

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

Regular Workshop Session of February 3, 2020
Community Center, St. Peter Room – 5:30 p.m.
600 South Fifth Street

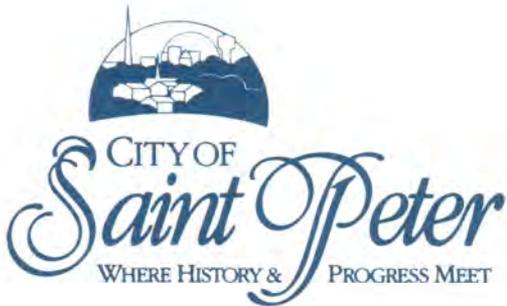
- I. CALL TO ORDER**
- II. DISCUSSION**
 - A. St. Peter/Mankato Bike Trail (DNR)
 - B. South Highway 169/22/99 Intersection Project
 - C. Building Inspector Position Description
- III. ADJOURNMENT**

City Council Committee Of The Whole
St. Peter Fire Station
227 West Mulberry Street – Immediately Following The Workshop

- I. CALL TO ORDER**
- II. ANNUAL MEETING/DINNER WITH FIREFIGHTERS**
- III. ADJOURNMENT**

Office of the City Administrator
Todd Prafke

TP/bal



Memorandum

TO: Todd Prafke
City Administrator

DATE: 1/31/20

FROM: Russ Wille
Community Development Director

RE: Minnesota River Bike Trail

ACTION/RECOMMENDATION

No action needed. For City Council review and discussion only.

BACKGROUND

Craig Beckman of the Minnesota Department of Natural Resources (DNR), Forest Hasty of the Minnesota Department of Transportation (MnDOT), and I will provide an update on the proposed Minnesota River Trail between Saint Peter and Mankato which would provide linkages to the DNR's Sakatah Trail, Red Jacket Trail, Rapidan Dam Park and Minneopa State Park.

Since 2012, I have represented the City of Saint Peter on an ad hoc committee established to plan a portion of the Minnesota River Trail. The Minnesota River Trail was statutorily established by the Minnesota Legislature to locate a trail system between Big Stone Lake State Park in far western Minnesota and the City of Le Sueur.

Other committee members include representatives from both the DNR and MnDOT as well as the City of Mankato, Blue Earth County, Le Sueur County, Lime Valley Township, Mankato Walk/Bike Advocates, area snowmobile clubs and others.

We have been working with the DNR as the trail would be constructed as a DNR state trail under their development rules and standards. As per the DNR requirements, the trail must be multi-modal to accommodate pedestrians, bicyclist, snowmobiles and equestrian interests.

The Committee's original desire was to locate the trail in proximity to the Minnesota River to take advantage of the natural environment. To that end, representatives of the Committee and DNR made initial inquiries to owners along the river who are potentially impacted to ask whether they would be willing to negotiate a sale of land for the trail.

It soon became apparent to the Committee that the preferred route near the river would never materialize due to the fact that a number of property owners would not consider a sale under any circumstances. Some indicated they bought their property for the seclusion and solitude which would be disrupted by a recreation trail. Others purchased land for hunting which would present obvious conflicts.

It is very important to note that a DNR trail cannot utilize eminent domain (condemnation) to acquire private lands. All land acquisitions must be successfully negotiated to the satisfaction of the buyer and seller. This limitation severely restricts the ability to site a trail. Based on previous trail siting experience, the DNR is of the opinion that further negotiations with the reluctant land owners would be unproductive.

The Committee then explored a trail option that would utilize Township or County right-of-way to construct a trail. It was determined these rights-of-way are sufficient to accommodate a functional multi-modal DNR trail; however, the rights-of-way also cross railroad tracks at grade which would be undesirable.

As such, the working Committee reluctantly came to the conclusion that a DNR trail between Saint Peter and Mankato would need to be restricted to the existing Highway #22 right-of-way. The implementation would be very similar to the trail installed along the north right-of-way of Blue Earth County Road #90 south of Mankato. This trail runs from Highway #22 to Minneopa State Park.

The proposed alignment is admittedly less scenic and doesn't provide a setting that utilizes a more natural environment along the riverside. With that said, nothing would preclude the construction of a local or regional trail extending from the Highway #22 right-of-way via a spur trail towards the river, perhaps providing connectivity to assets such as the Kasota Prairie.

At this stage in the planning process, it is hoped that the DNR and MnDOT would work cooperatively so the trail could be considered as part of the Highway #22 improvements planned for 2024.

The DNR has requested that the City of Saint Peter and other participating communities pass a resolution supporting the Highway #22 alignment and asking the DNR and MnDOT to work cooperatively to provide planning for possible construction of the trail during the 2024 improvement project.

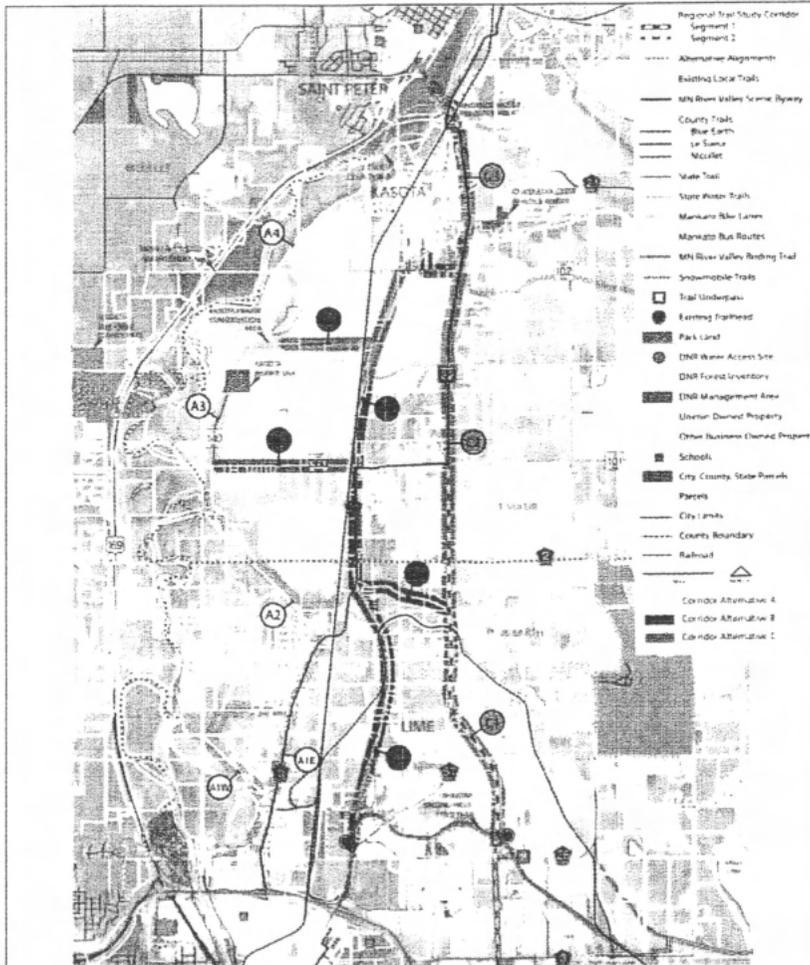
In your packet I've included some information regarding the three original alignment alternatives and what the Committee considered to be the pros and cons of a Highway #22 right-of-way trail alignment.

This issue is brought back to you based on two primary reasons. First, as you discuss the Southern 169/22/99 intersection planning for a trail, if wanted, would be needed. Second, multiple Council members asked to have more information provided on this issue.

The goal for your meeting is to provide members with opportunity for additional understanding of the process and what is proposed. We hope to answer the question, "Do you have interest in a trail that connects Saint Peter and Mankato?" if yes, even with its deficiencies what are the next steps in the process? If no, what issues do you see need to be overcome?

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

RJW



Corridor Alternatives A, B, C

- Alternative A included both the private land option and the Cty Rd 5 option previously discussed
- Alternative B included Lime Valley Road to Cty Rd 5 and LeSueur County Road 21 North to Kasota with optional routes West into Unimin property
- Alternative C originated at the Sakatah State Trail parking lot on the East side of Hwy 22 and continued North to St. Peter with optional routes West into Unimin property

Corridor Alternative C: Hwy 22

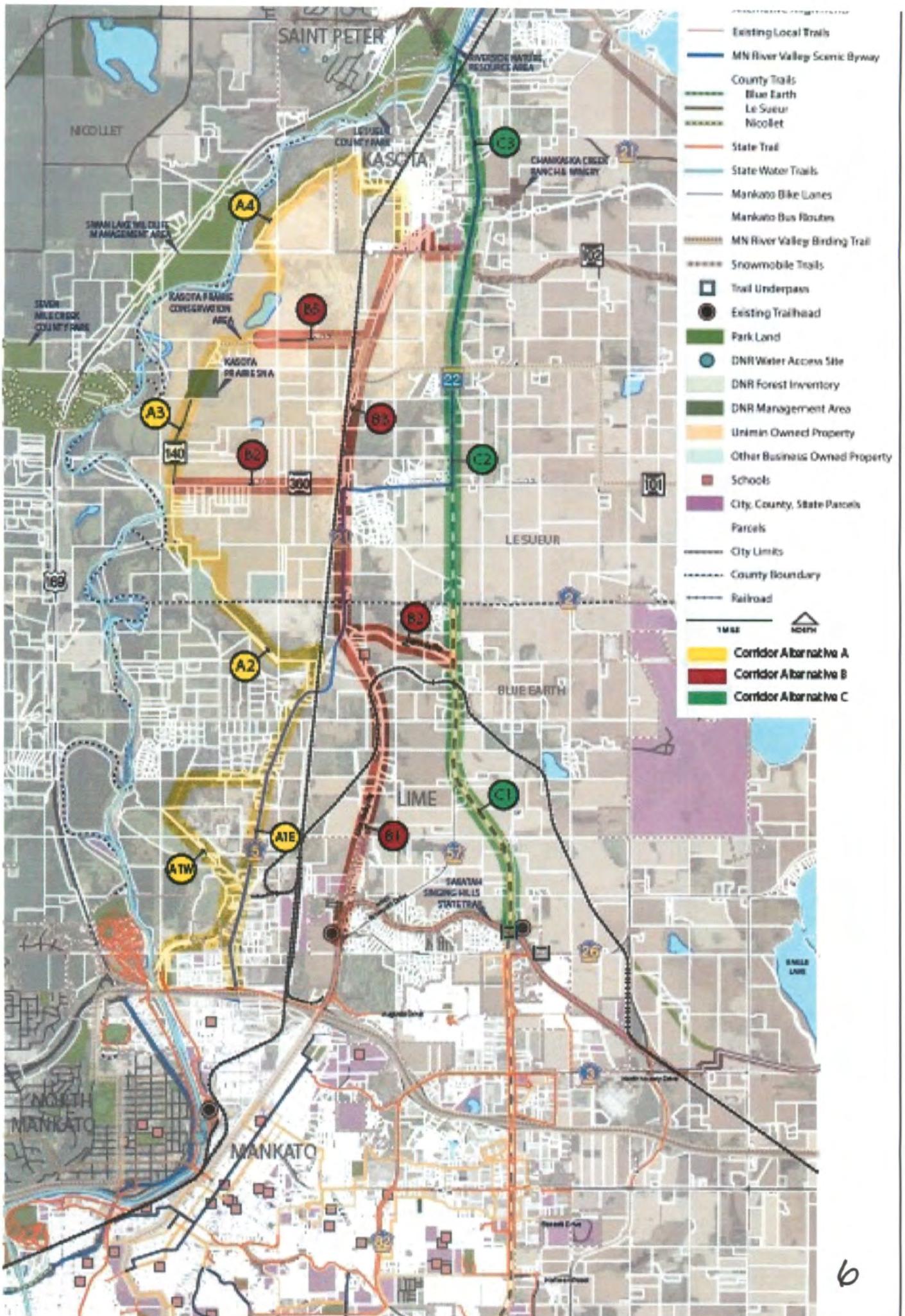
Pros

- Majority of the trail would be within existing or new road ROW
- Grades are generally acceptable
- Trail would connect to existing Hwy 22 trailhead parking area
- Route accommodates all uses the MN River Trail is expected to accommodate
- Options to move West onto Unimin property either via state trail initiative or regional trail initiative
- Direct corridor for those who expressing desire to use the trail for commuting purposes.
- Trail could be built in conjunction with 2024 Hwy 22 expansion project

Cons

- Less scenic than other routes explored
- Higher traffic levels than other routes explored
- Narrow bridge/ravine crossings could call for multiple bridges
- Requirement to cross Hwy 22 at some point
- Potential conflicts at Riverfront Drive intersection







Memorandum

TO: Honorable Mayor Ziemann
Members of the City Council

DATE: 1/30/2020

FROM: Todd Prafke
City Administrator

RE: South Highway 169/22/99 Intersection Project

ACTION/RECOMMENDATION

None needed. For Council information and discussion only.

BACKGROUND

Representatives from the Minnesota Department of Transportation (MnDOT) will be at the workshop on Monday evening to provide more information on a proposed project at this intersection.

You may recall they attended your meeting on January 21 to talk through issues/problems at the intersection, share collected traffic data, and to seek insight from Councilmembers on your/the community's priorities for the corridor. These priorities have now been used to help guide what metrics are of more importance to the community when evaluating alternative designs for the intersection.

According to MNDOT, *"Hwy 169/Hwy 22/Hwy 99 intersection project is planned in 2023 to improve the pavement condition, intersection safety, and mobility along the Hwy 169 corridor on the south side of St. Peter, including the intersections with Hwy 22 and Hwy 99. With input from the city of St. Peter, local residents and businesses, and other project stakeholders, MnDOT will evaluate the corridor, develop design alternatives, and arrive at a preliminary layout for a 2023 construction project."*

The goal for this meeting is to get your thoughts on the design concepts that MnDOT staff will present along with the options. Our hope is that you will prioritize those you think are best suited for implementation so that as we move into the public input phase, there are maybe three design concepts presented. City Council and community feedback on these concepts are valuable to MnDOT as they make a final decision on the design of this project.

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

TP/bal



Memorandum

TO: Honorable Mayor Zieman
Members of the City Council

DATE: 1/31/2020

FROM: Todd Prafke
City Administrator

RE: Building Inspector Job Description Changes

ACTION/RECOMMENDATION

None needed. For your information and discussion only.

BACKGROUND

The City's Building Inspector has submitted notice of his retirement. As such and as we usually do, the job description for this position has been reviewed to ensure legal compliance and to verify the description accurately describes the duties and responsibilities of the position as well as the minimum and desired qualifications for the position.

A redlined copy of the job description with suggested changes has been prepared. The changes are relatively minor in nature.

Any changes to the job description should be approved by the Council prior to recruitment to fill the position.

Time has been included on the workshop agenda for preliminary Council review of the proposed changes. My goal for your meeting is to have Council review the draft job description and if the changes look appropriate, seek Council approval at your next regular meeting.

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

TP/bal

CITY OF SAINT PETER, MINNESOTA

POSITION DESCRIPTION

Pay Equity Points = 217

POSITION TITLE: BUILDING INSPECTOR

DEPARTMENT: BUILDING

SUPERVISOR: DIRECTOR OF BUILDING

OVERVIEW OF POSITION:

Under the direction and general supervision of the Director of Building, the Building Inspector inspects buildings, mobile homes, and other structures to ensure conformance with the Minnesota State Building Code, current ~~International Uniform~~ Building Code, current Minnesota Plumbing Code, current Uniform Housing Code, Energy Code, Handicap Code, Uniform Mechanical Code, and the Minnesota Uniform Fire Code, City Codes including, but not limited to the rental code; the City's zoning ordinance, and other laws regulating building construction, applicable state Codes and approved plans and specifications.

ESSENTIAL JOB FUNCTIONS:

- Conducts building inspection activities;
 - ~~R~~reviews and approves blueprints and site plans to ensure compliance with the Minnesota State Building Code, current ~~International Uniform~~ Building Code, current Minnesota Plumbing Code, current Uniform Housing Code, related provisions of the Minnesota Uniform Fire Code, City codes including but not limited to the rental code; the City's zoning ordinance, and other laws regulating building construction;
 - ~~e~~Calculates construction valuation and permit fees as stated in the ~~Uniform~~International Building Code;
 - ~~i~~ssues building permits;
 - ~~i~~nspects buildings during construction, alteration, or repair to ensure conformance with all adopted building related regulations, and approved plans and specifications;
 - ~~E~~nsures compliance with the ~~City's zoning ordinance and other laws~~ regulating building construction;
 - ~~i~~nspects plumbing and heating installations for proper construction, workmanship, and conformance to code requirements;
 - ~~i~~nspects rental property for compliance with life safety and the City's rental code. [BAL1]
- Assists the Director of Building as needed.
- ~~Assists the Assistant Weed Inspector for the City.~~
- Performs related duties as assigned or apparent.

ESSENTIAL PHYSICAL REQUIREMENTS:

The Building Inspector is required to be capable of performing the following physical functions or a combination thereof for any given work day.

Actions:

CITY OF SAINT PETER, MINNESOTA

POSITION DESCRIPTION

- Speak and understand English, read and write English.
- Hearing normal or corrected to normal.
- Eyesight 20/40 or corrected to 20/40 with normal color vision and normal stereo vision.
- In an 8 hour day, sit for 8 hours and/or stand for 8 hours and/or walk for 8 hours.
- Frequently bend/stoop, squat, crouch, kneel, balance.
- Occasionally crawl, climb height of one hundred forty feet (140'), reach above shoulder level, push/pull.
- Use both feet for repetitive movements as in operating foot controls.
- Use hands for simple grasping and fine manipulating.
- Strength: Occasionally carry up to thirty-four (34) pounds and lift up to thirty-four (34) pounds.
- Stamina: Endure exposure to changes in temperature from less than seventh degrees centigrade (17° C) to in excess of thirty-seven degrees centigrade (37°C). Endure exposure to dust, fumes, and gases.
- Safety: Wear safety equipment including hard hat, steel-toed shoes, safety goggles.
- Vaccinations: Receive vaccinations for tetanus.

INTERPERSONAL SKILLS:

Ability to: communicate effectively, both orally and in writing; ability to understand and carry out directions; ability to accept responsibility; ability to cooperate with a wide range of individuals; ability to maintain confidentiality as needed; be tactful in dealings; ability to deal with the public.

MINIMUM QUALIFICATIONS:

- Any combination of education and experience equivalent to a high school degree.
- Possession of State of Minnesota Building Inspector Limited Certification or ability to obtain within one year of date of employment.
- Demonstrated Ability to perform plan review for residential, commercial, and industrial building construction and alterations.
- Possession of a valid ~~State of Minnesota Class C drivers' license.~~

DESIRED QUALIFICATIONS:

- Two years of post-high school course work in building inspection or construction oriented, architectural, or engineering courses, and experience in any of the skilled construction trades, architectural design, or engineering, and experience as a municipal building inspector.
- Demonstrated kKnowledge of Minnesota State Building Code, current InternationalUniform Building Code, current Minnesota Plumbing Code, current Uniform Housing Code, and the Minnesota Uniform Fire Code, and other laws regulating building construction;
 - Demonstrated knowledge of building construction methods and materials; knowledge of the principles and practices of plumbing and heating code enforcement;
 - Demonstrated knowledge of the principles and procedures of rental code enforcement;
 - Demonstrated ability to read and interpret building and plumbing plans and specifications.
- Demonstrated kKnowledge of OSHA regulations.

CITY OF SAINT PETER, MINNESOTA

POSITION DESCRIPTION

~~_____ Aptitude for building codes inspection work.~~

~~**INTERPERSONAL SKILLS:**~~

~~Ability to communicate effectively, both orally and in writing; ability to understand and carry out directions; ability to accept responsibility; ability to cooperate with a wide range of individuals; ability to maintain confidentiality as needed; tact; ability to deal with the public.~~

Adopted: _____ 04-27-98



Memorandum

TO: Honorable Mayor Zieman
Members of the City Council

DATE: 1/31/2020

FROM: Todd Prafke
City Administrator

RE: Annual Meeting/Dinner at Fire Station

ACTION/RECOMMENDATION

None needed. For Council information only.

BACKGROUND

Each year the members of the Fire Department extend an invitation to the City Council to join them for their annual meeting and the dinner that follows. This always occurs on the evening of a City Council workshop and as such, the agenda for the workshop is a light one to ensure the Council is able to join the Fire Department.

Please plan on a short workshop and then traveling to the Fire Station for the meeting and dinner.

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

TP/bal