

CITY OF SAINT PETER HOT SHEET

All the City news you need to know and a little bit more.
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11/14/18

CITY COUNCIL ACTIONS – Action at the City Council meeting held on November 13, 2018 included authorization for MVAC to submit, on the City's behalf and application for a housing rehabilitation grant program; adoption of an Emerald Ash Borer management plan as recommended by the Parks Board; adoption of a position description for the part-time seasonal position of Warming Housing Attendant; approval for equipment purchases for River's Edge Hospital and Clinic; authorization for execution of a realtor agreement with Whitetail Properties for sale of the former wastewater treatment ponds; and closed sessions to discuss union negotiations with the Streets and Utilities unions and the annual performance review for City Administrator Prafke.

The next regular City Council meeting will be Monday, November 26, 2018 beginning at 7:00 p.m. in the Governors' Room of the Community Center.

THANKSGIVING CLOSURES – All non-emergency City offices, including the Library, will be closed on Thursday, November 22nd and Friday, November 23rd for the Thanksgiving holiday. The Community Center will also be closed on Thanksgiving Day, but will reopen on Friday.



The Minnesota River Valley Transit system will also be closed on Thanksgiving Day, but will run regular Friday hours on November 23rd.

COUNCIL VACANCY – Councilmember Jeff Brand has announced his resignation from the City Council effective January 1, 2019. Brand was recently elected to the position of State Representatives. Brand represents Ward I (North) and the term expires on December 31, 2019. The

position will be on the City's 2019 general election ballot.

As provided for in State Statute, the vacancy will be filled by Council appointment and the City Council has decided on the following process to fill the vacancy.

Residents of the North Ward who are interested in being considered for appointment to this vacancy, are asked to provide a written letter describing your interest in being appointed; information on your previous service to the community including any civic projects you have been involved with; and information on your education background and experiences that you believe the Mayor and Councilmembers may find relevant as they consider appointment of the new Councilmember.

To qualify for consideration, applicants must also be able to attend not only Council meetings on almost every Monday of the year, but also accept advisory Board and Commission assignments. No experience is needed.

As provided for in State Statute, the minimum qualifications to serve on the City Council include the following:

- At least 21 years of age on or before taking office;
- Reside in the North Ward – a copy of the Ward map can be found here... <http://www.saintpetermn.gov/where-do-i-vote>
- Be eligible to vote in Minnesota

If you are interested in being considered for appointment to this one-year position, please submit a letter of interest via regular mail or in person to the City Administrator's Office 227 South Front Street, Saint Peter MN 56082; or via email to barbaral@saintpetermn.gov.

Deadline for receipt of letters of interest by the City Administrator's Office is 5:00 p.m. on

November 28th. All letters will be reviewed by the Mayor and City Council prior to the regular City Council meeting of December 10th. All letters received will become public information.

Please call the City Administrator's office at 507 934 0663 if you have any questions or would like to know more about the process or the time commitment that is needed to serve. It is the goal of the Council to make an appointment so that service may begin on January 1, 2019.

RIVER'S EDGE HOSPITAL PATIENT AND COMMUNITY ADVISORY COUNCIL - River's Edge Hospital continues to work to fulfill its mission to provide quality health services and vision of improving the health of all the individuals served by announcing the formation of the Patient and Community Advisory Council.

The Patient & Community Advisory Council is a diverse group of community members, current or recent patients, and family members who represent the collective voice of our patients and families. Council members offer advice, information and recommendations to support patient care, planning, and procedures. Information presented by this group provides leaders and staff with a better understanding of how to improve quality, program development, service excellence, communication, patient and family education, staff orientation, education, and patient/family satisfaction and loyalty.

"The formation of this committee is a way to connect the community to the hospital and to use patient feedback to learn what is most important to our patients and their families," said Margie Nelsen, River's Edge Hospital Commission Chair.

Additionally, the administration at River's Edge Hospital views this committee as an important piece of enhancing the quality, safety, and patient experience at River's Edge. "Our leaders and staff work very hard to maintain the exceptional levels of quality, safety, and experience at River's Edge. Having input from former patients, family members, and community members is invaluable as we continue make improvements in these areas," said Stephanie Holden, Chief Marketing and Development Officer at River's Edge Hospital.

In a 2017 publication by the American Institutes for Research, it was found that hospitals using patient advisory councils saw reduced infection rates, readmissions, length of stays, increases in patient satisfaction scores, and improved efficiencies.

People who are interested in becoming a member of the Patient and Community Advisory Council can download an application at www.REHC.org or

request one via mail or email by contacting Stephanie Holden, Chief Marketing and Development Officer at 507-934-7645 or sholden@rehc.org.

VOLUNTEERS WANTED – THE City Council has created numerous advisory boards and commissions on topics as varied as Civil Service, to economic development, to parks and libraries. If you are interested in being considered for appointment to one or more of the boards, please contact the City Administrator's Office for an application form.

To be considered for appointment, candidates must live within the corporate limits of the City of Saint Peter; commit to the full term of appointment with most terms being for three years and some as long as five; and commit to making regularly scheduled monthly meetings.

The Mayor makes all recommendations for appointment and the recommendation is voted on by the full City Council.

For more information on the various boards and commissions, please check out our website at <http://www.saintpetermn.gov/boards-commissions> and for an application, please contact the City Administrator's office at barbaral@saintpetermn.gov or by calling 934-0663.

SIDEWALK CLEARANCE REMINDERS – Old Man Winter has already given us a taste of what's to come in the next few months and now is a good time to remind everyone of the sidewalk clearance regulations.

City regulations require sidewalks to be cleared the entire width within 24 hours of snow ending. It's a hefty charge (minimum of \$75) if City crews come out and do the work for you so, please make arrangements to get those walkways and handicap sidewalk corners shoveled!



UPCOMING HOLIDAY EVENTS – The Recreation and Leisure Services Department is hosting several holiday related events. Although they are a ways away, we wanted everyone to have a chance to include these fun family events on their calendars. Here's what you have to look forward to....

- Great Candy Cane Hunt - All ages with an adult. Join in "The Great Candy Cane Hunt!" Over 4,000 candy canes can be found while exploring the Community Center! Sat., Dec.

1, Free, SPCC Gym Hunt Times: 9–9:10 a.m., 9:30–9:40 a.m., 10–10:10 a.m., 10:30–10:40 a.m.

- Library Holiday Open House - Thu., Dec. 6, 2–4 p.m., Saint Peter Public Library. Pie, hot beverages and live music. In the afternoon enjoy music performed by St. Peter High School madrigal singers!
- Holiday Family Event at the Library - Tue., Dec. 11, 6:00 p.m., Saint Peter Public Library. A reading of “Twas a Night Before Christmas” will be accompanied by the Armstrong Boulevard Brass Quintet! Holiday crafts will be available too. Stay and browse our great collections of holiday books, movies and cds!
- Tour of Holiday Lights - Meet at the Senior Center to enjoy holiday lights at Sibley Park and leave the driving to the bus service! Reservations taken AFTER Nov. 23 only. Call the Saint Peter Police Department at 931-1550. Hosted by Saint Peter Police Reserves and 4.0 Bus Services. Tue., Dec. 4, 6–8 p.m., Free.

COMMUNITY CENTER ADVERTISING - Advertise for your business or organization in the gymnasium at the Saint Peter Community Center! Every week hundreds of people have the opportunity to spend time in the gym and on the walking/running track. Activities in the gym include school volleyball and basketball practices and games for middle school and 9th grade teams, noon hour basketball, adult volleyball, open gym, fencing, senior exercise classes, Pickleball, Creative Play Place Fitness Days, special events, and much more. The walking/running track attracts all ages throughout the day. By purchasing an advertising panel and renting advertising space at the community center gym your business or organization will be viewed by thousands throughout the year. Of the thirty ad panels on the perimeter of the gym there are only nine remaining spaces open. Don't miss this opportunity to reach out to the community. Once you purchase and have your advertising panel installed, the advertising rental rate is only \$400 per year. For information on securing an advertising space, please contact the Recreation and Leisure Services Department at 507-934-0667, or email jane@saintpetermn.gov.

PROTECT YOURSELF FROM CHARITY SCAMS – Before you make an end of the year donation to a charity,



make sure you protect yourself from a possible scam. Police

Chief Peters offers the following suggestions to residents:

- Request written information. Ask for the name of the organization; its' mission, plans for achieving its' objectives; and how much of every dollar collected is used for charitable purposes.
- Call the beneficiary/organization. Find out whether they are aware of the solicitation and have authorized the use of their name.
- Find out how your donation will be distributed including how much will go to the program you want to support and how much will cover the charity's administrative costs.
- If the caller is a professional fund-raiser, ask them how much money they keep.
- Refuse high-pressure appeals. Legitimate fund-raisers won't push you to give on the spot.
- Consider the cost. When buying merchandise or tickets for special events, or when receiving free goods in exchange for giving, remember that these items cost money and are generally paid for out of the contributions.
- Avoid cash gifts because they can be lost or stolen. For security and tax record purposes, it is best to pay by check. Make your check payable to the beneficiary, NOT the solicitor.

To check on a charity in Minnesota, call the Minnesota Charities Review Council at 1-800-733-4483 or the Charity Division of the Minnesota Attorney General's Office at 1-800-657-3787.

CITY MEETING SCHEDULES – The City uses many different ways of notifying the public when and where City meetings take place. The one official spot is the legal notices bulletin board at City Hall. As required by the Open Meeting law, all official notices of meetings to be held by the City Council and its' advisory boards and commissions are posted on this bulletin board at least 72 hours before the meeting.



We also include a calendar in the Hot Sheet and have a calendar available on the City's website. Meetings are sometimes referenced on the City's Facebook page. While we try to be as accurate as we can be in these different locations, the meetings are usually posted on the website a year in advance and sometimes things get changed.

Residents interested in attending a City Council meeting, or seeing what is on the agenda for an upcoming meeting, are encouraged to go directly to the Council packet for that meeting. The City

Administrator's Office uploads copies of all City Council meeting agendas and packet to the City's website at www.saintpetermn.gov under the GOVERNMENT tab. Click on "current City Council agendas and packets" and you can see exactly the same notice and information that is provided directly to the Council.

And as always, if it is really important to ensure you are at the meeting, please feel free to contact the City Administrator's Office (507-934-0663) to verify the start time and location of any meeting. We are happy to help.



HOLIDAY LIGHTING REBATES – Is it time for you to replace your holiday lights with more energy efficient models? If so, the City is once again offering an LED holiday lighting rebate.

LED holiday lights can save the average family \$50 during the holidays. LED's use up to 90% less electricity and can more than pay for themselves in a single season. LED lights can also last up to 10 times longer than traditional incandescent lighting and are cool to the touch which reduces the risk of fire and personal injury.

Depending on the number of LED lights per string or decoration, City utility customers can earn up to \$12 per item in rebates. To claim your rebate you'll need to complete a coupon available in the Finance Department, bring your original receipt and the part of the box showing number of LED lights per string or decoration. We'll do the rest. Deadline for submission of the rebate request is December 31, 2018.

CAMPAIGN SIGN REMOVAL – Anyone who hosted a campaign sign in their yard during the election process is reminded that the deadline for removal of such signs is Friday, November 16th.

GAS LINE REPLACEMENT – In the next couple of months Michels Pipeline of Rogers, Minnesota will be installing new gas main in multiple areas within the City. This work is contracted for by the local natural gas company and not the City.

The first area impacted will be within the perimeter of South Minnesota Avenue to South Seventh Street and from Stones Way to Broadway Avenue. The second area encompasses South Fourth Street to Lincoln Drive and from Grace Street to Madison Street.

In the noted areas, crews will be installing a new high pressure gas main with private service lines to follow. This work will continue to the end of the year with crews returning in the spring to finish installing private services. Temporary restoration of the area excavated will be completed by crews before winter with permanent restoration taking place in the spring.

Property owners with questions about this privately contracted work may contact the gas company or the Public Works Department (507-934-0670).



FALL YARD WASTE COLLECTION – City crews have been busy picking up fall leaves and garden waste south of Broadway Avenue. Here are a few tips to facilitate and speed up the leaf collection process:

- Place leaves parallel and adjacent to the curb (within six-feet (6') of the curb line)
- Please do not put leaves in the street, on a tarp, cover with a tarp, or put in bags
- Please do not include animal wastes with the leaves, as the person using the vacuum hose gets covered with a fine dust of whatever is in the leaves
- Please help us serve you better by not placing brush and leaves by curbies, light poles, mailboxes, signs, trees, posts, etc.
- If possible, please do not put leaves on a curve in the street (the machine has a hard time picking up leaves that aren't in a straight line)
- Do not park in front of the yard waste until pick-up is complete (if possible, allow fifty feet [50'] either side of the pile so the machine has enough room to collect the material).
- If you live on a dead-end street, place material on the curb in front of the house, not on the dead-end.
- If you live on a corner lot it is possible that one side will be picked up before the other as the trucks run north to south and then east to west to be more efficient in the collection process. (Suggestion: Place all leaves on the same

side of the street if you want all your leaves picked up at the same time.)

- Please share this information with your yard service company as different towns have different regulations.

The collection process is quite lengthy, (it took four 4 weeks in 2017), and in order to complete the process before it snows, crews sometimes have to start the collection before all the leaves have fallen. Collection dates for the areas north and south of Broadway Avenue are rotated each year.

Should you miss the collection dates, don't worry; the City will make a second pass to collect the late falling leaves. If you prefer not to wait, yard waste can be taken to the City's yard waste drop-off site.

Please note.....Snow may end the process prematurely but leaves, brush, and garden waste can still be taken to the drop-off site.

DROP-OFF SITE OPEN 24 HOURS A DAY, 7 DAYS A WEEK - The brush and soft yard waste drop-off site located at 1128 West Swift Street, (southwest intersection of St. Julien and Swift Streets) with access off West Swift Street, is open year around for the convenience of City utility customers. Materials accepted including brush and soft yard waste. Brush and tree trimmings need to be cut shorter than 6 feet. A separate bunker is now provided for dropping off fill (rocks, dirt, etc.).

This service is provided and funded by the Environmental Service Fee on City utility bills. If you have any questions feel free to call Public Works at 507-934-0670.

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.

Friday	November 16		DEADLINE FOR REMOVAL OF CAMPAIGN SIGNS
Monday	November 19	5:30 p.m.	City Council Workshop
Thursday-Friday	November 22-23		THANKSGIVING HOLIDAY – City Offices Closed
Monday	November 26	7:00 p.m.	City Council Meeting
Tuesday	November 27	5:30 p.m.	Heritage Preservation Commission
Wednesday	November 28	12:30 p.m.	Hospital Commission Meeting
Thursday	November 29th	12:00 noon	Economic Development Authority
Friday	November 30	8:00 a.m.	Tourism and Visitors Bureau
Monday	December 3	3:30 p.m.	Housing and Redevelopment Authority
Monday	December 3	5:30 p.m.	City Council Workshop
Thursday	December 6	5:30 p.m.	Planning and Zoning Commission
Monday	December 10	7:00 p.m.	City Council Meeting
Monday	December 17	5:30 p.m.	City Council Workshop
Monday	December 17	7:00 p.m.	Parks and Recreation Advisory Board
Wednesday	December 19	12:30 p.m.	Hospital Commission Meeting
Monday-Tuesday	December 24-December 25th		CHRISTMAS HOLIDAY – CITY OFFICES CLOSED starting at noon on December 24th

Thursday	December 27	12:00 p.m.	Economic Development Authority
Friday	December 28	8:00 a.m.	Tourism and Visitors Bureau
Tuesday	January 1		NEW YEAR'S DAY – City Offices Closed

**NEW
YEAR'S
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****Please note.....due to the upcoming holidays, the schedule of meetings for City Council boards and commissions may be modified. To verify a meeting date/time, please contact the City Administrator's office at 507-934-0663.****