

**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, April 5, 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, Gene Hildebrandt, Hannah Rushing and Sue Craig.

Those absent: None

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

MINUTES

On motion by Councilperson Kathleen Hanson, seconded by Councilperson Hannah Rushing, the minutes of the regular meeting of March 15, 2022, were found correct as written and the City Clerk was instructed to dispense with the reading of the minutes.

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

NAYS: None.

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

On motion by Councilperson Gene Hildebrandt, seconded by Councilperson Sue Craig, the minutes of the special meeting of March 21, 2022, were found correct as written and the City Clerk was instructed to dispense with the reading of the minutes.

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

NAYS: None.

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

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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 \$497,522.86 as follows: Checks No. 66890 through 66956, and ACH payments 845-858, Pioneer Bank as listed in the Check Register.
- B. Mark Anderson and Steve Firchau to MWOA Section meeting

Upon voice vote it was unanimous.

LICENSES AND PERMITS

Maribel Flores, dba Poncho & Mara's Cocinita has applied for a vending wagon license. They have provided all necessary documents.

On motion by Councilperson Paul Harris, seconded by Councilperson Gene Hildebrandt, the Council approved the license.

Upon voice vote it was unanimous.

OLD BUSINESS

SECOND READING, ESTABLISHING CENTERPOINT GAS FRANCHISE

On motion Councilperson Paul Harris, seconded by Councilperson Kathleen Hanson, **ORDINANCE NO. 005-4TH Series, "CENTERPOINT ENERGY GAS FRANCHISE ORDINANCE"** received its second reading. Upon hand vote the following voted:

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

NAYS: None.

Whereupon Mayor Gary Sturm declared said Ordinance No. 005-4th Series to have duly passed and ordered published.

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SECOND READING ORDINANCE AMENDING SECTION 71.99. PENALTY

On motion by Councilperson Kathleen Hanson, seconded by Councilperson Hannah Rushing, **ORDINANCE NO. 004-4TH SERIES, “AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF ST. JAMES AMENDING SECTION 71.99. PENALTY”** received its second reading. Upon hand vote the following voted:

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

NAYS: None.

Whereupon Mayor Gary Sturm declared said Ordinance No. 004-4th Series to have duly passed and ordered published.

NEW BUSINESS

RESOLUTION 04-22-01 APPROVE BIDS FOR 2022 TAXIWAY A/A1 & APRON PAVEMENT IMPROVEMENTS

Councilperson Gene Hildebrandt introduced **RESOLUTION 04-22-01** and moved its adoption, **“RESOLUTION 04-22-01 APPROVE BIDS FOR 2022 TAXIWAY A/A1 & APRON PAVEMENT IMPROVEMENTS”** and dispense with the reading. It was duly seconded by Councilperson Sue Craig. Upon hand vote the following voted:

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

NAYS: None

Whereupon Mayor Gary Sturm declared **RESOLUTION 04-22-01** to be duly passed.

CONSIDERATION TO APPROVE GRANT AGREEMENT FOR 2022 A/A1 & APRON PAVEMENT IMPROVEMENTS

On motion by Councilperson Gene Hildebrandt, seconded by Councilperson Hannah Rushing, the council approved the Grant Agreement for 2022 A/A1 & Apron Pavement Improvements.

Upon voice vote it was unanimous.

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RESOLUTION 4-22-02 ACCEPT FINANCIAL GIFT FROM VFW POST 1914 FOR ADOPT-A-POT PROGRAM

Councilperson Sue Craig introduced **RESOLUTION 04-22-02** and moved its adoption, **“RESOLUTION ACCEPT FINANCIAL GIFT FROM VFW POST 1914 FOR ADOPT-A-POT PROGRAM”** and dispense with the reading. It was duly seconded by Councilperson Paul Harris. Upon hand vote the following voted:

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

NAYS: None

Whereupon Mayor Gary Sturm declared **RESOLUTION 04-22-02** to be duly passed.

CONSIDERATION TO APPROVE AGENDA REQUEST – CLEAN UP ST. JAMES, DANNON ANDERSON

Dannon Anderson addressed the Council to discuss cleaning up the town and ordinance violations of certain properties. A group of residents were also in attendance asking the council to act on the violations.

City Manager, Amanda Glass, discussed the processes in place to address violations.

CONSIDERATION TO APPOINT LINEMAN APPRENTICE DUSTIN HJELMER

Amanda Glass, City Manager, shared with council that the Personnel Committee approved hiring Dustin Hjelmmer as a Lineman Apprentice at Grade 10, Step 8 (\$33.77). Dustin started his position on March 28, 2022.

On motion by Councilperson Kathleen Hanson, seconded by Councilperson Paul Harris, the council approved the hiring of Dustin Hjelmmer at Grade 10, Step 8.

Upon voice vote it was unanimous.

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CONSIDERATION TO APPOINT BILL NELSON AS WATER SUPERINTENDENT

Amanda Glass, City Manager, shared with council that the Personnel Committee approved hiring/promoting Bill Nelson as the Water Superintendent at Grade 14, Step 3 (\$37.20). Bill started his position April 4, 2022.

On motion by Councilperson Sue Craig, seconded by Councilperson Paul Harris, the council approved the hiring and promotion of Bill Nelson, Water Superintendent, at Grade 14, Step 3.

Upon voice vote it was unanimous.

CONSIDERATION TO APPROVE HIRING SUPPORT SPECIALIST HEATHER NORDHAUSEN

City Manager, Amanda Glass, shared with council that the Personnel Committee approved hiring Heather Nordhausen as the Support Specialist at Grade 4, Step 1 (\$19.82). Her anticipated start date is April 25, 2022.

On motion by Councilperson Hannah Rushing, seconded by Councilperson Paul Harris, the council approved hiring Heather Nordhausen as the Support Specialist at Grade 4, Step 1.

Upon voice vote it was unanimous.

CONSIDERATION TO APPROVE JOB POSTING FOR WATER OPERATOR

City Manager, Amanda Glass, shared the job posting for Water Operator. It will be posted internally until April 8, 2022. If there is no interest within the city staff, the position would be posted publicly on April 14, 2022 and would run for 3 weeks.

On motion by Councilperson Kathleen Hanson, seconded by Councilperson Sue Craig, the council approved posting the job of Water Operator.

Upon voice vote it was unanimous.

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CONSIDERATION TO APPROVE RESIGNATION – ANDREA LYNN, EDA DIRECTOR

Andrea Lynn, EDA Director has submitted her resignation effective April 22, 2022. She has offered to stay on as a consultant to see the CFS project through and help in any way she can.

On motion by Councilperson Hannah Rushing, seconded by Councilperson Sue Craig, the council accepted the resignation.

Upon voice vote it was unanimous.

On motion by Councilperson Hannah Rushing, seconded by Councilperson Sue Craig, the meeting adjourned at 6:35 p.m.

Kristin Hurley
City Clerk Treasurer