

Brush up on your office and management skills

Continuing education classes offered at Century College

In today's competitive work environment, it is a good idea to keep current on your skills set.

Fortunately, the utility offers continuing education classes at Century College on a variety of topics.

The classes range from Microsoft office programs such as Excel, Word, Power Point, and Access, to leadership training and business writing.

Classes can run a whole day or a half day, and if the class requires books, they are provided.

If you are interested in sharpening your skills, you need to review the list of available classes and sign up for one of two slots available to the water utility. You must have supervisor permission to take the course(s) prior to signing up with Debbie Szulim.

An email went out last week outlining the available courses. If you have not seen the list, contact Szulim for a complete list of offerings. Most of the classes are held in January, February and March, with some in April and May.

Some series courses, such as the Excel series are sequential and must be taken in order. Others are stand alone.

Most classes are held at the main Century College campus in White Bear Lake.

Classes availability is limited to two students from SPRWS per class, so please send Szulim a list of your preferred classes in priority order. The utility staff will work to accommodate all requests, but wants to ensure that everyone has an opportunity to participate.

If you have questions, need to find out more, or want to sign up for coursework, see Debbie Szulim in engineering. You can also email her at debbie.Szulim@ci.stpaul.mn.us or call her at 266-6263.

Sheared shaft replaced in floc three during maintenance



Jon Henrickson, left, maintenance worker, and Rob Ralston, water utility worker, screw bolts into the flanged pipe shaft in floc three on Dec. 28. The shaft sheared off and was replaced. The work is part of the annual maintenance that plant workers do during the slower winter months. Ralston typically works in distribution, but transferred to the plant for the winter to assist with the maintenance. Ralston has been working in the plant since Nov. 28.

Board gets new member

The Board of Water Commissioners will have a new member come its January 10 meeting. Jeffrey Dains from the city of Lauderdale will join the Board. Dains served as mayor of Lauderdale for 25 years and was elected as a Lauderdale city council member in the 2016 elections.

Dains replaces David Meisinger from the city of West Saint Paul, whose term as a suburban member of the Board ended in December 2016.



Jeffrey Dains

Simones, Marruffo retire, taking with them 66 years of experience



Marty Simones receives his retirement plaque from Brad Eilts at a retirement luncheon in his honor held on Dec. 29.

Marty Simones and Dave Marruffo both celebrated their retirements from the water utility on Dec. 29.

Simones had 36 years with the city and Marruffo had 30.

Marty Simones started with the city in 1980 in the parks and recreation division as a recreation leader. He moved to water in 1985 as a meter reader.

In 1986 he was promoted to a water utility worker I, and in 1987 to a water utility worker II.

In 1989, he took a position as a worker service worker control desk and briefly held the title heavy equipment operator that same year.

He worked both water utility worker II and water service worker control desk titles for the remainder of



Dave Marruffo looks at the retirement plaque provided to him by Steve Schneider at a retirement luncheon in his honor on Dec. 29.

his career at the water utility.

His last day in the office at the water utility was Dec. 29.

Dave Marruffo started working for the water utility in 1986 as an engineering aide II.

In 1988, he was promoted to a water utility technician I.

In 1997, he was promoted to a water utility technician II, the position from which he retires.

His last official day in the office with the utility was Dec. 30.

Congratulations to Marty and Dave on their retirements.

Healthy Saint Paul offers same health incentives as 2016



Jodi Wallin, public information officer, gets her blood pressure taken as part of the biometrics testing done on Jan. 5. There is another testing date set for Jan. 25 at water. The deadline for setting up an appointment is Jan. 11. Go to www.hsscreeningreg.com. Enter user name: St Paul and enter password: healthy. If you do not have the biometrics testing done at water, you can have it done at

another city location this month, or by your own doctor by Feb. 28. Biometric testing measures blood glucose levels, BMI, height and weight, cholesterol, and blood pressure. A doctor's form is available at <http://healthy.stpaul.gov>. You must have the biometrics testing done to take part in the city's 2017 Healthy Saint Paul initiatives that allow employees to earn up to \$900 in VEBA health account money for 2018.

You can earn up to \$900 in contributions to your 2018 VEBA account by participating in the 2017 Healthy Saint Paul initiatives.

The first part, having a biometric screening, takes place at various locations in the city in January or at your doctor's office by Feb. 28. The second part, the Health Assessment, takes place online at healthpartners.com. Once both are completed, you will have earned \$300 in VEBA contributions.

To earn the additional \$600, you will need to take part in phone coaching. After an initial call to establish your needs, you will need to take part in at least three more phone calls to earn the \$600. You must complete steps one and two before you can take part in the phone coaching. More information is available at <http://healthy.stpaul.gov>.