



City Council Meeting Minutes

March 17, 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

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

STAFF PRESENT: City Manager Amanda Knoll, Deputy City Clerk-Treasurer Kathy Grothem, City Attorney Mike Kircher

3. DETERMINATION OF QUORUM

4. APPROVAL OF MINUTES

A. Consideration to Approve Minutes – 03.10.2026 Council Meeting

Motion made by Lindee, Seconded by Hanson.

Voting Yea: Craig, Hanson, Lindee

Voting Abstaining: Harris

Upon voice vote, it was approved 3-1-0.

5. CONSENT ITEMS

A. Payment of Claims and ACH Payments

Payment of claims totaling \$190,174.16 is as follows: \$190,174.16 Check No. 706057-706129 as listed in the check register.

Motion made by Craig, Seconded by Harris.

Voting Yea: Craig, Hanson, Harris, Lindee

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

12. NEW BUSINESS

- A. Consideration to Approve Resolution 03.26.07 - Expressing Appreciation to Tracy Anderson Upon Her Retirement

Tracy Anderson, EMT with the St. James Ambulance, has given her intent to retire from the City of St. James effective March 31, 2026. Council congratulated her and thanked her for her service to the community.

Motion made by Hanson, Seconded by Lindee.

Voting Yea: Craig, Hanson, Harris, Lindee

Whereupon Mayor Christopher Whitehead declared Resolution 03.26.07 duly passed 4-0.

- B. Consideration to Approve Resolution 03.26.08 - Approving the St. James CVB Budget for the Year 2026

Resolution 03.26.08 approves the St. James CVB Budget for the Year 2026.

Motion made by Harris, Seconded by Hanson.

Voting Yea: Craig, Hanson, Harris, Lindee

Whereupon Mayor Christopher Whitehead declared Resolution 03.26.08 duly passed 4-0.

- C. Consideration to Discuss and Approve Resolution 03.26.09 - Appointing City Council Vacancy

Following the City Council interviews for the vacant council position at the March 10, 2026 meeting, council members individually submitted their rankings of the applicants to the City Manager. The rankings were compiled into a summary format for review. Hanson recommended offering the position to Mary Shupe as she received the highest point score.

Resolution 03.26.09 appoints Mary Shupe to fill the City Council Vacancy.

Motion made by Hanson, Seconded by Lindee.

Voting Yea: Craig, Hanson, Harris, Lindee

Whereupon Mayor Christopher Whitehead declared Resolution 03.26.09 duly passed 4-0.

- D. Proposed Fiber-to-the-Home Network Expansion Presentation, Fidium Fiber

Representatives from Fidium Fiber gave an overview of their proposed Fiber-to-the-Home network expansion. Fidium Fiber intends to construct fiber optic infrastructure to serve approximately 2,000 locations within the community, with construction anticipated to begin Spring 2026.

Motion made by Harris, Seconded by Lindee to approve the expansion project.

Voting Yea: Craig, Hanson, Harris, Lindee

Upon voice vote, it was unanimously approved.

13. REPORT OF BOARDS, COMMISSIONS AND DEPARTMENT HEADS

14. ADJOURNMENT

Motion made by Harris, Seconded by Lindee.

Voting Yea: Craig, Hanson, Harris, Lindee

All Yea - motion carried. The meeting adjourned at 5:51 p.m.

Kathy Grothem, Deputy City Clerk-Treasurer