

**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, February 16, 2021 at 5:30 p.m.

Mayor Gary Sturm called the meeting to order at 5:40 p.m.

Those present: Mayor Gary Sturm, Councilperson Kathleen Hanson, Sue Craig, Gene Hildebrandt, Hannah Rushing

Those absent: Councilperson Paul Harris

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

MINUTES

On motion by Councilperson Kathleen Hanson, seconded by Councilperson Gene Hildebrandt, the minutes of the regular meeting of February 2, 2021, were found correct as written and the City Clerk was instructed to dispense with the reading of the minutes.

Upon voice vote it was unanimous.

CONSENT ITEMS

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

- A. Payment of Claims totaling \$232,229.82 as follows: Checks No. 64480 through 64552 and ACH Payments 567 - 573, Pioneer Bank as listed in the Check Register.
- B. Schools, Conferences and Workshops
 - 1. MCPA Spring Leadership Academy, Rochelle Hanson, May 18 – 21, on-line.

Upon voice vote it was unanimous.

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NEW BUSINESS

RESOLUTION 2-21-03 AMENDING BY-LAWS OF THE ST. JAMES FIRE RELIEF ASSOCIATION

Councilperson Kathleen Hanson, introduced **RESOLUTION NO. 2-21-03** and moved its adoption “**RESOLUTION AMENDING BY-LAWS OF THE ST. JAMES FIRE RELIEF ASSOCIATION**” and dispensed with the reading. It was duly seconded by Councilperson Sue Craig. Upon hand vote the following members voted:

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

NAYS: None

Whereupon Mayor Gary Sturm declared said Resolution 2-21-03 to be duly passed.

RESOLUTION 2-21-04 ACCEPTING FINANCIAL GIFT FROM FRATERNAL ORDER OF EAGLES.

City Manager, Amanda Glass, shared with Council that the donation is in the amount of \$596.38 and the purpose of the donation is for an Eagle Scout project for the residents of the City of St. James. Questions were asked regarding the responsibility of the up keep of the project and Steve Sunde, City Attorney, said it was not our business as it is not our project. Steve Sunde said we can accept the donation.

Councilperson Sue Craig, introduced **RESOLUTION NO. 2-21-04** and moved its adoption “**RESOLUTION ACCEPTING FINANCIAL GIFT FROM FRATERNAL ORDER OF EAGLES**” and dispensed with the reading. It was duly seconded by Councilperson Hannah Rushing. Upon hand vote the following members voted:

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

NAYS: None

Whereupon Mayor Gary Sturm declared said Resolution 2-21-04 to be duly passed.

WASTEWATER PRETREATMENT IMPROVEMENTS

John Graupman, Bolton & Menk, was presented information regarding the wastewater pretreatment improvements and answered questions. The pretreatment facility and lift pumps are original to 1988 and are 33 years old. The major mechanical equipment (pumps and screen) was not part of the last major facility project. The pumps and screen have performed well but are past the typical 20-year lifespan and need significant maintenance. This is the main lift station that pumps all the City's wastewater. Screening technology and need has also changed significantly in recent years as the disposable rages and wipes have become prevalent.

The project is estimated to have a total cost of \$2.0 – 2.4 million. This was budgeted for in the recent rate study. It is proposed to be financed with a revenue bond at 10-15 years. Rates on bonds have recently been as low as 1.5%.

On motion by Councilperson Gene Hildebrandt, seconded by Councilperson Sue Craig, the council approved obtaining design and obtain bids for the wastewater pretreatment improvements.

Upon voice vote it was unanimous.

WASTEWATER REPLACEMENT OF RAS PUMPS

Mark Anderson, Wastewater Superintendent, was present to request Council's approval to replace the current RAS pumps at the wastewater facility. The current pumps are 30 years old and require costly repairs. This will consist of 3 new pumps, valves and piping. This is a 2021 budgeted item out of line item 602-49480-5310. The following quotes were received:

Minnesota Pump Works	\$80,545.00
Quality Flow	\$90,245.00

On motion by Councilperson Kathleen Hanson, seconded by Councilperson Hannah Rushing, the Council accepted the low bid from Minnesota Pump Works in the amount of \$80,545.00.

Upon voice vote it was unanimous.

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WATER DEPARTMENT REQUEST APPROVAL TO OBTAIN QUOTES FOR VALVE AND WATER METER REPLACEMENT

Jason Monnens, Water Superintendent, was present to request Council's approval to obtain quotes to replace some valves and water meters at the water plant. This is a budgeted item that was moved from 2020 to 2021.

On motion by Councilperson Sue Craig, seconded by Councilperson Hannah Rushing, the Council approved obtaining quotes for valve and water meter replacement at the water plant.

Upon voice vote it was unanimous.

LUTHERAN SOCIAL SERVICES MEALS SITE-USE AGREEMENT

Amanda Glass, City Manager, presented to council an agreement between the City and Lutheran Social Services to provide meals to seniors out of the Community Building kitchen. This is the same agreement we have had for several years.

On motion by Councilperson Gene Hildebrandt, seconded by Councilperson Sue Craig, the council approved the LSS Meals Site Use Agreement for 2021.

Upon voice vote it was unanimous.

MINNESOTA MOVIE THEATER RELIEF GRANT PROGRAM

Amanda Glass, City Manager, presented to council a grant agreement between the City and the State of Minnesota to receive relief grant funds for the city-owned theater in the amount of \$15,000.00

On motion by Councilperson Gene Hildebrandt, seconded by Councilperson Kathleen Hanson, the council approved the MN Movie Theater Relief Grant agreement.

Upon voice vote it was unanimous.

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CONSENT ASSESSMENT AGREEMENT

Amanda Glass, City Manager, presented to council a consent assessment agreement. From time to time, the City allows residents to complete necessary work in order to keep city utilities properly functioning. This necessary and relevant work and improvements can be assessed to the property taxes with interest. Amanda requested council to determine the interest rate for the consent assessment and recommended an interest rate at 2%.

On motion by Councilperson Kathleen Hanson, second by Councilperson Sue Craig, the council approved the consent assessment agreement with a 2% interest rate.

Upon voice vote it was unanimous.

On motion by Councilperson Sue Craig, seconded by Councilperson Hannah Rushing, the meeting adjourned at 6:00 p.m.

Kristin Hurley
City Clerk