

**MINUTES
SPECIAL COUNCIL MEETING
CITY OF BIRCHWOOD VILLAGE
August 30, 2021**

CALL TO ORDER

Mayor Wingfield called the meeting to order at 7:07pm and stated that the special meeting was being held remotely in compliance with 13D.021 subdivision 1 then shared the procedure for the public hearing and community comment

MEMBERS PRESENT: Mayor Mary Wingfield, Councilmembers John Fleck, Justin McCarthy, Mark Foster.
Absent: Kevin Woolstencroft

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

CITY BUSINESS – SPECIAL AGENDA

- A. Village Hall Roof Bids
 - 1. Mayor Wingfield talked to City Planner Doug Danks in regards to the roof snow load
 - 2. Asked Bruette and Berwald not to appear at meeting, need to have an engineering study first to tell us what to do
 - 3. Larson Engineering out of Vadnais Heights was suggested to get ahold of
 - a. They suggested that it would be under \$2,000 of an hourly basis
 - 4. Suggested to use spray foam on the inside for now
 - 5. Discussion was made on having a special meeting to have the two roofing contractors meet to talk to the council and Doug Danks

MOTION MADE BY MAYOR WINGFIELD TO AUTHORIZE \$2,000 TO DO AN ENGINEERING STUDY FOR THE ROOF. SECONDED BY COUNCILMEMBER MCCARTHY AYES: ALL

- B. 117 Wildwood Ave – Review of Administrative Decision Regarding Building
 - 1. City Administrator Gonyou reached out to Kathy Madore
 - a. She was looking to talk on City Code 308 which was approved August 24
 - 2. 117 Wildwood Ave is proceeding with a variance request
- C. 2022 Budget Review
 - 1. City Administrator Gonyou
 - a. Went through the budget and noted to the council on the last page, stayed the same as last year of \$512,000
 - b. Also noted some cost savings this year to some increases still evened out
 - c. Mayor Wingfield suggested to go through page to page
 - i. **Page One** - Councilmember McCarthy questioned the St Anthony budgeting of \$2,400
 - a. Mayor Wingfield talked with Shelly the representative from St Anthony and she said that it would probably be lower than that.
 - ii **Page two** –
 - a. Councilmember McCarthy asked about the \$400 to bank which is the service fee
 - b. Assessing services is for Chase Peloquin

- c. \$10,000 engineering services went up and questioned why
 - 1. Steve Thatcher is being asked to do more. His permit costs are covered by permit holder

iii. **Page three –**

- a. Councilmember McCarthy questioned about code red, do we use it even though it is \$100
 - 1. Mayor Wingfield mentioned that it is used when the county sends out important information and communicate with residents
- b. Councilmember McCarthy questioned about the pot holes increased costs
 - 1. Mayor Wingfield explained what that amount is used for crack filling, pot hole repair.

iv. **Page four –**

- a. No comment

v. **Page five**

- a. Mayor Wingfield suggested to keep \$2,000 in the miscellaneous account and pull out \$3,000 of it into an account for the Village hall restoration. All councilmembers agreed.

Mayor Wingfield asked to have this put on the September 14th meeting to certify it.

D. City Code Sec 301.050 – (NON-COMFORMING USES)

- 1. Councilmember McCarthy explained as to why he would like to have it looked at for changes from the code.

- a. Councilmember McCarthy brought up MN STAT 12.357 (nonconformities)
 - i. Birchwood's code on the wording of non-conforming use and structure and how confusing it can be.
 - ii. Went on to explain how it can be confusing for not only the planning commission by to those who wish to improve their property.
 - iii. Tried to clarify the non-conforming use and the non-conforming structure.

- a. Mayor Wingfield was about to trash this code altogether but with additional discussion is in agreement with what Councilmember McCarthy presented

- c. Councilmember Fleck discussed the 60% and also agreed with Councilmember McCarthy's input

- d. Councilmember Foster also agreed with what Councilmember put together

MOTION MADE BY COUNCILMEMBER MCCARTHY TO MOVE ON PUTTING THIS ON FOR FIRST READING AND PUBLIC HEARING ON SEPTEMBER 14TH, 2021. SECONDED BY COUNCILMEMBER FLECK. AYES: ALL

E. City Covid-19 Protocols (Mayor Wingfield/Councilmember Fleck)

- 1. Discussion was made on mandatory vaccinations or getting tested weekly
 - a. Question about how much is costs, right now it is free
- 2. City Attorney Kantrud mentioned that guidance from the LMC if the city does mandated it they would have to pay for the testing

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MOTION MADE BY MAYOR WINGFIELD TO REQUIRE EMPLOYEES TO EITHER PROVIDE PROOF OF A NEGATIVE COVID-19 VACCINATION TEST WEEKLY OR PROVIDE PROOF OF FULL VACCINATION. IF THERE IS A CHARGE COUNCIL WILL REVIST THIS. SECONDED BY COUNCILMEMBER FLECK. AYES: COUNCILMEMERS FLECK, MCCARTY, MAYOR WINGFIELD- NAYS: COUNCILMEMBER FOSTER. MOTION PASSED

MOTION MADE BY COUNCILMEMBER FOSTER TO ADJOURN. SECONDED BY COUNCILMEMBER MCCARTHY

ADJOURNED AT 8:04PM

ATTEST:

MAYOR WINGFIELD

CITY ADMINISTRATOR GONYOU