

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. To request an email subscription to this newsletter, or for more information, please contact us at barbaral@saintpetermn.gov www.facebook.com/cityofsaintpeter



10/04/17

P.A.W.S. WALK - Are you ready for the 17th Annual P.A.W.S. Walk? **It's happening this Saturday, October 7th!** Registration takes place beginning at 9:30 am - 10 am in the Mill Pond area of Riverside Park. The walk will start at 10:00 a.m.



As usual the walk will be a trick or treat walk through the downtown area with stops at participating businesses. Both pets and owners are encouraged to come in costume! (Prizes will be awarded!)

Concessions will be available at the Mill Pond with all funds going to Providing Animals With Shelter (P.A.W.S.) Top donors and costume winners will be announced at 11:45 a.m.

Please help impounded animals by raising money for their care. Pledge forms are available at City Hall (227 South Front Street), the Police Department (207 South Front Street) or from the Kind Veterinary Clinic at 101 West Grace Street.

CITY COUNCIL ACTIONS – Action taken by the City Council on September 25, 2017 included identifying and authorizing funding for the \$2.65 million energy savings project the City has initiated; approval for execution of an updated Joint Powers Agreement for the Minnesota River Valley Drug Task Force; approval for execution of an updated Joint Powers Agreement for the South Central Police Computer Consortium; authorization for City assistance for Octoberfest; authorization for City assistance for the Nicollet County Trails Association haunted hayride and vintage snowmobile snow; authorization for execution of a new lease with Minnesota Valley Action Council for space at the Community Center; authorization to increase the budget for the Hospital expansion project by \$2.55 million; and authorization for execution of an

agreement with School District #508 for roadway improvements connected to the new High School.

The next City Council meeting is October 9, 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.



MAKES ME WONDER (BY CITY ADMINISTRATOR TODD PRAFKE) – Taxes and Budgets (the series) ☺

The following is the final installment in a series of four columns about the General Fund budget; that is to say the part of the City operations that your tax dollars go to support. Much of this is taken from the "budget memo" that the Council is provided as part of the Council meeting. You can find the budget memo, along with pages and pages of numbers, on our website at www.saintpetermn.gov.

There are so many variations on the budget that we could review and frankly, I would not know where to start so I will just dive in. Here are a few that we have offered to help the Council think in different ways.

- Lower the gross levy to meet any Tax Rate or other goals the Council may wish to put in place. This provides opportunity to say we are reducing the levy. There may be value to that symbolism, but that value is a Council decision.
- Additional cuts. This would mean changes in service levels compared to the 2017 year. That is something we can review, but again, our mission here has been to tell the Council the cost to provide services as the Council has directed.
- Put more capital purchases on the equipment certificate, which would lower this year's levy, but increase future years. There is \$136,400 of

capital equipment remaining in the General Fund budget. The converse of that is to spend reserves rather than issue an Equipment Certificate. There are some interesting things we could do here, but all certainly fall within the realm of the Council's sense of what is best.

- Add new or reinstate previously cut services into the budget with additional levy or with the use of reserves. Again, this is a call for the City Council to make. One caution here...if we believe that changes to Local Government Aid (LGA) and other funding sources are not just a one or two or three year blip, then changes to service levels or changes in taxes seem inevitable. If that is true, we are unsure of the value of providing services on a year-by-year basis. By that we mean it seems strange to provide a service in 2017 and then in 2018 discontinue it and then in 2019 we provide that service again. It is confusing to our citizens. Again, we are not sure that helps the quality of life for the members of our community. It is also costly in both money (start and stop costs) and morale to be on again/off again. Those too are real costs.
- Restrict or assign reserves within the fund balance policy to a building/equipment fund or further lower existing debt with higher interest rates. The Council did this with the Community Center in 2013 and could do it again or plan for a future project. Based on the Council workshop discussion we plan to come back to the Council when tax capacity numbers are available and review the following two items:
 - Use of fund balance for equipment purchases rather than issuance of an equipment certificate.
 - Reinsertion of \$100,000 to the three year sidewalk program.
- The General Fund summary indicates a fund balance increase of \$600,000 and reserves of 50.8% at the end of 2018. If the Council were to transfer \$460,000 to cover the remaining deficit of Community Spirit Park, the fund balance reserve goes to 44.7%. Another option, if the Council chose, could be that \$600,000 is used for the pavilion or another project, which lowers the reserve to 42.8%. The largest amount of a transfer to maintain a 35% fund balance is \$1,180,000 and the amount of transfer that gets the Council to the 50% reserve ceiling is \$70,000.

There are many, many more.

So that is the four-part series on the 2018 year budget. If you want to know more please feel free to give Finance Director O'Connell (934-0664) or

myself (934-0663) a call. We would be happy to visit. If you like to see the numbers please check out the City's website for all the details that are contained in the Council packets. Also, I have posted a new video on our Facebook page and YouTube channel that not only talk about this year's budget work showing some charts and graphs, but also about how the property tax levy generally works. Will you check these other resources out? It makes me wonder.....

FIRE PREVENTION MONTH - Fire Chief Matt Ulman would like to remind all Saint Peter residents that October is "Fire Prevention Month". And because this is such a significant event for fire safety, Chief Ulman would like to encourage families to meet to discuss and practice their family escape plan in the event of a fire.



The plan should include having at least two (2) exits from each room (make sure that if you include windows that you will be able to actually fit your body through the window) and designating a "meeting place" where the whole family will gather once the home has been evacuated. That way you can ensure everyone made it out safely.

October is also a good time to have a professional look over your home heating system to ensure that everything is working properly. This could not only help prevent a fire, but also save you money on heating bills by keeping your system working efficiently. Also be sure to check any auxiliary heating equipment (like space heaters or electric fireplaces) for frayed electrical cords etc. to help eliminate the possibility of a fire.

Never use extension cords or power strips with auxiliary electric heating equipment. Instead plug the equipment directly into an outlet. According to the U.S. Fire Administration, heating was the second leading cause of all residential building fires following cooking. Let's make sure your home is not one of the over 50,100 heating fires in residential buildings that occur each year in the United States.

Daylight savings time will begin soon and we will all set our clocks back an hour. That's the perfect time to make sure your smoke detectors are working correctly by replacing the battery. And



remember.....smoke detectors and carbon monoxide detectors need to be replaced every ten years even if they seem to be working correctly.

Let's all work extra hard to make this upcoming heating season the safest one yet!

COUNCIL MEETINGS NOW ON YOUTUBE – Regular meetings of the Saint Peter City Council are now available on the City's YouTube channel for public viewing. You can see all of the City's videos, including the Council meetings and City Administrator Prafke's "vlog", on our channel at <https://www.youtube.com/channel/UCWK7-GhXlmDfaSTNs7yvwgw>. And if you would, please "subscribe" to the City's channel and get notices when a new video is posted sent right to your inbox!

CAMPAIGNING – State law allows temporary campaign signs to be up until just a few days after the election. There are several regulations that must be followed for campaign signs.

- Signs are not allowed anywhere on public property. This includes City, County and State owned rights-of-way, structures in the City-owned boulevard and City parks. The rules of thumb we follow to determine what is City owned boulevard (or right-of-way) are as follows:
 - If a public sidewalk exists, signs may be placed behind the sidewalk; or
 - If no sidewalk exists, it is safe to assume that a sign placed twenty feet (20') behind the curb line will be on private property.
- Signs can only be put on private property with permission of the private property owner. When asking private property owners to place signs, candidates are encouraged to review the rules with the property owner. Oftentimes signs are initially placed correctly, only to have helpful home owners move the signs closer to the curb line in violation of the regulations or to move the sign when mowing and not return it to the legal location.
- Signs must not obstruct sightlines for drivers.
- Signs cannot be attached to City light poles, street signs, traffic control devices like stop signs, trees, shrubs, rocks, fences or other City owned structures.

If you have campaign materials on your vehicle (bumper stickers) or person (buttons), please remember that these materials are not allowed in the parking lots or buildings of City polling places on Election Day or at the site of an absentee polling place. The Nicollet County Government Center property is currently an absentee polling place and

as such, no campaign materials are allowed anywhere on the property, including the parking lot.

Voters will need to remove any visible campaign materials from their person before entering the polling place and anyone with a bumper sticker or other materials visible on their vehicle will not be allowed to park in the parking lot of the polling place.

For more information on campaign signs or election regulations, please contact the City Administrator's Office (934-0663).



ABSENTEE VOTING – Absentee ballots are now available from the Nicollet County Public Services Department at the

Nicollet County Government Center (501 South Minnesota Avenue, Second Floor).

Following a change in election law a couple of years ago, voters no longer need a reason to decide to vote by absentee ballot. It is now open to all registered voters.

Voters must first complete an absentee ballot application which is available at the Government Center, or online at [ONLINE ABSENTEE BALLOT APPLICATION](#).

For questions about absentee voting, please contact Nicollet County.

TEMPORARY ROAD CLOSURE – The intersection of West Chatham and North Fourth Street is closed for one month to make necessary drainage improvements to the storm sewer and curb lines. There will also be new handicap access improvements to the sidewalk, plus replacement of the bituminous roadway. The contractor for the project is W. W. Blacktopping who will work alongside City crews.



WATER TOWER WORK CONTINUES -

Work at the Broadway Water Tower has been completed and the tower is back in service. The work completed by the contractor included sandblasting and painting both the interior and exterior of the tower. This is the first repair to the tank since 2001 when the tank was refurbished.

The same contractor (Osseo Construction) has since mobilized to the Sunrise Water Tower located on North Sunrise Drive where minor paint failures were

noticed. Work will be completed on the exterior of the Sunrise tank including pressure washing the tank and pedestal with painting work to follow. No major repairs to the interior are necessary. This project began the week of September 25th and is expected to be completed by October 13th.



Customers will not see a change in their service or experience any changes to the quality of water during this work.

HYDRANT FLUSHING -

The City's Water crew will begin fall hydrant flushing and flow testing on October 9th. The work is being done overnight between the hours of 8:00 p.m. and 6:00 a.m. to minimize disruption to customers. The work will continue until all hydrants are flushed, but is expected to end by October 20th.



Hydrant flushing could make water cloudy temporarily. Please check your water before doing laundry. If you have questions about this process, please contact the Public Works Department at 934-0670.

FALL YARD WASTE PICKUP – The City's curbside leaf and grass clippings collection for properties north of Broadway Avenue will be starting at 7:00 A.M. Monday, October 23rd. Collection for properties located south of Broadway Avenue will begin at 7:00 A.M. Monday, November 6th.

To help speed up the collection process (which saves money for all of us), please keep the following tips in mind:

- Leaves must be placed within six feet (6') of the curb line and should be parallel to the curb. Please do not put the materials in the street or in bags and do not include animal wastes with the leaves. Do not place brush and grass clippings by trees, posts, etc. and please do not park in front of the yard waste until pick-up is complete.
- The collection process takes a long time to complete, (it took five weeks in 2015), and in order to complete the process before it snows, crews sometimes have to start before all the leaves have fallen. To be fair to all, the crews rotate which end of the community they start on each year.

- For those living on a corner lot, please note that it is possible that one side of your property 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. If you want your materials collected on the same day, make sure to place the materials on the same side.
- Crews only go through an area once; so if your yard waste is not out by the dates and times mentioned above it will not be picked up but can be taken to the City's yard waste drop-off site located at the intersection of North Swift Street and West St. Julien Street.

The collection process is quite lengthy, (it took five 5 weeks in 2016), 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 are rotated each year.

Should you miss the collection dates, yard waste can be taken to the City's yard waste drop-off site. (See more information on the drop off site in the next article.)

And finally, please note.....Snowfall may end the process prematurely but leaves, brush, and garden waste can still be taken to the drop-off site.

This service, along with the drop-off site, is provided and funded by the Environmental Services fee on City utility customer bills.

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

HELP WANTED– The City of Saint Peter is currently accepting applications for the following part-time position:

- **PART-TIME BUILDING SUPERVISOR -** at the Saint Peter Community Center. Minimum qualifications include: High school diploma or equivalent. CPR and First Aid training or ability to be certified within six months of employment. Experience working with the public. Desirable qualifications include: Experience in building maintenance functions. Current CPR and First Aid Certification. \$10.30 per hour. Applicants must complete a City of Saint Peter available from the City Administrator's Office at 227 South Front Street, Saint Peter, Minnesota

56082-2538 or by calling (507) 934-0663.
 Completed applications must be received by
 the City Administrator's Office no later than 5:00

p.m. on Friday, October 6, 2017. Faxed,
 emailed or late applications will not be
 accepted. AA/EOE

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.

Thursday	October 5	5:30 p.m.	Planning and Zoning Commission
Monday	October 9	7:00 p.m.	City Council Meeting
Monday	October 16	5:30 p.m.	City Council Workshop
Monday	October 16	7:00 p.m.	Parks and Recreation Advisory Board
Tuesday	October 17	until 1:30 p.m.	CITY OFFICES CLOSED FOR STAFF TRAINING
Monday	October 23	7:00 p.m.	City Council Meeting
Wednesday	October 25	12:30 p.m.	Hospital Commission
Thursday	October 26	12:00 noon	Economic Development Authority
Friday	October 27	8:00 a.m.	Tourism and Visitors Bureau
Monday	October 30	5:30 p.m.	City Council Workshop
Tuesday	October 31	5:30 p.m.	Heritage Preservation Commission
Thursday	November 2	5:30 p.m.	Planning and Zoning Commission
Monday	November 6	3:30 p.m.	Housing and Redevelopment Authority
Monday	November 6	5:30 p.m.	City Council Workshop
Tuesday	November 7		ELECTION DAY – Polls open 7 am – 8 pm
Friday	November 10		VETERAN'S DAY HOLIDAY – City offices closed
Monday	November 13	7:00 p.m.	City Council Meeting
Tuesday	November 14	6:00 p.m.	Library Board
Monday	November 20	5:30 p.m.	City Council Workshop
Monday	November 20	7:00 p.m.	Parks and Recreation Advisory Board
Wednesday	November 22	12:30 p.m.	Hospital Commission
Thursday- Friday	November 23- 24		THANKSGIVING HOLIDAY – City offices closed
Friday	November 24	8:00 a.m.	Tourism and Visitors Bureau



Monday	November 27	7:00 p.m.	City Council Meeting
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Tuesday	November 28	5:30 p.m.	Heritage Preservation Commission
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*** Please contact the City Administrator's office (507-934-0663) for up-to-date meeting information.***