

**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, June 6, 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 Paul Harris, seconded by Councilperson Sue Craig, the minutes of the regular meeting of May 16, 2023, were found correct as written.

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

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 Hannah Rushing, the following consent items were hereby approved:

- A. Payment of Claims totaling \$758,541.48 as follows: Checks No. 69512 through 69632, ACH No. 1240 through 1252 Pioneer Bank 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

St. James Fire Department has applied for a temporary liquor license for a dance they will be hosting during Railroad Days. They would like the event to be held on June 24, 2023 in the parking lot behind the community building & Madelia Health (501/505 1st Ave So & 5th St. So). The St. James Fire Department is working with Ness Agency on obtaining insurance for the event.

On motion by Councilperson Gene Hildebrandt, seconded by Councilperson Paul Harris, the council approved the temporary license on the condition they are able to obtain insurance for the event.

Upon voice vote, it was unanimous.

NEW BUSINESS

RESOLUTION 06-23-01 ACCEPTING BID 2023 SEAL COATING

Pursuant to an advertisement for bids for the 2023 Street Seal Coating, bids were received, opened, and tabulated according to the law, and the following bids were received:

<u>Bidder</u>	<u>Bid Amount</u>
Asphalt Surface Technologies Corp. a/k/a ASTECH	\$168,629.60
Pearson Bros., Inc.	\$170,166.40
Allied Blacktop Company	\$192,272.00

Councilperson Paul Harris introduced **RESOLUTION 06-23-01, moved its adoption, “RESOLUTION ACCEPTING BID 2023 SEAL COATING”**, and dispensed with the reading. It was duly seconded by Councilperson Sue Craig. 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 06-23-01** to be duly passed.

RESOLUTION 06-23-02 AUTHORIZATION TO EXECUTE MINNESOTA DEPARTMENT OF TRANSPORTATION AIRPORT MAINTENANCE AND OPERATIONS GRANT CONTRACT

Councilperson Gene Hildebrandt introduced **RESOLUTION 06-23-02** and moved its adoption, “**AUTHORIZATION TO EXECUTE MINNESOTA DEPARTMENT OF TRANSPORTATION AIRPORT MAINTENANCE AND OPERATIONS GRANT CONTRACT**” and dispensed with the reading. It was duly seconded by Councilperson Hannah Rushing. Upon hand vote the following voted:

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

NAYS: None.

Whereupon Mayor Jonathan Wilson declared **RESOLUTION 06-23-02** to be duly passed.

ACCEPTING RESIGNATION – AIDAN BARTELS

Police Officer Aidan Bartels has submitted his resignation. His last day of employment will be June 16, 2023. Officer Bartels has accepted a position with Crow Wing County Sheriff’s Department.

On motion by Councilperson Kathleen Hanson, seconded by Councilperson Paul Harris, council accepted the resignation and thanked Aidan Bartels for his service.

Upon voice vote, it was unanimous.

POLICE DEPARTMENT PURCHASE REQUEST – BDA SYSTEM

Due to logistics of the new building, the police department has been having issues with incoming and outgoing transmissions on their portable radios while inside of the new building. Alpha Wireless, who services all of the police department radios/antennas, has recommended putting a BDA system on the building, which amplifies the radio signal allowing the police department to receive and transmit on the portable radios. There are currently BDA’s on the ambulance hall, fire hall, courthouse, and hospital because they had the same issues.

Alpha Wireless provided a quote to purchase and install the BDA equipment for \$8,868.73. This requested purchase is not a budgeted item. The City will be receiving public service funds in the amount of \$207,818.00 from the State of Minnesota. Rochelle Hanson, Police Chief, is requesting approval of the purchase and the use of the public service funds.

On motion by Councilperson Hannah Rushing, seconded by Councilperson Sue Craig, council approved the purchase request.

Upon voice vote, it was unanimous.

WATER TOWER LEASE – CHRISTENSEN COMMUNICATIONS

The effective date of the lease is retroactive to February 1, 2021; which was when the wireless broadband equipment was installed on the water tower. This project was in response to the pandemic and the impact Covid had on our educational system. The City collaborated with Christensen Communications and St. James School District to bring affordable internet to those with no internet access for at-home learning. This agreement was never formalized.

The City offered water tower space for \$1.00 annually for the first five years then the cost would be negotiated. In turn, Christensen Communications offered families with no internet access an extremely affordable rate to accommodate at-home learning.

On motion by Councilperson Kathleen Hanson, seconded by Councilperson Gene Hildebrandt, council approved the water tower lease agreement with Christensen Communications.

On motion by Councilperson Sue Craig, seconded by Councilperson Paul Harris, the meeting adjourned at 5:45 p.m.

Kristin Hurley
City Clerk Treasurer