

**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, May 16, 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, Paul Harris, Hannah Rushing

Those absent: None

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

MINUTES

On motion by Councilperson Gene Hildebrandt, seconded by Councilperson Sue Craig, the minutes of the regular meeting of May 2, 2023, were found correct as written.

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

NAYS: None

ABSTAIN: Councilperson Hannah Rushing

Whereupon Mayor Jonathan Wilson declared said motion to have passed 4-0-1.

CONSENT ITEMS

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

- A. Payment of Claims totaling \$547,623.30 as follows: Checks No. 69430, 69437 through 69501, Pioneer Bank as listed in the Check Register.
- B. Brad Nestegard & Seth Reinke – Bike Patrol Training

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

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OLD BUSINESS

CONSIDERATION TO APPROVE FIREWORKS DATE

City Manager, Amanda Glass, shared with the council that the company able to do the fireworks on July 4, 2023 needs a contract submitted for \$15,000.00. There is a funding shortage of \$8,900.00 to hold the fireworks display on July 4, 2023. Our second option is to stay with the company that we have used in the past several years and select either July 1, 2023 or July 2, 2023. There is enough funding to cover the cost of the display on July 1st or 2nd.

On motion by Councilperson Kathleen Hanson, seconded by Councilperson Sue Craig the Council approved July 2, 2023, to hold the fireworks display.

Upon voice vote, it was unanimous.

NEW BUSINESS

POLICE DEPARTMENT PURCHASE REQUEST – AIR CONDITIONER

City Manager, Amanda Glass brought a request to Council seeking permission to proceed with the replacement of the air conditioning unit at the Police Department and to duct work to the 2nd floor. The current unit is no longer functional and needs to be replaced. Watson's Plumbing and Heating provided a quote for \$15,409.56, which includes the air conditioning unit, removal of old equipment, installation of new equipment and duct work on the second floor. This was not a budgeted item, and will be funded through the Capital Improvement Fund for 2023.

On motion by Councilperson Sue Craig, seconded by Councilperson Paul Harris, the Council approved the quote from Watson's Plumbing and Heating.

Upon voice vote, it was unanimous.

WASTEWATER DEPARTMENT PURCHASE REQUEST – SEWER JETTER & VAC TRAILER

Wastewater Superintendent brought a request to Council seeking permission to proceed with the purchase of a trailer mounted sewer jetter and a Ditch Witch HX50A vac trailer. The total amount requested for this purchase from the Capital Equipment Fund is \$213,914.19. A quote was received from Ditch Witch of Minnesota & Iowa for the HX50A vac trailer for \$114,037.19. A quote was received from Hot Jet USA for the trailer-mounted jetter for \$99,907.00. This equipment will

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replace the current jetter/vac truck that constantly needs repairs. The 2022 budget included \$400,000.00 from the Capital Equipment Fund to purchase a jetter. This money was not transferred into the 2023 budget as we did not know the cost and did not want to transfer the full amount. This expense would be paid out of the Capital Equipment Fund.

On motion by Councilperson Paul Harris, seconded by Councilperson Hannah Rushing, the Council approved the quotes provided and the purchase of the sewer jetter and vac trailer.

Upon voice vote, it was unanimous.

LIBRARY PURCHASE REQUEST – SIEMENS PXC CONTROLLER REPLACEMENT

City Manager, Amanda Glass and Watonwan County Facilities Maintenance Supervisor, Matt Durham brought a request to Council seeking permission to replace the existing MEC Controller at the Watonwan County Resource Center/Library as it is failing. The proposal removes the existing MEC Controller, replaces it with remote capable PXC Controller, and transfers all the data. This replacement would allow for remote access for G & R Controls to access the system without sending personnel on-site to correct issues that the boiler system faces. The quote to replace and upgrade the controller is \$7,145.00, which is needed. The quote for the installation of a cloud-based system for remote access is \$4,884.00. There will be an on-going annual subscription fee of \$1,091.00, which would go into effect one-year from completion. The quotes were received from G & R Controls. This expense is not a budgeted item, and will be funded through the Capital Improvement Fund for 2023.

On motion by Councilperson Sue Craig, seconded by Councilperson Paul Harris, the Council approved the entire request for PXC Controller Replacement.

Upon voice vote, it was unanimous.

RESOLUTION 05-23-06 ACCEPTING FINANCIAL GIFT FROM THE AMERICAN LEGION POST #33

Councilperson Sue Craig introduced **RESOLUTION 05-23-06, moved its adoption, “RESOLUTION ACCEPTING FINANCIAL GIFT FROM THE AMERICAN LEGION POST #33”**, and dispensed with the reading. It was duly seconded by Councilperson Hannah Rushing. 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 **RESOLUTION 05-23-06** to be duly passed.

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**RESOLUTION 05-23-07 ACCEPTING FINANCIAL GIFT FROM THE AMERICAN LEGION
POST #33**

Councilperson Gene Hildebrandt introduced **RESOLUTION 05-23-07, moved its adoption, “RESOLUTION ACCEPTING FINANCIAL GIFT FROM THE AMERICAN LEGION POST #33”**, and dispensed with the reading. It was duly seconded by Councilperson Sue Craig. Upon hand vote the following voted:

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

NAYS: None.

Whereupon Mayor Jonathan Wilson declared **RESOLUTION 05-23-07** to be duly passed.

Upon voice vote, it was unanimous.

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

Kristin Hurley
City Clerk Treasurer