

# **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 18, 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 and Gene Hildebrandt.

Those absent: Sue Craig

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 January 4, 2022, were found correct as written and the City Clerk was instructed to dispense with the reading of the minutes.

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

NAYS: None.

Whereupon Mayor Gary Sturm declared said motion to have passed 4-0.

## **CONSENT ITEMS**

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

- A. Payment of Claims totaling \$1,539,812.99 as follows: Checks No. 66455 through 66538 Pioneer Bank as listed in the Check Register.
- B. Schools, Conferences and Workshops:
  - Tammy Stevens – EDAM 2022 Winter Conference
  - Officer Troeger – D.A.R.E Officer Training
  - Lucas Sandbo - Fire Officer Training
  - Bill Nelson – MNIAAI Conference
  - Jason Monnens & Brian Helling – Annual MN Rural Water Association Conference

Upon voice vote it was unanimous.

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### **NEW BUSINESS**

#### **RESOLUTION 1-22-10 RESOLUTION SETTING FEES FOR CERTAIN CITY LICENSE**

Councilperson Paul Harris introduced **RESOLUTION 1-22-10** and moved its adoption, **“SETTING FEES FOR CERTAIN CITY LICENSE”** and dispensed with the reading. It was duly seconded by Councilperson Kathleen Hanson. Upon hand vote the following voted:

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

NAYS: None.

Whereupon Mayor Gary Sturm declared **RESOLUTION 1-22-10** to be duly passed.

#### **RESOLUTION 1-22-11 RESOLUTION APPROVING STATE OF MINNESOTA JOINT POWERS AGREEMENTS WITH THE CITY OF SAINT JAMES ON BEHALF OF ITS CITY ATTORNEY AND POLICE DEPARTMENT**

Councilperson Gene Hildebrandt introduced **RESOLUTION 1-22-11** and moved its adoption, **“APPROVING STATE OF MINNESOTA JOINT POWERS AGREEMENT WITH THE CITY OF SAINT JAMES ON BEHALF OF ITS CITY ATTORNEY AND POLICE DEPARTMENT”** 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, Kathleen Hanson, Paul Harris.

NAYS: None.

Whereupon Mayor Gary Sturm declared **RESOLUTION 1-22-11** to be duly passed.

#### **LUTHERAN SOCIAL SERVICES MEALS SITE-USE AGREEMENT**

Amanda Glass, City Manager, presented to council an agreement between the City and Lutheran Social Services to provide meals to seniors out of the Community Building kitchen. This is the same agreement we have had for several years.

On motion by Councilperson Paul Harris, seconded by Councilperson Gene Hildebrandt, the council approved the LSS Meals Site Use Agreement for 2022.

Upon voice vote it was unanimous.

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**PAY EQUITY REPORT**

Amanda Glass, City Manager, provided council a copy of the pay equity compliance report. Though the City of St. James did not meet the 80% requirement to pass the statistical analysis test, we did pass the T-Test showing that there is not statistically significant differences between male and female pay. Therefore, the City of St. James is in compliance based on the requirements of pay equity. Amanda requests approval to submit the mandated Pay Equity Report.

On motion by Councilperson Kathleen Hanson, seconded by Councilperson Hannah Rushing, the Council approved staff recommendation to submit mandated Pay Equity Report for the City of St. James to the State of Minnesota.

Upon voice vote it was unanimous.

**STANDARD ALLOWANCE FOR AMERICAN RESCUE PLAN ACT (ARPA) FUNDING**

Amanda Glass, City Manager, requested council approval on accepting the standard allowance for the American Rescue Plan Act (ARPA) funding. By taking the standard election, the City can use their ARPA funding for any valid government expenditure without having to adopt a formal plan for expending the funds.

On motion by Councilperson Gene Hildebrandt, seconded by Councilperson Paul Harris, the council approved electing the standard allowance for the ARPA funding.

Upon voice vote it was unanimous.

**CONSIDERATION TO POST EMPLOYMENT FOR ELECTRIC FOREMAN POSITION**

Amanda Glass, City Manager, provided council with a proposed advertisement for the electric foreman position and is requesting approval of the advertisement and to post the position.

On motion by Councilperson Paul Harris, seconded by Councilperson Hannah Rushing, the council approved both the advertisement and the posting of the electric foreman position.

Upon voice vote it was unanimous.

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**CONSIDERATION TO APPROVE EDA HOUSING BOND PAY OFF**

Andrea Lyn, EDA Director, shared with council that the EDA board met on January 11, 2022, and approved paying off the housing bond with the lowest balance. Andrea informed council that there are sufficient funds in Fund 610 – EDA Apartment Fund to pay off Bond #1.

On motion by Councilperson Kathleen Hanson, seconded by Councilperson Gene Hildebrandt, the council approved paying Housing Bond #1.

Upon voice vote it was unanimous.

On motion by Councilperson Hannah Rushing, seconded by Councilperson Kathleen Hanson, the meeting adjourned at 5:45 p.m.

Kristin Hurley  
City Clerk