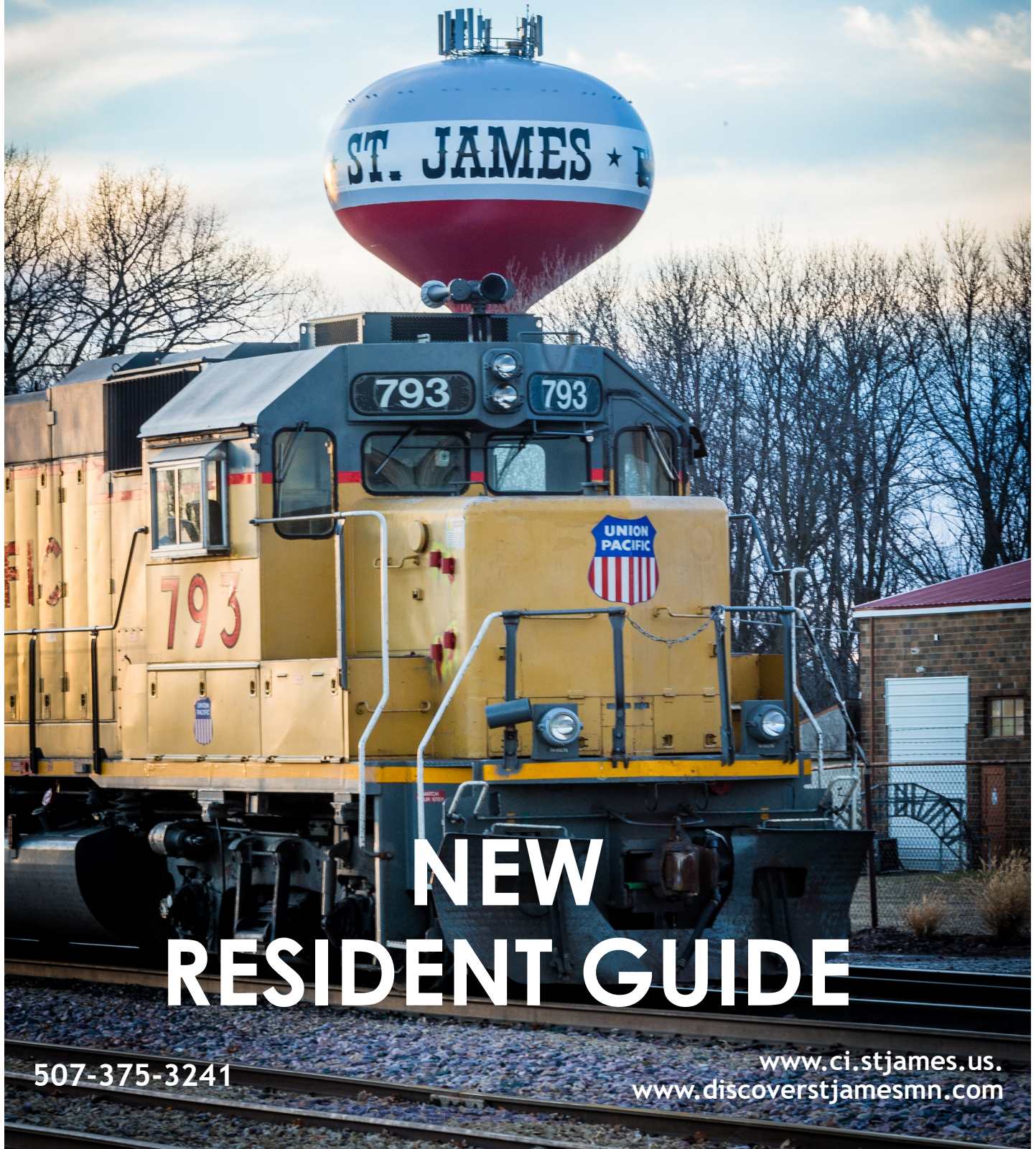


Welcome



NEW RESIDENT GUIDE

507-375-3241

www.ci.stjames.us
www.discoverstjamesmn.com

Welcome to St. James, MN

The City of St. James is a Home Rule Charter City.

The city is divided into two wards with Armstrong Boulevard being the division between ward one and ward two. Two Aldermen represent each ward and one Alderman is an at large position. The Aldermen are elected to a four year term. The Mayor is a two year term and the Mayor has no vote in the proceedings of council meetings except in the case of a tie vote. The City Manager is the head of the administrative branch of city government and is responsible for the day to day operation of the various city departments (except for the Police Department-which is the responsibility of the Mayor). The City Council meets on the 1st and 3rd Tuesdays of each month at the Community Building at 5:30 p.m. Council meetings are broadcasted live on Mediacom Public Access channel and on the city's Utube channel.



Mayor Gary Sturm

Important phone numbers & websites:

City of St. James City Hall

124 Armstrong Blvd S, PO Box 70
507-375-3241



City Website:

<http://www.ci.stjames.mn.us>

- ⇒ Utility Information
- ⇒ City Ordinances, City Council meetings
- ⇒ Detailed Permit Information & Applications
- ⇒ Park Listings, Swimming Pool, Campground, Movie Theater

Community/ Chamber of Commerce Website:

<https://discoverstjamesmn.com/>

- ⇒ Event Calendar
- ⇒ Things to do in St. James
- ⇒ Business Directory
- ⇒ Housing Information
- ⇒ MORE detailed information on moving to St. James

Community Directory

City Hall	507-375-3241
Chamber of Commerce	507-375-3333
Watsonwan County Library	507-375-1278
St. James School District	507-375-5974
St. James Post Office	507-375-5271
St. James Police	507-375-3121
St. James Fire & Rescue	911
Mayo Clinic Health System	507-375-3261
Community Building	507-375-4370
Health & Human Services	507-375-3294
License Center	507-375-1219

Find us on Facebook!

facebook.com/stjames.mn
facebook.com/discoverstjamesmn



IMPORTANT CITY INFORMATION

Snow Emergency

The City of St. James may declare a snow emergency after an accumulation of three (3") inches or more of snowfall. During a snow emergency, no vehicle may park on any city street until the street has been completely cleared / plowed from curb to curb.

Any vehicle parked in violation of this parking restriction shall be issued a \$125 ticket for the first offense, and a \$150 ticket for subsequent offenses during the same snowfall. Vehicles found in violation will also be towed at the owners' expense.

Check the City of St. James website for more information or call the snow emergency line at 507-375-8296.

Lawn & Weed Maintenance

Mowing grass into the street is prohibited. Grass in the street not only clogs up the storm sewer system, which can cause street flooding and possible water backup into homes, it is also environmentally damaging to St. James Lake and St. James Creek.

Residents are responsible for the clean-up of yard debris, grass and other garden related material. The Meadowlark Compost site (33890 733rd Avenue) is available for disposal of these items,

Volunteer trees growing next to the foundation of buildings should be removed as they can cause cracks in your foundation and harm the structure of the building.

Animal License

An animal license is only required for canines over the age of three (3) months. Cats are exempt from being licensed in the City of St. James. All canines residing within city limits are required to have a dog tag that has been issued by the City of St. James. In order to acquire this dog tag you will need to go to



...Animal license cont.

City Hall with proof of current rabies vaccine on your animal from a licensed veterinarian and a pay a one-time fee of \$25.00. A dog license will then be issued. This is a lifetime license for that dog.

Rental License

The City of St. James requires that all landlords obtain a rental license. Any house that is occupied by anyone other than the owner of the property, even if it is a family member, is considered to be a rental property. A rental license must be applied for each year and will be good through the 31st of December. A fee of \$40.00 will be collected at the time that the rental application is received.

Building permits

Governed under the MN Building Code, permits are required for any owner or contractor who intends to construct, enlarge, alter, repair, move, demolish, or change the occupancy/use of a building or structure.

Burning Permits

Burning permits are available at City Hall for no charge. Burning is allowed to take place May 1st through May 31st and October 15th through December 1st between the hours of 8:00 o'clock a.m. and 8:00 o'clock p.m.

Dumpster Permit

The City of St. James requires you to apply for a dumpster permit if you plan to rent a dumpster or roll-off for any reason. The permit is available at no charge and can be acquired by stopping at City Hall and filling out the dumpster application. The City will need to know what company you are renting the dumpster or roll-off from before we can issue the permit.

NEW RESIDENT CHECKLIST



☐ **Water and Electric**

City of St. James

507-375-3241

Visit St. James City Hall at 124 Armstrong Blvd. South to set up utilities in person and pay deposits. Deposits are \$200 for any person renting or purchasing home by Contract for Deed.

☐ **Garbage Services**

West Central Sanitation

1-800-246-7630 (toll free)

Bags can be purchased at Superfair Foods located at 518 Armstrong Blvd N. A container can be rented from West Central Sanitation, but you must contact them for garbage services. City utilities do not have garbage services.

PICK UP SCHEDULE:

North of railroad tracks– Fridays

South of railroad tracks– Tuesdays

☐ **Recycling Services**

Hometown Sanitation

507-375-1122 (Office)

1-877-545-4877 (Toll free)

Must contact Hometown Sanitation for recycling container.

PICK UP SCHEDULE:

North of railroad tracks– every other Thursday

South of railroad tracks–every other Friday

☐ **Natural Gas Services**

Center Point Energy

1-800-245-2377 (Customer Service)

1-800-342-4166 (Service Meter Changes)

☐ **Communication Services**

Mediacom- 1-507-835-2356

Centurylink– 1-855-891-4083

Christensen Communications– 1-507-642-5555

Verizon Wireless- (True Value)- 1-507-375-4151

☐ **Register Pets**

All dogs must be licensed and tagged by the city. The cost is \$25.00. Visit City Hall to obtain license and tags.

☐ **Register to Vote**

Voter registration and absentee voting, is conducted by the Watonwan County Auditor's Office, 710 Second Avenue South, St. James, MN 56081, (507) 375-1210

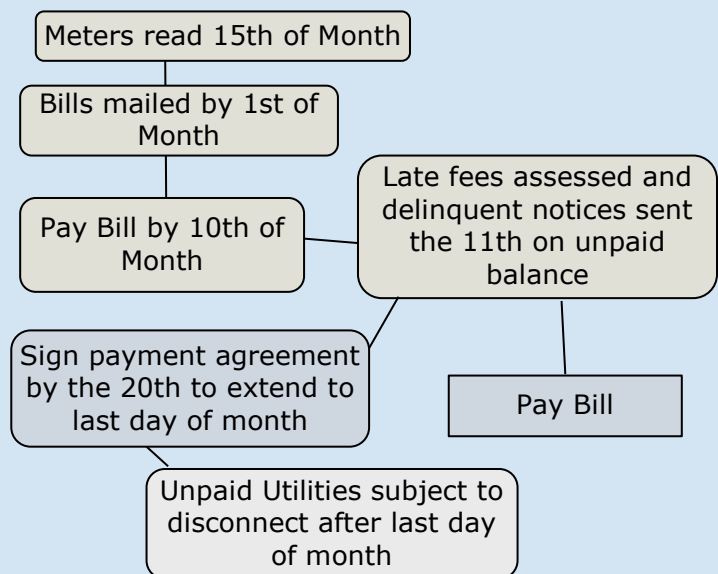
☐ **Sign up for Weather Alerts**

All residents of Watonwan are encouraged to register with CodeRED by going to www.public.coderedweb.com. Those without internet access may call 507-375-5841 Monday through Friday (8:00am-4:00pm) to supply information over the phone.

☐ **Sign up for City Notices**

Go to www.ci.stjames.mn.us and sign up for Notify Me to receive important city notices.

St. James Public Utilities Billing Process



You can pay your utility bill online: Go to xpressbillpay.com

⇒ View, track and pay your utility bill at no additional cost

⇒ Accepts credit cards, debit cards and electronic funds transfer

⇒ Sign up for paperless billing and view 2 years history