

**CITY OF BIRCHWOOD VILLAGE
REGULAR CITY COUNCIL MEETING
March 10th, 2020**

MINUTES

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

STAFF PRESENT: Tobin Lay, City Administrator; Alan Kantrud, City Attorney; Steve Thatcher, City Engineer.

OTHERS PRESENT: Harmony Lewis (236 Cedar Street), Amanda Stanhope (19 Birchwood Lane), Elliot Rauscher & Kathy Weir (613 Wildwood), Greg Sherwood (15 Birchwood Lane), Tom Rafael (542 Wildwood Avenue).

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

AGENDA APPROVAL

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

OPEN PUBLIC FORUM

1. Barton: Stated ideas on the ice rink and possible synthetic ice

ANNOUNCEMENTS

- A. Canoe/kayak rack reservations open. See www.cityofbirchwood.com/events for details
- B. Please update your utility account contact info. Call utility billing dept. 612-782-3317
- C. A few boat slips are still available. See www.cityofbirchwood.com/docksfor details
- D. We are social, follow us on Facebook/Twitter and/or register for the email listserv

ADMINISTRATIVE PRESENTATION

- A. Sheriff Report
- ~~B. BDA Boat Slip Update~~
- C. NYDS Quarterly Report
- D. Trailer Purchase
- E. Lake Links Trail Update
- ~~F. 2040 Comprehensive Plan Update~~

MAYOR WINGFIELD ELECTED TO PULL ITEMS B AND F FROM THE ADMINISTRATIVE PRESENTATION FOR FURTHER DISCUSSION. ITEMS WERE PLACED AFTER REGULAR AGENDA ITEM D.

CONSENT AGENDA

- A. Approve Regular Meeting Minutes from February 11, 2020
- B. Approve Treasurer's Report
- C. Approve 2020 WBL Fire Contract
- D. Approve WBL Fireworks Fund Donation - \$200 (same as previous years)
- ~~E. Approve Schifsky's Crack Fill Quote~~
- F. Approve Support for and Commitment to Metro I-Net Reorganization

CITY ADMINISTRATOR LAY ELECTED TO PULL CONSENT AGENDA ITEM E FOR FURTHER DISCUSSION. ITEM WAS PLACED ON REGULAR AGENDA ITEM F, SUBSECTION E.

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

CITY BUSINESS – REGULAR AGENDA

- A. Variance Case No. 20-01-VB for 15 Birchwood Lane
 - a. Review Staff Recommendation
 - i. **Jason Rud** (EG Rud & Sons): Presented survey he completed for 15 Birchwood Lane and advocated for not needing to register the property pin.
 - ii. **Amanda Stanhope**(19 Birchwood Lane): Stated that she believed her property lines to be accurate and requested time to confirm.
 - iii. **City Attorney Kantrud**: Explained reason for request of extension to Variance request.
 - b. Approve Extension

MOTION WAS MADE BY COUNCILMEMBER FLECK AND SECONDED BY COUNCILMEMBER AAKRE TO DIRECT CITY ADMINISTRATOR LAY TO REQUEST AN EXTENSION UNDER MINNESOTA STATE STATUTE 15.99 TO EXTEND THE DEADLINE TO ACT BY 45 DAYS. ALL AYES. MOTION PASSED.

MOTION WAS MADE BY COUNCILMEMBER LAFOY AND SECONDED BY COUNCILMEMBER FLECK TO ADD 5 MINUTES TO REGULAR AGENDA ITEM A FOR FURTHER DISCUSSION. ALL AYES. MOTION PASSED.

- B. Cedar Street Vacant Lot
 - a. Discuss Erosion Control Plan
 - i. Council and homeowners discussed erosion plans moving forward.
 - ii. **City Engineer Thatcher**: Explained technicalities for homeowners to meet city code requirements.

MOTION WAS MADE BY MAYOR WINGFIELD AND SECONDED BY COUNCILMEMBER AAKRE TO ORDER THE DIRT IN EXCESS OF ORIGINAL TOPOGRAPHY BE REMOVED, ENSURE THE DESIGN BE IN COMPLIANCE WITH THE PLANS SUBMITTED WITH REGARD TO THE DITCH, THAT ALL ACTIONS BE COMPLETED WITHIN TWO WEEKS FROM TOMORROW & INCLUDE NOTICE TO THE CITY. ALL AYES. MOTION PASSED.

- b. Discuss and Approve Resolution 2020-09, Address Assignment

MOTION WAS MADE BY COUNCILMEMBER AAKRE AND SECONDED BY COUNCILMEMBER LAFOY TO ADOPT AND APPROVE RESOLUTION 2020-09, ADDRESS ASSIGNMENT. ALL AYES. MOTION PASSED.

- C. Jay Path Design & Preparation
 - a. Council Deliberation and Approval

MOTION WAS MADE BY COUNCILMEMBER LAFOY AND SECONDED BY COUNCILMEMBER AAKRE TO DIRECT CITY ADMINISTRATOR LAY TO WORK WITH THE

PROPERTY OWNERS AND BRIDGETTE SPERL TO SUBMIT A GRANT APPLICATION. ALL AYES. MOTION PASSED.

MOTION WAS MADE BY COUNCILMEMBER AAKRE AND SECONDED BY COUNCILMEMBER FLECK TO DIRECT CITY ADMINISTRATOR LAY TO PURCHASE WOODCHIPS FOR JAY PATH. ALL AYES. MOTION PASSED.

- D. City Attorney Report
 - a. 11 Birchwood Ln Utility Easement Update
 - b. Survey Quotes

PULLED ADMINISTRATIVE PRESENTATION ITEMS

- B. BDA Boat Slip Update
 - a. **Mayor Wingfield:** Discussed options to increase boat slip leases.

- F. 2040 Comprehensive Plan Update
 - a. **Mayor Wingfield:** Requested City Administrator Lay send Council Members the Capital Improvement Plan and proposed that Council Members review and make any revisions by March 25th 2020.

- E. Council Member Reports
 - a. Mayor Wingfield
 - i. Tighe-Schmitz Park Improvements
 - 1. Council deliberated on potential improvements/changes to pleasure rink and baseball field. Placed on April 2020 Regular City Council Meeting Agenda to allow residents to comment.
 - ii. Snow Blower
 - 1. Council deliberated on selling or disposing of one City owned snowblower. Council elected disposal.
 - b. Councilmember LaFoy
 - i. Wildwood Lift Station

MOTION WAS MADE BY COUNCILMEMBER LAFOY AND SECONDED BY COUNCILMEMBER AAKRE TO DIRECT CITY ADMINISTRATOR LAY TO ENGAGE WITH AN ENGINEER TO PREPARE A PRE-ENGINEERING STUDY FOR REPLACING THE WILDWOOD LIFT STATION; WITH A \$1,500 LIMIT. ALL AYES. MOTION PASSED.

- F. City Administrator Report
 - a. WBL Water Meeting & Tour
 - i. Mayor and Councilmember LaFoy will select a date and attend along with City Administrator in April 2020
 - b. Water Meter Update
 - i. Council deliberation on directing Utilities Committee to seek further information on existing proposals.
 - c. Iris St. Mirror
 - i. Update on placement of mirror. Councilmember Fleck will donate a reflective product.
 - d. Washington County Historical Society Visit

MAYOR WINGFIELD DIRECTED ADMINSTRATOR LAY TO SELECT A REGULAR CITY COUNCIL MEETING IN WHICH THE WASHINGTON COUNTY HISTORICAL SOCIETY COULD BE ADDED.

PULLED CONSENT AGENA ITEM

E. Approve Schifsky's Crack-Fill Quote

MOTION WAS MADE BY MAYOR WINGFIELD AND SECONDED BY COUNCILMEMBER LAFOY TO APPROVE THE SCHIFSKY BIDS AS AMENDED TO PERFORM CRACK-FILLING AND REPAIR POTHOLES & WATER MAIN BREAK HOLES. ALL AYES. MOTION PASSED.

ADJOURN

MOTION WAS MADE BY COUNCILMEMBER WOOLSTENCROFT AND SECONDED BY COUNCILMEMBER FLECK TO ADJOURN THE MEETING. ALL AYES. MOTION PASSED. MEETING ADJOURNED AT 9:35 PM.

ATTEST:

Mary Wingfield
Mayor

Tobin Lay
City Administrator - Clerk