

**Accountant II
hired**

**Opt-in for tax
documents**

**Pre-retirement
course offered**

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*Our mission is to provide reliable,
quality water and services
at a reasonable cost.*

The Pipeline Express

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Safety picnic held Oct. 9



Employees got a visual demonstration of the need for fire safety in the home during the fall safety picnic on Oct. 9 at McCarrons. Jeremy Berger with the St. Paul Fire Department placed water on an oil fire on a stove top to show the dangerous reaction. He stated that home fires often start in the

kitchen from stove top cooking that goes unattended. "Stay and look when you cook," Berger said. October is fire safety month. The safety picnic was also a time for staff to celebrate the success of safety compliance this construction season.



Bob Meyer, right, dishes up a grilled hamburger for Jeremy Jordin, water utility aide out of Vadnais. Hamburgers, hot dogs, potato salad, chips, fruit and vegetables were all on the menu.



Marcus Fitzgerald and Sean Diesterhaft, water system workers, compete in a friendly game of bags as part of the safety picnic.

Sign up for benefits

Open enrollment for 2020 benefits is through the city's Employee Self Service site. It begins on Monday, Oct. 14.

Sign up must be completed by midnight on Friday, Oct. 25 at <https://benefits.stpaul.gov>.

There is an information session in the cafeteria on Oct. 24 to answer your questions. Field employees should come between 7:30 a.m. and 9:30 a.m. while office staff should plan to attend between 9:30 a.m. and 11:00 a.m.

Flu shots will be available Oct. 24 for free. Please bring your Medica insurance card with you if you plan on getting the flu shot.

Water utility worker I position open

The water utility is hiring a water utility worker I. The primary job requirements of a water utility worker I are manual labor in the construction, maintenance, and repair of streets, sewers, water mains, right-of-ways, and on grounds and buildings. Also drives and operates vehicles, power tools, hand tools, and other equipment.

Must possess and maintain a valid Minnesota class D driver's

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Accountant II joins utility

Grainne Medearis joined the water utility Sept. 30 as an accountant II in the finance section of the business division.

Grainne reports to Lori Lee. Grainne's new office is in the finance area of the first floor of the administration building.

Stop in and introduce yourself.



Grainne Medearis

Opt-in for W-2, 1095-C

Opt-in to get your W-2 and 1095-C tax documents to ensure you are able to get these documents on-line when you need them. Both documents will be required to file your 2019 taxes.

Log in to Employee/Document Self-Service at <https://ess.stpaul.gov> and check your Delivery Settings starting during open enrollment through the end of the year. Setup is quick. It takes about two minutes and can be done from any computer with internet access.

What's in it for you?

You get an email as soon as your documents are ready, which is several days earlier than mailed-out copies.

Your documents are available in your self-service account; the same place you pick up your pay statements.

(Under IRS & ACA Regulations, these features are only available to those who opt-in.)

Download or print for tax season, or for any other need, like refinancing your home, at any time, throughout the year.

If you require a hard copy of these documents because you did not opt-in and cannot locate your mailed copies, you will be charged \$9 for a new copy of either the W-2 or the 1095-C.

Opt-in by December 31 to be sure everything's in place when W-2s and 1095-Cs are ready in January.

Please note that you will not receive a hard copy mailed to your home address if you opt-in, since you can print off a copy anytime from your ESS document self-service account.

Water utility worker I position open until Oct. 16

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license, or equivalent out-of-state license.

Applications for the position close on Wednesday, Oct. 16 at 4:30 p.m.

The full description of the job and requirements can

Charitable Giving Campaign kicks off on October 16

The charitable giving campaign starts Oct. 16.

This is an opportunity to give to the cause(s) of your choice through the convenience of payroll deduction.

Employees are encouraged to give, even as little as \$1 a paycheck or a one-time gift in any amount helps.

You can find out more about the charities or pledge at: https://www.ipledgeonline.org/_stpaul.

The campaign will end on Wednesday, Nov. 6.

Contact Jodi Wallin at 266-6308 or Jodi.Wallin@ci.stpaul.mn.us if you have questions.

Planning to retire within 10 years? Free seminar is available

Are you planning on retiring in the next 10 years? Then make plans to attend the pre-retirement planning seminar. This long-range planning seminar designed to help you take practical steps now to spend your retirement years as you choose.

The next seminar is scheduled from 8:30 a.m. to 12 noon on Wednesdays, October 23, 30, and Nov. 6 in rooms 40 A & B in the basement of city hall.

Topics include:

- Social security
- Public pensions
- Legal readiness
- Estate planning
- Financial planning
- Deferred compensation
- Employee benefits
- Enrichment opportunities

Registration is limited to 50 city employees, and will be on a first-come, first-serve basis.

Only register for the seminar if you are able to attend all three sessions.

To register, after obtaining supervisor approval, email or call Gracie Bernal at 266-6498 or at gracie.bernal@ci.stpaul.mn.us. Please include your department and phone number.

Registration deadline is Wednesday, Oct. 16.

be found online at www.stpaul.gov/jobs.

For more information, you can contact Dan Ferralez in human resources at 651-266-6596.

If you know someone interested in working for the utility, please encourage them to apply.