

**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, January 3, 2023 at 5:30 p.m.

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

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

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

MINUTES

On motion by Councilperson Hannah Rushing, seconded by Councilperson Paul Harris, the minutes of the regular meeting of December 20, 2022, were found correct as written.

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

NAYS: None

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

CONSENT ITEMS

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

- A. Payment of Claims totaling \$229,627.65 as follows: Checks No. 68608 through 68676, and ACH payments 1103 through 1108, Pioneer Bank as listed in the Check Register.
- B. MRWA Annual Conference – Steve Firchau

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

**CITY COUNCIL MINUTES
JANUARY 3, 2023
PAGE 2**

LICENSES AND PERMITS

Vee Plumbing and Heating has applied for a plumbing license. All appropriate forms and fees have been received.

On motion by Councilperson Sue Craig, seconded by Councilperson Eugene Hildebrandt, the license is approved.

Upon voice vote it was unanimous.

REVIEW ORDINANCE REVISION – AMENDING PARKING REGULATIONS – 2ND READING

Ordinance 71.19 amending parking regulations was reviewed.

On motion by Councilperson Hannah Rushing, seconded by Councilperson Paul Harris 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 Jonathan Wilson declared said Amendment to have received its second reading.

NEW BUSINESS

RESOLUTION 1-23-01 RESOLUTION AUTHORIZING CITY CLERK-TREASURER TO PREPAY INVOICES

Councilperson Paul Harris introduced **RESOLUTION 1-23-01** and moved its adoption, “**AUTHORIZING CITY CLERK-TREASURER TO PREPAY INVOICES**” and dispensed with the reading. It was duly seconded by Councilperson Kathleen Hanson. Upon hand vote the following voted:

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

NAYS: None.

Whereupon Mayor Jonathan Wilson declared **RESOLUTION 1-23-01** to be duly passed.

RESOLUTION 1-23-02 RESOLUTION NAMING ST. JAMES PLAINDEALER AS OFFICIAL NEWSPAPER FOR CITY BUSINESS FOR 2023

Councilperson Gene Hildebrandt introduced **RESOLUTION 1-23-02** and moved its adoption, **“NAMING ST. JAMES PLAINDEALER AS OFFICIAL NEWSPAPER FOR CITY BUSINESS FOR 2023”** and dispensed with the reading. It was duly seconded by Councilperson Hannah Rushing. Upon hand vote the following voted:

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

NAYS: None.

Whereupon Mayor Jonathan Wilson declared **RESOLUTION 1-23-02** to be duly passed.

RESOLUTION 1-23-03 RESOLUTION ESTABLISHING OFFICIAL DEPOSITORIES

Councilperson Kathleen Hanson introduced **RESOLUTION 1-23-03** and moved its adoption, **“ESTABLISHING PIONEER BANK OF ST. JAMES, FIRST NATIONAL BANK OF ST. JAMES, CCF, MINNESOTA MUNICIPAL MONEY MARKET FUND AND EDWARD JONES INVESTMENT BRANCH OF ST. JAMES OFFICIAL CITY DEPOSITORIES FOR CITY BUSINESS”** and dispensed with the reading. It was duly seconded by Councilperson Paul Harris. Upon hand vote the following voted:

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

NAYS: None.

Whereupon Mayor Jonathan Wilson declared **RESOLUTION 1-23-03** to be duly passed.

RESOLUTION 1-23-04 AMENDMENTS TO CITY EMPLOYEE HANDBOOK

Councilperson Sue Craig introduced **RESOLUTION 1-23-04** and moved its adoption, **“PROVIDING FOR AMENDMENTS TO THE CITY OF ST. JAMES EMPLOYEE HANDBOOK OF PERSONNEL POLICIES”** and dispensed with the reading. It was duly seconded by Councilperson Hannah Rushing. Upon hand vote the following voted:

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

NAYS: None.

Whereupon Mayor Jonathan Wilson declared **RESOLUTION 1-23-04** to be duly passed.

**CITY COUNCIL MINUTES
JANUARY 3, 2023
PAGE 4**

RESOLUTION 1-23-05 ESTABLISHING DATE AND TIME OF REGULAR MEETINGS

Councilperson Paul Harris introduced **RESOLUTION 1-23-05** and moved its adoption, **“ESTABLISHING DATE AND TIME OF REGULAR MEETINGS”** and dispensed with the reading. It was duly seconded by Councilperson Hannah Rushing. Upon hand vote the following voted:

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

NAYS: None.

Whereupon Mayor Jonathan Wilson declared **RESOLUTION 1-23-05** to be duly passed.

RESOLUTION 1-23-06 ADOPTION OF THE 2023 FEE SCHEDULE

Councilperson Gene Hildebrandt introduced **RESOLUTION 1-23-06** and moved its adoption, **“ADOPTION OF THE 2023 FEE SCHEDULE”** and dispensed with the reading. It was duly seconded by Councilperson Sue Craig. Upon hand vote the following voted:

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

NAYS: None.

Whereupon Mayor Jonathan Wilson declared **RESOLUTION 1-23-06** to be duly passed

RESOLUTION 1-23-07 ESTABLISHING 2023 BOARD AND COMMISSION MAYORAL APPOINTMENTS

Councilperson Paul Harris introduced **RESOLUTION 1-23-07** and moved its adoption, **“ESTABLISHING 2023 BOARD AND COMMISSION MAYORAL APPOINTMENTS”** and dispensed with the reading. It was duly seconded by Councilperson Kathleen Hanson. Upon hand vote the following voted:

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

NAYS: None.

Whereupon Mayor Jonathan Wilson declared **RESOLUTION 1-23-07** to be duly passed

**CITY COUNCIL MINUTES
JANUARY 3, 2023
PAGE 5**

RESOLUTION 1-23-08 AUTHORIZING CITY CLERK-TREASURER TO TRANSFER FUNDS AS BUDGETED IN 2022

Councilperson Hannah Rushing introduced **RESOLUTION 1-23-08** and moved its adoption, “**AUTHORIZING CITY CLERK-TREASURER TO TRANSFER FUNDS AS BUDGETED IN 2022**” and dispensed with the reading. It was duly seconded by Councilperson Gene Hildebrandt. Upon hand vote the following voted:

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

NAYS: None.

Whereupon Mayor Jonathan Wilson declared **RESOLUTION 1-23-08** to be duly passed

RESOLUTION 1-23-09 AUTHORIZING CITY CLERK-TREASURER TO TRANSFER BOND PAYMENTS AS BUDGETED IN 2022

Councilperson Paul Harris introduced **RESOLUTION 1-23-09** and moved its adoption, “**AUTHORIZING CITY CLERK-TREASURER TO TRANSFER FUNDS AS BUDGETED IN 2022**” and dispensed with the reading. It was duly seconded by Councilperson Sue Craig. Upon hand vote the following voted:

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

NAYS: None.

Whereupon Mayor Jonathan Wilson declared **RESOLUTION 1-23-09** to be duly passed.

On motion by Councilperson Hannah Rushing, seconded by Councilperson Kathleen Hanson, the meeting adjourned at 5:51 p.m.

Kristin Hurley
City Clerk Treasurer