

# 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

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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](mailto:barbaral@saintpetermn.gov) [www.facebook.com/cityofsaintpeter](http://www.facebook.com/cityofsaintpeter)



09/27/17

**CITY COUNCIL ACTIONS** – Action taken by the City Council on September 15, 2017 included

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](http://www.saintpetermn.gov/city).



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

*The following is the third 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](http://www.saintpetermn.gov).*

Our Financial Position Today - The City, as reported by our auditors, is in very good financial shape. The General Fund ended the 2016 year with revenues over expenditures by \$347,276 and reserves increasing to \$3,817,645. The projected change to fund balance in 2017 shows an anticipated decrease of \$601,091. The decrease is due to \$110,000 of additional sidewalk improvements and the reduction of building permit revenues as we discussed earlier.

Working Plan Thus far - The 2018 budget is not balanced. Revenues will be greater than expenses by \$600,000 (that \$600,000 is that one time building permit revenue). This is not a good or bad thing it is just the plan and we are happy that our understanding of these issues has evolved over the last number of years. Based on the Council fund balance policy for the General Fund, which says

the reserve should be "35% to 50% of the following years' budgeted expenditures", we believe this is acceptable. Options of what to do with the 2018 increase in fund balance are discussed later in the memo.

In the proposed budget we will have a projected fund balance of \$3,801,554 at the end of budget year 2018. Based on our current projections, the reserve percentage for the end of 2017 will be approximately 42.9%, and end in 2018 at 50.8%. This doesn't include the restricted balance shown for Fire equipment (\$30,000).

It is important to note that modest wage changes, increases in insurance and normal adjustments to fuel and other consumable items in the budget means that each year, assuming no other changes take place, the Council will see an increase in cost of somewhere between \$150,000 and \$230,000 in a \$7.4 million budget. If the State chooses to provide no additional revenue (LGA) and the Council choose no increase in revenue (Levy) or decrease in programs or services in any given year, the Council will have to make up that amount in future years. Our belief is that steady, moderate change over a number of years is better than large increases or decrease from year to year.

General fund expenditures are planned for an increase of \$200,195 over the 2017 budget driven by personnel costs, park improvements, City Hall maintenance, and some capital. Alternatives to this increase are discussed later in the memo. Major changes have been made in the past due to the Local Government Aid (LGA) reductions and trying to maintain reasonableness in our tax levy. I think it is important to note that LGA is used by the Council to "buy down" property taxes on a dollar for dollar basis. So that means the more LGA we get the lower your tax bill is likely to be. A discussion about LGA, property tax values and tax capacities is maybe an article for another time but it is important in how what you pay is impacted. Did you ever wonder if the Council thinks about new and different ways to approach funding services? Next week I will write about some of the

alternatives to all of this that the Council discusses and reviews. Will you read along next week? It makes me wonder....



**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 to thru traffic for one month to make the necessary and planned drainage improvements to the storm sewer and curb lines. There will also be new handicapped 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 just completed 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 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 tank including pressure washing the tank and pedestal with painting work to follow. No major repairs to the interior are necessary. This project will begin 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 Water crew from the Public Works Department



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.

**BE BRIGHT THIS FALL!** Through December 31st, and while supplies last, City residential electric customers are eligible for reduced pricing on ENERGY STAR® qualified LED light bulbs at participating local and area retailers, including Arrow Ace Hardware, for as little as \$0.99 each (at select retailers).

ENERGY STAR-labeled LEDs use 80% less energy and last up to 25 times longer than incandescent light bulbs - but less watts doesn't mean less light. LEDs produce bright light for less cost because they use less electricity and last longer than incandescent and compact fluorescent bulbs - saving time and money on replacements.



By replacing the five most used bulbs in a home with energy-efficient LEDs, customers can save about \$40 in energy costs during the first year alone. LEDs also produce less heat than incandescent which improves safety.

While these financial savings are a big draw, LEDs also offer environmental benefits to help make the Saint Peter community a little greener.

Remember, supplies are limited, so get some discounted LEDs before they sell out! Visit [SaveEnergyInSaintPeter.com/LED](#) for the entire retailer list. Discounted LEDs purchased during this promotion are not eligible for the City's LED rebate program.

**VOTER REGISTRATION** – If you are not registered to vote....or if you moved or changed your name since the last time you voted....you still have time to pre-register to vote. Pre-registration will save you lots of time on Election Day.



Voter pre-registration can be done online at [Voter Registration](#) or in person at the Nicollet County

Government Center (501 South Minnesota Avenue). Voters have until 5:00 p.m. on Tuesday, October 17th to pre-register to vote.

For questions about voter registration, please feel free to call the City Administrator's Office at 507-934-0663 or check out the election portion of the City's website at [election information](#).



**P.A.W.S. WALK** - Are you ready for the 17<sup>th</sup> Annual P.A.W.S. Walk on 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.

**FALL YARD WASTE PICKUP** – The City will be collecting branches/brush and garden waste such as tomato plants, flowers, etc. at curbside the week of September 25th. Please place branches/brush and garden waste parallel (one big pile is better than spread out along the curb line) and adjacent to the curb (not on the street). Brush or garden waste will not be collected after the week of September 25<sup>th</sup> but can be brought to the City's drop-off site.

Leaves and grass clippings will be collected later in the fall. This work is done using a vacuum hose. 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.

Wednesday	September 27	12:30 p.m.	Hospital Commission
Thursday	September 28	12:00 noon	Economic Development Authority
Friday	September 29*	8:00 a.m.	Tourism and Visitors Bureau
	*Rescheduled from September 22nd		
Monday	October 2	3:30 p.m.	Housing and Redevelopment Authority
Monday	October 2	5:30 p.m.	City Council Workshop
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

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