

**CITY OF BIRCHWOOD VILLAGE
REGULAR CITY COUNCIL MEETING
February 11th, 2020**

MINUTES

MEMBERS PRESENT: Mayor Mary Wingfield; Council Members: Randy LaFoy, Kevin Woolstencroft, & Jonathan Fleck

MEMBERS ABSENT: Councilmember Jessi Aakre

STAFF PRESENT: Tobin Lay, City Administrator; Alan Kantrud, City Attorney

OTHERS PRESENT: Elliot Rauscher (613 Wildwood Ave), Judy & Matt Duffy (505 Lake Ave), Barton Winter (1 Five Oaks Lane)

Mayor Wingfield called the regular meeting to order at 7:00pm. The pledge of allegiance was recited.

AGENDA APPROVAL

MAYOR WINGFIELD ADDED ITEM B TO THE REGULAR AGENDA SECTION K

MOTION WAS MADE BY COUNCILMEMBER LAFOY AND SECONDED BY COUNCILMEMBER WOOLSTENCROFT TO APPROVE THE ADGENDA AS AMENDED. ALL AYES. MOTION PASSED.

OPEN PUBLIC FORUM

Barton Winters (1 Five Oaks Ln): Listed items he felt were a concern in regard to the ice hockey rink and warming house.

ANNOUNCEMENTS

- A. Street snow removal comments should be sent to info@cityofbirchwood.com
- B. We are social, follow us on Facebook/Twitter and/or register for the email listserv

ADMINISTRATIVE PRESENTATION

- A. Sheriff Report
- B. Seth Plunkett Resigned from Roads Committee

CONSENT AGENDA

- A. Approve Regular Meeting Minutes from January 14, 2020
- B. Approve Special Meeting Minutes from February 6, 2020
- ~~C. Approve Treasurer's Report~~
- D. Resolution 2020-07, Rename Nordling Park to Polly's Park
- E. Approve Washington County Code Red Agreement

- F. Approve Comcast Extension Agreement
- G. Resolution 2020-08, Preliminary Assessment Franchise Not Renewed

MAYOR WINGFIELD PULLED CONSENT AGENDA ITEM C FOR FURTHER DISCUSSION.

MOTION WAS MADE BY COUNCILMEMBER LAFOY AND SECONDED BY COUNCILMEMBER FLECK TO APPROVE THE CONSENT AGENDA AS AMENDED. ALL AYES. MOTION PASSED.

- C. Approve Treasurers Report
 - a. Council and City Administrator deliberation on payment to Birch for services provided

MOTION WAS MADE BY COUNCILMEMBER LAFOY AND SECONDED BY COUNCILMEMBER WOOLSTENCROFT TO PROCESS PAYMENTS. ALL AYES. MOTION PASSED.

CITY BUSINESS – REGULAR AGENDA

- A. Cedar Street Vacant Lot
 - a. Discuss erosion control and tree preservation plan
 - i. **John & Danelle Hartman:** Explained actions taken and assurances against potential erosion.
- B. Water Superintendent Report
 - a. Water Backflow Shutoff
 - i. **Manship Plumbing:** Explained potential need for update to Birchwood's ordinances to be compliant with the State regulations.
 - b. Irrigation Permit (sprinkler systems)
 - i. **Manship Plumbing:** Advised permitting system be established to ensure proper installation.
 - c. Sewer Line Cleaning
 - i. **City Council Members:** Directed City Administrator to obtain quotes
- C. City Attorney's Report
 - a. Kay Beach Update
 - i. **Attorney Kantrud:** Advised Council on surveying all public parks

MOTION WAS MADE BY MAYOR WINGFIELD AND SECONDED BY COUNCILMEMBER LAFOY TO AUTHORIZE ATTORNEY KANTRUD TO SEEK ESTIMATES TO SURVEY PUBLIC LAKE EASEMENTS AND OTHER PUBLIC EASEMENTS AND UNDEVELOPED RIGHTS-OF-WAY. ALL AYES. MOTION PASSED.

- D. City Project No. 2019-1 – Lake Ave Mill, Overlay & Drainage
 - a. Council Deliberation
 - b. Approve Resolution 2019-26 for Special Assessment Hearing OR Amend Special Assessment Policy
 - i. Council elected to place approval of Amended Assessment Policy on the Consent Agenda for the March 2020 Regular City Council Meeting

- E. Wildwood Ave Stop Signs at Iris Street
 - a. Review Roads Committee Recommendation
 - b. Council Deliberation and Approval
 - i. **City Council:** Decided not to make any changes at this time but asked Councilmember Fleck and Administrator Lay to work together to recommend placement of mirror on Iris St bend by Halls Marsh.
- F. Ordinance 2017-07-01, Sec. 615 Exterior Storage
 - a. Council Deliberation and Approval
 - i. **Mayor Wingfield:** Expressed desire to change sections of Paragraph 8.

MOTION WAS MADE BY COUNCILMEMBER LAFOY AND SECONDED BY MAYOR WINGFIELD TO APPROVE FIRST READING OF ORDINANCE 2017-07-01, SEC. 615 AND SCHEDULE A SECOND READING AND PUBLIC HEARING. ALL AYES. MOTION PASSED.

- G. Water Meter Upgrades
 - a. Review Bids and Utility Committee Recommendation
 - b. Schedule Public Discussion & Vote
 - i. Item left pending for recommendation from staff of Saint Anthony Village.
- H. Lift Station 1 Update
 - a. Washington County Discussing Road Overlay
 - b. Catch Basin Removal
 - i. Council and Administrator Lay deliberated on proceeding with removal of catch basin & working with a resident to create a utility easement. City Attorney was assigned to write a proposed utility easement.
 - c. Bids for Scoping Residential Sewer Lines
 - i. **Administrator Lay:** Reminded Council that the residential sewer lines along Birchwood Lane still need to be scoped as part of the City's sewer joint-powers-agreement with White Bear Township-City will pay for scoping but affected residents would pay for any needed repairs.
- I. Planning Commission Recommendation
 - a. Ordinance 2020-02-01 Nominal & Accessory Structures Definitions
 - i. **Administrator Lay:** Explained recommendation and impact of change.
 - ii. **Attorney Kantrud:** Explained alterations made to specific language.

MOTION WAS MADE BY COUNCILMEMBER LAFOY AND SECONDED BY COUNCILMEMBER FLECK TO APPROVE FIRST READING OF ORDINANCE 2020-02-01 NOMINAL & ACCESSORY STRUCTURES DEFINITION AND SCHEDULE A SECOND READING AND PUBLIC HEARING. ALL AYES. MOTION PASSED.

- J. Council Member Reports
 - a. Mayor Wingfield
 - i. Centennial Preparations
 - 1. Researching Parks History/Signage
 - a. Bridget Sperl is researching park history in preparation of the centennial.

2. Twinning/Sister Cities – France
 - a. City Council members did not support this proposal.
- b. Councilmember LaFoy
 - i. Comcast Franchise Renewal
 1. Councilmember LaFoy updated Council Members on the status of the cable commission’s franchise negotiations with Comcast.

K. City Administrator’s Report

- a. Water Efficiency Rebate Program (WBL)
 - i. **Administrator Lay:** Explained opportunity for rebate program. Council members tabled this for now.
- b. Request to compensate Councilmember Woolstencroft for time spent fixing warming house heater.

MOTION WAS MADE BY MAYOR WINGFIELD AND SECONDED BY COUNCILMEMBER LAFOY TO COMPENSATE KEVIN WOOLSTENCROFT IN THE AMOUNT OF \$100 FOR FIXING WARMING HOUSE FURNACE. AYES: MAYOR WINGFIELD; COUNCILMEMBERS LAFOY & FLECK. ABSTENSIONS: WOOLSTENCROFT. MOTION PASSED.

- c. Personnel Committee Change

MOTION WAS MADE BY MAYOR WINGFIELD AND SECONDED BY COUNCILMEMBER FLECK TO APPOINT COUNCILMEMBER JESSI AAKRE TO REPLACE MAYOR WINGFIELD ON THE PERSONNEL COMMITTEE. ALL AYES. MOTION PASSED.

ADJOURN

MOTION WAS MADE BY COUNCILMEMBER WOOLSTENCROFT AND SECONDED BY COUNCILMEMBER LAFOY TO ADJOURN THE MEETING. ALL AYES. MOTION PASSED. MEETING ADJOURNED AT 9:02 PM.

ATTEST:

Mary Wingfield
Mayor

Tobin Lay
City Administrator - Clerk