



AGENDA OF THE SPECIAL MEETING OF
THE CITY COUNCIL
CITY OF BIRCHWOOD VILLAGE
WASHINGTON COUNTY, MINNESOTA
February 15, 2022
7:00 P.M.

NOTE: Due to Open Meeting Law restrictions, the City Council may be discussing agenda items for the first time. Your patience and understanding is appreciated during this process.

CALL TO ORDER

In light of the status of the ongoing Covid-19 health pandemic the City of Birchwood Village is conducting this Special meeting using interactive web-based technology. Pursuant to Minnesota Statutes, Chapter 13D. 021 Subdivision 1(1) the City of Birchwood is declaring that, “an in-person meeting or a meeting conducted under section 13D.02 is not practical or prudent because of a health pandemic...”

The meeting will be conducted using the Zoom meeting platform and the details of that are directly below for participating. If you plan to attend it is suggested that you familiarize yourself with the technology in advance.

The Moderator of the meeting shall be City Administrator Andy Gonyou and all participants, except Council Members, shall have their microphones muted unless recognized by the Mayor. This meeting will be broadcast via the Cable Commission like other meetings.

Topic: Birchwood Village City Council Meeting

Time: **Feb 15, 2022 07:00 PM** Central Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/83006953133?pwd=V0J4T2ZOdTFVSUJDtFRmeEx0M2MyUT09>

Meeting ID: 830 0695 3133

Passcode: 814432

* Denotes items that have supporting documentation provided

CITY BUSINESS – REGULAR AGENDA

- A. Parks & Trails Long Term Planning
 - a. Polly’s Park Entrance
 - b. Feistner Park
 - c. Rotary Bench & Peace Pole

Time Budget: 20 Minutes
- B. Tennis Court Backboard
 - a. Council Deliberation

Time Budget: 10 Minutes
- C. Hall Avenue/Lake Links Final Design
 - a. Council Deliberation

Time Budget: 10 Minutes
- D. Long Term Capital Improvements & Maintenance Schedule* (pp. 3-4)
 - a. Council Deliberation

Time Budget: 20 Minutes
- E. Guiding Principles of Procedure Policy* (pp. 5)
 - a. Council Deliberation

Time Budget: 10 Minutes
- F. 2022 Council Assignments* (pp. 6)
 - a. Council Deliberation

Time Budget: 20 Minutes

ADJOURN

* Denotes items that have supporting documentation provided

From: [Mary Wingfield](#)
To: [Andy Gonyou](#)
Subject: Agenda item: Spreadsheet Schedule for major repairs/maintenance.
Date: Wednesday, January 5, 2022 10:17:28 AM

For review and discussion at workshop.

Spring and fall:

Catch basin monitoring/potential clean out

Clean off Village Hall roof

Street sweeping

Leaf pick up

Yearly

Crack fill, pot hole repair

2022

Initiate Wildwood lift station replacement

Lake Links shoulder rehab Hall Av

Paint Lines -- Hall/Cedar (every other year?)

2023

Seal coat roads (every 3-5 years, as needed)

2024

Inspect Flared ends for MS4 permit (every five years)

Trim back roadways (STS, every three to four years)

2025

Jet sewers (every five years unless data/camera show greater need) \$20k

2026, 27, or 28

Clean out Birch Rain garden (every 5-8 years. Done in 2021)

2030

Mill and overlay entire city (except Lake av done in 2020)

Review Tennis court surface (installed 2010)

2035 replace garage roof shingles

2041 paint Village hall

2042 replace water meter batteries

2050-2070 replace Village Hall roof

2086 replace playground equipment

Other issues TBD:

office furnace/ac

Cable room/chamber AC. Installed 2018
Boiler village hall

Lift station Dellwood replaced 2007
m

From: [Mary Wingfield](#)
To: [Andy Gonyou](#)
Subject: Jan agenda item
Date: Wednesday, January 5, 2022 10:06:39 AM

For consideration and discussion/ modification at Feb workshop for adoption. Please come prepared to discuss then.

Guiding Principles of Procedure:

All city staff and representatives:

Shall treat each other and residents fairly and with respect

Shall listen and work together to reach consensus without violating their individual judgment and conscience

Shall respect each others opinions and not take such conflict personally.

Shall be impeccable with their word (borrowed from the Four Agreements)...I e. assume good intent on the part of others

2021 Birchwood Village City Councilmember Assignments

Mayor Wingfield:

- Weeds Inspector
- Volunteer Coordinator
- Utility Committee
- Buildings

Councilmember Fleck:

- Parks
 - Ash
 - Birch
 - Elm
 - Wildwood
- Public Safety (Police)
- Acting Mayor
- Storm water/Drainage

Councilmember Woolstencroft:

- Roads
- Assistant Weeds Inspector

Councilmember Foster:

- Parks
 - Bloomquist
 - Polly's Park
 - Village Hall
- Dock Association Liaison
- Intergovernmental Relations
- Planning Commission Liaison

Councilmember McCarthy:

- Parks
 - Tighe-Schmitz
 - Dellwood
 - Kay Beach
- Personnel
- Website
- Grants