

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



11/19/2014

CITY COUNCIL ACTIONS – Action taken by the City Council at the regular meeting of November 10, 2014 included approval of modifications to the position description for Public Works Director; approval of a 3.2 Off Sale Beer License for Shopko; and approval of a closed session for discussion of union negotiations with the Utilities, Streets, and Parks Unions.

The next regular meeting of the City Council will be Monday, November 24th 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 934-0663. Copies of the Council packet are also available on the City's website at www.saintpetermn.gov/city.



THE SNOW IS HERE! - How about a quick snow emergency reminder for those who park on City streets?

- Snow emergencies will always be declared before 5:00 p.m. and take effect at midnight.

Snow emergencies are announced through the Nixle community notification system, on the City's information line (507-934-0675) and notices are provided to local media. Snow emergency notices will also be provided on the City's website (www.saintpetermn.gov) if the snow emergency happens during the work week.

- Sign up now for the Nixle notification system to make sure you are notified of the snow emergency. Go to www.nixle.com to sign up. It's a free service and each person can set it up the way they want to be notified....either by text, e-mail or both.

- To review snow emergency rules, visit the City's website at <http://www.saintpetermn.gov/city-snow-emergency-rules>.
- Even if a snow emergency is not declared, City residents are asked to move all vehicles off the roadway in the event of a heavy snowfall. This allows the snow removal operation to be completed quickly and more efficiently which saves all of us money!
- Remember to shovel those sidewalks! City regulations require property owners to remove snow and ice from sidewalks within 24 hours of the end of a snow event. The sidewalk must be cleared the entire width and kept clear of blow back and drifting snow. If a property owner does not clear the walkway, City crews may be dispatched to do so at a minimum charge of \$75 per hour.
- If you hire someone to remove snow for you, or if you are a company that removes snow for customers, please remember that it is illegal to plow or blow the snow into the roadway and/or onto City property including the City owned right-of-way. Snow that is removed from private property must be stored or placed somewhere other than City owned property.



ADOPT A FIRE HYDRANT – We've had our first taste of a winter storm and are getting warmed up for the bigger snows yet to come. Now that your shovel is broken in, why not consider "adopting" your neighborhood fire hydrant?

As the snow begins to deepen, you can help out the Fire Department by keeping the area around the hydrant shoveled out. In the

event of a fire, this will save valuable time for the Firefighters who respond to save your house or the life of someone in your family.

So, remember.....each time it snows, take a few extra minutes and shovel out the corner fire hydrant. The Saint Peter Volunteer Fire Department thanks you for your help!



DOG SAFETY - As the weather turns colder this winter, pet owners need to pay special attention to the rules and regulations regarding shelters that are provided for

outside dogs. Minnesota State Statutes clearly define the minimum standards for a dog shelter as follows:

- Shelter shall be:
 - Moisture proof and windproof.
 - Of suitable size for the dog and to allow retention of body heat.
 - Made of durable materials with a solid, moisture-proof floor or a floor raised at least two inches (2") from the ground.
 - Between November 1-March 31st, the structure must also have a windbreak at the entrance.
 - The structure shall be provided with a sufficient quantity of suitable bedding material consisting of hay, straw, cedar shavings, blankets, or the equivalent to provide insulation and protection against cold and dampness and promote retention of body heat.

Pet owners who do not provide sufficient shelter for their outdoor dogs may be cited by the Police Department.

One more suggestion....frigid temps may cause water containers for outside pets to freeze. Make sure your dog has a good supply of drinkable water.

METER READERS/MAIL CARRIER HELP - With only a small amount of snow on the ground, now is the

perfect time to start a nice habit of clearing out a path to utility meters for the City's Meter Readers and from house to house for the Mail Carriers. Having a clear path to travel when reading meters (and delivering mail), helps eliminate slipping and falling over toys and equipment left in the yard all winter and lets our



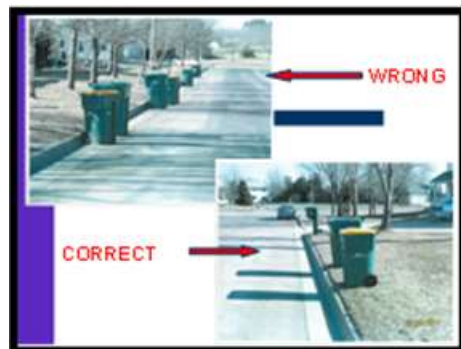
staff do their jobs in a safe manner. So, if you can do so, please help out by clearing at least a shovel wide path to your utility meter each time it snows. Doing so each time you shovel will make the job much easier. Thanks for your assistance!

LEAF COLLECTION CONTINUES – The early snow has impacted the City's efforts to collect leaves for properties north of Broadway Avenue, but crews will continue for a short while to collect the leaves they can find and identify as leaf piles.

Leaf collection is an important tool in the City's fight against water pollution. Collecting the leaves and properly composting them eliminates leaves being swept into the City's storm sewer system which ultimately ends in the Minnesota River. However, Mother Nature sometimes foils the plans of City crews for leaf collection. If it is scheduled too early, some leaves haven't fallen. If scheduled too late, we run the risk of snow ending the process prematurely. That's one of the reasons the crew rotates which end of the community they begin with each year.

For more information on the leaf collection process, please contact the Public Works Department at 934-0670.

CURBIE PLACEMENT – Regular *Hot Sheet* readers have seen this notice before, but with winter upon us, we would like to also point out that once snow starts being piled



at the curb line, homeowners are asked to shovel out a space for the curbies instead of trying to perch the carts on top of the snow ridge line on collection day.

Placing the curbies on a flat, shoveled surface helps ensure the cart remains stable and doesn't tip over resulting in the contents being spilled onto the road. It also helps ensure that the carts don't tip on children who might be playing on the piles of snow. If you have moved a full cart, you know how heavy they can be!

But also remember that curbies are to be placed **ON the boulevard (not in the street)**. In the winter when roads become more narrow and icy placing the curbies in the roadway becomes an even bigger hazard. Homeowners should make a clear spot on the boulevard to place the curbies on collection day. Shovel out a wide enough area

where both the refuse and recycling curbies can be placed and still be three feet apart. This allows the drivers to have a safe spot to collect the materials without posing a hazard to others on the road.

Thank you for your cooperation.

RV DUMP STATIONS CLOSED – The City's two RV dump stations (located at the Wastewater Treatment Plant and just north of Culligan at the Park Row entrance to the Mill Pond area of Riverside Park) have been closed for the season. The dump stations will be reopened again in the spring when the weather cooperates.

MISSING FLAGS - Oh say can you see.....missing flags?! Several of the City's flags that were put up in the downtown area for Veteran's Day blew away during strong winds. We have already had one turned in to the City and are asking the public's help to find the others. If you see a loose American flag, or a flag that is attached to a 6-7' pole with a silver ball on top, please give us a call at City Hall (934-0663) and we'll send someone out to collect it. Or, if you can drop it off at City Hall (227 South Front Street) that would be really helpful. Thank you!



CRIME FREE MULTI-HOUSING (CFMH) TRAINING OPPORTUNITY -

Illegal activity on rental properties is a problem for law-abiding residents, property management, and the community. The Crime Free Multi-Housing (CFMH) Program is a collaborative effort established by the cities of Mankato, Saint Peter, Waseca, and Madelia, and the owners and managers of rental property, to respond constructively to the problem of illegal activity in rental housing. The CFMH program has yielded benefits in other communities such as increased demand for rental units, a safer environment, and a decrease in calls for public safety services.



Owners of rental housing in Saint Peter are encouraged to become certified as a Crime-Free Multi-Housing property. To become certified, property owners must first attend a full day of training. The next session will be held on December 16, 2014 beginning at 8:00 a.m. through 4:30 p.m. at the Verizon Wireless Center in Mankato. Information on the other actions to be taken to be certified is covered during the training. Online registration is available on the City of Mankato's website at <http://www.ci.mankato.mn.us> or you can contact Officer Arpin at the Saint Peter

Police Department (931-1550) for a registration form.

MEETING CHANGE NOTICE - The regular Tourism and Visitors Bureau meeting of November 21st has been rescheduled to Thursday, November 20th at 8:00 a.m. For more information on Tourism Bureau meetings please contact the Chamber of Commerce at 934-3400.

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

- **DIRECTOR OF PUBLIC WORKS.** **MINIMUM QUALIFICATIONS:** Bachelor's degree in engineering, public administration or related fields from an accredited college or university, OR fifteen (15) years demonstrated experience as a public works manager or director in a similarly sized (over \$10 million budget and over thirty employees) municipal operation; three (3) or more years' experience managing five (5) or more employees in a supervisory capacity; three (3) or more years' experience managing projects and budgets in a supervisory capacity; possession of a valid Class D driver's license and ability to obtain a valid Class D Minnesota driver's license within one (1) month of the date of employment with the City; possession of an American Heart Association Certification as a Basic Rescuer for cardiopulmonary resuscitation and emergency cardiac care or ability to obtain within six (6) months of the date of employment with the City. **DESIRED QUALIFICATIONS:** Bachelor's degree in engineering, public administration or related fields from an accredited college or university; six (6) years of progressively responsible experience in municipal public works or utility operations, or at least six years' experience in a supervisory or engineering role in the private sector; knowledge and experience in the construction, maintenance, and operation aspects of electrical distribution systems, water treatment and distribution systems, wastewater collection and treatment systems, stormwater collection and treatment systems, streets, parks, and forestry; knowledge of approved methods, materials, and equipment used in all the operations supervised; knowledge of applicable regulatory codes; ability to read, interpret, and develop engineering plans and specifications; knowledge of the principles and procedures of municipal public works and/or utility department administration; ability to plan, coordinate, direct, and monitor the activities of a municipal public

works department; demonstrated use of office computer systems and demonstrated understanding of SCADA, AMI, and GIS processes; personnel supervisory experience managing more than five (5) employees; demonstrated ability to manage budgets; demonstrated previous experience in use of value engineering process; demonstrated knowledge of OSHA regulations and safety precautions. Starting salary \$79,750 to \$84,225. Applicants are required to complete a

City application form available from the City Administrator's office at 227 South Front Street, Saint Peter, Minnesota 56082 or by calling (507)934-0663. Completed applications must be received by the City Administrator's office by 5:00 p.m. on December 29, 2014. Interviews for this position will take place January 21-22, 2015. Faxed 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.

Thursday	November 20	8:00 a.m.	Tourism and Visitors Bureau
Monday	November 24	7:00 p.m.	City Council Meeting
Tuesday	November 25	5:30 p.m.	Heritage Preservation Commission
Wednesday	November 26	12:00 noon	Hospital Commission
Thursday-Friday	November 27- November 28		THANKSGIVING HOLIDAY – City offices closed
Monday	December 1	3:30 p.m.	Housing and Redevelopment Authority
Monday	December 1	5:30 p.m.	City Council Workshop Session
Tuesday	December 2	12:00 – 3:30 p.m.	CITY OFFICES CLOSED FOR STAFF TRAINING
Wednesday	December 3	5:30 p.m.	Planning and Zoning Commission
Monday	December 8	7:00 p.m.	City Council Meeting
Tuesday	December 9	6:00 p.m.	Library Board Meeting
Monday	December 15	3:00 p.m.	City Council Goal Session
Wednesday	December 17	TBD	Hospital Commission Budget Workshop
Wednesday-Friday	December 23- December 26 th	12:00 noon - weekend	 CITY OFFICES CLOSED—CHRISTMAS HOLIDAY
Tuesday	December 30	12:00 noon	Hospital Commission
Thursday	January 1		CITY OFFICES CLOSED – NEW YEAR'S DAY

