

**AMENDED 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 City Hall Council Chambers in said City on Tuesday, December 5, 2023 at 5:30 p.m.

Mayor Jonathan Wilson called the meeting to order at 5:30 p.m.

Present: Mayor Jonathan Wilson, Gene Hildebrandt, Sue Craig, Paul Harris, Hannah Rushing, Kathleen Hanson

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

MINUTES

On motion by Councilperson Paul Harris, seconded by Councilperson Kathleen Hanson, the minutes of the regular meeting of November 21, 2023 were found correct as written.

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

NAYS: None

Whereupon Mayor Jonathan Wilson declared said motion to have passed 5-0.

CONSENT ITEMS

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

Payment of claims totaling \$572,592.08 as follows: checks No. 700824 – 700894 and ACH No. 1414 - 1425 as listed in the check register.

Whereupon Mayor Jonathan Wilson declared said motion to have passed 5-0.

OLD BUSINESS

CONSIDERATION TO AMEND CITY ORDINANCE CHAPTER 91 – ANIMALS

William Damon approached the city council regarding an amendment to the current city code in regards to the ordinances relating to Chapter 91 – Animals.

On motion by Councilperson Kathleen Hanson, seconded by Councilperson Gene Hildebrandt to deny William Damon's request to amend the current ordinance. Upon voice vote, it was unanimous

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NEW BUSINESS

RESOLUTION 12-23-01 GRANTING A LOT DIVISION FOR A PROPERTY LOCATED AT 220 TIELL DRIVE

Councilperson Hannah Rushing introduced **RESOLUTION 12-23-01**, with amendments requested by City Attorney Steve Sunde moved its adoption **“GRANTING A LOT DIVISION FOR A PROPERTY LOCATED AT 220 TIELL DRIVE”** and dispensed with the reading. Councilperson Kathleen Hanson duly seconded it. Upon hand vote the following voted:

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

NAYS: None

Whereupon Mayor Jonathan Wilson declared **RESOLUTION 12-23-01** duly passed.

RESOLUTION 12-23-02 GRANTING SIGNAGE APPROVAL AT 107 1ST AVENUE SOUTH, 620 2ND AVENUE SOUTH, AND 1102 HECKMAN COURT

Councilperson Paul Harris introduced **RESOLUTION 12-23-02**, moved its adoption **“GRANTING SIGNAGE APPROVAL AT 107 1ST AVENUE SOUTH, 620 2ND AVENUE SOUTH, AND 1102 HECKMAN COURT”** and dispensed with the reading. Councilperson Sue Craig duly seconded it. Upon hand vote the following voted:

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

NAYS: None

Whereupon Mayor Jonathan Wilson declared **RESOLUTION 12-23-02** duly passed.

RESOLUTION 12-23-03 GRANTING SIGNAGE APPROVAL FOR CVB BILLBOARD

Councilperson Sue Craig introduced **RESOLUTION 12-23-03**, and moved its adoption **“GRANTING SIGNAGE APPROVAL FOR CVB BILLBOARD”**, and dispensed with the reading. Councilperson Hannah Rushing duly seconded it. Upon hand vote the following voted:

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

NAYS: None

Whereupon Mayor Jonathan Wilson declared **RESOLUTION 12-23-03** duly passed.

PROPOSED ORDINANCE 015, 4TH SERIES - ORDINANCE AMENDING THE OFFICIAL ZONING MAP TO REZONE PROPERTY FROM B-4, HIGHWAY COMMERCIAL BUSINESS DISTRICT, TO R-2, MULTIPLE FAMILY RESIDENTIAL DISTRICT

EDA Director, Brianna Sanders, shared with Council that the St. James Planning Commission received a request to change the zoning designation for property located at 1212 Heckman Ct from B-4 Highway Commercial Business District to R-2 Multiple Family Residential District. The applicant desires to convert the commercial building into a 10 housing unit apartment building. This request was approved by the St. James Planning Commission.

On motion by Councilperson Paul Harris, seconded by Councilperson Kathleen Hanson, **ORDINANCE NO. 015, 4TH SERIES, “AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP TO REZONE PROPERTY FROM B-4, HIGHWAY COMMERCIAL BUSINESS DISTRICT, TO R-2, MULTIPLE FAMILY RESIDENTIAL DISTRICT”**, received its first reading. Upon hand vote the following voted:

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

NAYS: None

Whereupon Mayor Jonathan Wilson declared said Ordinance No. 015, 4th Series to have received its first reading.

PROPOSED ORDINANCE 016, 4TH SERIES – AN ORDINANCE AMENDING CHAPTER 35.02 OF THE ST. JAMES CITY CODE PERTAINING TO THE IMPOSITION OF TAX

City Manager, Amanda Glass, shared with Council the current lodging tax is 1% and would like to have the lodging tax increased to 2%. Minnesota State law allows for up to 3% to be imposed on lodging establishments.

On motion by Councilperson Gene Hildebrandt, seconded by Councilperson Hannah Rushing, **ORDINANCE NO. 016, 4TH SERIES, “AN ORDINANCE AMENDING CHAPTER 35.02 OF THE ST. JAMES CITY CODE PERTAINING TO THE IMPOSITION OF TAX”**, received its first reading. Upon hand vote the following voted:

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

NAYS: None

Whereupon Mayor Jonathan Wilson declared said Ordinance No. 016, 4th Series to have received its first reading.

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PURCHASE REQUEST – IT SERVICES

City Manager, Amanda Glass, is requesting changing IT service providers for the City of St. James. The City currently contracts with Watonwan County for IT services. The City reached out to BevComm Business and OnTech for IT Services. BevComm provided a quote and OnTech did not. BevComm spent two days onsite gathering information before providing a quote. On December 5, 2023, Nuvera contacted the City, as they are interested in providing IT services to the City. Nuvera provided a quote for services however, Nuvera were never onsite to look at what we have and/or what is needed.

Quotes Received:

BevComm Business:	Onboarding (one-time fee)	\$7425.00	
	Managed Security & Services 52 workstations		\$4798.99 / month
	Managed Security & Services 37 workstations		\$3928.99 / month

Nuvera:	Onboarding (one-time fee)	\$2995.00	
	Managed Security & Services 37 workstations		\$2663.50 / month

On motion by Councilperson Gene Hildebrandt, seconded by Councilperson Paul Harris Council approved the quotes from BevComm Business. Upon voice vote, it was unanimous.

SCHEDULED TRUTH IN TAXATION PUBLIC HEARING

Regular meeting was recessed and Truth in Taxation Public Hearing was opened at 6:01 p.m. There was no residents from the public present for the hearing. No public comments were made. Public hearing closed at 6:06 p.m.

Motion by Councilperson Paul Harris, seconded by Councilperson Hannah Rushing to adjourn. All ayes – motion carried. Meeting adjourned at 6:06 p.m.

Kristin Hurley, City Clerk-Treasurer