

**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, October 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, Gene Hildebrandt, Sue Craig, Paul Harris, Kathleen Hanson, Hannah Rushing

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

MINUTES

On motion by Councilperson Kathleen Hanson, seconded by Councilperson Sue Craig, the minutes of the regular meeting of September 20, 2022, were found correct as written.

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

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 Gene Hildebrandt, the following consent items were hereby approved:

- A. Payment of Claims totaling \$284,143.31 as follows: Checks No. 68044 through 68136, and ACH payments 1019 through 1022, Pioneer Bank as listed in the Check Register.

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

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OLD BUSINESS

CODE ENFORCEMENT UPDATE

Brandon Showalter started as the Code Enforcement Officer on May 2, 2022 and has made impactful changes to cultivate change among properties needing to be addressed. For the time period of May 2, 2022 through August 30, 2022, a total of 352 code violations were identified/addressed:

- . 352 - Violations documented (71% of documented violations are resolved)
- . 23 - Pending violations that have been referred to the City Attorney, Steve Sunde
- . 79 - 2nd notices with fines were issued
- . 417 – Rental units have been inspected

NEW BUSINESS

RESOLUTION 10-22-01 AUTHORIZING CERTAIN TAX FORFEITED PROPERTIES BE RETURNED TO PRIVATE OWNERSHIP AND REQUESTING CERTAIN TAX FORFEITED LOTS BE CONVEYED TO THE CITY

Councilperson Kathleen Hanson introduced **RESOLUTION 10-22-01** and moved its adoption, “**RESOLUTION AUTHORIZING CERTAIN TAX FORFEITED PROPERTIES BE RETURNED TO PRIVATE OWNERSHIP AND REQUESTING CERTAIN TAX FORFEITED LOTS BE CONVEYED TO THE CITY**” 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, Gene Hildebrandt, Sue Craig, Hannah Rushing.

NAYS: None.

Whereupon Mayor Gary Sturm declared **RESOLUTION 10-22-01** to be duly passed 5-0.

RESOLUTION 10-22-02 GRANTING SPECIAL USE PERMIT TO ALLOW RESIDENTIAL RENTAL USE ON THE MAIN LEVEL OF A BUILDING LOCATED IN A B-3 ZONDED DISTRICT

Councilperson Gene Hildebrandt introduced **RESOLUTION 10-22-02** and moved its adoption, “**RESOLUTION GRANTING SPECIAL USE PERMIT TO ALLOW RESIDENTIAL RENTAL USE ON THE MAIN LEVEL OF A BUILDING LOCATED IN A B-3 ZONDED DISTRICT**” 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, Paul Harris, Sue Craig.

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NAYS: Kathleen Hanson

Whereupon Mayor Gary Sturm declared **RESOLUTION 10-22-02** to be duly passed 4-1.

CONSIDERATION TO APPROVE PURCHASE REQUEST – POLICE DEPARTMENT AND CITY HALL

City Manager, Amanda Glass shared with council the need for security measures for both the new city hall and police department buildings as it relates to building, public, and staff protection. Police Chief, Rochelle Hanson and Amanda Glass met with Convergent Technologies and Alpha Wireless. Convergent Technologies provided a verbal quote in amount of \$15,000.00 and Alpha Wireless submitted a quote in the amount of \$13,477.06.

The quotes include installing two key fob entries for staff and three security cameras at the Police Department; one key fob entry for staff and two security cameras at City Hall.

On motion by Councilperson Paul Harris, seconded by Councilperson Sue Craig, the council approved the purchase/quote from Alpha Wireless to add security at the new police department and new city hall.

Upon voice vote it was unanimous.

ORDINANCE ESTABLISHING GUIDANCE ON PROPERTY SPLIT

On motion by Councilperson Kathleen Hanson, seconded by Councilperson Sue Craig to approve Ordinance No. 006, 4th Series Establishing Guidance on Property Split. Upon hand vote the following voted:

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

NAYS: None

Whereupon Mayor Gary Sturm declared said Ordinance 006, 4th Series to have received its first reading.

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ELECTRICAL QUOTES – CITY HALL (K BUILDING)

City Manager, Amanda Glass, provided council with one quote for the electrical work that is needed at the new city hall facility. Amanda attempted to secure three quotes by personally reaching out to area electricians. The one quote received was in the amount of \$12,793.75 from ARC Electric.

On motion by Councilperson Hannah Rushing, seconded by Councilperson Gene Hildebrandt, council accepted the quote of \$12,793.75 from ARC Electric.

Upon voice vote it was unanimous.

On motion by Councilperson Hannah Rushing, seconded by Councilperson Paul Harris, the meeting adjourned at 6:05 p.m.

Kristin Hurley
City Clerk Treasurer