

CITY OF BIRCHWOOD VILLAGE
207 BIRCHWOOD AVENUE
BIRCHWOOD, MINNESOTA

MINUTES OF THE SPECIAL CITY COUNCIL MEETING
FEBRUARY 29, 2024, 7:00 P.M.

MEMBERS:

Margaret Ford	Mayor
Mark Foster	Councilmember
Ryan Hankins	Councilmember
Justin McCarthy	Councilmember
Katherine Weier	Councilmember

STAFF:

Rebecca Kellen City Administrator

Minutes prepared by Rebecca Kellen.

1. **CALL TO ORDER**

Mayor Ford called the meeting to order at 7:00 p.m.

2. **APPROVAL OF AGENDA**

On a motion made by Councilmember McCarthy, seconded by Councilmember Weier, it was resolved to approve the agenda. All in favor; motion carried.

The following change were made to the agenda:

- 232 Cedar Street was moved to the first item on the agenda and Approve Hiring of the Treasurer was moved to the second item.

3. **REGULAR AGENDA**

a. **232 Cedar Street:**

i. Public Forum

1. **Sergeant Matt Weiland, Civil Unit, Washington County Sheriff's Department**, explained that the property is in mortgage foreclosure and that on Tuesday they were called to the property on a report of suspicious activity. When they arrived at the property they found the individuals had a work order from the bank to lock down the property. The property was sold back to the bank on 8/10/23 and the 6 month redemption period began, which ended on 2/10/24.

2. **Deputy Henry Gibney, Washinton County Sheriff's Department**, discussed the gas leak incident explaining that there was a strong smell of gas reported and confirmed that an evacuation notice was served to surrounding residents. The gas was shut off by excel energy.
3. **John and Danelle Hartman, 234 Cedar Street**, indicated that a fireplace had been removed and the gas line remained open, which was what caused the incident. They expressed frustration with the comings and goings at 232 Cedar over the past months and that they have been in contact with the property management company and provided them with information.
4. **Harmony Lewis, 236 Cedar Street**, explained that she has been fearful of the ongongs at 232 Cedar with people coming in and out but has avoided contacting law enforcement as she did not feel comfortable doing so.

ii. Council Discussion.

On a motion made by Councilmember McCarthy and seconded by Mayor Ford, it was resolved to direct Attorney Alan Kantrud to work with the Sheriff to recoup excessive law enforcement charges retroactively if possible and going forward, per city code section 406. All in favor. Motion carried.

On a motion made by Councilmember McCarthy and seconded by Councilmember Foster, it was resolved to direct Attorney Alan Kantrud to follow section 407 of the city code and send a demand letter to the bank to register the property and begin proceedings to criminally cite the bank for failing to register with every day being another offense. All in favor. Motion carried.

b. **Approve Hiring of the Treasurer**

- i. **Rebecca Kellen, City Administrator**, indicated that Marsha Olson was recommended by Building Official Jack Kramer, and was interviewed by Mayor Margaret Ford, Mary Cahill and herself. She stated that she checked with Attorney Alan Kantrud who said it is not a legal requirement for the position to be posted. A resume was received, and references contacted who all gave Marsha rave reviews. She requested that the council give approval to move forward in the hiring process with Marsha Olson for City Treasurer.

On a motion by Councilmember McCarthy, seconded by Councilmember Hankins, it was resolved to approve resolution 2024-18: Hire Treasurer. All in favor. Motion carried.

4. **MEETING ADJOURNED**

The meeting was adjourned at 7:41 p.m. by Mayor Ford.

DISCLAIMER

The above minutes should be used as a summary of the motions passed and issues discussed at the meeting. This document shall not be considered a verbatim copy of every word spoken at the meeting.



Mayor Margaret Ford



City Administrator Becky Kellen

3-12-24
Date

3-12-24
Date

