

**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, July 11, 2023 at 5:30 p.m.

Mayor Jonathan Wilson called the meeting to order at 5:28 p.m.

Those present: Mayor Jonathan Wilson, Gene Hildebrandt, Sue Craig, Kathleen Hanson (5:33 p.m.), Paul Harris, Hannah Rushing

Those absent: None

Staff present: City Manager Amanda Glass, City Attorney Steve Sunde, City Clerk-Treasurer Kristin Hurley

**MINUTES**

On motion by Councilperson Gene Hildebrandt, seconded by Councilperson Sue Craig, the minutes of the regular meeting of June 20, 2023, were found correct as written.

AYES: Councilperson Gene Hildebrandt, Sue Craig, Paul Harris

NAYS: None

ABSTAIN: Hannah Rushing

Whereupon Mayor Jonathan Wilson declared said motion to have passed 3-0-1.

**CONSENT ITEMS**

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

- A. Payment of Claims totaling \$553,686.08 as follows: Checks No. 69868, 69870 through 69959, and 69967 through 69994; ACH No. 1265 through 1274 as listed in the Check Register.

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

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

- A. Schools, Conferences and Workshops:
  - a. Kathy Grothem & Sylvia Rodriguez – 2023 Civic Systems Annual Software Symposium

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

**LICENSES AND PERMITS**

Las Tres Mariposas Pupuseria, LLC has applied for a vending wagon license.

On motion by Councilperson Kathleen Hanson, seconded by Councilperson Sue Craig, the council approved the vending wagon license.

Upon voice vote, it was unanimous.

W. Lorentz Construction has applied for a special sewer/water business license.

On motion by Councilperson Paul Harris, seconded by Councilperson Hannah Rushing, the council approved the special sewer/water business license.

Upon voice vote, it was unanimous.

**NEW BUSINESS**

**DISTRICT OUTREACH REPRESENTATIVE FOR CONGRESSMAN BRAD FINSTAD**

David Wing, District Outreach Representative for Congressman Brad Finstad was present to introduce himself and answer any questions Council and the public had.

**APPROVE 2022 CITY OF ST JAMES AUDIT**

Greg Burkhardt, Burkhardt & Burkhardt, Ltd., presented the 2022 Audit review. Amanda Glass, City Manager, requested Council to approve the 2022 audit.

On motion by Councilperson Hannah Rushing, seconded by Councilperson Gene Hildebrandt, the Council accepted the 2022 Financial Audit as presented and directed staff to file with the various agencies as required by statute and contract agreements.

Upon voice vote, it was unanimous.

**RESOLUTION 07-23-01 TRANSFER FUNDS**

Councilperson Kathleen Hanson introduced **RESOLUTION 07-23-01, moved its adoption, “RESOLUTION AUTHORIZING THE CITY CLERK-TREASURER TO TRANSFER FUNDS TO CREATE COMMERCIAL REVITALIZATION PROGRAM FUND 238”**, and dispensed with the reading. It was duly seconded by Councilperson Sue Craig. Upon hand vote the following voted:

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

NAYS: None.

Whereupon Mayor Jonathan Wilson declared **RESOLUTION 07-23-01** to be duly passed.

**APPROVAL FOR OUTDOORS ACTIVITIES REQUEST – FIRST LUTHERAN CHURCH**

An Outdoors Activities Request Form from the First Lutheran Church was presented to Council. Date of the event is July 12, 2023. Request to have the street between the church and its parking lot closed.

On motion by Councilperson Paul Harris, seconded by Councilperson Gene Hildebrandt, the council approved the outdoor event and road closure.

Upon voice vote, it was unanimous.

**APPROVAL FOR OUTDOORS ACTIVITIES REQUEST – EAGLES CLUB**

An Outdoors Activities Request Form for the Eagles Club was presented to Council. Date of the event is August 12, 2023. Request for blocking off first two rows of parking nearest to 1<sup>st</sup> Avenue South for an outdoor band and games, barricades to block off a portion of the 10 block of 7<sup>th</sup> Street South.

On motion by Councilperson Kathleen Hanson, seconded by Councilperson Gene Hildebrandt, the council approved the outdoor event and road closure.

Upon voice vote, it was unanimous.

On motion by Councilperson Sue Craig, seconded by Councilperson Paul Harris, the meeting adjourned at 6:20 p.m.

Kristin Hurley  
City Clerk Treasurer