

**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, March 6, 2024, at 5:30 p.m.

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

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

Absent: None

Staff Present: City Manager Amanda Glass, City Clerk-Treasurer Kris Hurley, City Attorney Mike Kircher

MINUTES

On motion by Councilperson Hannah Rushing, seconded by Councilperson Paul Harris, the minutes of the regular meeting of February 20, 2024, were found correct as written.

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

NAYS: None

ABSTAIN: None

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

CONSENT ITEMS

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

Payment of claims totaling \$695,383.89 is as follows: checks No. 701355 – 701358, 701364 – 701449 and ACH No. 1504 – 1505 & 1512 - 1523 as listed in the check register.

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

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LICENSES AND PERMITS

JJD Companies LLC applied for a Special Sewer/Water license. All documentation has been received and fees paid.

On motion by Councilperson Hannah Rushing, seconded by Councilperson Kathleen Hanson, the council approved the special sewer/water license. Upon voice vote, it was unanimous.

NEW BUSINESS

RESOLUTION 03-24-01 APPOINTING CITY OF ST. JAMES CHARTER COMMISSIONER VACANCY AND DETERMINING TERM LIMITS

Councilperson Paul Harris introduced **RESOLUTION 03-24-01** and moved its adoption “**RESOLUTION 03-24-01 APPOINTING CITY OF ST. JAMES CHARTER COMMISSIONER VACANCY AND DETERMINING TERM LIMITS**” 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 03-24-01** duly passed.

RESOLUTION 03-24-02 AUTHORIZING THE MAYOR AND CITY MANAGER TO ENTER INTO THE RENEWAL SERVICE AGREEMENT WITH SAFE ASSURE

Councilperson Gene Hildebrandt introduced **RESOLUTION 03-24-02** and moved its adoption “**RESOLUTION 03-24-02 AUTHORIZING THE MAYOR AND CITY MANAGER TO ENTER INTO THE RENEWAL SERVICE AGREEMENT WITH SAFE ASSURE**” and dispensed with the reading. Councilperson Kathleen Hanson duly seconded it. Upon hand vote the following voted:

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

NAYS: None

Whereupon Mayor Jonathan Wilson declared **RESOLUTION 03-24-02** duly passed.

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RESOLUTION 03-24-03 AUTHORIZING THE MAYOR TO ENTER INTO THE TEMPORARY CONSTRUCTION EASEMENT AGREEMENT WITH INDEPENDENT SCHOOL DISTRICT #840 FOR THE ACTIVE TRANSPORTATION SIDEWALK PROJECT

Councilperson Paul Harris introduced **RESOLUTION 03-24-03**, moved its adoption “**RESOLUTION 03-24-03 AUTHORIZING THE MAYOR TO ENTER INTO THE TEMPORARY CONSTRUCTION EASEMENT AGREEMENT WITH INDEPENDENT SCHOOL DISTRICT #840 FOR THE ACTIVE TRANSPORTATION SIDEWALK PROJECT**”, and dispensed with the reading. Councilperson Hannah Rushing duly seconded it. Upon hand vote the following voted:

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

NAYS: None

Whereupon Mayor Jonathan Wilson declared **RESOLUTION 03-24-03** duly passed.

RESOLUTION 03-24-04 AUTHORIZING THE MAYOR TO ENTER INTO THE PERMANENT SIDEWALK EASEMENT AGREEMENT WITH INDEPENDENT SCHOOL DISTRICT #840 FOR THE ACTIVE TRANSPORTATION SIDEWALK PROJECT

Councilperson Kathleen Hanson introduced **RESOLUTION 03-24-04** and moved its adoption. “**RESOLUTION 03-24-04 AUTHORIZING THE MAYOR TO ENTER INTO THE PERMANENT SIDEWALK EASEMENT AGREEMENT WITH INDEPENDENT SCHOOL DISTRICT #840 FOR THE ACTIVE TRANSPORTATION SIDEWALK PROJECT**”, and dispensed with the reading. Councilperson Sue Craig duly seconded it. Upon hand vote the following voted:

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

NAYS: None

Whereupon Mayor Jonathan Wilson declared **RESOLUTION 03-24-04** duly passed.

RESOLUTION 03-24-05 APPROVING MINNESOTA DEPARTMENT OF NATURAL RESOURCES OUTDOOR RECREATION GRANT APPLICATION FOR THE ST. JAMES SPLASH PAD AND POOL IMPROVEMENTS

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Councilperson Gene Hildebrandt introduced **RESOLUTION 03-24-05**, and moved its adoption **“RESOLUTION 03-24-05 APPROVING MINNESOTA DEPARTMENT OF NATURAL RESOURCES OUTDOOR RECREATION GRANT APPLICATION FOR THE ST. JAMES SPLASH PAD AND POOL IMPROVEMENTS”** and dispensed with the reading. Councilperson Paul Harris duly seconded it. Upon hand vote the following voted:

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

NAYS: None

Whereupon Mayor Jonathan Wilson declared **RESOLUTION 03-24-05** duly passed.

PURCHASE REQUEST – ST. JAMES LIQUOR STORE

Liquor Store Manager, Bev Lenning, is requesting permission to install a new cooler refrigeration system. Cress Refrigeration provided a projected proposal cost of \$47,780.82 plus electrician costs. This project is within the 2024 budget. Bev obtained only one proposal. Bev has worked with Cress Refrigeration for years and they have a good business relationship, and she prefers to continue with the services offered by Cress Refrigeration.

Motion by councilperson Gene Hildebrandt, seconded by Councilperson Paul Harris to approve the new cooler refrigeration system with Cress Refrigeration. Upon voice vote, it was unanimous.

CONSIDERATION TO APPROVE ORDINANCE 018, 4TH SERIES ADDING CHAPTER 123 TO THE ST. JAMES CITY CODE PERTAINING TO SPECIAL EVENTS - FIRST READING

On motion by Councilperson Sue Craig, seconded by Councilperson Hannah Rushing, **“ORDINANCE NO. 018, 4TH SERIES, AN ORDINANCE ADDING CHAPTER 123 TO THE ST. JAMES CITY CODE PERTAINING TO SPECIAL EVENTS”**, received its first reading. Upon hand vote the following voted:

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

NAYS: None

Whereupon Mayor Jonathan Wilson declared Ordinance No. 018, 4th Series to have received its first reading.

CONSIDERATION TO APPROVE ORDINANCE 019, 4TH SERIES AMENDING CHAPTER 114 TO THE ST. JAMES CITY CODE PERTAINING TO THE LICENSING OF TRANSIENT MERCHANTS, PEDDLERS, MOBILE FOOD UNITS

On motion by Councilperson Sue Craig, seconded by Councilperson Hannah Rushing, **“ORDINANCE NO. 019, 4TH SERIES AMENDING CHAPTER 114 TO THE ST. JAMES CITY CODE PERTAINING TO THE LICENSING OF TRANSIENT MERCHANTS, PEDDLERS, MOBILE FOOD UNITS**, received its first reading. Upon hand vote the following voted:

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

NAYS: None

Whereupon Mayor Jonathan Wilson declared Ordinance No. 019, 4th Series to have received its first reading.

RESOLUTION 03-24-06 ACCEPTING CONVEYANCE OF PROPERTY LOCATED AT 125 FIFTH STREET SOUTH

Councilperson Paul Harris introduced **RESOLUTION 03-24-06** and moved its adoption. **“RESOLUTION 03-24-06 ACCEPTING CONVEYANCE OF PROPERTY LOCATED AT 125 FIFTH STREET SOUTH”** and dispensed with the reading. Councilperson Gene Hildebrandt duly seconded it. Upon hand vote the following voted:

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

NAYS: None

Whereupon Mayor Jonathan Wilson declared **RESOLUTION 03-24-06** duly passed.

Motion by Councilperson Sue Craig, seconded by Councilperson Paul Harris to adjourn. All ayes – motion carried. Meeting adjourned at 6:26 p.m.

Kristin Hurley, City Clerk-Treasurer