

**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 19, 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 Clerk Kris Hurley

**MINUTES**

On motion by Councilperson Hannah Rushing, seconded by Councilperson Gene Hildebrandt, the minutes of the regular meeting of December 5, 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 Paul Harris, seconded by Councilperson Sue Craig, the following consent items were hereby approved:

Payment of claims totaling \$218,044.96 as follows: checks No. 700900 – 700975 as listed in the check register.

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

**OLD BUSINESS**

**CONSIDERATION TO APPROVE ORDINANCE 015, 4<sup>TH</sup> SERIES AMENDING  
OFFICIAL ZONING MAP – 2<sup>ND</sup> READING**

On motion by Councilperson Kathleen Hanson, seconded by Councilperson Sue Craig, **ORDINANCE NO. 015, 4<sup>TH</sup> 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 second reading. Upon hand vote the following voted:

**CITY COUNCIL MINUTES  
DECEMBER 19, 2023  
PAGE 2**

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

NAYS: None

Whereupon Mayor Jonathan Wilson declared said Ordinance No. 015, 4<sup>th</sup> Series to have received its second reading.

**CONSIDERATION TO APPROVE PROPOSED ORDINANCE 016, 4<sup>TH</sup> SERIES  
AMENDING CHAPTER 35.02 IMPOSITION OF TAX – 2<sup>ND</sup> READING**

On motion by Councilperson Hannah Rushing, seconded by Councilperson Paul Harris, **ORDINANCE NO. 016, 4<sup>TH</sup> SERIES, “AN ORDINANCE AMENDING CHAPTER 35.02 OF THE ST. JAMES CITY CODE PERTAINING TO THE IMPOSITION OF TAX”**, received its second 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, 4<sup>th</sup> Series to have received its second reading.

**NEW BUSINESS**

**RESOLUTION 12-23-04 APPROVING ORDINANCE 015, 4<sup>TH</sup> SERIES AND THE TITLE AND SUMMARY PUBLICATION**

Councilperson Gene Hildebrandt introduced **RESOLUTION 12-23-04**, and moved its adoption “**APPROVING ORDINANCE 015, 4<sup>TH</sup> SERIES AND THE TITLE AND SUMMARY PUBLICATION**” and dispensed with the reading. Councilperson Sue Craig 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 12-23-04** duly passed.

**CITY COUNCIL MINUTES  
DECEMBER 19, 2023  
PAGE 3**

**RESOLUTION 12-23-05 APPROVING ORDINANCE 016, 4<sup>TH</sup> SERIES AND THE TITLE AND SUMMARY PUBLICATION**

Councilperson Paul Harris introduced **RESOLUTION 12-23-05**, moved its adoption “**APPROVING ORDINANCE 016, 4<sup>TH</sup> SERIES AND THE TITLE AND SUMMARY PUBLICATION**” and dispensed with the reading. Councilperson Hannah Rushing 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 12-23-05** duly passed.

**RESOLUTION 12-23-06 SETTING 2024 PROPERTY TAX LEVY**

Councilperson Kathleen Hanson introduced **RESOLUTION 12-23-06**, and moved its adoption “**SETTING 2024 PROPERTY TAX LEVY**”, and dispensed with the reading. Councilperson Gene Hildebrandt 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 12-23-06** duly passed.

**RESOLUTION 12-23-07 SETTING 2024 BUDGET**

Councilperson Paul Harris introduced **RESOLUTION 12-23-07**, and moved its adoption “**SETTING 2024 BUDGET**”, and dispensed with the reading. Councilperson Sue Craig 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 12-23-07** duly passed.

**CITY COUNCIL MINUTES  
DECEMBER 19, 2023  
PAGE 4**

**RESOLUTION 12-23-08 APPROVING LABOR AGREEMENT WITH LAW  
ENFORCEMENT LABOR SERVICES JANUARY 1, 2024-DECEMBER 31, 2024**

Councilperson Gene Hildebrandt introduced **RESOLUTION 12-23-08**, and moved its adoption **“APPROVING LABOR AGREEMENT WITH LAW ENFORCEMENT LABOR SERVICES JANUARY 1, 2024-DECEMBER 31, 2024”**, and dispensed with the reading. Councilperson Paul Harris 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 12-23-08** duly passed.

**RESOLUTION 12-23-09 APPROVING LABOR AGREEMENT WITH AMERICAN  
FEDERATION OF STATE, COUNTY AND MUNICIPAL EMPLOYEES JANUARY 1,  
2024-DECEMBER 31, 2024**

Councilperson Kathleen Hanson introduced **RESOLUTION 12-23-09**, and moved its adoption **“APPROVING LABOR AGREEMENT WITH AMERICAN FEDERATION OF STATE, COUNTY AND MUNICIPAL EMPLOYEES JANUARY 1, 2024-DECEMBER 31, 2024”**, 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 12-23-09** duly passed.

**RESOLUTION 12-23-10 ACCEPTING COMMUNITY DONATIONS**

Councilperson Sue Craig introduced **RESOLUTION 12-23-10**, and moved its adoption **“ACCEPTING COMMUNITY DONATIONS”**, and dispensed with the reading. Councilperson Paul Harris 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 12-23-10** duly passed.

**RESOLUTION 12-23-11 ESTABLISHING INCENTIVE PROGRAM FOR THE SALE AND DEVELOPMENT OF MAYBERRY HILLS 6<sup>TH</sup> ADDITION LOTS**

Councilperson Hannah Rushing introduced **RESOLUTION 12-23-11**, and moved its adoption “**ESTABLISHING INCENTIVE PROGRAM FOR THE SALE AND DEVELOPMENT OF MAYBERRY HILLS 6<sup>TH</sup> ADDITION LOTS**”, and dispensed with the reading. Councilperson Paul Harris 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 12-23-11** duly passed.

**PURCHASE REQUEST – ELECTRIC VEHICLE CHARGING STATION**

The City received a quote for \$14,059 to install an electric vehicle charging station in the city-owned parking lot near Family Dollar. This is a budgeted item for 2024.

Motion by Councilperson Paul Harris, seconded by Councilperson Sue Craig to approve the quote to purchase an Electric Vehicle Charging Station. Upon voice vote, it was unanimous.

**ACCEPT RESIGNATION – MARK NIELSEN, AMBULANCE DIRECTOR**

Mark Nielsen, Ambulance Director, resigned from his position effective December 31, 2023. He plans to continue serving on the ambulance crew.

Motion by Councilperson Sue Craig, seconded by Councilperson Hannah Rushing Council accepted the resignation. Upon voice vote, it was unanimous.

**APPROVE NEW HIRE – BROOKE HELGET, ASSISTANT LIQUOR STORE MANAGER**

Brooke Helget has accepted the position as Assistant Liquor Store Manager. Her start date is December 18, 2023.

Motion by Councilperson Sue Craig, seconded by Councilperson Paul Harris Council approved the hiring of Brooke Helget. Upon voice vote, it was unanimous.

**CITY COUNCIL MINUTES  
DECEMBER 19, 2023  
PAGE 6**

**APPROVE NEW HIRE – NICK DANNHOFF, STREET/PARK MAINTENANCE OPERATOR**

Nick Dannhoff has accepted the position as Street/Park Maintenance Operator. His start date is December 18, 2023.

Motion by Councilperson Kathleen Hanson, seconded by Councilperson Paul Harris Council approved the hiring of Nick Dannhoff. Upon voice vote, it was unanimous.

**CONSIDERATION TO APPROVE PROPOSED ORDINANCE 017, 4<sup>TH</sup> SERIES AMENDING CHAPTER 151.26 REMOVAL OF SNOW AND ICE – 1<sup>ST</sup> READING**

On motion by Councilperson Sue Craig, seconded by Councilperson Hannah Rushing, **ORDINANCE NO. 017, 4<sup>TH</sup> SERIES, “AN ORDINANCE AMENDING CHAPTER 151.26 REMOVAL OF SNOW AND ICE”**, 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. 017, 4<sup>th</sup> Series to have received its first reading.

**ACCEPT RESIGNATION – ARTURO MARTINEZ, POLICE OFFICER**

Arturo Martinez, Police Officer, resigned from his position effective December 22, 2023. He resigns in good standing with the City of St. James.

Motion by Councilperson Gene Hildebrandt, seconded by Councilperson Paul Harris Council accepted the resignation. Upon voice vote, it was unanimous.

Motion by Councilperson Hannah Rushing, seconded by Councilperson Paul Harris to adjourn. All ayes – motion carried. Meeting adjourned at 5:58 p.m.

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Kristin Hurley, City Clerk-Treasurer

