

**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, December 20, 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, Kathleen Hanson, Hannah Rushing, Paul Harris

Staff present: City Manager Amanda Glass, Deputy City Clerk Kathy Grothem, City Attorney Steve Sunde

**MINUTES**

On motion by Councilperson Kathleen Hanson, seconded by Councilperson Sue Craig, the minutes of the regular meeting of December 6, 2022, were found correct as written.

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

NAYS: None

ABSTAIN: Paul Harris

Whereupon Mayor Gary Sturm declared said motion to have passed 4-0-1.

**CONSENT ITEMS**

On motion by Councilperson Hannah Rushing, seconded by Councilperson Gene Hildebrandt, the following consent items were hereby approved:

- A. Payment of Claims totaling \$428,591.82 as follows: Checks No. 68525 through 68598, and ACH payments 1088 through 1096, Pioneer Bank as listed in the Check Register.
- B. EMS Conference – Mark Nielsen

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

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**OLD BUSINESS**

**REVIEW ORDINANCE REVISION – AMENDING CITY CHARTER RELATING TO MAYOR, POWERS AND DUTIES – 2<sup>ND</sup> READING**

Ordinance amending Chapter Two Section 2.07 of the City Charter relating to the Mayor, powers and duties.

On motion by Councilperson Kathleen Hanson, seconded by Councilperson Hannah Rushing to approve the amendment. Upon hand vote the following voted:

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

NAYS: None

Whereupon Mayor Gary Sturm declared said Amendment to have received its second reading.

**NEW BUSINESS**

**RESOLUTION 12-22-04 RESCIND RESOLUTION CALLING FOR HEARING**

Councilperson Gene Hildebrandt introduced **RESOLUTION 12-22-04** and moved its adoption, “**RESOLUTION 12-22-04 RESCINDING RESOLUTION 12-22-02**” and dispensed with the reading. It was duly seconded by Councilperson Paul Harris. Upon hand vote the following voted:

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

NAYS: None.

Whereupon Mayor Gary Sturm declared **RESOLUTION 12-22-04** to be duly passed 5-0.

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**RESOLUTION 12-22-05 SETTING 2023 TAX LEVY**

Councilperson Kathleen Hanson introduced **RESOLUTION 12-22-05** and moved its adoption, “**RESOLUTION 12-22-05 SETTING THE 2023 TAX LEVY**” and dispensed with the reading. It was duly seconded by Councilperson Sue Craig. Upon hand vote the following voted:

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

NAYS: None.

Whereupon Mayor Gary Sturm declared **RESOLUTION 12-22-05** to be duly passed 5-0.

**RESOLUTION 12-22-06 SETTING 2023 BUDGET**

Councilperson Paul Harris introduced **RESOLUTION 12-22-06** and moved its adoption, “**RESOLUTION SETTING THE 2023 BUDGET**” and dispensed with the reading. It was duly seconded by Councilperson Sue Craig. Upon hand vote the following voted:

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

NAYS: None

Whereupon Mayor Gary Sturm declared **RESOLUTION 12-22-06** to be duly passed 5-0.

**RESOLUTION 12-22-07 ESTABLISHING ANNUAL POLLING PLACE**

Councilperson Sue Craig introduced **RESOLUTION 12-22-07** and moved its adoption, “**RESOLUTION ESTABLISHING ANNUAL POLLING LOCATION FOR ELECTIONS**” and dispensed with the reading. It was duly seconded by Councilperson Gene Hildebrandt. Upon hand vote the following voted:

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

NAYS: None

Whereupon Mayor Gary Sturm declared **RESOLUTION 12-22-07** to be duly passed 5-0.

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**RESOLUTION 12-22-08 ACCEPTING COMMUNITY DONATIONS**

Councilperson Hannah Rushing introduced **RESOLUTION 12-22-08** and moved its adoption, “**RESOLUTION 12-22-08 ACCEPTING COMMUNITY DONATIONS**” and dispensed with the reading. It was duly seconded by Councilperson Kathleen Hanson. Upon hand vote the following voted:

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

NAYS: None.

Whereupon Mayor Gary Sturm declared **RESOLUTION 12-22-08** to be duly passed 5-0.

**RESOLUTION 12-22-09 APPROVING 2023 LICENSE RENEWALS**

Councilperson Paul Harris introduced **RESOLUTION 12-22-09** and moved its adoption, “**RESOLUTION 12-22-09 APPROVING 2023 LICENSE RENEWALS**” and dispensed with the reading. It was duly seconded by Councilperson Gene Hildebrandt. Upon hand vote the following voted:

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

NAYS: None.

Whereupon Mayor Gary Sturm declared **RESOLUTION 12-22-09** to be duly passed 5-0.

**RESOLUTION 12-22-10 CERTIFYING DELINQUENT ASSESSMENTS**

Councilperson Sue Craig introduced **RESOLUTION 12-22-10** and moved its adoption, “**RESOLUTION 12-22-10 CERTIFYING DELINQUENT ASSESSMENTS TO TAX ROLL**” and dispensed with the reading. It was duly seconded by Councilperson Kathleen Hanson. Upon hand vote the following voted:

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

NAYS: None.

Whereupon Mayor Gary Sturm declared **RESOLUTION 12-22-10** to be duly passed 5-0.

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**RESOLUTION 12-22-11 GRANTING LOT DIVISION**

Councilperson Paul Harris introduced **RESOLUTION 12-22-11** and moved its adoption, **“RESOLUTION 12-22-11 GRANTING LOT DIVISION FOR PROPERTY LOCATED AT 506 FOURTH AVE N”** and dispensed with the reading. It was duly seconded by Councilperson Gene Hildebrandt. Upon hand vote the following voted:

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

ABSTAIN: Sue Craig

NAYS: None.

Whereupon Mayor Gary Sturm declared **RESOLUTION 12-22-11** to be duly passed 5-1-0.

**RESOLUTION 12-22-12 GRANTING SIGN PERMIT**

Councilperson Hannah Rushing introduced **RESOLUTION 12-22-12** and moved its adoption, **“RESOLUTION 12-22-12 GRANTING SIGNAGE APPROVAL AT 211 FIRST AVENUE SOUTH”** and dispensed with the reading. It was duly seconded by Councilperson Paul Harris. Upon hand vote the following voted:

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

NAYS: None.

Whereupon Mayor Gary Sturm declared **RESOLUTION 12-22-12** to be duly passed 5-0.

**RESOLUTION 12-22-13 GRANTING VARIANCE**

Councilperson Gene Hildebrandt introduced **RESOLUTION 12-22-13** and moved its adoption, **“RESOLUTION 12-22-13 GRANTING VARIANCE FOR PROPERTY LOCATED AT 132 SIXTH AVENUE SOUTH”** and dispensed with the reading. It was duly seconded by Councilperson Sue Craig. Upon hand vote the following voted:

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

NAYS: None.

Whereupon Mayor Gary Sturm declared **RESOLUTION 12-22-13** to be duly passed 5-0.

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**RESOLUTION 12-22-14 MAYBERRY HILLS INCENTIVE PROGRAM**

Councilperson Paul Harris introduced **RESOLUTION 12-22-14** and moved its adoption, **“RESOLUTION 12-22-14 ESTABLISHING AN INCENTIVE PROGRAM FOR THE SALE AND DEVELOPMENT OF MAYBERRY HILLS 6<sup>TH</sup> ADDITION LOTS”** and dispensed with the reading. It was duly seconded by Councilperson Kathleen Hanson. Upon hand vote the following voted:

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

NAYS: None.

Whereupon Mayor Gary Sturm declared **RESOLUTION 12-22-14** to be duly passed 5-0.

**RESOLUTION 12-22-15 APPOINTING VACANCY TO THE PLANNING AND ZONING COMMISSION**

Councilperson Paul Harris introduced **RESOLUTION 12-22-15** and moved its adoption, **“RESOLUTION 12-22-15 APPOINTING VACANCY TO THE PLANNING AND ZONING COMMISSION”** and dispensed with the reading. It was duly seconded by Councilperson Hannah Rushing. Upon hand vote the following voted:

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

NAYS: None.

Whereupon Mayor Gary Sturm declared **RESOLUTION 12-22-15** to be duly passed 5-0.

**EDA ADDITIONAL BOND PAYMENT**

The EDA board is recommending making an extra payment towards Bond 3 in the amount of \$79,812.34. This would bring the remaining balance due on this bond to \$100,000.

On motion by Councilperson Sue Craig, seconded by Councilperson Gene Hildebrandt the council approved the additional payment of \$79,812.34.

Upon voice vote it was unanimous.

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**AMENDING ORDINANCE 71.19 PARKING REGULATIONS**

Proposing to change the ordinance to align with snow removal policy for ease of snow removal.

On motion by Councilperson Kathleen Hanson, seconded by Councilperson Hannah Rushing to approve the amendment. Upon hand vote the following voted:

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

NAYS: None

Whereupon Mayor Gary Sturm declared said Amendment to have received its first reading.

**AGREEMENT WITH ONTECH HOSTED SERVICES**

It is budgeted in 2023 to transfer our financial software to a cloud-based platform with Ontech Hosted Services. The agreement needs to be signed in order to start the process for next year.

On motion by Councilperson Paul Harris, seconded by Councilperson Hannah Rushing, the council approved the agreement with Ontech Hosted Services.

Upon voice vote it was unanimous.

**RESOLUTION 12-22-16 ACCEPTING DONATION FROM AMERICAN LEGION**

Councilperson Sue Craig introduced **RESOLUTION 12-22-16** and moved its adoption, “**RESOLUTION 12-22-16 ACCEPTING DONATION FROM AMERICAN LEGION POST 33**” and dispensed with the reading. It was duly seconded by Councilperson Paul Harris. Upon hand vote the following voted:

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

NAYS: None.

Whereupon Mayor Gary Sturm declared **RESOLUTION 12-22-16** to be duly passed 5-0.

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On motion by Councilperson Paul Harris, seconded by Councilperson Kathleen Hanson, the meeting adjourned at 6:00 p.m.

Kristin Hurley  
City Clerk Treasurer