



City Council Meeting Minutes

March 04, 2025 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: Susan Craig, Kathleen Hanson, Stephen Lindee, Hannah Rushing

ABSENT: Councilperson: Paul Harris

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 – 02.18.2025 Council Meeting

Motion made by Rushing, Seconded by Lindee.

Voting Yea: Craig, Hanson, Lindee, Rushing

Upon voice vote, it was unanimously approved.

5. CONSENT ITEMS

A. Payment of Claims and ACH Payments

Payment of Claims totaling \$647,434.90 is as follows: \$241,394.48 Check No. 703626-703633, 703640 - 703713 and \$406,040.42 ACH No. 1853, 1862 - 1874 as listed in the check register.

Motion made by Hanson, Seconded by Craig.

Voting Yea: Craig, Hanson, Lindee, Rushing

Upon voice vote, it was unanimously approved.

6. SCHEDULED BID LETTING

7. SCHEDULED PUBLIC HEARINGS

8. ADMINISTRATIVE APPEALS

9. FINANCIAL REPORTS

10. LICENSES AND PERMITS

11. OLD BUSINESS

- A. Consideration to Approve Proposed Ordinance No. 026, 4th Series - Amending Chapter 90.006 of the St. James City Code Pertaining to Public Nuisances - 2nd Reading

On motion by Hanson, Seconded by Rushing Ordinance No. 026, 4th Series - Amending Chapter 90.006 of the St. James City Code Pertaining to Public Nuisances, received its second reading. Upon hand vote the following voted:

Voting Yea: Craig, Hanson, Lindee, Rushing

Whereupon Mayor Christopher Whitehead declared said Ordinance No. 26, 4th Series to have received its second reading.

12. NEW BUSINESS

- A. Consideration to Approve Resolution 03.25.01 - Approving Proposed Ordinance Title and Summary Publication

Resolution 03.25.01 Approving Ordinance 026, 4th Series Amending Chapter 90.006 to the St. James City Code Pertaining to Public Nuisances and Authorizing the Title and Summary for Publication.

Motion made by Lindee, Seconded by Craig.

Voting Yea: Craig, Hanson, Lindee, Rushing

Whereupon Mayor Christopher Whitehead declared Resolution 03.25.01 duly passed 4-0

- B. Consideration to Approve Resolution 03.25.02 - Designating Public Space for the Development of an Archery Range

Resolution 03.25.02 - Designating Public Space for the Development of an Archery Range

Motion made by Rushing, Seconded by Hanson.

Voting Yea: Craig, Hanson, Lindee, Rushing

Whereupon Mayor Christopher Whitehead declared Resolution 03.25.02 duly passed 4-0

- C. Consideration to Approve Resolution 03.25.03 - Authorizing the Mayor to Enter into the Agreement for Professional Services with Bolton and Menk, Inc.

Resolution 03.25.03 - Authorizing the Mayor to Enter into the Agreement for Professional Services for Airport Planning, Engineering, and Construction Services Between Bolton and Menk, Inc. and the St. James Municipal Airport (JYG)

Motion made by Craig, Seconded by Lindee.

Voting Yea: Craig, Hanson, Lindee, Rushing

Whereupon Mayor Christopher Whitehead declared Resolution 03.25.03 duly passed 4-0

- D. Consideration to Approve Resolution 03.25.04 - Declaring Excess Property

Resolution 03.25.04 - Declaring Abandoned and Surplus Property and Ordering the Disposal

Motion made by Hanson, Seconded by Rushing.

Voting Yea: Craig, Hanson, Lindee, Rushing

Whereupon Mayor Christopher Whitehead declared Resolution 03.25.04 duly passed 4-0

- E. Consideration to Approve Resolution 03.25.05 - Granting Special Use Permit to Allow for Storage of Gasoline

Resolution 03.25.05 - Granting Special Use Permit to Allow for Storage of Gasoline in a I-2 "General Industrial District"

Motion made by Lindee, Seconded by Rushing.

Voting Yea: Craig, Hanson, Lindee, Rushing

Whereupon Mayor Christopher Whitehead declared Resolution 03.25.05 duly passed 4-0

- F. Consideration to Approve Resolution 03.25.06 - Establishing Date and Time of Planning and Zoning Commission Meetings

Resolution 03.25.06 - Establishing Date and Time of Planning and Zoning Commission Board Meetings

Motion made by Rushing, Seconded by Lindee.

Voting Yea: Craig, Hanson, Lindee, Rushing

Whereupon Mayor Christopher Whitehead declared Resolution 03.25.06 duly passed 4-0

- G. Consideration to Approve Resolution 03.25.07 - Authorizing Participation in Watonwan County Housing Study

Resolution 03.25.07 - Authorizing Participation in Watonwan County Housing Study

Motion made by Craig, Seconded by Hanson.

Voting Yea: Craig, Hanson, Lindee, Rushing

Whereupon Mayor Christopher Whitehead declared Resolution 03.25.07 duly passed 4-0

- H. Consideration to Approve Resolution 03.25.08 - Authorizing the Economic Development Director to Enter into the Agreement for Natural Gas Energy Analysis with CenterPoint Energy

Resolution 03.25.08 - Authorizing the Economic Development Director to Enter into the Agreement for Natural Gas Energy Analysis Between CenterPoint Energy and the City of St. James

Motion made by Craig, Seconded by Lindee.

Voting Yea: Craig, Hanson, Lindee, Rushing

Whereupon Mayor Christopher Whitehead declared Resolution 03.25.08 duly passed 4-0

- I. Consideration to Approve Resolution 03.25.09 - Authorizing the Economic Development Director to Enter into the Host Site Agreement for the Recharge St. James EV Ride and Drive Event

Resolution 03.25.09 - Authorizing the Economic Development Director to Enter into the Host Site Agreement for the Recharge St. James EV Ride and Drive Event Between Recharge America, Climate Smart - St. James, St. James Public Community Education, and the City of St. James

Motion made by Hanson, Seconded by Rushing.

Voting Yea: Craig, Hanson, Lindee, Rushing

Whereupon Mayor Christopher Whitehead declared Resolution 03.25.09 duly passed 4-0

13. REPORT OF BOARDS, COMMISSIONS AND DEPARTMENT HEADS

14. ADJOURNMENT

Motion made by Rushing, Seconded by Lindee.

Voting Yea: Craig, Hanson, Lindee, Rushing

All Yea - motion carried. The meeting adjourned at 6:02 p.m.

Kristin Hurley, City Clerk-Treasurer