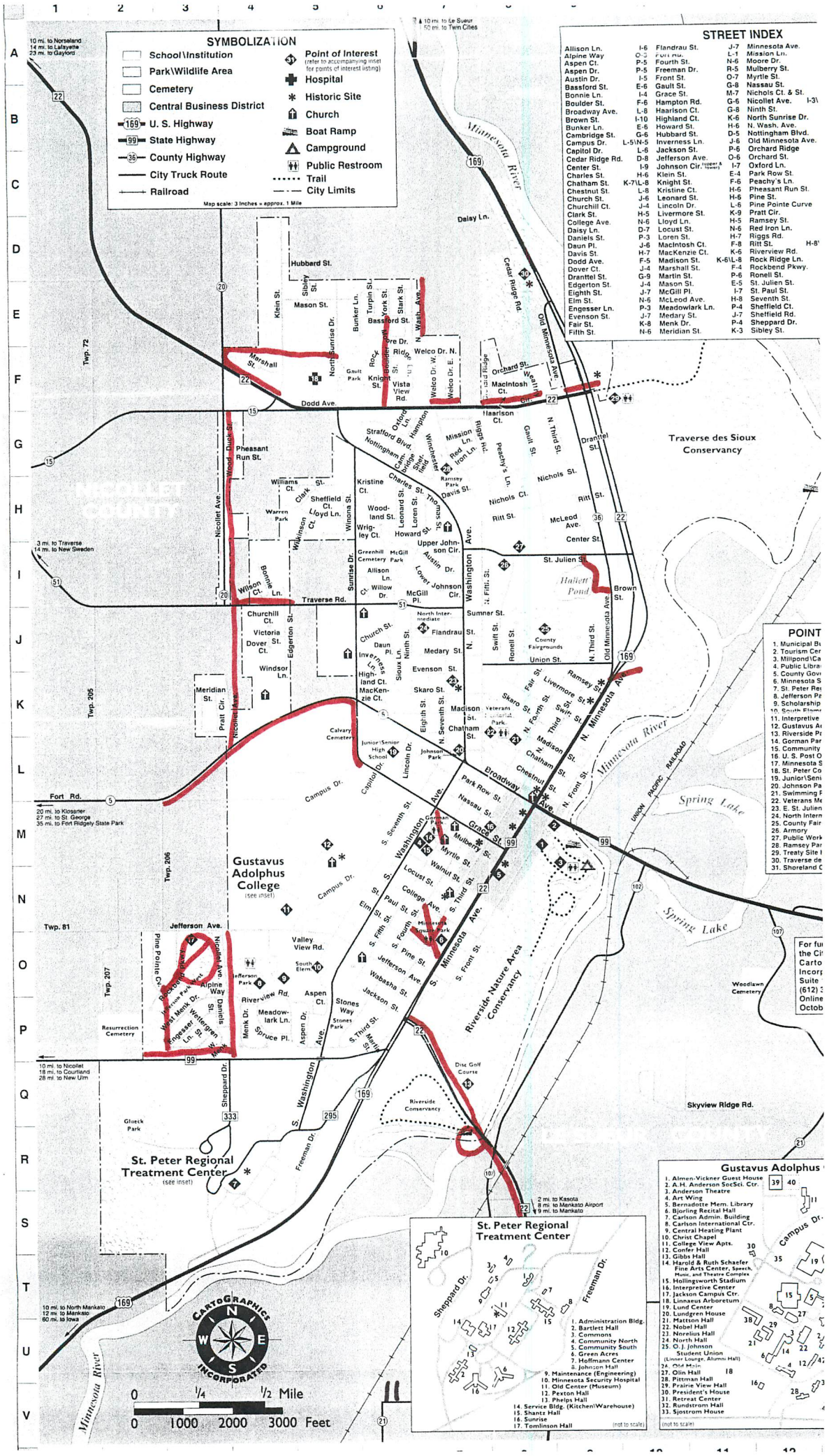
Although staff can make these designations for specific reasons, staff will be proposing at an upcoming Council meeting that the Council consider closing designated trails and/or sidewalks for the winter seasons of 2013/2014 and 2014/2015. Below is the list of trails and sidewalks to be designated "no maintenance":

- Trail around West Jefferson Park
- Trail along Hwy 99 south of Nicollet Meadows
- Trail on south side of Broadway Avenue – Sunrise to Gardner Road
- Trail on west side of Sunrise Drive – Broadway Avenue to Grace Street
- Trail on north side of Broadway Avenue - west of Nicollet Avenue
- Trail on east side of Nicollet Avenue – Broadway Avenue to Nicollet County Road Hwy #15
- Trail on south and east side of Clark Storm water Basin
- Trail on north side of Dodd Avenue (Hwy 22) west of Klein Street
- Trail on south side of Dodd Avenue (Hwy 22) from Sunrise Drive to Nicollet County Hwy #15
- Sidewalk on the east side of Washington Avenue west of East Welco Drive
- Trail on the east side of Gault Park Storm water Basin
- Sidewalk on the north side of Dodd Avenue east of the connect at the Welco South Storm water Basin
- Sidewalk on the north side of Dodd Avenue (Hwy 22) along Orchard Ridge Subdivision
- Sidewalk on the east side of Gault Park from Dodd Avenue to Knight Street
- Sidewalk in the center of Gorman Park
- Sidewalk in the center of Minnesota Square Park
- Sidewalk north side of Traverse Road from Edgerton Street to Nicollet Avenue
- Sidewalk east side Nicollet Avenue from Hwy 99 to Menk Drive
- Trail on the east side of Nicollet County Road #20 from Dodd Road (State Highway 22) to 280' north of Dodd Road
- Trails from Nicollet County Road #20 through the Industrial Park to Sunrise Drive
- The sidewalk from Union Street down into the park on the east side of Minnesota Avenue as "no maintenance".
- Trail from Kwik Trip to S & K Auto Repair
- Trail from St. Julien Street around Hallett's Pond by Shopko to Old Minnesota Avenue

The City Maintenance Superintendent and crew have participated in this evaluation and recommendation. It should be noted by the Council that this is the same list they have used in the past.

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

LGG/amg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Gustavus Adolphus College
(see inset)
Riverside Nature Area Conservancy
St. Peter Regional Treatment Center
(see inset)
Spring Lake
Hallett Pond
Skyview Ridge Rd.
Woodlawn Cemetery
Resurrection Cemetery
Glueck Park
Calvary Cemetery
Disc Golf Course
Riverside Conservancy
County Fairgrounds
Veterans Memorial Park
Junior\Senior High School
Johnson Park
Gorman Park
Minnesota Square Park
Jefferson Park
Valley View Rd.
South Elem.
Gault Park
Warren Park
Ramsey Park
Greenhill Cemetery
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Gustavus Adolphus
1. Almen-Vickner Guest House
2. A.H. Anderson SocSci. Ctr.
3. Anderson Theatre
4. Art Wing
5. Bernadotte Mem. Library
6. Bjorling Recital Hall
7. Carlson Admin. Building
8. Carlson International Ctr.
9. Central Heating Plant
10. Christ Chapel
11. College View Apts.
12. Confer Hall
13. Gibbs Hall
14. Harold & Ruth Schaefer Fine Arts Center, Speech, Music, and Theatre Complex
15. Hollingsworth Stadium
16. Interpretive Center
17. Jackson Campus Ctr.
18. Linnaeus Arboretum
19. Lund Center
20. Lundgren House
21. Mattson Hall
22. Nobel Hall
23. Norelius Hall
24. North Hall
25. O. J. Johnson Student Union (Linner Lounge, Alumni Hall)
26. Old Main
27. Olin Hall
28. Pittman Hall
29. Prairie View Hall
30. President's House
31. Retreat Center
32. Rundstrom Hall
33. Sjostrom House
(not to scale)

CITY OF Saint Peter
WHERE HISTORY & PROGRESS MEET

Memorandum

TO: Honorable Mayor Strand
Members of the City Council

DATE: 1/3/14

FROM: Todd Prafke, City Administrator
Lewis Giesking, Director of Public Works

RE: APPA Rally Schedule

ACTION/RECOMMENDATION

None needed. For Council discussion and information only.

BACKGROUND

Members may recall that in past years the Council has sent Public Works Director Giesking and 2-3 Councilmembers as a part of the American Public Power Association (APPA) Legislative Rally which is an important effort. As per State Law and Council policy, a resolution authorizing out of state travel is required and staff proposes that the resolution be considered at your meeting on the 13th of January. Please review your calendars prior to Monday's workshop so that we may discuss who might have the time and interest in going to Washington D.C. for this legislative rally.

The following is the schedule of events as we know them at this time.

Sunday, March 9 - SMMPA dinner in the evening- review schedule

Monday, March 10 - Pre-rally seminars - some half-day some full day. There is a separate registration and fee for your choice of seminar. APPA welcoming reception early evening and SMMPA dinner in the evening

Tuesday, March 11- Legislative and Resolutions Committee meeting (L&R) in the morning (Lew Giesking is the City's delegate for this committee meeting) L&R committee luncheon with keynote speaker at Noon. SMMPA dinner in the evening

Wednesday, March 12 - APPA Legislative Rally breakfast early morning (review of issues). Senator Franken coffee event. Minnesota Municipal Utility Association (MMUA) overview of issues by Federal Lobbyist and meeting with Minnesota's Legislative Delegation 11:30 A.M. thru 6:30 P.M. followed by a SMMPA dinner in the evening

Thursday, March 13 - Senator Klobuchar's coffee event

Meetings with the individual Senators and Minnesota's First District Representative (Congressman Walz) and/or their aids will be scheduled based on their availability when we know who is attending the Rally.

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

TP/LGG/amg

CITY OF Saint Peter
WHERE HISTORY & PROGRESS MEET

Memorandum

TO: Honorable Mayor Strand
Members of the City Council

DATE: 1/3/2014

FROM: Todd Prafke
City Administrator

RE: Tobacco Ordinance Modification (E- Cigarettes)

ACTION/RECOMMENDATION

For your information and review.

BACKGROUND

Members may remember a discussion on this topic (E-cigarettes) at your last goal setting session in November. The discussion centered around specific issues related to providing clarification in relation to practical policies implemented for over a decade in City buildings, and the hope to provide clarification to businesses related to licensing and use in of tobacco products and E-cigarettes their facilities.

Any proposed change to the City's ordinance would occur in Section 12–58. This section, which is attached, defines tobacco products. This section could be modified to provide clarification including E-Cigarettes as a part of that definition.

Any change of this type does not extend the rules on cigarettes; rather it applies the same rules to E-Cigarettes. As you discussed, this seems appropriate as it puts sellers on an even playing field. In our community it is most likely that E-cigarette vendors will be the same as other tobacco vendors and, if not, it seems appropriate that incumbents into the market meet the same threshold for sale of this product.

Members may note this is likely to be discussed as a part of the upcoming State legislative session and any change to State Law in this area could supersede any action that you take.

There is no significant fiscal impact to modification of this Ordinance. The only cost that I would expect to incur relates to publication of the modified ordinance and the codification costs to update the City Code.

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

TP/bal

DIVISION 1. - GENERALLY

Sec. 12-58. - Definitions.
Sec. 12-59. - Penalty.
Secs. 12-60—12-89. - Reserved.

Sec. 12-58. - Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Self-service merchandising means open display of tobacco-related products that the public has access to without the intervention of an employee.

Tobacco-related product means cigarettes, cigars, cheroots, stogies, perique, granulated, plug cut, crimp cut, ready, rubbed or other smoking tobacco, snuff, snuff flower, cavendish, plug and twist tobacco, fine cut and other chewing tobaccos, shorts, refuse scrips, clippings, cuttings and sweepings of tobacco prepared in such manner as to be suitable for chewing, sniffing or smoking in a pipe, rolling paper or other tobacco-related devices.

(Code 1989, § 6.34(subd. 2); Ord. No. 238(2nd Ser.), 12-12-1994)

Sec. 12-59. - Penalty.

Any person who shall violate any provision of this article shall be guilty of a misdemeanor and upon conviction thereof shall be punishable by a fine of not more than $700.00 or imprisonment not to exceed 90 days or both, together with the costs of prosecution.

(Code 1989, § 6.34(subd. 19); Ord. No. 238(2nd Ser.), 12-12-1994)

Secs. 12-60—12-89. - Reserved.

CITY OF Saint Peter
WHERE HISTORY & PROGRESS MEET

Memorandum

TO: Honorable Mayor Strand
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City Administrator

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TP/bal

CITY OF Saint Peter
WHERE HISTORY & PROGRESS MEET

Memorandum

TO: Honorable Mayor Strand
Members of the City Council

DATE: 1/3/2014

FROM: Todd Prafke
City Administrator

RE: Welco West Update

ACTION/RECOMMENDATION

None needed. For your information only.

BACKGROUND

Since it has been some time in between Council meetings or workshops, it seemed appropriate to provide an update on our work related to Welco West.

This last week a check for $463,000 was provided to Nicollet County to acquire the property. This occurred after a discussion with the Minnesota Department of Revenue related to the rules for the acquisition of property by City. The Minnesota Department of Revenue has agreed that your RFP process and discussions with the County meet the criteria set out in State Statutes.

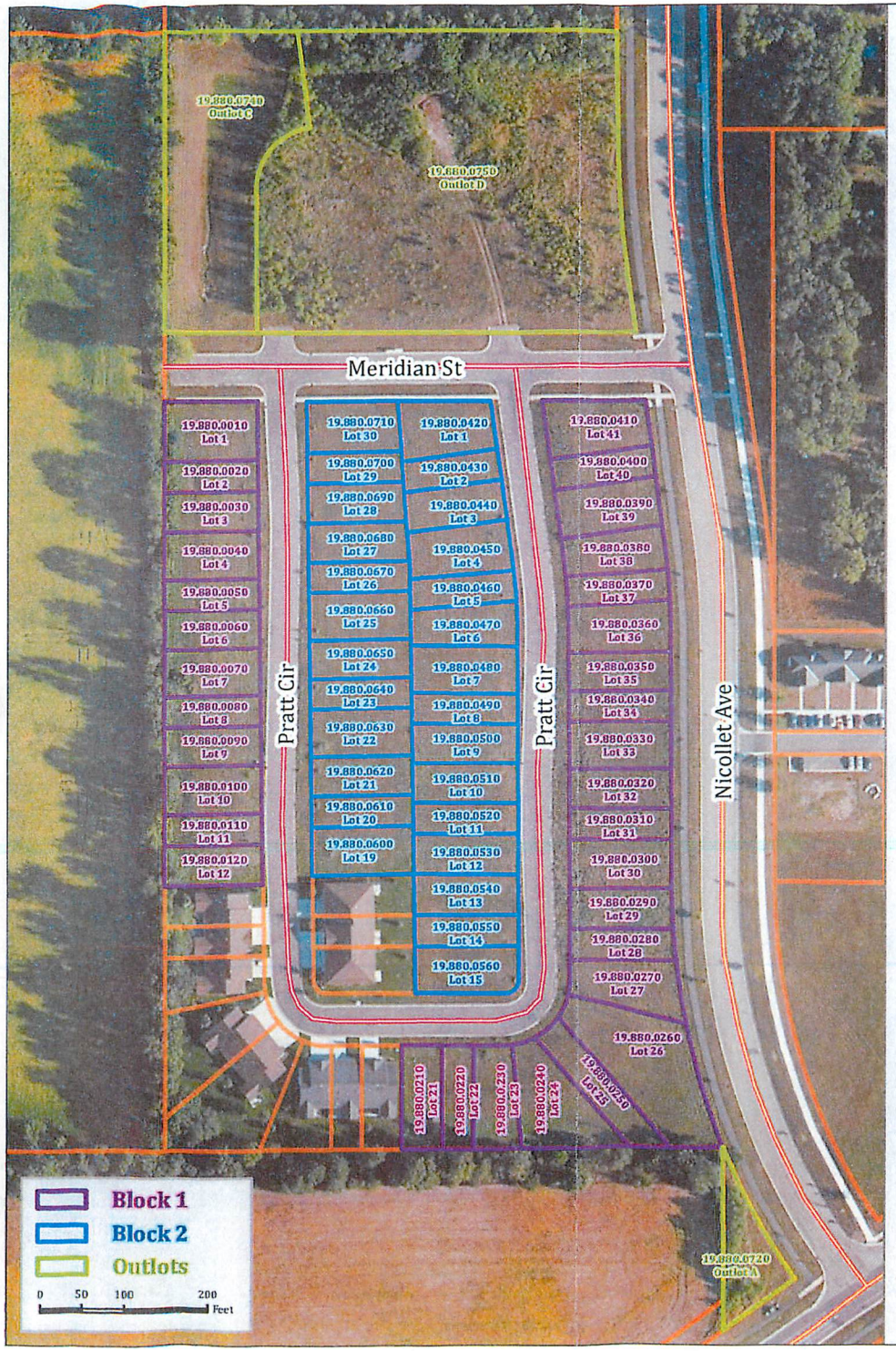
We are now in the process of finalizing the development agreement and the purchase agreement to transfer the property to Drummer Construction. This is based on Council direction and discussion as a part of the RFP process. As you may recall, Drummer will provide a check to the City in the amount of $518,000 which will be used to pay Nicollet County's hard costs in transferring the property and the assessments that are due to the City of Saint Peter. In addition, $50,000 will be set aside and held as surety that Drummer will meet the conditions of the development agreement.

The next action that the Council will be asked to take will be entering the purchase and development agreements. I anticipate that action will be sought either at your January 13th Council meeting or the meeting on Monday the 27th of January.

We anticipate that Drummer will secure building permits very soon after you have approved the final agreements.

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

TP/bal



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	Lot 3	19.880.0030	2077 PRATT CIR
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	Lot 5	19.880.0050	2073 PRATT CIR
	Lot 6	19.880.0060	2071 PRATT CIR
	Lot 7	19.880.0070	2069 PRATT CIR
	Lot 8	19.880.0080	2067 PRATT CIR
	Lot 9	19.880.0090	2065 PRATT CIR
	Lot 10	19.880.0100	2063 PRATT CIR
	Lot 11	19.880.0110	2061 PRATT CIR
	Lot 12	19.880.0120	2059 PRATT CIR
	Lot 21	19.880.0210	2041 PRATT CIR
	Lot 22	19.880.0220	2039 PRATT CIR
	Lot 23	19.880.0230	2037 PRATT CIR
	Lot 24	19.880.0240	2035 PRATT CIR
	Lot 25	19.880.0250	2033 PRATT CIR
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	Lot 27	19.880.0270	2029 PRATT CIR
	Lot 28	19.880.0280	2027 PRATT CIR
	Lot 29	19.880.0290	2025 PRATT CIR
	Lot 30	19.880.0300	2023 PRATT CIR
	Lot 31	19.880.0310	2021 PRATT CIR
	Lot 32	19.880.0320	2019 PRATT CIR
	Lot 33	19.880.0330	2017 PRATT CIR
	Lot 34	19.880.0340	2015 PRATT CIR
	Lot 35	19.880.0350	2013 PRATT CIR
	Lot 36	19.880.0360	2011 PRATT CIR
	Lot 37	19.880.0370	2009 PRATT CIR
	Lot 38	19.880.0380	2007 PRATT CIR
	Lot 39	19.880.0390	2005 PRATT CIR
	Lot 40	19.880.0400	2003 PRATT CIR
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Block 2	Lot 1	19.880.0420	2000 PRATT CIR
	Lot 2	19.880.0430	2002 PRATT CIR
	Lot 3	19.880.0440	2004 PRATT CIR
	Lot 4	19.880.0450	2006 PRATT CIR
	Lot 5	19.880.0460	2008 PRATT CIR
	Lot 6	19.880.0470	2010 PRATT CIR
	Lot 7	19.880.0480	2012 PRATT CIR
	Lot 8	19.880.0490	2014 PRATT CIR
	Lot 9	19.880.0500	2016 PRATT CIR
	Lot 10	19.880.0510	2018 PRATT CIR
	Lot 11	19.880.0520	2020 PRATT CIR
	Lot 12	19.880.0530	2022 PRATT CIR
	Lot 13	19.880.0540	2024 PRATT CIR
	Lot 14	19.880.0550	2026 PRATT CIR
	Lot 15	19.880.0560	2028 PRATT CIR
	Lot 19	19.880.0600	2060 PRATT CIR
	Lot 20	19.880.0610	2062 PRATT CIR
	Lot 21	19.880.0620	2064 PRATT CIR
	Lot 22	19.880.0630	2066 PRATT CIR
	Lot 23	19.880.0640	2068 PRATT CIR
	Lot 24	19.880.0650	2070 PRATT CIR
	Lot 25	19.880.0660	2072 PRATT CIR
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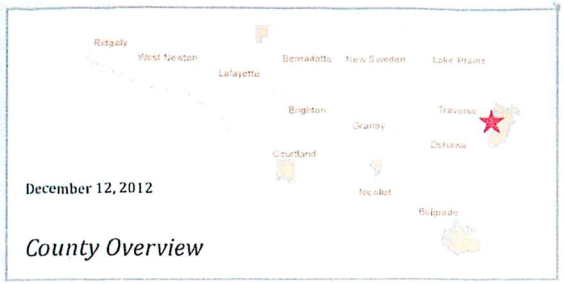
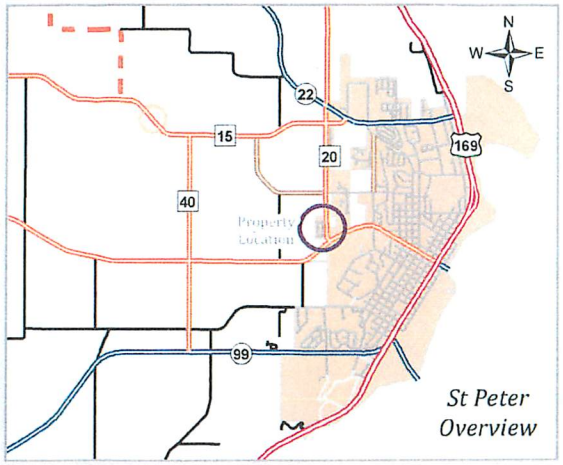
Welco Development



December 12, 2012

County Overview



Notes

This drawing is neither a legally recorded map nor a survey and is not intended to be used as one. This drawing is a compilation of information from various sources and is to be used for reference purposes only. Nicollet County is not responsible for any inaccuracies herein contained. If discrepancies are found, please contact the Nicollet County Office of Technologies.

CITY OF Saint Peter
WHERE HISTORY & PROGRESS MEET

Memorandum

TO: Honorable Mayor Strand
Members of the City Council

DATE: 1/2/14

FROM: Todd Prafke
City Administrator

RE: Goal Session Schedule

ACTION/RECOMMENDATION

None needed. For your discussion only.

BACKGROUND

It is my hope to have Council discussion as part of the workshop session on Monday evening regarding the schedule for the next Council goal session. With that in mind, please bring your calendars to the workshop on Monday.

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

TP/bal

CITY OF Saint Peter
WHERE HISTORY & PROGRESS MEET

Memorandum

TO: Honorable Mayor Strand
Members of the City Council

DATE: 1/3/14

FROM: Todd Prafke
City Administrator

RE: Fire Relief Association Dinner/Meeting

ACTION/RECOMMENDATION

None needed. For your discussion only.

BACKGROUND

The Fire Relief Association has extended an invitation to the City Council to join them for their annual meeting and dinner on Monday, February 3rd beginning at 6:30 p.m. at the Fire Station. The workshop session can be scheduled to accommodate this request if the City Council wishes to attend.

Discussion of this event has been included on the workshop agenda for Monday evening.

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

TP/bal