

**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, July 2, 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, Gene Hildebrandt

Absent: Councilperson Paul Harris

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

MINUTES

On motion by Councilperson Sue Craig, seconded by Councilperson Kathleen Hanson, the minutes of the regular meeting of June 18, 2024, were found correct as written.

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

NAYS: None

Whereupon Mayor Jonathan Wilson declared said motion to have passed 4-0.

CONSENT ITEMS

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

Payment of claims totaling \$641,438.48 is as follows: Checks No. 702100 – 702191 and ACH No. 1616 – 1629 as listed in the check register.

Whereupon Mayor Jonathan Wilson declared said motion to have passed 4-0.

NEW BUSINESS

APPROVE 2023 CITY OF ST JAMES AUDIT

Greg Burkhardt, Burkhardt & Burkhardt, Ltd., presented the 2023 audit review. Amanda Knoll, City Manager, requested Council to approve the 2023 audit.

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On motion by Councilperson Gene Hildebrandt, seconded by Councilperson Hannah Rushing, the Council accepted the 2023 Financial Audit as presented and directed staff to file with various agencies as required by statute and contract agreements. Upon voice vote, it was unanimous.

Whereupon Mayor Jonathan Wilson declared said motion to have passed 4-0.

POLICE DEPARTMENT – NEW HIRE

The Police Department has interviewed a candidate for the open position of Police Officer and given a conditional job offer to Tylar Larson, upon the successful completion of the medical portion of the hiring process. The Police Department has completed the background portion of the hiring process. The effective starting date is tentatively set for July 16, 2024.

On motion by Councilperson Sue Craig, seconded by Councilperson Kathleen Hanson, to approve hiring Tylar Larson as Police Officer upon successful completion of the medical portion of the hiring process. Upon voice vote, it was unanimous.

Whereupon Mayor Jonathan Wilson declared said motion to have passed 4-0.

RESOLUTION 07-24-01 ACCEPTING FINANCIAL GIFT FROM THE EAGLES AERIE #3420

Councilperson Hannah Rushing introduced **RESOLUTION 07-24-01** and moved its adoption “**RESOLUTION 07-24-01 ACCEPTING FINANCIAL GIFT FROM THE EAGLES AERIE #3420**” and dispensed with the reading. Councilperson Gene Hildebrandt duly seconded it. Upon hand vote the following voted:

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

NAYS: None

Whereupon Mayor Jonathan Wilson declared **RESOLUTION 07-24-01** duly passed 4-0.

RESOLUTION 07-24-02 AUTHORIZING THE MAYOR AND CITY MANAGER TO ENTER INTO THE DOG IMPOUND TRANSPORTATION AND BOARDING AGREEMENT WITH THE CITY OF DARFUR

Councilperson Kathleen Hanson introduced **RESOLUTION 07-24-02** and moved its adoption “**RESOLUTION 07-24-02 AUTHORIZING THE MAYOR AND CITY MANAGER TO ENTER INTO THE DOG IMPOUND TRANSPORTATION AND BOARDING AGREEMENT WITH THE CITY OF DARFUR**” 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, Gene Hildebrandt

NAYS: None

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Whereupon Mayor Jonathan Wilson declared **RESOLUTION 07-24-02** duly passed 4-0.

RESOLUTION 07-24-03 DECLARING A STATE OF EMERGENCY EVENT: MID-JUNE 2024 RAINS AND DAMAGES FROM FLOODING

Councilperson Gene Hildebrandt introduced **RESOLUTION 07-24-03** and moved its adoption “**RESOLUTION 07-24-03 DECLARING A STATE OF EMERGENCY EVENT: MID-JUNE 2024 RAINS AND DAMAGES FROM FLOODING**” and dispensed with the reading. Councilperson Hannah Rushing duly seconded it. Upon hand vote the following voted:

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

NAYS: None

Whereupon Mayor Jonathan Wilson declared **RESOLUTION 07-24-03** duly passed 4-0.

RESOLUTION 07-24-04 AUTHORIZING AMBULANCE DIRECTOR AND CITY MANAGER TO ENTER INTO THE MUTUAL AID AGREEMENT WITH THE CITY OF MADEIRA AND THE CITY OF MOUNTAIN LAKE

Councilperson Kathleen Hanson introduced **RESOLUTION 07-24-04** and moved its adoption “**RESOLUTION 07-24-04 AUTHORIZING AMBULANCE DIRECTOR AND CITY MANAGER TO ENTER INTO THE MUTUAL AID AGREEMENT WITH THE CITY OF MADEIRA AND THE CITY OF MOUNTAIN LAKE**” 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, Gene Hildebrandt

NAYS: None

Whereupon Mayor Jonathan Wilson declared **RESOLUTION 07-24-04** duly passed 4-0.

RESOLUTION 07-24-05 RECOGNIZING THE CITY OF ST. JAMES AMBULANCE SERVICE

Councilperson Gene Hildebrandt introduced **RESOLUTION 07-24-05** and moved its adoption “**RESOLUTION 07-24-05 RECOGNIZING THE CITY OF ST. JAMES AMBULANCE SERVICE**” and dispensed with the reading. Councilperson Hannah Rushing duly seconded it. Upon hand vote the following voted:

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

NAYS: None

Whereupon Mayor Jonathan Wilson declared **RESOLUTION 07-24-05** duly passed 4-0.

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Motion by Councilperson Sue Craig, seconded by Councilperson Kathleen Hanson to adjourn.
All ayes – motion carried. The meeting was adjourned at 6:15 p.m.

Kristin Hurley, City Clerk-Treasurer