



City Council Meeting Minutes

February 04, 2026 at 5:30 PM

St. James City Hall – Council Chambers

1. CALL TO ORDER

Meeting called to order at 5:30 p.m.

2. ROLL CALL: Mayor Christopher Whitehead, Councilpersons: Susan Craig, Kathleen Hanson, Paul Harris, Stephen Lindee, Hannah Rushing

PRESENT: Mayor Christopher Whitehead, Councilpersons Sue Craig, Kathleen Hanson, Paul Harris, Stephen Lindee, Hannah Rushing

STAFF PRESENT: City Manager Amanda Knoll, City Clerk-Treasurer Kris Hurley, City Attorney Mike Kircher

3. DETERMINATION OF QUORUM

4. APPROVAL OF MINUTES

A. Consideration to Approve Minutes – 01.20.2026 Council Meeting

Motion made by Hanson, Seconded by Rushing.

Voting Yea: Craig, Hanson, Harris, Lindee, Rushing

Upon voice vote, the motion was unanimously approved.

5. CONSENT ITEMS

A. Payment of Claims and ACH Payments

Payment of Claims totaling \$666,903.27 is as follows: \$266,994.51 Check No. 705804 - 705868 and \$399,908.76 ACH No. 2214 - 2232 as listed in the check register.

Motion made by Craig, Seconded by Harris.

Voting Yea: Craig, Hanson, Harris, Lindee, Rushing

Upon voice vote, the motion was unanimously approved.

6. SCHEDULED BID LETTING

7. SCHEDULED PUBLIC HEARINGS

8. ADMINISTRATIVE APPEALS

9. FINANCIAL REPORTS

10. LICENSES AND PERMITS

A. Consideration to Approve Gambling License - Pheasants Forever, Watonwan County Chapter #0725

Pheasants Forever - Watonwan County Chapter #0725, submitted a gambling permit application to host a raffle at the St. James American Legion located at 620 1st Avenue South on March 30, 2026.

Motion made by Harris, Seconded by Lindee.

Voting Yea: Craig, Hanson, Harris, Lindee, Rushing

Upon voice vote, the motion was unanimously approved.

11. OLD BUSINESS

12. NEW BUSINESS

A. Consideration to Approve New Hire - Fire Department Officers

The following fire department members have accepted positions with the St. James Fire Department as Officials. The start date for these positions is January 1, 2026.

Lucus Sandbo, Fire Chief

Seth Basmoen, Assistant Fire Chief

Seth Reinke, Assistant Fire Chief

Joe Thulien, Captain - Truck 1

Shawn Gappa, Captain - Truck 2

Danny Rotert, Captain - Truck 3

Josh Moll, Captain - Truck 4

Mike Wolner, Captain - Truck 5

Bob Moll, Captain - Truck 6-7

Chris Whitehead, Captain - Truck 8-9

Nicholas Kielas, Fire Department Secretary

Motion made by Rushing, Seconded by Craig.

Voting Yea: Craig, Hanson, Harris, Lindee, Rushing

Upon voice vote, the motion was unanimously approved.

B. Consideration to Approve Purchase Request - Ambulance Equipment Replacement

The Ambulance Department is requesting approval to purchase LUCAS 2 automatic chest compression devices for each ambulance rig through Zoll. This equipment will replace the current Stryker LUCAS devices, which are no longer supported or serviceable due to discontinued maintenance and replacement parts.

The total cost for the LUCAS 2 devices (Zoll AutoPulse NXT) is \$57,391.72, which also includes four Zoll AEDs for various city departments; those costs will be allocated to the appropriate departments. This purchase is not included in the 2026 budget and would be funded through the Ambulance Fund. Financing is available at 0% for three years.

The St. James Ambulance Association has committed to contributing \$3,000 annually for three years towards the purchase of this equipment.

Motion made by Craig, Seconded by Harris.

Voting Yea: Craig, Hanson, Harris, Lindee, Rushing

Upon voice vote, the motion was unanimously approved.

- C. Consideration to Approve First Reading of Proposed Ordinance No. 035, 4th Series - Amending Chapter §114.08(F) to the St. James City Code Pertaining to Mobile Food Units Location

The proposed ordinance No. 035, 4th Series amends the City Code to prohibit mobile food units from parking in the downtown parking lot.

Motion made by Craig, Seconded by Hanson. Upon hand vote, the following voted:

Voting Yea: Craig, Hanson, Harris, Lindee

Voting Nay: Rushing

Whereupon Mayor Christopher Whitehead declared Ordinance 035, 4th Series to have received its first reading.

- D. Consideration to Approve Agenda Request - Jon Wilson, Watonwan County Cares

Motion made by Craig, Seconded by Lindee.

Voting Yea: Craig, Hanson, Harris, Lindee, Rushing

Upon voice vote, the motion was unanimously approved.

Jon Wilson and Julio Zelaya addressed Council on behalf of Watonwan County Cares. They spoke about protecting residents and prevent abuses by Immigration, Customs and Enforcement (ICE). They provided a list of policies that they would like the City of St. James to adopt.

Motion made by Harris to schedule a work session with Council and Watonwan County Cares to collaborate on the policy requests.

Voting Yea: Craig, Hanson, Harris, Lindee, Rushing

Upon voice vote, the motion was unanimously approved.

13. REPORT OF BOARDS, COMMISSIONS AND DEPARTMENT HEADS

14. ADJOURNMENT

Motion made by Rushing, Seconded by Lindee.

Voting Yea: Craig, Hanson, Harris, Lindee, Rushing

All Yea - motion carried. The meeting adjourned at 6:09 p.m.

Kristin Hurley, City Clerk-Treasurer