III. CALL TO ORDER

II. DISCUSSION
A. Official Newspaper, Depositories and Operational Rules
B. APPA 2018 Legislative Rally
C. Others

III. ADJOURNMENT
Memorandum

TO: Honorable Mayor Zieman  
    Members of the City Council

FROM: Todd Praike  
      City Administrator

RE: Official Newspaper, Depositories and Operational Rules

ACTION/RECOMMENDATION

For your information and further discussion.

BACKGROUND

Please find attached the resolution you passed in January of 2017 which provided for the Official Newspaper, Depositories and Operational Rules of the Council.

My goal for the your meeting is to review those three areas and ensure you are ready to go for your next meeting where I would ask you to pass a similar resolution for the 2018 year.

You have already provided for the Mayor Pro Tem who will be Carlin for the 2018 year but the other issues are still outstanding. Sections m, t and u are the sections that you may wish to pay the most attention to.

You should also note that we will be looking to change the name for Wells Federal to Citizens Community Federal Bank (CCF Bank) and the deposit levels are being changed as well. We will be recommending setting the limits all at the same level and increasing them all to $8 million. Neither Paula nor I know why the amounts were traditionally set at two level ($5 million and $3 Million) but it seems appropriate for the four chartered banking institutions be set at the same amount. This will give us a bit more flexibility to move money as appropriate to where terms are most advantageous. We currently have money in three of those institutions but the amounts and locations change from time to time depending on a number of factors including interest. (Please know that longer term investments are handled separately from this and therefore are not listed but must follow State and Council rules for investment.)

Please also note that many of the rules provided are consistent with State Law. So as an example Section n is not one that you can decrease and still meet provions of the State Law.

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

TP/bal
CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2017 -

STATE OF MINNESOTA
COUNTY OF NICOLLET
CITY OF SAINT PETER)

RESOLUTION APPROVING CONSENT AGENDA

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAINT PETER, NICOLLET COUNTY, MINNESOTA, THAT:

1. Councilmember Grams is hereby appointed to serve as Mayor pro tem (Acting Mayor) in the absence of Mayor Zieman.

2. The Saint Peter Herald is hereby designated as the official newspaper for the City of Saint Peter during the year 2017.

3. The following institutions are designated as the official depositories of the City of Saint Peter with limits for deposit established at the levels indicated for the year 2017:

   First National Bank            to a limit of $5,000,000
   Nicollet County Bank           to a limit of $5,000,000
   Wells Federal Savings and Loan  to a limit of $3,000,000
   Hometown Bank                 to a limit of $3,000,000

4. The following rules and procedures shall govern the operation of the Saint Peter City Council:

   CITY COUNCIL OPERATIONAL RULES

   a. The Saint Peter City Council shall conduct regular meetings of the Council on the second and fourth Mondays of each month.

   b. In the event a regular meeting of the Saint Peter City Council falls on a City holiday, the Council will meet the following day.

   c. Special meetings of the Saint Peter City Council may be called by the Mayor, or in his absence, the Mayor pro tem, or by petition of three members of the Council.

   d. City Council workshops shall be held on non-meeting Mondays.

   e. A quorum necessary to conduct business shall consist of four members of the Council, including the Mayor.

   f. The Saint Peter City Council shall maintain the following standing committees of the Council:
      ♦ Public Works and Utilities Committee
      ♦ Finance Committee
Personnel and Code Review Committee

g. City Council Standing Committees shall convene meetings only on matters referred to them by the City Council.

h. The function of City Council Standing Committees shall be to study, discuss, and make recommendations on issues to be presented for consideration by the City Council.

i. Meetings of the Saint Peter City Council Standing Committees shall be called by the Mayor, Committee Chairperson, or by the City Administrator.

j. Members of the Saint Peter City Council Standing Committees shall consist of two members approved by the Council, one from each ward. The Mayor shall serve as an ex-officio member on all Committees.

k. Notices of the Saint Peter City Council Standing Committee meetings shall be distributed to all Councilmembers and the news media as soon as conveniently possible, normally not less than seventy-two (72) hours before the meeting.

l. The agenda for the Standing Committee or Special Committee meetings shall be prepared by the Chair of that Committee. Agendas for City Council meetings shall be prepared by the City Administrator. Any Councilmember may have an item placed on the agenda by informing the City Administrator of the topic.

m. Agendas for Saint Peter City Council meetings shall be available to members of the Council and the news media not later than 5:00 p.m. on the Thursday preceding the date of the Council meeting. Information pertaining to agenda items shall be delivered to Councilmembers as soon as possible after that time, normally on Thursday evening.

n. In the case of special meetings of the City Council, the members of the Council and the news media shall be notified seventy-two (72) hours prior to the meeting as to date, time and place in conformance with the Open Meetings Law.

o. Items arising during meetings of the City Council which are not on the official agenda with appropriate background material, will not normally be acted upon until future meetings of the Council unless deemed to be an emergency by the Council.

p. Explanation of the City Council agenda items will be done by the City Administrator. However, the Administrator may call on Department Directors, advisors, or consultants for further explanation.

q. The procedural conduct for the meetings of the City Council shall be Robert’s Rules of Order, Newly Revised.

r. Minutes of the regular or special meetings of the City Council shall be available as soon as possible to the Councilmembers and shall be included in Councilmembers’ packets for action at the next regular meeting of the Council.
s. A majority passage of an ordinance shall consist of the affirmative vote of four members of the Council no matter how many are present and constituting a quorum, except that during a state of emergency the procedures provided for in the Saint Peter City Code shall apply.

t. All regular meetings of the City Council shall include on the agenda a time for scheduling visitor comments, either relating to agenda items or bringing up new topics. A visitor who wishes to speak about an item which appears later on the agenda should so indicate when the Mayor asks; that visitor will be called upon when the item comes up for discussion. A visitor who wishes to speak about something which is not on the agenda will be called on to speak before the meeting continues. All visitors are asked to limit remarks to no more than five (5) minutes. If a visitor's remarks appear to have strayed beyond the scope of a constructive presentation, they may be interrupted and asked to conclude their comments. Members of the City Council or staff may respond to the questions or comments when presented. The Council reserves the right to ask questions and to respond to any question at a later time. If additional information is needed, the Council will indicate when the visitor may expect a response and from whom.

u. Visitors must indicate their wish to address the Council on a workshop agenda item prior to the start of the workshop. Visitors who wish to speak will be required to provide their name, home address and to identify the agenda topic they wish to speak to. The Mayor will call on the visitor when that agenda item comes up and will allow five (5) minutes to comment. The Council reserves the right to ask questions and to respond to any question at a later time. The Council may also ask staff to contact the visitor about his/her comments at another time. When commenting, visitors must be courteous to all and limit comments to an expression of concern or constructive suggestions on the agenda topic. If a visitor's remarks appear to have strayed beyond the scope of a constructive presentation, they may be interrupted and asked to conclude their comments.

v. The City Attorney shall be designated as the parliamentarian to advise the Mayor on matters of procedure at all meetings of the City Council.

w. Members of the City Council may request removal of any consent agenda item prior to action on the consent agenda. The removed item will then be considered as a separate agenda item later in the same meeting.

5. The following business licenses are hereby approved subject to compliance with City Code regulations and payment of the licensing fees:

**Soft Drink License**
Nicollet County Ag Society 400 Union St. 1/1/17 – 12/31/17

**Temporary on Sale Liquor**
Nicollet County Ag Society 400 Union St 2/11/17

**Temporary Show**
Nicollet County Ag Society 400 Union St 2/11/17

**Tobacco License**
2. The following Council liaison and commission appointments are approved effective January 1, 2018:

**Council Committees**
- Finance Committee
  - Kvamme*, Carlin
- Personnel and Code Review Committee
  - Brand*, Grams
- Public Works and Utilities Committee
  - Pfeifer*, Johnson

*Indicates Chairperson

**Mayor serves as ex-officio on all Committees as per Council Rules.

**Council Liaisons**
- Economic Development Authority
  - Kvamme, Johnson
- Heritage Preservation Commission
  - Johnson
- Hospital and Nursing Home Commission
  - Pfeifer, Grams
- Housing and Redevelopment Authority
  - Grams
- Library Board
  - Carlin
- Parks and Recreation Advisory Board
  - Brand
- Planning and Zoning Commission
  - Kvaamme, Brand
- Region Nine Development Commission
  - Ziemann
- SPRTC Security Committee
  - Ziemann, Peters
- Tourism and Visitors Bureau
  - Ziemann, Pfeifer
- Fire Pension Board
  - Ziemann, Finance Director
- SPRTC Commission
  - Ziemann, Mayor pro tem
- SPRTC Liaison Committee
  - Ziemann, Mayor's Representative
- School District #508 Cooperation Committee
  - Kvamme, Brand
- County Cooperation Committee
  - Kvamme, Grams
- Gustavus Cooperation Committee
  - Ziemann, Carlin
- Appeals and Adjustments
  - Kvamme, Grams, Brand
- Greater Mankato Growth
  - Kvamme
- Sister City Committee
  - Ziemann, Carlin
- Highway 169 Coalition
  - Ziemann, Grams (as alternate)
- Minnesota River Valley Transit Board
  - Carlin, Grams, Ziemann (as alternate)

3. Councilmember Carlin is hereby appointed to serve as Mayor pro tem in Mayor Ziemann's absence for the period January 1, 2018 – December 31, 2018.

4. The following advisory board appointments are hereby approved for the terms indicated:

**CIVIL SERVICE COMMISSION**
Megan Ruble (2018-2020)
Memorandum

TO: Honorable Mayor Zieman
    Members of the City Council

FROM: Todd Prafce
      City Administrator

RE: APPA 2018 Legislative Rally

ACTION/RECOMMENDATION

None needed. For your information and discussion only.

BACKGROUND

The American Public Power Association Legislative Rally schedule has been announced as follows:

February 26-28, 2018

Time has been set aside on the Tuesday workshop agenda for to discuss Council participation in the rally. You have previously indicated your belief that having two members plus Public Works Director Moulton attend was "about right". At your last discussion on this in October you asked us to reserved three rooms including Pete’s and it was determined to wait until after the election to determine who would go. It is my hope to get a sense of how many you wish to send in 2018 so that flights and other registrations can be completed.

In a previous year you also sent me to the National League of Cities Congressional conference that overlapped with APPA. They do not overlap in 2018.

Previously the Council has discussed the value of this activity and member participation. While it is maybe a bit easier to articulate the reason for your Public Work Director to be there, I also believe that Elected Officials and the community gain through efforts like this. Specifically, the ability to meet and confer with Federal Staff about electric and other issues has been important in our ability to gain support and funding for major projects within your community. In addition, the networking opportunities within the Minnesota contingent and SMMPA delegates are enormous and allow us to learn, know, and explore opportunities and push policy efforts that we would otherwise not truly know, understand or have the opportunity to push.

Take time to look at you calendars and gage your interest so that we can leave the meeting knowing who plans to attend.

Here is the link for the rally information
Please let me know if you have any questions or concerns about this agenda item.

TP/bal
PRELIMINARY PROGRAM

MONDAY, FEBRUARY 26
Public power advocates gather at the Mayflower Hotel for leadership meetings, pre-conference seminars, and the welcome reception.

TUESDAY, FEBRUARY 27
The Legislative and Resolutions (L&R) Committee meeting in the morning will review APPA’s federal legislative and regulatory agenda, followed by a discussion of new proposed policies, and, finally, adoption of these policies. This is followed by the L&R Committee luncheon, with a keynote speaker who will focus on the issues of the day and political situation in our nation’s capital. In the afternoon, attendees will meet with their congressional delegations on Capitol Hill and attend policy briefings on specific issues hosted by APPA at the Mayflower Hotel. In the evening, PowerPAC contributors enjoy a reception to thank them for their help with APPA’s political action committee.

WEDNESDAY, FEBRUARY 28
Following the Legislative Rally breakfast, public power advocates travel to Capitol Hill for meetings with their congressional delegations.

“The APPA Legislative Rally is a great opportunity to understand how federal policies affect our industry at the local level. One-on-one meetings with legislators enable us to drive home the unique benefits that public power utilities provide to their community, all while speaking with a common voice on policy initiatives that affect each and every utility across the country.”

WALTER HAASE
CHAIR OF APPA BOARD OF DIRECTORS,
AND GENERAL MANAGER,
NAVAJO TRIBAL UTILITY AUTHORITY
HIGHLIGHTS

MEET YOUR REPRESENTATIVES ON CAPITOL HILL

As a public power expert, this is your opportunity to educate your Senators and Representatives and their staff on what is happening at your utility.

LEGISLATIVE & RESOLUTIONS COMMITTEE

Be a part of the discussion and help us decide APPA’s policy positions on key issues that are important to public power and hear from a keynote speaker at the luncheon about the state of play in Congress.

LEGISLATIVE RALLY BREAKFAST

This always-popular breakfast meeting is your chance to hear the latest happenings from political prognosticators or Members of Congress. APPA’s Government Relations team will present our legislative policies in an entertaining manner.

PRE-RALLY SEMINARS

Join your industry colleagues to learn how to be an effective advocate and about the latest developments in policy affecting public power.

For more information about the pre-rally seminars visit www.PublicPower.org/LegislativeRally.

MORE ABOUT THE L&R LUNCHEON*

Reserve a table at the Tuesday luncheon and ensure that your attendees and guests get the most value out of this annual event. Benefits of reserved tables include:

- Preferential seating at the front of the banquet hall.
- Three additional tickets to the luncheon (individual tickets cost $60.00).
- Signage and advance notice of table location to ensure that attendees and invited guests are seated together.
- Greater visibility for guests who may be trying to locate you.

COST

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<tr>
<th>Members</th>
<th>$350</th>
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<tbody>
<tr>
<td>Nonmembers</td>
<td>$700</td>
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Please note the number of tables you would like to reserve on the registration form and return it to APPA. Steve Medved will confirm the details of your table luncheon order.

APPA maintains the right to designate any APPA meeting or session as open only to APPA regular members (public power systems, rural electric cooperatives, joint action agencies, state/regional associations).

*The APPA Rally is not open to investor-owned utilities or other privately-owned energy companies.

"Counsel has advised that under House and Senate ethics rules, only APPA may extend invitations to House or Senate Members or staff to attend this event. Individual members of APPA are not permitted to extend invitations. Violations of these rules may result in criminal liability.

MOBILE APP SPONSOR

DWGP
DUNCAN WEINBERG GENZER PEMBROKE
2018 PRE-RALLY SEMINARS

MONDAY, FEBRUARY 26 | 8:30 a.m. – 12:00 p.m.

COOPERATIVE FEDERALISM
UNDER THE CLEAN AIR ACT:

In this new era of cooperative federalism, the Environmental Protection Agency seeks to embrace partnerships with other federal agencies, states, tribes, local governments, and other organizations that will facilitate the achievement of environmental goals while supporting robust economic growth. State and local government officials have an opportunity to more clearly define their roles to review, implement, enforce, and reform national environmental regulatory programs while ensuring the protection of the environment and public health. Session participants will hear from experts at the federal, state, and local levels on how they are applying the principles of cooperative federalism to improve environmental policies, operational concerns, and address fiscal constraints in implementing national environmental regulatory programs.

MONDAY, FEBRUARY 26 | 1:30 – 5:00 p.m.

UTILITY DRONE PROGRAMS:
NAVIGATING FEDERAL REGULATIONS
FOR UTILITY USE

In 2016, the Federal Aviation Administration (FAA) developed a regulatory regime commonly known as “Part 107” that allows commercial users of unmanned aircraft systems (UAS), or drones, to operate in the national airspace. These regulations address operational limits (such as height and speed restrictions), pilot certification procedures, operator responsibilities, and airworthiness requirements for commercial UAS. The FAA continues to improve Part 107 to meet the rapidly-changing uses and demands of this technology.

In light of these developments, many electric utilities have begun integrating drones into their infrastructure inspection for line inspections and assessments, vegetation management, disaster response and emergency recovery, and more. However, electric utility drone users must comply with these new regulations, thus raising significant questions about the ways in which utilities can use these devices in everyday operations. In this seminar, participants will learn the current legal landscape for drone users, challenges and opportunities for electric utility drone users, and opportunities for improvement of these regulations.
MONDAY, FEBRUARY 26 | 1:30 – 5:00 p.m.

SMALL CELL WIRELESS POLE ATTACHMENTS:
THE CHANGING LEGISLATIVE AND REGULATORY LANDSCAPE

Public power utilities across the country are increasingly facing requests to allow small cell wireless attachments to their poles. These requests raise a host of complex engineering, operational, administrative, rate-design, and other challenges, as utility pole owners seek to balance the competing needs of multiple wireline and wireless communications providers, while simultaneously protecting and maintaining the safety, security and reliability of their core electric services.

In 2017, legislation was introduced in about two dozen states to impose wireless pole attachment regulations on public power utilities. More than ten states have already enacted such legislation, and the push for state legislation is likely to continue and expand in 2018. At the same time, at the federal level, the Federal Communications Commission (FCC) has expressed a desire to accelerate wireless broadband deployment by removing perceived barriers to rapid wireless support facility deployment, including access to publicly-owned poles and other facilities. In early 2018 the FCC is expected to adopt new pole attachment and wireless siting regulations in two separate, but related, proceedings, that may have a significant impact on public power utilities.

This session will provide an introduction and overview of the key operational, engineering and legal issues presented by wireless attachments, and will explore the current state of the law, and on-going state and federal initiatives that may impact the obligations of public power utilities with respect to such wireless attachments.
REGISTRATION AND HOTEL

Register at www.PublicPower.org/LegislativeRally.

REGISTRATION FEES
Member $375
Nonmember $750

PRE-RALLY SEMINARS
Register on/Before Feb. 3
Member $325/semester
Nonmember $650/semester

After Feb. 3
Member $375/semester
Nonmember $700/semester

GUEST REGISTRATION
All guest registrations must be accompanied by a Legislative Rally attendee registration. Guests may not attend general sessions or concurrent sessions unless otherwise listed in the conference program. Guests are welcome to attend the Welcome Reception and L&R Committee Luncheon for a fee. Children 12 and under do not need to register.

Welcome Reception $95
Monday, February 26, 2018
5:30 p.m. — 7 p.m.

L&R Committee Luncheon $60
Tuesday, February 27, 2018
Noon — 1:30 p.m.

MAYFLOWER HOTEL

Hotel Accommodations/Reservations
The 2018 Legislative Rally will be held from February 26-28 at the Mayflower Hotel, 1127 Connecticut Ave NW, Washington, DC 20036. To ensure the APPA discounted room rate of $307 per night (excluding D.C. taxes of 14.8 percent), please call the reservations center at 1-877-212-5752 or make your reservation online at https://aws.passkey.com/event/49376432/owner/1261/landing/after November 1, 2017 when the APPA room block will be open to receive reservations.

When making a reservation, please request the APPA Legislative Rally rate.

Hotel Reservation & Cancellation Policy

Very Important, Please Read
The cut-off date to receive the group rate for the Legislative Rally is February 2. After February 2 you may be charged a higher rate based on availability. APPA will not be able to make any adjustments to your rate after February 2. All reservations require a non-refundable room deposit equal to one night's stay plus applicable taxes that will be charged to your credit card at the time your reservation is made. Please keep in
Quick List of Events for the first week or so:

January 2nd Council Workshop 5:30 (All)

January 4th City County Liaison Meeting 3:30 City Hall (Kvamme, Grams)

January 4th Planning and Zoning 5:30 Community Center (Kvamme, Brand)

January 8th City Council meeting 7p.m. Remember pictures that evening (All)

January 9th Pavilion Best Value Committee p.m. at City Hall (Zieman, Pfeifer)

January 11th Board of Appeals and Adjustments 5:30 Community Center (Kvamme, Grams, Brand)

Let me know if any questions.