

**REGULAR MEETING OF THE CITY COUNCIL  
CITY OF BIRCHWOOD VILLAGE  
207 BIRCHWOOD AVENUE  
WASHINGTON COUNTY, MINNESOTA  
April 13, 2010**

**AGENDA**

**7:00 P.M.**

1. **CALL TO ORDER**

2. **PLEDGE OF ALLEGIANCE**

**PUBLIC HEARING**

**- City Code Chapter 617 and 2010 Fee Schedule**

1. Open Public Hearing **Action - None**
2. Explanation of Ordinance 2010-02 City Code Chapter 617
3. Explanation of Ordinance 2010-03 2010 Fee Schedule (2 Versions provided)
4. Receive Comments from the Public/Read Written Comments
5. Close Hearing

3. **APPROVE AGENDA**

**Action – Motion**

**REGULAR CITY COUNCIL MEETING**

4. **CONSENT AGENDA** Roll Call Vote. *(Consent Agenda items, listed on the following page, are defined as routine business, not requiring discussion and approved by a roll call vote. Councilmembers may elect to pull a Consent Agenda item(s) for discussion and/or separate action)*

5. **OPEN PUBLIC FORUM**

Visitors may share their comments or concerns on **any issue or agenda item** that is a responsibility or function of the City Council of Birchwood Village, not an issue as listed on this agenda. Persons who wish to address the City Council must fill out a comment card before the meeting begins and give it to the City Clerk or City staff. The mayor will ask you to come to the podium, state your name and address, and present your comments. Your presentation will be limited to no more than 3 minutes. The mayor reserves the right to limit an individual's presentation if it becomes redundant, repetitive, overly argumentative, or if it is not relevant to an issue that is part of the City Council's responsibilities. The mayor may also limit the number of individual presentations.

6. **CITY REPORTS**

**Action – Present Update/Info**

- A. Cable Operations – Update Greg Donovan/GNT 16

7. **NEW BUSINESS**

- A. Approval of Disbursements *(list provided)* **Action – Motion**

- Gaustad Request - December 2009 pay

- B. Tennis Court Update - John Lund, Park Commissioner **Action – Motion**

- C. Water Utility Issues **Action – Motions**

- Certified Water Operator – MN Department of Health Requirement for City of Birchwood

- Consumer Confidence Report (Drinking Water) – MN Department of Health Requirement for City of Birchwood to distribute to residents by July 1, 2010
  - MN-DPH Service Connection Fee – Change to quarterly vs. annual (included in utility bills)
- D. JPA Recycle Board – Mahtomedi Request to disband & JPA Board Insurance (2/22/10 renewal)
- E. Federal Reserve Pledge Agreement renewal

**8. UNFINISHED BUSINESS**

**Action – Discussion**

A. City Clerk - Update

- Qualifications, Skills & Abilities (Harper)

**Action – Motions**

- B. Approve minutes of Special City Council meeting October 20, 2009 (continued from October 13, 2009).
- C. Approval of Regular City Council meeting on February 9 and February 22, 2010 (continuation)
- D. City Mowing Bids (Carson)
- BF Lauzon Enterprizes
  - KEJ Enterprizes
  - McGrane
  - RJ's Maintenance
- E. Seal Coating – Elfering Quote (Maplewood quote previously provided)
- F. Street Sweeping Quotes (Brunner)
- McPhillips Company
  - BF Lauzon Enterprizes
  - KEJ Enterprizes
  - McGrane
  - RJ's Maintenance
- Cedar/Hall Street Striping
- G. Work Comp – Elected Officials & Volunteers
- Elected Officials & Volunteers (no current coverages)
  - Renewal 6/12/10 (date due May 1, 2010)
- H. LMCIT Loss Control Recommendations (outstanding)
- Written Contractor Safety program
  - 1<sup>st</sup> Aid & CPR Training of Season Employees
  - City Employees Vehicle Insurance
  - Fire Extinguisher Education Training of Employees

**10. OTHER BUSINESS**

- A. Galena Water Billing (Wingfield)
- B. Water Billing Issue – Hire Little Canada to resolve 2009 water billing issues
- C. RFP for City Assessor 2011

**11. COUNCIL/STAFF REPORTS**

- A. Councilmember Harper  
Comp Plan Update
- B. Councilmember Carson  
Park Commission
- C. Councilmember Nardecchia
- D. Councilmember Brunner  
*Rules of Procedure????*  
*Code of Conduct????*
- E. Mayor Wingfield

- City Attorney - meeting attendance (when needed)
  - Snow Plow Contract Terms
- F. City Attorney Kevin Sandstrom
- G. Clerk /Treasurer Cindie J Reiter  
Elections –Primary date/filing date/judges training & wage  
Administrative items – Audit, State Reporting compliance & requirements update,  
computer/copier issues, minutes, etc

12. **ADJOURNMENT**

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**4 .CONSENT AGENDA ITEMS**

- A. Approve the minutes of the Regular City Council meeting on March 9, 2010 as presented.
- B. Approve the minutes of the City Council Worksession and Special City Council meeting on March 22, 2010 as presented.
- C. Contract – Mary Sue Simmons