

**MINUTES OF THE MEETING OF THE  
CITY COUNCIL OF THE CITY OF ST. JAMES,  
WATONWAN COUNTY, MINNESOTA**

Pursuant to due call and notice thereof, a regular meeting of the City Council of St. James, Minnesota was duly held at the Community Building meeting room in said City on Tuesday, January 4, 2022 at 5:30 p.m.

Mayor Gary Sturm called the meeting to order at 5:30 p.m.

Those present: Mayor Gary Sturm, Councilperson Kathleen Hanson, Paul Harris, Hannah Rushing, Gene Hildebrandt and Sue Craig.

Those absent: None

Staff present: City Manager Amanda Glass, City Clerk Kristin Hurley, City Attorney Steve Sunde.

**MINUTES**

On motion by Councilperson Hannah Rushing, seconded by Councilperson Gene Hildebrandt, the minutes of the regular meeting of December 21, 2021, were found correct as written and the City Clerk was instructed to dispense with the reading of the minutes.

AYES: Councilperson Hannah Rushing, Sue Craig, Paul Harris, Kathleen Hanson, Gene Hildebrandt

NAYS: None.

Whereupon Mayor Gary Sturm declared said motion to have passed 5-0.

**CONSENT ITEMS**

On motion by Councilperson Paul Harris, seconded by Councilperson Sue Craig, the following consent items were hereby approved:

- A. Payment of Claims totaling \$132,521.48 as follows: Checks No. 66378 through 66445 and ACH No. 778 through 780 Pioneer Bank as listed in the Check Register.

Upon voice vote it was unanimous.

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### **NEW BUSINESS**

#### **RESOLUTION 1-22-01 RESOLUTION AUTHORIZING CITY CLERK-TREASURER TO PREPAY INVOICES**

Councilperson Kathleen Hanson introduced **RESOLUTION 1-22-01** and moved its adoption, **“AUTHORIZING CITY CLERK-TREASURER TO PREPAY INVOICES”** and dispensed with the reading. It was duly seconded by Councilperson Hannah Rushing. Upon hand vote the following voted:

AYES: Councilperson Kathleen Hanson, Hannah Rushing, Paul Harris, Gene Hildebrandt, Sue Craig.

NAYS: None.

Whereupon Mayor Gary Sturm declared **RESOLUTION 1-22-01** to be duly passed.

#### **RESOLUTION 1-22-02 RESOLUTION NAMING ST. JAMES PLAIND DEALER AS OFFICIAL NEWSPAPER FOR CITY BUSINESS FOR 2022**

Councilperson Gene Hildebrandt introduced **RESOLUTION 1-22-02** and moved its adoption, **“NAMING ST. JAMES PLAIND DEALER AS OFFICIAL NEWSPAPER FOR CITY BUSINESS FOR 2022”** and dispensed with the reading. It was duly seconded by Councilperson Sue Craig. Upon hand vote the following voted:

AYES: Councilperson Paul Harris, Gene Hildebrandt, Sue Craig, Kathleen Hanson, Hannah Rushing.

NAYS: None.

Whereupon Mayor Gary Sturm declared **RESOLUTION 1-22-02** to be duly passed.

#### **RESOLUTION 1-22-03 RESOLUTION ESTABLISHING BANKS**

Councilperson Paul Harris introduced **RESOLUTION 1-22-03** and moved its adoption, **“ESTABLISHING PIONEER BANK OF ST. JAMES, FIRST NATIONAL BANK OF ST. JAMES, CCF, MINNESOTA MUNICIPAL MONEY MARKET FUND AND EDWARD JONES INVESTMENT BRANCH OF ST. JAMES OFFICIAL CITY DEPOSITORIES FOR CITY BUSINESS”** and dispensed with the reading. It was duly seconded by Councilperson Kathleen Hanson. Upon hand vote the following voted:

AYES: Councilperson Paul Harris, Gene Hildebrandt, Sue Craig, Kathleen Hanson, Hannah Rushing.

NAYS: None.

Whereupon Mayor Gary Sturm declared **RESOLUTION 1-22-03** to be duly passed.

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**RESOLUTION 1-22-04 AMENDMENTS TO CITY EMPLOYEE HANDBOOK**

Councilperson Sue Craig introduced **RESOLUTION 1-22-04** and moved its adoption, **“PROVIDING FOR AMENDMENTS TO THE CITY OF ST. JAMES EMPLOYEE HANDBOOK OF PERSONNEL POLICIES”** and dispensed with the reading. It was duly seconded by Councilperson Gene Hildebrandt. Upon hand vote the following voted:

AYES: Councilperson Hannah Rushing, Sue Craig, Paul Harris, Kathleen Hanson, Gene Hildebrandt.

NAYS: None.

Whereupon Mayor Gary Sturm declared **RESOLUTION 1-22-04** to be duly passed.

**RESOLUTION 1-22-05 ESTABLISHING DATE AND TIME OF REGULAR MEETINGS**

Councilperson Hannah Rushing introduced **RESOLUTION 1-22-05** and moved its adoption, **“ESTABLISHING DATE AND TIME OF REGULAR MEETINGS”** and dispensed with the reading. It was duly seconded by Councilperson Paul Harris. Upon hand vote the following voted:

AYES: Councilperson Kathleen Hanson, Paul Harris, Hannah Rushing, Sue Craig, Gene Hildebrandt.

NAYS: None.

Whereupon Mayor Gary Sturm declared **RESOLUTION 1-22-05** to be duly passed.

**RESOLUTION 1-22-06 ADOPTION OF THE 2022 FEE SCHEDULE**

Councilperson Gene Hildebrandt introduced **RESOLUTION 1-22-06** and moved its adoption, **“ADOPTION OF THE 2022 FEE SCHEDULE”** and dispensed with the reading. It was duly seconded by Councilperson Hannah Rushing. Upon hand vote the following voted:

AYES: Councilperson Gene Hildebrandt, Hannah Rushing, Sue Craig, Paul Harris, Kathleen Hanson.

NAYS: None.

Whereupon Mayor Gary Sturm declared **RESOLUTION 1-22-06** to be duly passed.

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**RESOLUTION 1-22-07 ESTABLISHING 2022 BOARD AND COMMISSION MAYORAL APPOINTMENTS**

Councilperson Paul Harris introduced **RESOLUTION 1-22-07** and moved its adoption, **“ESTABLISHING 2022 BOARD AND COMMISSION MAYORAL APPOINTMENTS”** and dispensed with the reading. It was duly seconded by Councilperson Kathleen Hanson. Upon hand vote the following voted:

AYES: Councilperson Gene Hildebrandt, Hannah Rushing, Sue Craig, Paul Harris, Kathleen Hanson.

NAYS: None.

Whereupon Mayor Gary Sturm declared **RESOLUTION 1-22-07** to be duly passed.

**RESOLUTION 1-22-08 AUTHORIZING CITY CLERK-TREASURER TO TRANSFER FUNDS AS BUDGETED IN 2021**

Councilperson Kathleen Hanson introduced **RESOLUTION 1-22-08** and moved its adoption, **“AUTHORIZING CITY CLERK-TREASURER TO TRANSFER FUNDS AS BUDGETED IN 2021”** and dispensed with the reading. It was duly seconded by Councilperson Sue Craig. Upon hand vote the following voted:

AYES: Councilperson Gene Hildebrandt, Hannah Rushing, Sue Craig, Paul Harris, Kathleen Hanson.

NAYS: None.

Whereupon Mayor Gary Sturm declared **RESOLUTION 1-22-08** to be duly passed.

**RESOLUTION 1-22-09 AUTHORIZING CITY CLERK-TREASURER TO TRANSFER BOND PAYMENTS AS BUDGETED IN 2021**

Councilperson Gene Hildebrandt introduced **RESOLUTION 1-22-09** and moved its adoption, **“AUTHORIZING CITY CLERK-TREASURER TO TRANSFER FUNDS AS BUDGETED IN 2021”** and dispensed with the reading. It was duly seconded by Councilperson Paul Harris. Upon hand vote the following voted:

AYES: Councilperson Gene Hildebrandt, Hannah Rushing, Sue Craig, Paul Harris, Kathleen Hanson.

NAYS: None.

Whereupon Mayor Gary Sturm declared **RESOLUTION 1-22-09** to be duly passed.

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**WASTEWATER PUMP REQUEST**

Mark Anderson, Wastewater Superintendent, is requesting permission to install VFD's on the RAS and WAS pumps at the Wastewater facility. We only asked for a quote from Automatic Systems because they will need to do the integration of the VFD's to the SCADA system. The quote is for \$34,347. This was budgeted in 2021, will transfer to 2022.

On motion by Councilperson Paul Harris, seconded by Councilperson Kathleen Hanson, the Council approves the purchase.

Upon voice vote it was unanimous.

On motion by Councilperson Hannah Rushing, seconded by Councilperson Gene Hildebrandt, the meeting adjourned at 5:43 p.m.

Kristin Hurley  
City Clerk