

CITY OF SAINT PETER HOT SHEET



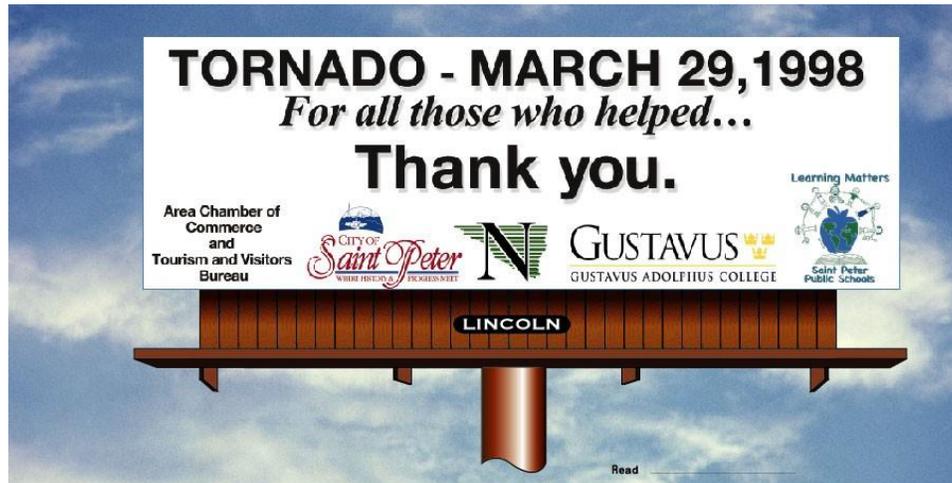
All the City news you need to know and a little bit more!

City Info Line 507-934-0675 TDD #711

The City of Saint Peter is an equal opportunity provider.



The following information is a publication of the City of Saint Peter, City Administrator's Office, 934-0663, 227 South Front Street. Please contact us at barbaral@saintpetermn.gov www.facebook.com/cityofsaintpeter



03/29/17

CITY COUNCIL ACTIONS – Action taken by the City Council on March 27, 2017 included approval of a request to modify the balloon payment date for a revolving loan previously provided to St. Peter Community Childcare Center contingent upon the monthly loan payments increasing to \$350 per month; approval for submission of a loan application to USDA for funding for the 2017 River's Edge Hospital and Clinic Expansion Project; acceptance of the Fire Hall location study conducted by Five Bugles Design; approval of updates to the City's Investment Policy; approval for modifications to the Finance Department staffing to include elimination of the Payroll Clerk position and creation of a full-time Office Assistant position; award of the bid for the 2017 Community Center Flooring Project to Berger Interiors; authorization to allow dogs in certain City owned areas under certain conditions; renewal of an agricultural land lease with Brett Annexstad; and authorization to retain Coldwell Banker Fisher Group to market the former wastewater treatment ponds.

The next City Council meeting is April 10, 2017 at 7:00 p.m. in the Governors' Room of the Community Center. For more information on City Council meetings, please contact the City

Administrator's office at 507-934-0663. Copies of the Council packet are also available on the City's website at www.saintpetermn.gov/city.

BOARD OF APPEALS AND EQUALIZATION - The City's Board of Appeals and Equalization meeting will take place on Tuesday, April 4th at 6:00 p.m. at the Nicollet County Government Center. The board hears appeals related to property valuations as established by Nicollet County. Property owners have received notice of this meeting from the County. Those who wish to appeal the valuation of their properties are asked to contact the Nicollet County Assessor's office to schedule a hearing before the Board.

MULTI-FAMILY HOUSING MATRIX - Since 2003, there have been 291 new rental units constructed within multi-family housing buildings in Saint Peter. Within those multi-family structures, 197 apartments, or 68% of the total, are being rented at market rates.

The other 94 apartments were constructed to provide housing to families with low or moderate income levels. These housing units typically provide some type of subsidy to maintain the affordability of the apartment.

Subsidies can be provided to the developer in the form of tax credits. In exchange for credits on their

passive income, the rent levels that the developer can charge are capped at a level below the market rates charged in the immediate area. As an example, the local housing market may garner \$900/month for a two bedroom apartment. However, in exchange for the tax credits, the property owner is only allowed to charge \$750 for the two bedroom apartment.

Other subsidies are provided directly to the tenant. Often times this assistance is provided in the form of a Section 8 voucher. Under this program, the tenant pays 30% of their household income towards their monthly rent payment. The balance of the rent is then paid by the U.S. Department of Housing and Urban Development (HUD) to provide the necessary affordability.

The Section 8 voucher program has replaced the previous Section 8 program where Section 8 housing units would be constructed within large multi-family developments. This outdated practice would result in areas with high densities of low/moderate income housing. Now, utilizing the Section 8 “voucher” system, the tenant has portability and can utilize the voucher to reside in any number of apartments or even a single family home that meet the standards adopted by HUD.

The following table represents the multi-family housing construction between 2003 and 2016 in Saint Peter.

<u>Development</u>	<u>Market Rate</u>	<u>Subsidy</u>	<u>TOTAL</u>
Alpine Meadows	44	0	44
Rock Ridge	36	0	36
Apple Tree Village	21	0	21
Nicollet Meadows	9	11	20
Central Square	12	43	55
303 S. Minnesota Ave.	2	0	2
204 S. Minnesota Ave.	2	0	2
Park Row Crossing	0	40	40
309 S. Minnesota Ave.	2	0	2
Orchard Ridge Twins	16	0	16
Bunker Lane	24	0	24
Welco West	<u>40</u>	<u>0</u>	<u>40</u>
TOTAL:	208	94	302

HOME BUYER EDUCATION CLASSES - Are you interested in buying a lot or a speculative home in the City’s Traverse Green Subdivision? To qualify for the many financial benefits available to new buyers in this subdivision, you must first complete a “Home Stretch Workshop” training session. Southwest Minnesota Housing Partnership is offering one of these training sessions on Saturday,

April 1st from 8:30 a.m. – 5:30 pm in the St. Peter Room at the Community Center.

The class is taught by HUD certified counselors to prepare home buyers for successful home ownership. Participants will learn budgeting and money management techniques as well as terminology used for mortgages and loan program options.

Completion of the class may qualify you for special mortgages, down payment assistance or other financing to make home ownership affordable.

For online registration go to www.stpetercommunityedonline.com or for more information, please contact the St. Peter Community and Family Education office at 934-3048.

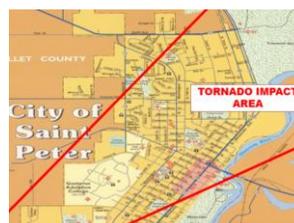
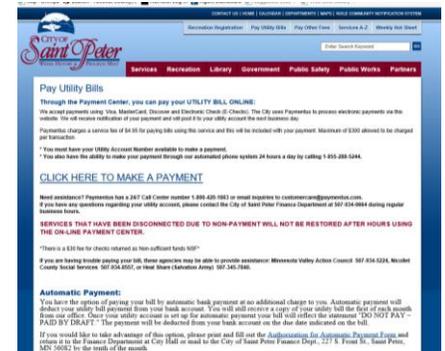
AUTOMATIC BANK PAYMENTS FOR UTILITY ACCOUNTS -

The City of Saint Peter offers FREE automatic bank payment from any bank. Customers who are enrolled in the program receive their utility bill at the

same time each month and across the top of your bill it would be noted – “*DO NO PAY* PAID BY DRAFT”. The payment is deducted from a checking or savings account on the due date each month.

Using Bill Pay offered by your bank is also a good option, however, once you initiate the Bill Pay payment, the bank issues and mails a check which can sometimes cause delays in the Finance Department receiving your payment by the due date and can result in late fee penalties being assessed to your account.

For more information on using Automatic Payment to pay your bill, please visit our website at www.saintpetermn.gov and click on **PAY UTILITY BILLS** (as shown in this graphic) in the menu across the top. Then click on **AUTHORIZATION FOR AUTOMATIC PAYMENT FORM** at the bottom of the screen. Complete and submit the form to the Finance Department at City Hall (227 South Front Street) or stop by the Finance Department to complete a form.



TORNADO ANNIVERSARY – Today, March 29th, is the 19th anniversary of the tornado that struck Saint

Peter and Comfrey in 1998. During that F3-F4 tornado, two people (Dustin Schneider of Saint Peter and an older man in the Comfrey area) lost their lives. Over 1,800 homes were damaged (200 destroyed) in Saint Peter; and, depending on where you get results, there was \$235-\$300 million in damages.

The tornado was a great tragedy for two families, and most likely not something they wish to be reminded of every year. But there were also many blessings realized during the tornado and subsequent recovery.

Many whose homes were damaged or destroyed had an opportunity to rebuild and repair in ways they might never have otherwise been able to afford. The City constructed a new community center and a new hospital. A new Catholic Church was constructed along with a new church school. Tens of thousands of trees were replanted on public and private property, and while we might never live to once again see the grand canopy of foliage that existed throughout the community prior to the tornado, we now have new and varied species of trees that have taken root and are flourishing.



But more so than the bricks and mortar benefits from that day, the Saint Peter community grew in ways that those who have not gone through a disaster

may never understand. As others rushed to our aid that night and in the weeks that followed, we learned how to accept help when it is offered and how to come to the aid of others when they need it. We were grateful for the employees of area cities and utility providers who came here and worked long, tiring days helping to restore "normal" to our community.



Community members pulled together with everyone offering what they had to those who had lost so much. Churches opened their doors and hosted services for other religions. People went out of their way to check on the elderly and those who had suffered damages; and neighbors checked on damaged properties to prevent looting and vandalism.



And, contrary to what some "experts" had predicted, Saint Peter's population actually grew in the months and years following the tornado as

those who suffered damage rebuilt their homes and reopened their businesses rather than moving to another community.

It won't be long before it's Severe Weather Awareness Month in Minnesota which will most likely bring up memories of the tornado for a lot of residents. We'll have more information on how to keep your family safe during severe weather in upcoming editions of the Hot Sheet.

But for now, as we look back to that day 19 years ago, our thoughts continue to be with the families who lost loved ones.....and our thanks continue to go out to everyone who came to our aid that evening and in the days, weeks and months that followed.

HOUSE NUMBERS REQUIRED -

The Minnesota Fire Code, which has been adopted by the City Council, requires addressing of homes and businesses. The Code requires new and existing buildings to have address numbers that are visible from the



street, in contrasting colors to the house/business colors, and a minimum of four inches (4") tall. This is so emergency services like police, fire, and ambulance, can find a location quickly. It also helps the pizza delivery person. If your home or business doesn't meet these requirements, please take action now to rectify the situation.

And for newer residents who might be transplants from southern states, the City does NOT allow address numbers to be painted on curbs. Not only is it not allowed, but it could be dangerous in the winter months when the curbs are covered with snow and emergency responders can't see the address.

HYDRANT FLUSHING -

Spring hydrant flushing will begin Monday, April 10th and is expected to be completed by no later than April 21st.



Flushing is done between the hours of 8:00 pm and 6:00 am to minimize disruption to our customers.

Hydrant flushing could temporarily make water cloudy. Please check your water before doing

laundry. If you have questions about this process, please contact the Public Works Department at 934-0670.

WIPES CLOG PIPES – Please...DON'T FLUSH WIPES! Despite often being labeled “flushable,” disposable wipes that are flushed down toilets don't break down in the sewer system. These wipes are often used in private homes, medical facilities and nursing homes. Flushed wipes cause expensive problems for the City's Public Works Department which has to clean them out of screens and pumps, and remove wipe-based clogs. And as with most expensive problems, the cost is then passed on to customers.



Many homeowners have also experienced plumbing problems because of wipes, so you may have expensive maintenance issues at home if you flush them. Wipes may be labeled "flushable," but they don't degrade in the system. Flushing them is like flushing a handkerchief or other item made of cloth as shown in a video created by the Minnesota Pollution Control Agency... (click here... <https://www.youtube.com/watch?v=HQEAiTuZiOc>).

The City's sewer systems and treatment plants were not designed to handle wipes. They gum up the system, clog pipes and pumps, and cost taxpayers and residents lots of money in additional maintenance costs. So if you must use wipes, please put them in the trash, not the toilet.

And here's one more MPCA video that helps get the message out there... <https://www.youtube.com/watch?v=Nz0FFHL9wrw>.

If you have questions about this topic, please contact the City's Public Works Department at 934-0670 for more information.

MINNESOTA RIVER VALLEY TRANSIT - The new Corridor Route runs Monday and



Thursdays 8:30 am – 6:30 pm and the second Saturday of each month 10:30 am – 6:30 pm. The two departure hubs are Valley Green Square Mall in Le Sueur and Family Fresh in Saint Peter. The drop off and pick up locations in Mankato are River Hills Mall, Walmart (by request) and Mayo Clinic/Hospital. The charge for a one-way ride is \$6.00. Drivers will have printed schedules available for the public. Those with questions on the new Minnesota River Valley Transit are asked to contact the office at 888-880-4696.

“BE BRIGHT” CAMPAIGN A SUCCESS – Last fall the City's electric utility partnered with local retailers to once again offer instant discounts on ENERGY STAR®-rated LED bulbs. The “Be Bright” campaign resulted in sales of over 3,200 LED bulbs to City utility customers – the highest in 16 years!

ENERGY STAR-labeled LEDs use 80% less energy and last up to 25 times longer than incandescent light bulbs. Costs for LED lighting are at their lowest ever - making this a perfect time to upgrade. Customers are encouraged to use the [Right Light Guide](#) to help find the right LED bulb for your home.



The City continues to offer year-round rebates for energy saving bulbs and fixtures for homes and businesses making it even more affordable for customers to upgrade to efficient lighting. Please visit www.SaveEnergyInSaintPeter.com to learn more.

WHY DOES THE CITY DO RENTAL INSPECTIONS? - The easy answer to this question is the City wants to ensure the basic or at least minimum level of safety is provided for the public. How do we go about doing that?

In 1997 the City adopted the Uniform Housing Code guidelines for the rental program. This sets the minimum qualifications for a residence to be considered for rental. When the City's Inspectors inspect a possible rental property they look for smoke detectors, CO detectors, handrails, fire extinguishers, ground-fault inhibitors, plugins being further than three feet from water sources, and that furnaces and water heaters are in good condition. They also look at the general condition of the home including that the roof and siding are in good shape and that windows and doors lock and operate easily so the person can feel reasonably safe and secure in their home.

The Inspectors also visit with the City's Community Service Officer about any previous complaints about the property for disorderly house, garbage outside of the residence, and/or unlawful assemblies. Yearly inspections are done on rental properties to ensure that all these issues meet or exceed the safety standards. It also gives the landlord a chance to see how the tenant is caring for the home and gives the City a chance to talk to the landlord if things need to be repaired.

Ensuring safe rental properties benefits not only the renters, but everyone in the community. If you have a rental property that has not been inspected,

or for more information on this program, please contact the Building Department at City Hall (931-0662).

HELP WANTED - The City of Saint Peter is currently accepting applications positions:

- **OFFICE ASSISTANT** - in the Finance Department. **MINIMUM QUALIFICATIONS:** High School Diploma or equivalent; Demonstrated knowledge of office operations (education or experience); Demonstrated experience working with the public; and knowledge of Microsoft Word and Excel software. **DESIRED QUALIFICATIONS:** Payroll processing experience; two or more years' experience working in an office environment; demonstrated knowledge of fund accounting principles, practices, and terminology; one or more years' experience working in the accounting field; demonstrated ability to speak conversational Somali or Spanish; advanced training in office skills exemplified by a certificate or AAS Degree in office procedure or Administrative Assistant through an accredited post-secondary educational institution. Starting wage \$12.60-\$14.50 per hour depending on qualifications. Applicants are required to complete City application form available in the City Administrator's office at 227 South Front Street or by calling (507) 934-0663. **Completed applications must be received by the City Administrator's office by 5:00 p.m. April 19, 2017.** Faxed and/or late applications will not be accepted. The successful candidate for this position will be required to successfully undergo a background investigation.
- **BUS DRIVERS (PT)** - for the Minnesota River Valley Transit system. **MINIMUM QUALIFICATIONS:** High school diploma or equivalent; possession of, or ability to obtain within 30 days of employment, a valid State of Minnesota CDL minimum of Class C Driver's License with passenger endorsement. **DESIRED QUALIFICATIONS:** Previous experience working with the public; training in vehicle mechanics; experience operating a two-way radio/phone; and prior bus driving experience. Starting wage \$15.38 per hour. Applicants are required to complete City application form available in the City Administrator's office at 227 South Front Street or by calling (507) 934-0663. **Completed applications must be received by the City Administrator's office by 5:00 p.m. March 31, 2017.** Faxed and/or late applications will



not be accepted. ****NOTE:** The successful candidates for this position will be required to successfully complete and pass a pre-employment drug test. The position is also subject to post-accident, random, reasonable suspicion, return to duty, and follow-up drug and alcohol testing required by USDOT 49 CFR Part 655 (Federal Transit Administration) and USDOT 49

CFR Part 40. In addition, successful candidates for this position must have a vehicle driving record which is clear of revocations, suspensions and cancellations for the past three (3) years. Applicants may be required to submit to a criminal background check and be clear of convictions for crimes or anticipatory crimes (as defined in M.S. 609.17 and 609.175) within the previous fifteen (15) years. AA/EEO

- **SEASONAL POSITIONS** – in the Public Works and Recreation and Leisure Services Department Departments. **Applications for the seasonal positions are available on the City's website at [seasonal application](#).** A condition of employment shall be successful completion of a background investigation, and successful completion of pre-employment drug test. Employees will be subject to post-accident, random, reasonable suspicion, return to duty, and follow-up drug and alcohol testing. Must be at least 16 years of age for Recreation and Leisure Services positions; 15 years of age for aquatics positions and 18 years of age for Public Works positions. **Deadline for receipt of seasonal applications by the City Administrator's Office is 5:00 p.m., April 3, 2017.** The following seasonal positions are available:
 - **PUBLIC WORKS SEASONAL LABORER:** Duties include a variety of manual labor tasks associated with the care, maintenance, and cleaning of City facilities and equipment including, but not limited to, painting, washing, mowing, weeding, digging, cleaning and organizing; planting, trimming, and removal of trees and shrubs and mowing and trimming facilities. 40 hours/week. Applicants must possess a minimum valid Class C or D driver's license. Must pass pre-employment drug test; subject to post-accident, random, reasonable suspicion, return to duty, and follow-up drug and alcohol testing required by federal regulations. Starting wage \$9.50/hour. Minimum age: 18.

- **SPORTS/SPECIAL EVENTS PROGRAM COORDINATOR:** Train and supervise staff, organize and implement summer sports programs and special events (Baseball, Soccer, etc.). Need strong organizational, motivational, planning and leadership skills. Experience with school age children. 35–40 hours/week. Mid May–End of August. Starting wage: \$11.25/hour.
- **CREATE A CAMP PROGRAM COORDINATOR:** Train, supervise staff, organize and implement summer programs for 6–10 year old children. Leadership and supervisory experience with recreation activities required. Need strong organizational, motivational, planning and leadership skills. 35–40 hours/week. Mid May–Mid August. Starting wage: \$11.25/hour.
- **PRESCHOOL COORDINATOR:** Train and supervise staff organize and implement summer programs (Lil Rascals, Specialized Day Camps, Special Events) for 3-6 year old children. Leadership and supervisory experience with recreation activities required. Need strong organizational, motivational, planning and leadership skills. 35–40 hours/week. Mid May–Mid August. Starting wage: \$11.25/hour.
- **VOLUNTEER IN THE PARK COORDINATOR:** Recruit, train, assign and supervise youth volunteers. Strong leadership and organizational skills required. Flexible hours. 30–40 hours/week. May–August. Starting wage: \$11.25/hour
- **RECREATION LEADERS:** Responsibilities include implementing youth summer recreation and sports programs and special events. Previous experience working with youth needed. Strong leadership and organizational skills required. Mid May–mid/end August. 35–40 hours/week. Starting wage: \$10.00/hour.
- **PART-TIME RECREATION LEADERS:** Responsibilities include implementing youth summer recreation and sports programs and special events. Previous experience working with youth desired. Strong leadership and organizational skills required. Mid May–mid/end August. 20–25 hours/week. Starting wage: \$10.00/hour.
- **HEAD LIFEGUARDS:** Duties include supervision of aquatics personnel, pool patrons, and pool facility. Must have three years of lifeguard experience. Current WSI, LGT, First Aid and CPR certificates required. Strong leadership background. Minimum age: 18. Starting wage: \$11.00/hour.
- **LIFEGUARD/WSI:** Duties include teaching swim lessons and supervision of swimmers. Some maintenance. Full, part-time and substitute positions. Current WSI, LGT, First Aid and CPR Certificates required. Starting wage: \$10.00/hour.
- **LIFEGUARD (without WSI):** Duties include supervision of swimmers and some maintenance. Full, part-time and substitute positions. Current LGT, First Aid and CPR Certificates required. Minimum age: 15. Starting wage: \$9.50/hour.
- **OUTDOOR POOL CASHIER:** Duties include collection of pool fees, light bookkeeping, some maintenance and strong public relations skills. Minimum age: 15. Part-time. Starting wage: \$7.50/hour.

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.

Monday	April 3	3:30 p.m.	Housing and Redevelopment Authority
Monday	April 3	5:30 p.m.	City Council Workshop Session
Tuesday	April 4	6:00 p.m.	City Board of Appeals and Equalization Meeting
Thursday	April 6	5:30 p.m.	Planning and Zoning Commission
Monday	April 10	7:00 p.m.	City Council Meeting
Tuesday	April 11	5:30 p.m.	Library Board
Thursday	April 13	5:30 p.m.	Board of Zoning Appeals

Monday	April 17	5:30 p.m.	City Council Workshop
Monday	April 24	7:00 p.m.	City Council Meeting
Tuesday	April 25	5:30 p.m.	Heritage Preservation Commission
Wednesday	April 26	12:30 p.m.	Hospital Commission
Thursday	April 27	12:00 noon	Economic Development Authority
Friday	April 28	8:00 a.m.	Tourism and Visitors Bureau

*** Please contact the City Administrator's office (507-934-0663) for up-to-date meeting information.***