CITY COUNCIL MEETING – The City Council meeting on April 11, 2022 included providing municipal consent to the Minnesota Department of Transportation for a 2023 project to reconstruct the intersections of Highways 169/22/99 on the south end of Saint Peter to provide for improved safety; award of bid for the 2022 Bituminous Materials Purchase; correcting a 2005 North Third Street vacation action; approving execution of lease and services agreements with Minnesota River Valley Transit; approving a request for City assistance for MarketFest; approving modifications to the position descriptions for Community Development Director and Water Resources Superintendent; approving purchase of a tandem axle dump truck to replace a 1994 truck; and a closed session and subsequent action to approve the 2022-2023 union contracts for the Parks and Communication Technician (Police Dispatchers) unions.

The next regular City Council meeting will be Monday, April 25, 2022, beginning at 7:00 p.m. in the Governors’ Room of the Community Center.

Copies of the meeting agendas can be found the Friday before meetings on the City’s website (https://www.saintpetermn.gov/AgendaCenter).

SPRING BRUSH COLLECTION – The City of Saint Peter will be collecting branches, brush, and tree trimmings at curbside beginning at 7:00 A.M. Monday, May 2nd.

To aid crews in collection, please follow the tips below:

1. Place materials on the grass, parallel and adjacent to the curb within six feet (6’) of the curbl ine.
   a. Do NOT put brush on the street
   b. Cut brush and tree trimmings to lengths no longer than six feet.
2. When placing the materials on the boulevard, please make sure piles are far from refuse containers, light poles, trees, posts, mailboxes, utility boxes/pedestals, etc.
3. Refrain from parking near (within 50’) the yard waste until pick-up is complete.

It takes some time to collect all the materials and therefore, crews will only go through an area once. If your yard waste is not out by 7:00 am Monday, May 2nd, it will not be picked up, but can be taken directly to the City’s yard waste drop-off site at 1128 North Swift Street.

This yard waste site is available for use by property owners living within the corporate limits of the City of Saint Peter with an orange permit affixed to their vehicle. This restriction is in place because it’s City residential utility customers who pay for the site through a monthly Environmental Services fee on utility bills. The site is open year-round for the convenience of these property owners.

As with the curbside collection, materials deposited at the site must be cut shorter than six feet and placed in the appropriate area of the site. When available, woodchips and compost are provided free to authorized site users although you’ll have to bring your own shovels, bags or containers to load and transport.

These services are funded by the Environmental Services fee on utility bills for City residents.

For questions about the curbside collection, or the drop-off site, please contact the Department of Public Works at 507-934-0670.

NO MOW MAY – No Mow May is a conservation initiative first popularized by Plantlife, an organization based in the United Kingdom, but which is gaining traction across North America. The goal of No Mow May is to allow grass to grow unmown for the month of May, creating habitat and forage for early season pollinators.

In some years, based on the weather and plant growth, No Mow May can conflict with City
regulations about maintaining yards and keeping noxious weeds out of our community. Specifically, limitations on the height of grass and other lawn vegetation is listed in the City Code. Noxious weeds are not allowed at any time as they not only hurt lawns and gardens, but also bee and bird habitat.

So here is the idea for this May... participate in No Mow May if it works for you, but please be watchful for noxious weeds and remove them. In June, be considerate of your neighbors and return to regular mowing knowing that you have helped some of our bee and wildlife friends get a jump start on summer.

**COMMUNITY CENTER/LIBRARY ANNIVERSARY EVENT** –
The public is invited to attend a special 20-year anniversary event at the Community Center and Library on Friday, May 6th from 4-7 p.m.

This event is being held to celebrate the impact these facilities have had and continue to have on the community. The Recreation and Leisure Services Department is organizing a variety of activities, entertainment, and community resources for this event, some of which are listed below:

- Recreational activities in the gym, library, and potentially outside (depending on the weather) such as Pickleball, Exploration Recreation, Fitness Activities Makers Space and more.
- Promotion of summer registration opportunities including summer reading program, recreation programs and camps, summer pool passes, and scholarship opportunities.
- Musical entertainment in the Senior Center and patio area.
- Representation from the various tenants who operate in the Community Center highlighting the services these organizations provided in the community.
- Representation from community partners such as the School District, Youth Associations, and other non-profits that utilize the Community Center and Library.
- Light snacks and refreshments.

The event is a great opportunity to highlight how this facility has been such a large part of the Saint Peter community for the past twenty years.

**POLICE ANNUAL REPORT** – As part of the April 18th workshop session of the City Council, Police Chief Grochow presented the 2021 annual report. The report has now been uploaded to the City’s website and can be found at ... 
https://www.saintpetermn.gov/486/Annual-Reports

For questions regarding the information contained in the report, please contact the Police Department at 507-931-1550.

**ARBOR DAY** – It all started in 1872, one year before the City of Saint Peter was incorporated, when J. Sterling Morton founded "Arbor Day". It took four more years before Minnesota became the fourth state to adopt this special day. Arbor Day was probably like any other; at least until the tornado took an estimated 15,000 trees leaving St. Peter’s gorgeous urban forest decimated. With the rush of the wind we realized how important mature and healthy trees were to the community.

Following the tornado, the City worked hard replanting trees on public property and operating a multi-year program to offer good sized trees at very low cost to private property owners. It was hard work for everyone, but all these years later, our tree canopy has taken hold once again.

That’s what makes Arbor Day such an important day in our community - a day proclaimed by Mayor’s past and present - a day when the community is encouraged to recognize trees for the treasure they are.

This year Mayor Nowell has proclaimed April 29th as “Arbor Day” and she encourages all residents to participate in tree planting activities in their own yards.

**MINNESOTA SQUARE PARK UPDATE** – Work has begun in Minnesota Square Park to complete a new parking lot at the intersection of South Third/West...
Elm Street; install concrete sidewalks; and construct the St. Peter Free Masons Picnic shelter on the north side of the park adjacent to the plaza.

The work (other than the picnic shelter which was donated by the Free Masons) was funded in part by a 2021 Minnesota Department of Natural Resources grant.

While the park is available for use during these projects, visitors are asked to take care in and around the construction zones and to stay behind restrictive barriers which may be put in place. These projects are expected to be completed at the end of May.

Additional projects are also planned in the park beginning shortly after the Fourth of July activities with completion expected prior to Rock Bend Folk Festival in September.

For more information, please follow the Hot Sheet or contact the Public Works Department at 507-934-0670.

LOCAL OPTION SALES TAX – Have you been wondering when you will find out more about the voter approved local option sales tax that will be used to fund the new Fire Station? Well, wonder no more.

Voters in Saint Peter overwhelmingly approved implementation of a sales tax that, if revenue forecasts stay the same, will fund the new Fire Station. Bids for the project are being accepted this week and construction on the facility will begin sometime this summer with completion scheduled for approximately a year later.

But we must pay for it and that’s where the sales tax comes in. Using sales tax to fund a project like the Fire Station spreads the financing around to not only St. Peter property owners, but others who stop in St. Peter and purchase goods and services which, in most cases, means St. Peter property owners are paying less. For example...the owner of a residential property valued at $150,000 would pay an additional $70.29 in property taxes if that was the funding mechanism for the project. With sales tax funding the project, that same property owner would have to buy $14,057 of taxed goods and services to equal that same amount.

The Minnesota Department of Revenue is putting their plan in place to collect the tax on behalf of the City effective July 1, 2022. The one-half of one cent tax will be charged on certain goods and services provided by retailers within the corporate limits of Saint Peter.

The Department of Revenue is preparing letters directing local retailers on the process for collecting the tax. The letters should hit retailer mailboxes in early May, so keep an eye out for that information and if you have questions, contact the number contained in the letter.

HELP WANTED - The City of Saint Peter is currently accepting applications for several positions. Applications are available through the City’s website (www.saintpetermn.gov/365/employment).

Important note.... once you have completed the online application, save it to your computer with a new title, and then email or deliver it as shown on the front page of the application. The following positions are now open:

- COMMUNITY DEVELOPMENT DIRECTOR - MINIMUM QUALIFICATIONS: Bachelor’s degree in urban studies, economics, business, public administration, finance or a related field from an accredited college or university; Demonstrated knowledge of the principles and procedures of municipal planning; Demonstrated knowledge of local and state legislation governing municipal planning activities; principles of public administration relative to municipal planning and zoning administration; Ability to establish and maintain a central source of development information for the community; Valid driver’s license upon employment; valid Minnesota driver’s license within thirty (30) days of employment. DESIRED QUALIFICATIONS: Master’s degree in Urban Planning, Community Development, or a related field from an accredited university; Demonstrated knowledge of planning and zoning laws and procedures; Demonstrated experience in development of economic development programs such as loans, TIF Districts, grant programs; Demonstrated experience in integration of various public and private grant, loan and development programs and mechanisms to complete and housing or business development project; Two years’ experience in a local unit of government, with responsibilities for business or industrial development, housing, zoning administration, historic preservation; Demonstrated knowledge of OSHA regulations; Demonstrated ability to supervise assigned staff; Thorough demonstrated knowledge of tax increment financing procedures; Demonstrated ability to coordinate between groups and produce applied plans from various forms of information. Salary $84,500 to $95,500. Applicants are required to complete a City application form available online
at

https://www.saintpetermn.gov/365/Employment

or from 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. May 12,
2022. Faxed and/or late applications will not be
accepted. AA/EEO

• POLICE PATROL OFFICER – City of Saint
Peter. $32.84-$40.30/hr, plus educational
incentives and longevity steps at 8 years and 20
years of service. Qualified candidates could
begin as lateral transfers at top pay rate. $1,500
sign-on bonus; 40 hours banked sick leave; 40
hours banked vacation leave. Minimum
Qualifications: Two-year degree in Law
Enforcement from a P.O.S.T. accredited college
or vocational school; or three years’ experience
as a police officer or working in a related field
such as Probation or Corrections; Possession of
a valid Minnesota P.O.S.T. board license or
eligibility to immediately receive a P.O.S.T.
board license; possession of, or eligible for a
Minnesota Class D Drivers’ license within 30
days of employment. City application form
required along with cover letter and resume.
Contact Saint Peter Police Department at 207
South Front Street, by calling (507)931-1550 , or
from the City of Saint Peter website at
Open until filled. AA/EOE

• PART-TIME BUILDING SUPERVISOR –
(EXTENDED!) at the Saint Peter Community
Center. Evenings and weekends. Minimum
qualifications include High school diploma or
equivalent; CPR and First Aid training or ability
to be certified within six months of employment;
and Experience working with the public.
Desirable qualifications include Experience in
building maintenance functions. $13.28 per
hour. Applicants must complete a City of Saint
Peter application available from the City
Administrator’s Office at 227 South Front Street,
by calling (507)931-1550, or from the City of Saint
Peter website at
Open until filled. AA/EOE

• PART-TIME BUS DRIVER - The City of Saint
Peter is currently accepting applications for the
position of Part-time Bus Drivers for the
Minnesota River Valley Transit system. This
position will work various shifts including day,
nights and occasional weekends. This position
works primarily in Saint Peter. MINIMUM
QUALIFICATIONS: Must have a valid driver’s
license to begin and a State of Minnesota CDL
minimum of Class C Driver’s License with
passenger endorsement within thirty (30) days of
employment (PLEASE NOTE - Minnesota River
Valley Transit will help all new drivers train for
the license test); High school diploma or
equivalent. DESIRED QUALIFICATIONS:
Experience working with the public; experience
operating two-way radio/phones; training in
vehicle mechanics; previous bus driving
experience. Starting wage $17.56 per hour.
Applicants must complete a City application form
which is available in the City Administrator’s
office at 227 South Front Street, by calling (507)
934-0663 or online at
Completed applications must be received by the
City Administrator’s office. This position will
remain open until filled and qualified applicants
will be offered an interview within one week of
submission of application. **NOTE: The
successful candidates for this position will be
required to successfully complete and pass a
pre-employment drug test. The position is also
subject to post-accident, random, reasonable
suspicion, return to duty, and follow-up drug and
alcohol testing required by USDOT 49 CFR Part
655 (Federal Transit Administration) and
USDOT 49 CFR Part 40. In addition, successful
candidates for this position must have a vehicle
driving record which is clear of revocations,
suspensions and cancellations for the past three
(3) years. Applicants may be required to submit
to a criminal background check and be clear of
convictions for crimes or anticipatory crimes (as
defined in M.S. 609.17 and 609.175) within the
previous fifteen (15) years. AA/EEO

• PART-TIME TRANSIT SUPPORT SPECIALIST
(DISPATCHER) – for Minnesota River Valley
Transit system. (Dispatcher). This position will
work mostly late afternoon, evening and
weekend hours. Transit Support Specialists
assist Minnesota River Valley Transit riders in
scheduling rides, directing drivers to stops and
pick-ups, providing clerical support for Transit
Operations and Compliance Managers, and
operating dispatching software. MINIMUM
QUALIFICATIONS: High school diploma or
equivalent; demonstrated experience working
with the public; demonstrated ability to operate a
personal computer; ability to read, write, and
speak the English language; and ability to answer multi-line phone system. DESIRED QUALIFICATIONS: Experience operating a two-way radio/phone, 1+ year experience in an office setting, 1+ year experience in a municipal or other transportation system providing logistical support for moving people or materials, demonstrated ability to read and navigate a map, 1+ year experience with dispatching or vehicle routing software and hardware, 1+ year experience using social media such as Facebook or Twitter. Starting wage: $17.56 per hour. Applicants are required to submit a City application form available online at www.saintpetermn.gov/365/employment, from 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. This position will remain open until filled and qualified applicants will be offered an interview within one week of receipt of application. AA/EEO

SEASONAL POSITIONS – The following seasonal positions at the Public Works and Recreation and Leisure Services Departments are now open. NOTE: #1-A condition of employment for all Public Works seasonal positions shall be successful completion of a background investigation and pre-employment drug test. Employees will be subject to post-accident, random, reasonable suspicion, return to duty, and follow-up drug and alcohol testing as required by federal regulations. Must be at least 18 years of age for Public Works positions. #2 – Applicants must complete separate applications if applying in both the Public Works and Recreation Department. #3 -A condition of employment for aquatics program positions 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 15 years of age for listed positions unless noted differently. These positions will remain open for application until filled, but don't delay in applying if interested. Applications for these seasonal positions are available online at www.saintpetermn.gov/365/employment.

- 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. Minimum age: 18. $11.75/hour

- TREE WORKER: Duties include work involving maintenance of City's urban forest including tree planting and felling, tree trimming and pruning, stump grinding and site restoration, maintenance of plants, tree nursery and new trees; tree inventory and completing reports. MINIMUM QUALIFICATIONS: High school diploma or GED; Valid Class C or D driver's license; Possession of an American Heart Certification as a Basic Rescuer for cardiopulmonary resuscitation and emergency cardiac care or the ability to obtain within six months of employment with the City; Demonstrated related experience in tree maintenance. DESIRABLE QUALIFICATIONS: Demonstrated knowledge in the operation a woodchipper, aerial lift truck, skid steer, chainsaw and stump grinder; Demonstrated experience and education in landscaping, arboriculture, forestry; International Society of Arboriculture (ISA) certification; Tree Inspector certification; Demonstrated knowledge of basic plant maintenance; Ability to speak conversational Somali or Spanish. 26 weeks per week April – October limited to 900 hours. Minimum age: 18. $13.75/hour

- LANDSCAPE GARDENER: Duties include work involving gardening, landscape maintenance, general maintenance of planters, flowerbeds, maintenance of parks, right-of-way, and other recreational facilities. MINIMUM QUALIFICATIONS: High school diploma or GED equivalent; Valid Class C or D driver's license; Possession of an American Heart Certification as a Basic Rescuer for cardiopulmonary resuscitation and emergency cardiac care or the ability to obtain within six months of employment with the City; Demonstrated experience in landscape gardening. DESIRABLE
QUALIFICATIONS: Demonstrated experience in any of the following: grounds keeping and/or tree maintenance; Master Gardener certification; Demonstrated knowledge of public horticulture or landscape design; Minnesota Non-Commercial Pesticide Applicator License; Minnesota Tree Inspector Certification; Demonstrated knowledge of OSHA rules, regulations and safety requirements of the trade; Ability to speak conversational Somali or Spanish. 26 weeks April – October limited to 900 hours. Minimum age: 18. $13.75/hour

- PARK RANGER: Duties include providing assistance at community events, recreational facilities, and maintenance activities; assuring park grounds and structures are neat and clean; assist citizens using City facilities, oversee entrance to Swift Street tree and grass clippings drop off site, assist with ball field maintenance during tournaments and weekend play.

MINIMUM QUALIFICATIONS: High School diploma or GED equivalent; Valid Class C or D driver’s license; Possession of an American Heart Certification as a Basic Rescuer for cardiopulmonary resuscitation and emergency cardiac care or the ability to obtain within six months of employment with the City.

DESIRABLE QUALIFICATIONS: Demonstrated ability to deal with the public; Demonstrated problem solving abilities; Demonstrated communication skills related to City operations; Demonstrated knowledge and experience in park maintenance; Ability to speak conversational Somali or Spanish. May 1 to October 31 including weekdays, weeknights, holidays, and weekends. 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. Minimum age: 18. $13.75/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. $13.00/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. $12.15/hour

- LIFEGUARD (without WSI): Duties include supervision of swimmers and some maintenance. Full, part-time and substitute positions. Current LGT, First Aid & CPR Certificates required. $11.75/hour

- OUTDOOR POOL CASHIER: Duties include collection of pool fees, light bookkeeping, some maintenance, and strong public relations skills. Part-time. $9.50/hour

- RECREATION COORDINATOR: Train and supervise staff, organize, and implement summer sports programs (youth and adult) as well as mobile recreation program (Exploration Recreation). Need strong organizational, motivational, planning and leadership skills. Valid Class C or D driver’s license is required. Experience with school age children. Minimum age: 18. 35–40 hours/week. Mid May–mid/end of August. $12.50/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. Valid Class C or D driver’s license.

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CITY MEETING CALENDAR —***PLEASE NOTE...Meeting dates and times may change due to unforeseen circumstances. For up-to-date information on meetings please visit the City’s website at www.saintpetermn.gov or call the City at 507-934-0663.

Friday April 22 8:00 a.m. Tourism and Visitors Bureau
<table>
<thead>
<tr>
<th>Day</th>
<th>Date</th>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday</td>
<td>April 25</td>
<td>7:00 p.m.</td>
<td>City Council Meeting</td>
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<tr>
<td>Tuesday</td>
<td>April 26</td>
<td>5:30 p.m.</td>
<td>Heritage Preservation Commission</td>
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<tr>
<td>Wednesday</td>
<td>April 27</td>
<td>12:30 p.m.</td>
<td>Hospital Commission</td>
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<tr>
<td>Thursday</td>
<td>April 28</td>
<td>12:00 noon</td>
<td>Economic Development Authority</td>
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<tr>
<td>Friday</td>
<td>April 29</td>
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<td>ARBOR DAY – plant a tree!</td>
</tr>
<tr>
<td>Monday</td>
<td>May 2</td>
<td>5:30 p.m.</td>
<td>City Council Workshop</td>
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<tr>
<td>Thursday</td>
<td>May 5</td>
<td>5:30 p.m.</td>
<td>Planning and Zoning Commission</td>
</tr>
<tr>
<td>Friday</td>
<td>May 6</td>
<td>4:00 – 7:00 p.m.</td>
<td>Community Center/Library Anniversary Event – Open to Public</td>
</tr>
<tr>
<td>Monday</td>
<td>May 9</td>
<td>3:30 p.m.</td>
<td>Housing and Redevelopment Authority</td>
</tr>
<tr>
<td>Monday</td>
<td>May 9</td>
<td>7:00 p.m.</td>
<td>City Council Meeting</td>
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<tr>
<td>Tuesday</td>
<td>May 10</td>
<td>6:00 p.m.</td>
<td>Library Board</td>
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<tr>
<td>Sunday</td>
<td>May 15</td>
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<td>POLICE OFFICER MEMORIAL DAY</td>
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<tr>
<td>Monday</td>
<td>May 16</td>
<td>5:30 p.m.</td>
<td>City Council Workshop</td>
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<tr>
<td>Monday</td>
<td>May 16</td>
<td>7:00 p.m.</td>
<td>Parks and Recreation Advisory Board</td>
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<tr>
<td>Monday</td>
<td>May 23</td>
<td>7:00 p.m.</td>
<td>City Council Meeting</td>
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<tr>
<td>Tuesday</td>
<td>May 24</td>
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<td>SPECIAL PRIMARY ELECTION DAY</td>
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<tr>
<td>Wednesday</td>
<td>May 25</td>
<td>12:30 p.m.</td>
<td>Hospital Commission</td>
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<tr>
<td>Thursday</td>
<td>May 26</td>
<td>12:00 p.m.</td>
<td>Economic Development Authority</td>
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<tr>
<td>Friday</td>
<td>May 27</td>
<td>8:00 a.m.</td>
<td>Tourism and Visitors Bureau</td>
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<tr>
<td>Monday</td>
<td>May 30</td>
<td></td>
<td>MEMORIAL DAY HOLIDAY – City offices Closed</td>
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<tr>
<td>Tuesday</td>
<td>May 31</td>
<td>5:30 p.m.</td>
<td>Heritage Preservation Commission</td>
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