



City Council Meeting Minutes

August 05, 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. PLEDGE OF ALLEGIANCE

3. ROLL CALL: Mayor Christopher Whitehead, Councilpersons: Susan Craig, Kathleen Hanson, Paul Harris, Stephen Lindee, Mary Shupe

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

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

4. DETERMINATION OF QUORUM

5. APPROVAL OF MINUTES

A. Consideration to Approve Minutes – 07.21.2026 Council Meeting

Motion made by Harris, Seconded by Lindee.

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

Upon voice vote, it was unanimously approved.

6. CONSENT ITEMS

A. Payment of Claims and ACH Payments

Payment of claims totaling \$796,718.18 is as follows: \$310,624.68 check numbers 706909 - 706914, 706919 - 706995 and ACH numbers 2419 - 2437 as listed in the check register.

Motion made by Hanson, Seconded by Shupe.

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

Upon voice vote, it was unanimously approved.

7. SCHEDULED BID LETTING

8. SCHEDULED PUBLIC HEARINGS

9. ADMINISTRATIVE APPEALS

10. FINANCIAL REPORTS

11. LICENSES AND PERMITS

12. OLD BUSINESS

- A. Consideration to Approve Second Reading of Proposed Ordinance No. 037, 4th Series - Rezoning Property from I-2, General Industrial, to B-2, Service Business District

Ordinance No. 037, 4th Series - If approved would rezone property located at 301 Armstrong Blvd. North from I-2, General Industrial, to B-2, Service Business District.

Motion made by Craig, Seconded by Harris Ordinance No. 037, 4th Series received its second reading. Upon hand vote, the following voted:

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

Whereupon Mayor Christopher Whitehead declared Ordinance No. 037, 4th Series to have received its second reading.

- B. Consideration to Approve Second Reading of Proposed Ordinance No. 038, 4th Series - Rezoning Property from B-2, Service Business District, to I-2, General Industrial

Ordinance No. 038, 4th Series - If approved would rezone property located at 806 1st Avenue South from B-2, Service Business District, to I-2, General Industrial District.

Motion made by Craig, Seconded by Lindee Ordinance No. 038, 4th Series received its second reading. Upon hand vote, the following voted:

Voting Yea: Craig, Harris, Lindee

Voting Nay: Hanson, Shupe

Whereupon Mayor Christopher Whitehead declared Ordinance No. 038, 4th Series to have received its second reading.

13. NEW BUSINESS

- A. Consideration to Approve Resolution 08.26.01 - Approving Ordinance No. 037, 4th Series Rezoning Property from I-2, General Industrial, to B-2, Service Business District

Resolution 08.26.01 rezones property located at 301 Armstrong Blvd North from I-2, General Industrial District, to B-2, Business Service District and approves the title and summary for publication.

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

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

Whereupon Mayor Christopher Whitehead declared Resolution 08.26.01 duly passed 5-0.

- B. Consideration to Approve Resolution 08.26.02 - Approving Ordinance 038, 4th Series Rezoning Property from B-2, Service Business District, to I-2, General Industrial

Resolution 08.26.02 rezones property located at 806 1st Avenue South from B-2, Business Service District, to I-2, General Industrial District, and approves the title and summary for publication.

Motion made by Harris, Seconded by Lindee. Upon hand vote, the following voted:

Voting Yea: Craig, Harris, Lindee

Voting Nay: Hanson, Shupe

Whereupon Mayor Christopher Whitehead declared Resolution 08.26.02 duly passed 3-2.

- C. Consideration to Approve Resolution 08.26.03 - Adopting the St. James Police Department Policy Regarding Interactions with Outside Law Enforcement Agencies

Resolution 08.26.03 adopts the St. James Police Department's policy regarding interactions with outside law enforcement agencies. The policy establishes the Police Departments guiding principles for working with local, county, state, tribal, and federal law enforcement agencies while reaffirming the Police Departments commitment to professionalism, impartiality, and compliance with applicable federal, state, and local laws.

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

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

Whereupon Mayor Christopher Whitehead declared Resolution 08.26.03 duly passed 5-0.

- D. Consideration to Accept Resignation - Seth Reinke, Police Officer

Seth Reinke, Police Officer has given his intent to resign from the City of St. James effective August 10, 2026.

Motion made by Craig, Seconded by Harris. Upon voice vote, the following voted to accept Seth's resignation.

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

Upon voice vote, it was unanimously approved.

- E. Consideration to Approve New Hire - Cody Monreal, Police Officer

Cody Monreal has completed the hiring process for the police department for the position of full-time police officer. His start date is slated for August 10, 2026. His rate of pay has been set to \$29.71 per hour, step 1 in accordance with the approved 2026 police union wage scale.

Motion made by Harris, Seconded by Lindee. Upon voice vote, the following vote to accept the new hire:

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

Upon voice vote, it was unanimously approved.

- F. Consideration to Approve First Reading of Proposed Ordinance No. 039, 4th Series - Amending Chapter 72 of the St. James City Code by Repealing and Replacing §72.35 through §72.37 Relating to the Operation of Golf Carts

Proposed Ordinance No. 039, 4th Series: An ordinance amending Chapter 72 of the St. James City Code by repealing and replacing paragraphs 72.35 through 72.37 relating to the operation of golf carts was presented for consideration. No motion was made by any Council Member; therefore, no action was taken on the proposed ordinance.

14. REPORT OF BOARDS, COMMISSIONS AND DEPARTMENT HEADS

15. ADJOURNMENT

Motion made by Lindee, Seconded by Craig.

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

All Yea - motion carried. The meeting adjourned at 5:53 p.m.

Kristin Hurley, City Clerk-Treasurer