

**MINUTES  
SPECIAL MEETING  
OF BIRCHWOOD CITY COUNCIL  
AUGUST 24, 2021**

**Mayor Wingfield** opened meeting at 6:00pm

**PRESENT:** Mayor Wingfield, Councilmembers Fleck, McCarthy, Foster, Woolstencroft

**STAFF PRESENT:** City Administrator, Andy Gonyou; City Attorney, H. Alan Kantrud

**CITY BUSINESS – REGULAR AGENDA**

A. Second Reading Ordinance 2021-07-01, Amending City Code Sec 308

1. Mayor Wingfield gave some background information

a. Public hearing for City Code 308 which is the subdivision code which originated out of the subdivision task force and has been before the council for review and is now before the public for review.

2. Any comments at this time:

**MOTION TO CLOSE THE PUBLIC HEARING MADE BY COUNCILMEMBER WOOLSTENCROFT.  
SECONDED BY COUNCILMEMBER MCCARTHY: AYES: ALL MOTION PASSED**

Councilmember McCarthy made comments on the following changes

A. spell out that the council has to approve the preliminary and final plat

B. Page 7 and 8 Councilmember McCarthy noted some missing spaces and will send a notice to Andy to correct.

C. Page 9 – the 300 feet should be measured from the property lines

D. Page 12, Item T- EDF suggested to be spelled out (defined on page 8)

E. Page 13, D “12 months or determined by our city engineer”

F. Moratorium will expire upon publication next week.

**MOTION TO APPROVE THE SUBDIVISION 308 AS AMENDED BY COUNCILMEMBER FLECK.  
SECONDED BY COUNCILMEMBER MCCARTHY. AYES: ALL MOTION PASSED**

B. Second Reading of the 2021 Fee Schedule as Amended

**MOTION TO AMEND THE FEE SCHEDULE FROM PAGE 43 BY COUNCILMEMBER  
WOOLSTENCROFT. SECONDED BY COUNCILMEMBER MCCARTHY. AYES: ALL MOTION PASSED**

**MOTION MADE BY COUNCILMEMBER MCCARTHY TO APPROVE THE SUMMARY PUBLICATION  
OF 308 AND TO BE PUBLISHED FOREWITH IN THE WHITE BEAR PRESS. SECONDED BY  
COUNCILMEMBER FLECK. AYES: ALL MOTION PASSED.**

**Mayor Wingfield** mentioned that there were changes made on the Husnik property and they would like to proceed with subdividing along the front road into 3 lots with no installation of road, utilities, and disruption in the back lot. There would be three (3) very deep lots about 800 feet long, would meet code. The City should look into changing our subdivision code to address this situation. Going to ask the Task force to meet again to address this.

**City Attorney Kantrud** mentioned that the Subdivision 308 was the only thing that was noticed and posted. All the rest agenda items were not, so cannot be discussed since not posted.

**MINUTES/SpecialmeetingofCityCouncil/082421**

The August 24<sup>th</sup> Special meeting will cover:

1. Village Hall Roof Bids
2. 2022 Budget Review
3. City Code Sec. 301.050
3. City Covid-19 Protocols

City Administrator Gonyou will reach out to the homeowner at 117 Wildwood Ave to make sure he will be available for Monday unless he wants to be heard Friday 27<sup>th</sup> at 6:00pm.

**MOTION MADE BY COUNCILMEMBER FLECK TO ADJOURN. SECONDED BY COUNCILMEMBER FOSTER, AYES: ALL MOTION PASSED**

**ADJOURNED AT 6:26PM**

**ATTEST:**

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**MAYOR WINGFIELD**

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**CITY ADMINISTRATOR GONYOU**