

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



RESIDENTIAL REFUSE HAULING SWITCHOVER NOTICE



The City of Saint Peter is changing residential refuse hauling companies at the end of February. **During the last week of February, all residential refuse hauling customers are asked to place both the garbage and recycling curbies at the curb line on their regular collection day.** Waste Management will pick up the garbage and recycling and another Waste Management truck will follow behind to collect the now-empty curbies. The new vendor, LJP Enterprises, will then place a new garbage and new recycling curbie (see photos) for each customer.



If you are missed and don't receive the new curbie(s), or your Waste Management curbies are not collected, please contact the Finance Department at (507)934-0664.

2/19/2014

CITY COUNCIL ACTIONS – Action taken by the City Council at the regular meeting of February 10, 2014 included authorization for execution of a purchase agreement and development agreement with Mike and Julie Drummer for development of the tax forfeited portion of the Welco West Subdivision, and approval for modification to the employee anniversary recognition program.

The next regular meeting of the City Council will be Monday, February 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.



MAKES ME WONDER (BY CITY ADMINISTRATOR TODD PRAFKE - Swipe me.... Since late 2012, customers have been able to use credit cards and pay utility

bills online if they wish (call the Finance Department for more details at 507-934-0664). Numbers from a few months back show that about 330 accounts were paid using a credit card, which also involved paying a convenience fee. Automatic bank transfers accounted for about 1,000 account payments each month out of a total of 4,000 or so utility customers.

But here's the hitch...when you use a credit card, we get charged a processing fee by the credit card companies. So we charge our customers who choose to pay using a card a convenience fee. We started accepting cards because some of our customers asked for that convenience and also, frankly, to make it less cumbersome for folks who may have had their lights turned off get turned back on and the City (you) get paid sooner.

We also take credit cards at the Recreation Department for folks who sign up for classes or purchase passes to places like the pool.

In the future our acceptance of cards will expand to other departments as well. I am not in a big hurry to make it expand because in the other areas there have not been many requests. Acceptance of credit cards is one of those areas where I am unsure whether to jump in with both feet or wade in slowly. So if you have a thought on that let me know.

Would you pay a convenience fee of let's say \$5 if you could pay for your \$3,000 building permit on your card? What about a parking ticket or pet license? Would you pay \$3 to pay a parking ticket with your card? Or maybe we should just raise all charges a dollar or two and allow credit cards throughout our entire system based on the fact it would cost the system money to process the cards?

Maybe I am not thinking about this right at all. What do you think? It makes me wonder.....

WASHINGTON AVENUE LINK IMPROVEMENT PROJECT TREE REMOVAL - In the next two weeks residents will begin to see progress on the Washington Avenue Link Project. This is the project that will extend North Washington Avenue to the north through a portion of Summit Park where the City has purchased trailers and relocated several families.

Although most of the work on the project will begin later in the Spring, the contractor for Phase 2 of the Project (north of St. Julien Street) will begin removing trees this week along the back side of North Fifth Street through Summit Park (weather permitting).

When the contractor is ready to begin other work, information will be provided through the Hot Sheet, the City's Facebook page, the City Administrator's blog on public access and You Tube, and the City's website.

STORMWATER POLLUTION PREVENTION PLAN PUBLIC MEETING - Notice is hereby given that the City will conduct a public meeting regarding the City's Stormwater Pollution Prevention Plan (SWPPP) on Wednesday, March 13, 2014, from 1:00 p.m. – 4:00 p.m. in the Senior Center at the Community Center at 600 South Fifth Street. At the meeting Stormwater Utility staff will provide the public with an opportunity to review the SWPPP, ask questions, and receive some additional literature on stormwater prevention. Copies of the SWPPP are available for public inspection and review at the City Administrator's Office and Public Library.

The meeting is open to the public and interested residents are encouraged to attend.

CAT LICENSES AVAILABLE – Cat owners are reminded of the need to renew (or license) their cats before the April 30th deadline. All cats residing within the City limits which are old enough to receive rabies vaccinations are required to be licensed.



Licenses are available from the Community Development Department at City Hall between the hours of 8:00 a.m. – 5:00 p.m. License fees are \$5 for pets which are spayed/neutered or \$25 for unaltered cats.

Prior to issuance of a cat license, a proof of rabies certification form signed by a licensed Veterinarian must be provided.

Questions about pet licensing? Please contact the Community Development Department at 934-0661.

STORY TIME BAGS – Story time Bags are all the rage at the Library. Come to the Story time Open House this Thursday, February 20th from 4-7 p.m. and enjoy this hands-on evening. All bags have a theme such as Pirates, Trains, Colors, Numbers, Dogs, Birthdays, Down on the Farm, and lots more. Each themed bag includes several books, a song and poem sheet, puzzles or puppets, activity ideas and more, all complementing the story time theme. Story time Bags are a project of the Saint Peter Public Library and the Creative Play Place.

OPEN GYM - REMEMBER to check the City of Saint Peter website, www.saintpetermn.gov/recreation, for the current open gym schedule. Monthly schedules are also available for pick up at the Community Center and weekly schedules are recorded on the Recreation Hotline (934-0070).

Enjoy time with friends shooting hoops and socializing. Clean non-marking shoes are required. Children seven years and younger must be accompanied by a responsible supervisor at least 16 years of age. The Recreation Department has some basketballs for use, but participants are encouraged to bring their own.

WELCO WEST DEVELOPMENT – The City Council has now officially sold the tax forfeited portion of the Welco West Subdivision to Mike and Julie Drummer (Drummer Development of Mankato). The Drummer's will be developing this land for residential use. The plan submitted to the Council includes construction of 11 townhomes (similar to those already constructed in the subdivision), 32 single family homes and one 40-unit multi-family

apartment building with an additional multi-family unit being able to be constructed after the City constructs a regional stormwater basin in the area.

Under the terms of the development agreement, building permits for all but the final multi-family unit must be applied for by no later than December 31, 2016 and the area must be re-plated to accommodate the new development.

CITY ADMINISTRATOR VIDEO BLOG – City Administrator Prafke has been creating a video blog for a couple of years now, but it is now available through even more electronic sites. In addition to being included on the City's Facebook page, the video blog is now shown on Public Access Channel 7 (not Channel 8 like we mistakenly reported last week), the City's website and on the City's You Tube channel (<http://www.youtube.com/channel/UCWK7-GhXlmDfaSTNs7yvwwg>)! Check it out for yourself and see what's happening in your City government.

HELP WANTED – The City of Saint Peter is currently accepting applications for the following positions:

- **WASTEWATER OPERATORS** - One entry level and one Class "C" or higher Wastewater Operator in the Department of Public Works. Both positions will have the opportunity to advance to an "A" license Wastewater Operator position. Minimum qualifications include a high school diploma or equivalent; possession of a State of Minnesota Class "D" Wastewater Treatment Facility Operator Certificate or ability to obtain within one year of the date of employment with the City OR Class "C" Wastewater Treatment Facility Operator Certificate; possession of a State of Minnesota Type IV Biosolids Operator or ability to obtain within one year of the date of employment with the City; possession of a valid driver's license - State of Minnesota Class A driver's license with Air Brake Endorsement and Tanker Endorsement or ability to obtain within six months of the date of employment with the City; possession of an American Heart Association Certification as a Basic Rescuer or ability to obtain within six months. Desirable qualifications: Satisfactory completion of a technical school program related to wastewater systems operations; up to six years of responsible experience as a wastewater system operator with at least two years' experience in the operation of a Class A, B, or C system or facility, or similar industrial facility; knowledge of



the principles, practices, chemicals, and equipment used in wastewater treatment, biosolids treatment and disposal, and pumping operations; ability to perform a wide variety of tests on raw and treated wastewater, raw and treated bio-solids; knowledge of the principles of plumbing and hydraulics; knowledge of and ability to operate Supervisory Control And Data Acquisition (SCADA) system; knowledge of the functions and service requirements of mechanical equipment and machinery; knowledge of OSHA regulations and safety precautions of the trade; demonstrated ability to operate a variety of wastewater plant pumping, treatment, and control equipment, biosolids treatment and disposal equipment; demonstrated ability to diagnose problems under emergency conditions and take corrective action; knowledge and experience in the operation of equipment including but not limited to backhoes, dump trucks, jet rodder machine, tanker trucks, main line TV cameras, and line locators. 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. Starting pay range: Entry-Level Wastewater Operator \$18.44 - \$19.59 per hour. Starting pay range: Class "C" Wastewater Operator \$20.73 - \$24.41 per hour. Applicants are required to complete a City of Saint Peter application form available in the City Administrator's Office, 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 April 3, 2014. Faxed, emailed, and/or late applications will not be accepted. Interviews will be conducted April 16 -17, 2014. AA/EEO

- **SEASONAL POSITIONS** – The City of Saint Peter is accepting applications for seasonal positions for the 2014 summer season. These are positions for which an eligibility list will be maintained until August 31, 2014. Applications are available on the City's website at www.saintpetermn.gov or from the City Administrator's office between the hours of 8:00 am–Noon and 1:00–5 pm, 227 S. Front Street, or by calling 507-934-0663. **Completed applications must be received by the City Administrator's office by 5:00 pm on Friday,**

March 14, 2014. Faxed, emailed, and/or late applications will not be accepted. 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. 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 \$8.00/hour. Minimum age: 18.
- SPORTS PROGRAM/SPECIAL EVENTS COORDINATOR: Train and supervise staff, organize and implement summer sports programs (Baseball, Soccer, etc.) and special events. Need strong organizational, motivational, planning and leadership skills. Experience with school age children. 35 –40 hours/week. Mid May–End of August. Starting wage: \$8.75/hour.
- CREATE A CAMP COORDINATOR: Train, supervise staff, organize and implement summer programs (Day Camps, Special Events) 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: \$8.75/hour.
- SPECIALTY CAMP/PRESCHOOL COORDINATOR: Train and supervise staff organize and implement summer programs (Lil Rascals, Specialized Day Camps, Special Events) for 3–10 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: \$8.75/hour.

- VOLUNTEER IN THE PARK COORDINATOR: Recruit, train, assign and supervise youth volunteers. Strong organizational skills and previous work with youth required. Flexible hours. 30–40 hours/week. May–August. Starting wage: \$8.75/hour
- 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. 35–40 hours/week. Starting wage: \$7.25/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: \$7.25/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: \$9.75/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: \$7.75/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: \$7.00/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: \$6.55/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 or visit the City's website at www.saintpetermn.gov.

Monday	February 24	7:00 p.m.	City Council Meeting
Tuesday	February 25	5:30 p.m.	Heritage Preservation Commission
Wednesday	February 26	12:00 noon	Hospital Commission
Thursday	February 27	12:00 noon	Economic Development Authority
Friday	February 28	8:00 a.m.	Tourism and Visitors Bureau
Monday	March 3	3:30 p.m.	Housing and Redevelopment Authority
Monday	March 3	5:30 p.m.	City Council Workshop
Tuesday	March 4	5:30 p.m.	Planning and Zoning Commission
Monday	March 10	5:00 p.m.	Human Rights Commission
Monday	March 10	7:00 p.m.	City Council Meeting
Tuesday	March 11	6:00 p.m.	Library Board
Monday	March 17	5:30 p.m.	City Council Workshop
Monday	March 17	7:00 p.m.	Parks and Recreation Advisory Board
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