

**CITY OF BIRCHWOOD VILLAGE  
207 BIRCHWOOD AVENUE  
BIRCHWOOD, MINNESOTA**

**MINUTES OF THE CITY OF BIRCHWOOD VILLAGE LOCAL BOARD OF APPEAL AND  
EQUALIZATION MEETING OF 2022  
April 12, 2022, 6:00 P.M.**

**MEMBERS PRESENT:**

|                     |                           |
|---------------------|---------------------------|
| Mary Wingfield      | Mayor/LBAE Member         |
| Jon Fleck           | Councilmember/LBAE Member |
| Justin McCarthy     | Councilmember/LBAE Member |
| Kevin Woolstencroft | Councilmember/LBAE Member |
| Mark Foster         | Councilmember/LBAE Member |

**MEMBERS ABSENT:**

None

**STAFF:**

|                |                    |
|----------------|--------------------|
| Andy Gonyou    | City Administrator |
| Alan Kantrud   | City Attorney      |
| Chase Peloquin | City Assessor      |

**1. CALL TO ORDER**

Mayor Wingfield called the meeting to order at 6:00 p.m.

**2. CITY BUSINESS – REGULAR AGENDA**

- A. 2022 Assessment Report for Birchwood Village
  - a. Presentation from City Assessor
- B. Appeals
  - a. Board of Appeals and Equalization to hear appeals

The Local Board of Appeals and Equalization heard the appeals from the property owner(s) of two properties in Birchwood Village; 483 Lake Avenue & 529 Lake Avenue. A complete video recording of the full meeting is available online at [www.cityofbirchwood.com](http://www.cityofbirchwood.com).

**On a motion made by Mayor Wingfield, seconded by Councilmember McCarthy and carried unanimously, it was agreed to deny the request for a change at 529 Lake Avenue, but authorize the City Assessor to visit and review the property, create an analysis, and deliver that analysis to the County Board of Appeals.**

**On a motion made by Councilmember Fleck, seconded by Councilmember Foster and carried unanimously, it was agreed to deny the request for a change at 483 Lake Avenue.**

3. **ADJOURNMENT**

On a motion made by Councilmember Fleck, seconded by Councilmember Woolstencroft and carried unanimously, it was agreed that there was no further business of the Council to transact; the meeting was closed at 6:35 p.m. by Mayor Wingfield.

**DISCLAIMER**

The above minutes should be used as a summary of the motions passed and issues discussed at the meeting of the members of the Birchwood Village City Council. This document shall not be considered to be a verbatim copy of every word spoken at the meeting.

  
\_\_\_\_\_  
Mayor Mary Wingfield

6-2-22  
Date

  
\_\_\_\_\_  
City Administrator Rebecca Kellen

6-2-22  
Date