

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



10/28/15

**CITY COUNCIL ACTIONS** – Action taken by the City Council at the regular meeting of October 26, 2015 included authorization for DeWild Grant and Reckert engineers to prepare a study on distributed generation; approval of a two year legal services contract with Brandt Law Office; and initiation of the process for assessment of unpaid charges for utility bills, miscellaneous services, and improvement projects. The Council also went into closed session, as allowed by State Statute, to discuss land sale and land purchase negotiations.

The next regular meeting of the City Council will be Monday, November 9th 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).

**GENERAL ELECTION DAY** - General Election Day (Tuesday, November 3rd) is less than a week away. Voters in Saint Peter will consider City Council and School Board candidates. The following City candidates are on the ballot:



**MAYOR – vote for one**

|                |       |
|----------------|-------|
| Timothy Strand | Mayor |
| Chuck Zieman   | Mayor |

**COUNCILMEMBER WARD I – vote for one**

|                   |                |
|-------------------|----------------|
| Jeff Brand        | Council Ward I |
| Jill Niebuhr      | Council Ward I |
| Thomas M. Geisler | Council Ward I |
| Brett Christensen | Council Ward I |
| Ed Johnson        | Council Ward I |

**COUNCILMEMBER WARD II – vote for two**

|                  |                 |
|------------------|-----------------|
| John Kvamme      | Council Ward II |
| David B. McGuire | Council Ward II |
| Jerry Pfeifer    | Council Ward II |

Voters will also cast ballots for up to four candidates for School Board seats from a slate of seven candidates.

Polls are open from 7:00 a.m. – 8:00 p.m. and Ward I voters will cast their ballots at the National Guard Armory (1120 North Swift Street) with Ward II voters casting ballots at the Community Center (600 South Fifth Street). A map of the Wards is available on the City's website or you can use the polling place finder on the Secretary of State's website at <http://pollfinder.sos.state.mn.us/> if you need more information on where you vote.

Not registered yet? Minnesota is one of the few states to allow Election Day registration. You'll need to register (or re-register), if you have never voted before, are new to Saint Peter, or have moved since the last election. You'll need certain documents to prove your residence and a complete list of those documents, as well as other election information, is available on the City's website at <http://www.saintpetermn.gov/elections>.

With all the campaign materials around town, please remember that no campaign materials are allowed anywhere on the property of a City polling place. As all of our polling places are in public buildings, State law prohibits any campaigning on the property and that includes vehicles driving into the polling place parking lot. So if you have campaign materials on your person, clothing, or vehicle, it will need to be removed before you access the property on Election Day.

How do voters find out results of the City races? Check out the City website, Secretary of State's website or local media. Results will be provided to as soon as possible after all the results have been

compiled. Results for the School District #508 races will be available from the School District.

**MEETING DATE CHANGE** - The schedule for Tourism and Visitors Bureau meetings will change in November and December due to the regular meeting date proximity to Thanksgiving and Christmas. There will be NO meeting in November. The December meeting will be rescheduled to December 11th at 8:00 a.m.

Other City advisory boards and commissions may also have different meeting dates in November and December. Anyone interested in attending a meeting of a City advisory board is encouraged to contact the City Administrator's Office (934-0663) or check out the calendar on the City's website <http://www.saintpetermn.gov/events> prior to the meeting to confirm the meeting date/time.



**HALLOWEEN SAFETY** – This weekend Saint Peter children will engage in one of the most treasured traditions of childhood....Trick of Treating! And while this wholesome, family activity brings back

memories of our own childhoods, things have gotten a bit more risky for kids these days and children have be wiser and more aware of their surroundings to be safe on Halloween. Here are some McGruff safety tips everyone in the family should be reminded of....

- Never, ever go into a stranger's house while trick or treating.
- Only ring the door of homes with lights on.
- Only cross streets at designated intersections.
- Never cross the street from between two parked cars. Drivers can't see little ones when they dart out from between a car. Only cross at designated intersections.
- Wear makeup instead of masks which can obstruct a child's vision. That will make it easier for the children to cross intersections and go up and down stairs.
- Keep costumes short to prevent trips, falls and other bumps in the night.
- Carry a flashlight or glow-stick with you. It will help prevent the little ones from tripping over unseen obstacles in lawns and gives drivers a chance to see everyone from further away.
- Costumes may be highly flammable. Make sure to keep dresses or capes far away from any lit jack-o-lanterns on the steps of the homes you visit.
- Teach children not to sample their treats until they are home and Mom and Dad can look

through the candy first. Unopened candies or other treats that are in original wrappers are the best bet.

- If you are an older kid or young teen, and going out with friends, make sure that your parents know where you are going and who you are going with.
- Homeowners can prepare for their trick or treaters by turning on exterior lights, removing objects from yards that might present a hazard and making sure that pumpkins are lit with glow-sticks or other non-flammable sources. Using a little common sense on Halloween night will help make the evening fun for all.



**WANT TO BE A FIREFIGHTER?** - Have you ever thought about volunteering to help your community by serving as a Volunteer Firefighter? If so, now might be your opportunity. The Saint Peter Fire Department is seeking up to five individuals to train and serve as Firefighters beginning January, 2016.

Not sure if this volunteer position is for you? The Fire Department will be hosting an open house on Thursday, November 5th from 6-8:00 p.m. at the Fire Station (227 West Mulberry Street) to answer questions and provide more information to interested candidates. If you are considering applying, but not quite sure what is involved, we encourage you to attend the open house to find out more. Officers and other members of the Department will be in attendance to answer your questions and provide more information on what's involved in serving as a Firefighter. And, because service on the Department impacts the entire family, candidates are also strongly encouraged to bring family members and significant others to the open house so they can ask questions also.

Additional information on how to apply to be a Volunteer Firefighter is available on the City's website at [www.saintpetermn.gov/employment](http://www.saintpetermn.gov/employment) or at the end of this edition of the Hot Sheet.



**FALL YARD WASTE COLLECTION** - The City has begun curbside collection of leaves and grass clippings for properties north of Broadway Avenue. Collection for the area south of Broadway Avenue will begin 7:00 A.M. Monday, November 9th.

Collection do's and don'ts are as follows:

- Do not put the leaves in a bag and NEVER include animal wastes with the leaves.
- Leaves must be placed on the boulevard parallel and adjacent to the curb. Please...for the safety of those using the roadway, do not rake materials into the street.
- Those living on a corner lot might experience one side being 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 north-south street if you want all your leaves picked up at the same time.)
- To help the City serve you better, please do not park in front of the yard waste until pick-up is complete.
- Crews will 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 drop-off site at the intersection of West St. Julien Street and North Swift Street.

The collection process is quite lengthy (it took five weeks for the whole town in 2014) which sometimes means starting the collection before all the leaves have fallen to ensure the streets can be swept before the snow falls. To be as fair as possible to residents, the end of town that crews start on is rotated each year.

Should you have any questions, please call the Department of Public Works Office at 934-0670.



**HALLOWEEN FUN RUN –** Join us for the 12th Annual Halloween Fun Run and Walk and Lil' Monster Dash presented by the Mankato Clinic and the Orthopaedic and Fracture Clinic on Saturday, October 31st!

Participants can still register through October 23rd, but will not be guaranteed a long sleeve t-shirt. Registration

fees after October 16th are: Individual-\$35, one Lil' Monster and one adult 5K-\$45, and Team Challenge member for \$45. Lil' Monsters still pay only \$14.

Great prizes will be awarded for costume categories, the top three male and female finishers, and the top individual in each age group.

Come to run, view great costumes, play in Spookyville, get your face painted, and cheer on the participants!

For more information or to register, go to [www.stpeterfunrun.com](http://www.stpeterfunrun.com), stop in at the Recreation and

Leisure Services Department located at 600 South 5th Street Suite 200 or call 934-0667.

### FIRE PREVENTION MONTH -

Saint Peter Fire Chief Ron Quade 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 Quade 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.

For additional heating fire safety tips please visit <http://www.usfa.fema.gov/index.shtm>. Let's all work extra hard to make this upcoming heating season the safest one yet!

**HELP WANTED –** The City of Saint Peter is accepting applications for the following position:

- INFRASTRUCTURE TECHNICIAN** - in the Stormwater Utility of the Department of Public Works. Candidates for this position will spend the majority of their time working outdoors. Major duties include locating water, sewer, and stormwater lines, cleaning stormwater collection systems, checking and repairing stormwater sump basins and downstream defenders, raising manholes and recording information on the City's geographic information system (GIS). This position works closely with contractors and property owners in observing construction practices and work performed in the right-of-way and on private property. **MINIMUM QUALIFICATIONS:** high school diploma or equivalent; Possession of a valid State of Minnesota Class A driver's license with Air Brake Endorsement and Tanker Endorsement, or to obtain within six months of the date of employment with the City; Possession of Erosion/Sediment Control Inspector/Installer Certificate or the ability to obtain within six months of the date of employment with the City; Possession of the Erosion/Sediment Control Site Management Certificate or the ability to obtain within six months of the date of employment with the City; Knowledge of "as-built" records, ability to read blueprints, maps, specifications used by contractors in the field of construction; and Possession of an American Heart Association Certification as a Basic Rescuer for cardiopulmonary resuscitation and emergency cardiac care or obtain within six months of the date of employment with the City. The desirable candidate will also possess many other skills, have additional experience and/or will have completed advanced education courses that will make the individual successful in this position. More information on these qualifications is identified in the job description that will be provided to prospective candidates along with the required job application. **NOTICE:** The successful candidate must complete and pass a pre-employment physical and drug test and is subject to post-accident, random, reasonable suspicion, return to duty, and follow-up drug and alcohol testing required by federal regulations. \$18.06 to \$27.96 per hour. Applicants are required to complete a City of Saint Peter application form available in the City Administrator's Office 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 Wednesday, November 18, 2015. Faxed, e-mailed, or late applications will not be accepted. Interviews will be conducted on December 2, 2015. AA/EOE
- PART-TIME BUS DRIVERS** (no benefits)- **MINIMUM QUALIFICATIONS:** High school diploma or equivalent; possession of valid State of Minnesota Driver's license. **DESIRED QUALIFICATIONS:** Experience working with the public; experience operating two-way radio/phones; training in vehicle mechanics; previous bus driving experience. Starting wage \$14.48 per hour. Applicants are required to complete City application form available from the City Administrator's office at 227 South Front Street between the hours of 8:00 a.m. - 12:00 noon and 1-5 p.m. or by calling (507)934-0663. Completed applications must be received by the City Administrator's Office by 5:00 p.m. November 20, 2015. Faxed, emailed, and/or late applications will not be accepted. AA/EEO
- VOLUNTEER FIREFIGHTER** - in the Fire Department. Up to five (5) Firefighters will be hired. Minimum qualifications: High school diploma/GED; at least 18 years of age; reside within a six (6) minute response time from the Fire Station; possess a valid driver's license; and ability to read and write the English language. An open meeting for interested candidates and their significant others will be held on Thursday, November 5, 2015 from 6:00 – 8:00 p.m. at the Fire Station (227 West Mulberry Street). Successful candidates will begin service January 1, 2016 and will be required to successfully complete required Firefighter schooling within one year. Applicants are required to complete a City application form which is available in the City Administrator's office at 227 South Front Street or by calling (507)934-0663. Applications must be received by the City Administrator's office by 5:00 p.m. on November 20, 2015. Faxed, emailed and/or late applications will not be accepted. AA/EOE
- PART-TIME PAYROLL CLERK** – in the Finance Department. 20 hours per week. **MINIMUM QUALIFICATIONS:** High School Diploma or equivalent; One year payroll experience or Associates degree in Accounting; Demonstrated experience working with the public; Demonstrated experience working with benefits provided to employees; Knowledge of Microsoft Word and Excel software. **DESIRED QUALIFICATIONS:** Previous municipal accounting experience; Knowledge of fund accounting principles, practices, and terminology; 2 or more years' experience working with employee benefits. Starting wage



\$12.45 to \$12.86 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. on Friday, November 20, 2015. Faxed, emailed, and/or late applications will not be accepted. AA/EEO

**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 or visit the City's website at [www.saintpetermn.gov](http://www.saintpetermn.gov).

|                     |                             |            |  |
|---------------------|-----------------------------|------------|--|
| Wednesday           | October 28                  | 12:20 p.m. | Hospital Commission                                  |
| Saturday            | October 31                  |            | HALLOWEEN FUN RUN                                    |
| Monday              | November 2                  | 3:30 p.m.  | Housing and Redevelopment Authority                  |
| Monday              | November 2                  | 5:30 p.m.  | City Council Workshop                                |
| Tuesday             | November 3                  |            | ELECTION DAY   |
| Thursday            | November 5                  | 5:30 p.m.  | Planning and Zoning Commission                       |
| Monday              | November 9                  | 7:00 p.m.  | City Council Meeting                                 |
| Tuesday             | November 10                 | 5:30 p.m.  | Library Board  |
| Wednesday           | November 11                 |            | LEGAL HOLIDAY – VETERAN'S DAY<br>City Offices Closed |
| Monday              | November 16                 | 5:30 p.m.  | City Council Workshop                                |
| Monday              | November 16                 | 7:00 p.m.  | Parks and Recreation Advisory Board                  |
| Thursday            | November 19                 | 12:00 noon | Economic Development Authority                       |
| Friday              | November 20                 | 8:00 a.m.  | Tourism and Visitors Bureau                          |
| Monday              | November 23                 | 7:00 p.m.  | City Council Meeting                                 |
| Tuesday             | November 24                 | 5:30 p.m.  | Heritage Preservation Commission                     |
| Wednesday           | November 25                 | 12:20 p.m. | Hospital Commission                                  |
| Thursday-<br>Friday | November 26-<br>November 27 |            | LEGAL HOLIDAY - THANKSGIVING<br>City Offices Closed  |

