

CITY OF BIRCHWOOD VILLAGE  
207 BIRCHWOOD AVENUE  
BIRCHWOOD, MINNESOTA

MINUTES OF THE CITY COUNCIL MEETING  
MARCH 12, 2024, 6:45 P.M.

**MEMBERS:**

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

**STAFF:**

Rebecca Kellen	City Administrator
Alan Kantrud	City Attorney

Minutes prepared by Rebecca Kellen from a video recording.

1. **CALL TO ORDER**

Mayor Ford called the meeting to order at 6:45 p.m.

2. **PLEDGE OF ALLEGIANCE**

3. **APPROVAL OF AGENDA**

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

The following changes were made to the agenda:

- Add Road Maintenance Discussion and Pothole Discussion to City Business A., Engineering Update.
- Move agenda item I., Spare Rotator Assembly for Lift Stations, to City Business A., Engineering Update.
- Correction to City Business item C.a. The correct address for Robert Gray is 523 Hall Ave.
- Add Ash Path Survey Discussion to end of agenda.
- Add 232 Cedar Ave Discussion to end of agenda.

4. **OPEN PUBLIC FORUM (0:03:54)**

**Barton Winters, 15 Oaks Lane** expressed concerns about city council member response times and accessibility. He discussed concerns with the ice rink flooding schedule and indicated a need for a white underlying surface. He expressed concerns about lack of salting during a previous snow event.

On a motion by Councilmember McCarthy, seconded by Councilmember Foster, it was resolved to close the public forum. All in favor. Motion carried.

5. **ANNOUNCEMENTS (0:08:29)**

- A. 2024 Board of Appeal and Equalization meeting will be held on April 9 at 6:00 pm.
- B. Canoe and Kayak Rack Applications are being accepted now.
- C. Spring Birchwood Dock Association (BDA) Meeting, Saturday, April 6 at 10 AM.

6. **CONSENT AGENDA (0:9:24)**

On a motion made by Councilmember Hankins, seconded by Councilmember McCarthy, it was resolved to approve the consent agenda items B, C, D, E and H. All in favor. Motion carried.

- A. Treasurer's Report. Mayor Ford noted that the insurance payment that we received for the repair of the lift station needs to be moved from the General Fund to the Sewer Fund. Mayor Ford also noted that the interest received from the 4M fund in the amount of \$4735.57 on page 22 of the agenda packet should also be included in the cash statement.

On a motion made by Councilmember Weier, seconded by Councilmember Hankins, it was resolved to approve Consent Agenda item A., Treasurer's Report. All in favor. Motion carried.

F. & G. Lake Links Bike Trail and Road Safety Task Force Committee Members. Councilmember Weier inquired about the maximum number of people allowed per task force to which Mayor Ford replied that there is no maximum and that we are still accepting members. Councilmember Weier also indicated that Mayor Ford should be included in the Task Force Memos as the City Council liaison.

On a motion made by Councilmember McCarthy, seconded by Councilmember Weier, it was resolved to approve Consent Agenda Item F, Lake Links Bike Trail Task Force Committee Members and Consent Agenda Item G., Road Safety Task Force Committee Members. All in favor. Motion carried.

7. **CITY BUSINESS**

a. **Engineering Update – Marcus Johnson (0:13:00):**

i. **Wildwood Lift station Update.**

- 1. **Marcus Johnson, City Engineer**, addressed the Council indicating that he included a rough timeline for the lift station in the packet. Also, he heard back from the EPA that they are pending submittal of the state SHPO review which takes 2-3 months. This timeline of 2-3 months for the SHPO review does not include whatever additional reviews the EPA may need to complete. He recommended that we wait to hear back from the EPA to move forward.

2. Councilmember McCarthy asked about the 9 month wait time for the control panel and if it would be possible to order that beforehand. Marcus Johnson responded that he would recommend that the contractor order the control panel so it is under warranty with them.
3. Councilmember Weier inquired about anything additional that is pending on our end and Marcus Johnson responded that we have asked that question to the EPA but have not yet received a response.
4. Councilmember Hankin inquired as to whether Bolton and Menk do surveying, and Marcus Johnson indicated that they do.

**ii. Construction Inspection and Admin Estimate (0:20:33):**

1. **Marcus Johnson, City Engineer**, said that the numbers included in the packet for this are rough estimates at this point.

**iii. Road Maintenance and Potholes (0:21:01): (\*\*see meeting minute attachments 1,2,3)**

1. **Marcus Johnson, City Engineer**, said that he ball parked a \$100,000 budget based on past discussions and provided 2 options focusing on what appears to be the worst areas and the options can be refined. The first option included bringing the existing asphalt to gravel, reshaping, and adding base and paving over that. That option covers Oak Hill Court and Five Oaks Lane (the red circled area on the map provided). He said that the cul-de-sac at Oak Hill Court looks the worse. With this option there may be left over gravel for the city to use and he said that this option is the longest lasting fix because it includes brand new pavement. Option number 2 included edge milling, fixing patches, and overlaying on top of that. This included Oak Hill Court, Five Oaks Lane, and part of Oakridge drive (the green circled area on the map provided). The benefit of option 2 is that more areas are covered, however it is not going to last as long as paving. Marcus Johnson recommended option 1 and then in upcoming years do more overlays because Oak Hill and Five Oaks look rough. He indicated that he can add filling in the potholes with this estimate as well.
2. Councilmember Foster inquired about doing the option 2 style fix to Oakhill Court since it is lower traffic and doing the higher level pavement fix indicated in option 1 to Oakridge Drive and Five Oaks Lane. Marcus Johnson said that he can redo the estimate however the council would like.
3. The council agreed to have another discussion in the next city council meeting and have Marcus Johnson back to discuss an option 3 as indicated above in 2.
4. Administrator Kellen said that she has reached out to Schifsky for a bid on potholes and they should have that in by the end of March and that she will reach out to ARC as well per the council recommendation.

**iv. Spare Rotator Assembly for Lift Stations (0:30:47):**

1. Councilmember Hankins inquired about the recommendation provided by General Services Repair to buy a spare rotator assembly that would work for the pump in either lift station and whether the \$3000 cost would be a good investment for the city. He also asked if there is a possibility that this rotator assembly could be used in the new lift station.
2. Marcus Johnson said that he has not compared the old and new lift stations but that he believes the old one we have is very different than most lift stations and that he believes it would be a good investment for the city to purchase the spare.
3. Councilmember McCarthy said that it might be a good idea to look at our current lift stations to see if there are parts from those that can be used in the new left station to avoid purchasing new parts to which Marcus Johnson responded that it is highly unlikely that the parts from the old lift station could be used in the new one but he will verify that.
4. Councilmember Hankins suggested that there be a little more research on this before deciding and the council agreed to have Marcus review these items and decide at the next council meeting.

**b. Utility Company Upgrades (0:34:34)**

- i. **Jon Manship, Water Superintendent**, said that during the last water main break he encountered a number of obstacles coming from a web of piping that was laid over the pipes they needed to access and that he is hoping the city can work with the ROW permit process to ensure that any additional pipes that need to be laid are as close to the right of way as possible. He said that communication, telephone and electric pipes that are generally 3-4 feet down often cause a web of pipes above the watermain that make it difficult to access the water main, which is 7-8 feet deep, should it need repair, not including any frost that needs to be drilled into if the break occurs in the winter. He said he presented this to make the council aware that any web of infrastructure that is added over the water main makes it more costly for the city to repair. He suggested designating a corridor for these additional pipes that keep it away from the water main.
- ii. Councilmember McCarthy questioned whether it is possible to specify a specific corridor for this work based on our current code and state laws.
- iii. Marcus Johnson, City Engineer, said that he believes we can request that pipes are not run on top of the watermain and from his experience these pipes are typically laid as close to the right of way as possible, yet still within the right of way, to avoid these issues.
- iv. Mayor Margaret Ford and Jon Manship discussed whether it makes sense for him to review the ROW permits and/or the applicant be made aware of, by means of a map, where the watermain is located to avoid further issues.
- v. Councilmember McCarthy suggested that we move forward with Marcus Johnson reviewing the ROW permits and asking that the work does not intrude on any water and/or sewer mains if possible and also providing the applicant with the maps to avoid overcomplicating the permitting process.

- vi. Mayor Ford said that she would like to include Jon Manship in the approval process so that we can avoid further issues with ROW work placing pipes above the water and sewer mains.

**c. Engineering Fee Appeals (40:40)**

- i. **Nadja Gale, 419B Wildwood** disputed her engineering bill saying there was a lot of back and forth communication between the engineer and the contractor and that there was misinformation given about the depth of the sewer line which resulted in project delays and additional charges.

1. Councilmember Hankins inquired about the timing of the bills and invoices, which seemed to be delayed.
2. Administrator Kellen said that there had been issues previously where residents were not being billed in a timely manner.
3. Mayor Ford inquired about whether there were any recent engineering charges for a more recent permit to which Nadja Gale responded that there were no recent charges stemming from the recent permit since the new engineer has come on board.
4. Jon Manship, Water Superintendent, responded that he handles the water and White Bear Township handles the sewer so any contractor that does work should be reaching out to White Bear Township for information on sewer lines and that the information he gave her was a ballpark figure.
5. Councilmember Hankins inquired about the engineering work that is typically required for this type of work and Marcus Johnson, City Engineer, said he reviews the permit and would typically spend approximately an hour or so per contractor to do the permit review, if there is not a lot of back and forth.
6. Councilmember Weier inquired about the sewer main maps that are with White Bear Township and our accessibility to them since we contract with them. Marcus Johnson said that we will be getting those maps this year for the lead service project and that he may have some already.
7. Councilmembers discussed options to reduce the bill balancing the fact that this was a more challenging situation than normal while at the same time taking into account that it may have been more work than necessary to complete because misinformation may have been provided.

**On a motion by Mayor Ford, seconded by Councilmember McCarthy, it was resolved to approve reducing the bill from \$1630 to \$1075, by approximately 1/3, and having administration resend the bill. All in favor. Motion carried.**

\*\*\*Councilmember Mark Foster was not feeling well and left the meeting.

- ii. **Greg Sherwood, 15 Birchwood, (1:07:53)** referred to the letter that he had written the city disputing the fees and said that he felt that the charges were over the top. He said his history

with Steve Thatcher, previous city engineer, was checkered and that he believes that the city did not manage Steve's work and fee assessments to the appropriate level and there was a lack of oversight. He said it took 10 months to get his garage permit approved. He expressed concerns that he was billed \$2600 for a \$1000 escrow refund request. He said that he built his property with no variance. He stated that he did not receive bills in a timely manner.

1. Councilmember Hankins said that he had seen about 25 points from Steve Thatcher that were critical of the project at a previous city council meeting where the council reviewed them and significantly reduced the number of points.
2. Mayor Ford indicated that she believes that some of the fees may be valid but there also may be a reason to take some of the charges off.
3. Greg Sherwood said he was not comfortable with the billing due to the lack of oversight from the city in not managing Steve Thatcher.
4. Councilmember Hankins reviewed the letter received from Greg Sherwood and indicated that he already paid \$15,000 in engineering prior to this billing, not including the surveys he was required to get.
5. Councilmember McCarthy questioned the charges that were billed for 4 hours to review/reject a document that was not presented by a certified engineer and discussed the reasonableness of the charges overall. He discussed each invoice individually to determine the reasonableness of the charges then decided to suggest a total revised bill of \$1500 to which Greg Sherwood confirmed that that amount would be acceptable to him.

**On a motion by Councilmember McCarthy, seconded by Mayor Ford, it was resolved to reduce the bill to \$1500 and have administration rebill Greg Sherwood. All in favor. Motion carried.**

**iii. Robert Gray, 523 Hall Court. (1:42:25)**

1. Councilmember Weier asked if Robert Gray was in attendance and Mayor Ford responded that he was not in attendance and that no letter was received from him.
2. Administrator Kellen said that the individual moved to White Bear Lake.

**On a motion by Councilmember Hankins, seconded by Councilmember McCarthy, it was resolved to keep the bill for Robert Gray as is. All in favor. Motion carried.**

3. Attorney Alan Kantrud suggested that he send the individual a final demand letter and if payment is not received it will be turned over to debt collection.

**d. Recycling Grant Update (1:45:02):**

- i. The council expressed gratitude for the work being done related to the recycling grant.
- e. **Ordinance 2024-03-01 (402) (1:46:02):**
- i. Councilmember Hankins said that he updated the code to make it more relevant to today's standards. The revisions require that the residents place their containers on the correct side of the street as per the hauler's instructions and added some requirements where trash is collected and adjusted some penalties, but overall this is an administrative revision.
  - ii. Mayor Ford commented that she likes the idea of having the trash cans screened and councilmember McCarthy questioned whether this is enforceable. Councilmember Hankins and McCarthy said they currently do not screen their trash and if this is left in the ordinance that "screen" needs to be defined. The council decided to revisit screening trash in the future.
  - iii. Councilmember McCarthy had the following suggestions:
    1. The definitions section has garbage, refuse, and rubbish. He suggested we get rid of these terms and use one term throughout the ordinance. He suggested the use of the term food waste in the ordinance.
    2. In definitions, consider the term scavenging and it does not define what is prohibited. If we are going to prohibit, it should be better defined in a further section.
    3. 402.020, General. Define what makes something solid or hazardous waste. Everyone gets rid of hazardous waste daily. He recommends getting rid of 402.020.
    4. 402.020.6 "Separation of Materials". Questioned whether this is necessary or perhaps it needs to be spelled out better.
    5. 402.020.10 "Resource Recovery". Said that he is unsure about what this is. Recommends this section is deleted from the ordinance, or have it rewritten for clarity.
    6. 402.040 "Collection Supervised by the City Council". This is good but add why we do this. For example, why do we have authorized haulers – to avoid degradation of the roads, noise and cost savings.
    7. 402.085 "Materials for Pick Up". Clarified that this is to allow people to sell or donate from the curb. Recommended that "for pickup" is clarified to "pick up for sale or donation". Mayor Ford recommended the time for pick up be changed from 14 to 7 days.
    8. 402.090 "Maintenance of Lots". Recommended that additional requirements be added, such as construction debris, old cars, landscaping materials, boats, etc. Unsure if this would be covered by the nuisance ordinance. Suggested expansion of this section to include more types of trash. Remove "unit" from "dwelling unit" in this section.
  - iv. Councilmember Weier said that her focus was on Hazardous waste that was already covered by Washington County. She would like to not remove the ability for people to put things out for sale or donation which is "scavenging" so she recommended that is not included in the ordinance to which Mayor Ford suggested "from the bin" be added to clarify this. She said she liked the idea of attempting to have residents screen their garbage. The council discussed screening garbage.
  - v. Councilmember McCarthy brought up animal activity when it comes to securing garbage suggesting that it maybe should be worked into the ordinance.

- vi. Mayor Ford directed Administrator Kellen to send the revised ordinance to FOTH, a consulting service that will review the recycling ordinance and make recommendations, after she receives the revisions discussed from Councilmember Hankins, and once that is complete to bring the ordinance back for council review and a second reading.

**f. Ash Path Survey Status (2:12:18):**

- i. Attorney Kantrud explained we will have a deliverable from Cornerstone mid-month, so he is expecting sometime this week.

**On a motion made by Councilmember McCarthy, seconded by Mayor Ford, it was resolved to give Cornerstone 14 days to begin work and if the work has not been started Attorney Alan Kantrud is directed to fire Cornerstone and the council will move forward with Bolton and Menk to survey Ash Path and Cornerstone will not be paid. All in favor. Motion carried.**

- ii. Mayor Ford explained that damage was done to Ash Path by some kids on a golf cart that caused some ruts.

**g. First Reading Ordinance 2023-03-02 (401) (2:18:17):**

- i. Councilmember Hankins explained that this repeals City Code section 401 and combines it with City Code section 402 recommending that it is kept together and moved along with ordinance 2023-03-01.

**h. 310/312 Wildwood (2:18:56):**

- i. Councilmember Hankins explained that there have been many issues with these properties and previous discussions with the real estate agent who had indicated they were going to clean up the properties and put them on the market. He said that more people have moved in at 312 Wildwood which is accumulating rubbish and there is structural damage at 310 Wildwood. He expressed concerns with the gravel driveway at 312 Wildwood. He explained that while he understands that the owner is interested in selling the properties there has not been a lot of forward activities recently toward that end and that he thinks these properties should be moved into the vacant building process and move forward on getting some of the rubbish removed and the erosion controlled. He explained that we received a recent email from the agent promising to move things forward.
- ii. Councilmember McCarthy reads the email from Amy Barrett into the record. (\*\*\*see attachment 4 for email received).
- iii. Councilmember McCarthy recommended that the vacant property be registered and that he drove by the property that day and observed trash in the yard.
- iv. Mayor Ford recommended that the motion in question, a., be changed to 310 since that is the vacant property, as opposed to 312 which still has a tenant living there.
- v. Councilmember McCarthy recommended that with respect to c., eliminating erosion, potentially a silk fence should be placed to provide effective erosion control.



- vi. Councilmember McCarthy recommended adding d., making sure the gas, electric and utilities are secured and to have city inspector Jack Kramer assist the resident in ensuring the property is secured to avoid squatters.
- vii. Councilmember Hankins requested that this agenda item remain for the next 2 months for follow up.

**On a motion made by Councilmember McCarthy, seconded by Mayor Ford, it was resolved to pass items a – e listed below. All in favor. Motion carried.**

- a. Within 30 days, register 310 Wildwood as vacant and pay the appropriate fee.
- b. Within 30 days, remove all rubbish from the property grounds.
- c. Within 90 days, provide a plan to eliminate erosion into the street from the driveway, such as adding a silt fence.
- d. Require the property owner to certify that they have secured the utilities such as gas, electric, and water.
- e. Direct staff to reach out to the property owner to offer the assistance of Jack Kramer, Building Inspector, in securing the property against squatters.

**i. Approve Park Signs (2:31:41):**

- i. Councilmember Weier reviewed the signs that the Parks Committee created with the council.
- ii. Councilmember McCarthy recommended approving a budget for the signs to which Mayor Ford suggested \$300.
- iii. Councilmember McCarthy indicated that there should be 2 signs for Bloomquist and Tighe Schmidt due to the size of the parks, one by the hockey rink and one by the playground.
- iv. Councilmember Hankins discussed the phone number on the sign and also recommended adding "Be considerate of neighbors and beach users" to all signs.

**On a motion made by Councilmember McCarthy, seconded by Mayor Ford, it was resolved to approve the sign language and a \$300 budget to order and install them. All in favor. Motion carried.**

**j. Cedar/Wildwood Street Sign (2:37:05):**

- i. Administrator Kellen indicated that the street sign on Wildwood and Cedar needs to be replaced.
- ii. Councilmember Weier said that this sign was stolen as well as the one at Iris in addition to the stops signs which have since been replaced.
- iii. Councilmember McCarthy suggested that it be replaced as an administrative matter and does not need to be a motion and the council agreed.

**k. Kayak and Canoe Rack Entry Prior to April 1 (2:38:39):**

- i. The council discussed the pros and cons of allowing entry prior to April 1<sup>st</sup> for kayaks, canoes and the dock association and decided against it due to liability and safety issues.

**l. 232 Cedar Ave (2:38:39):**

- i. Attorney Alan Kantrud explained that he has been in contact with the bank and that he extended the vacant building registration form in November through certified mail and the bank said they did not receive it. He also called the Sheriff's department about what the additional charges might be from any extra police activity required.
- ii. Councilmember McCarthy added that they need to clean up the landscaping timbers that are rotting in the back and make sure the soil in the back is stabilized and also they need to fix the gutters that are missing the drain spouts that are draining into the neighbor's property, as well as remove the broken screen on the back of the property. He suggested the owners have 30 days to complete this or Alan Kantrud is directed to declare the property a public nuisance and we get an abatement order, and they would get billed for the cleanup. They would also be cited for public nuisance.


**On a motion made by Councilmember McCarthy, seconded by Mayor Ford, it was resolved to direct the bank to clean up the landscaping timbers in the back of the house that are rotting, make sure the soil in the back is stabilized, fix the gutters that are missing drain spouts, and fix the broken screens on the back of the property within the next 30 days or Attorney Alan Kantrud is directed to declare the property a public nuisance and get an abatement order for the city to clean up the property and bill the owner, as well as cite the property for a public nuisance. All in favor. Motion carried.**

**8. MEETING CLOSE (2:49:08)**

**On a motion duly made by Mayor Ford, seconded by Councilmember McCarthy, it was agreed that there was no further business of the Council to transact in an open session; the meeting was closed to the public at 9:34 p.m.**

**DISCLAIMER**

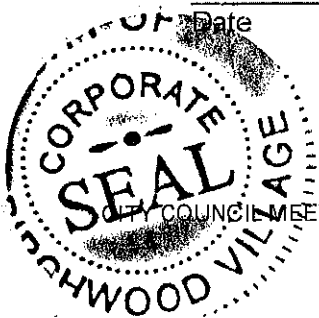
The above minutes should be used as a summary of the motions passed and issues discussed at the meeting. This document shall not be considered a verbatim copy of every word spoken at the meeting.

  
\_\_\_\_\_  
Mayor Margaret Ford

  
\_\_\_\_\_  
City Administrator Becky Kellen

4-9-24  
\_\_\_\_\_  
Date

4-9-24  
\_\_\_\_\_  
Date



# PRELIMINARY COST ESTIMATE

2024 Pavement Maintenance Project

Birchwood Village, Minnesota

Option 1: Reclaim, Reshape, Repave Five Oaks Lane & Oakhill Court

DATE: 3/12/2024

ITEM NO.	ITEM	QTY	UNIT	UNIT PRICE	TOTAL
<b>2024 Pavement Maintenance Project</b>					
1	Mobilization	1	LS	\$5,000.00	\$5,000.00
2	Traffic Control	1	LS	\$2,000.00	\$2,000.00
3	Reclaim Existing Bituminous	2320	SY	\$10.00	\$23,200.00
4	Finished Grading	2320	SY	\$2.00	\$4,640.00
5	Type SP 12.5 Wearing Course Mixture (2,B) - Lower Lift	280	TON	\$80.00	\$22,400.00
6	Type SP 9.5 Wearing Course Mixture (1.5,B) - Upper Lift	210	TON	\$80.00	\$16,800.00
7	Bituminous Tack Coat	186	GAL	\$5.00	\$930.00
8	Sawing Pavement	30	LF	\$10.00	\$300.00
9	Adjust Gate Valve	2	LF	\$500.00	\$1,000.00
10	Adjust Manhole Casting	4	LF	\$500.00	\$2,000.00

Total Estimated Construction Cost	<b>\$78,270.00</b>
Permitting, Administrative, Legal, Engineering & Material Testing	\$14,088.60
10% Contingencies	\$9,235.86
Total Estimated Project Costs	<b>\$101,594.46</b>

# PRELIMINARY COST ESTIMATE

2024 Pavement Maintenance Project

Birchwood Village, Minnesota

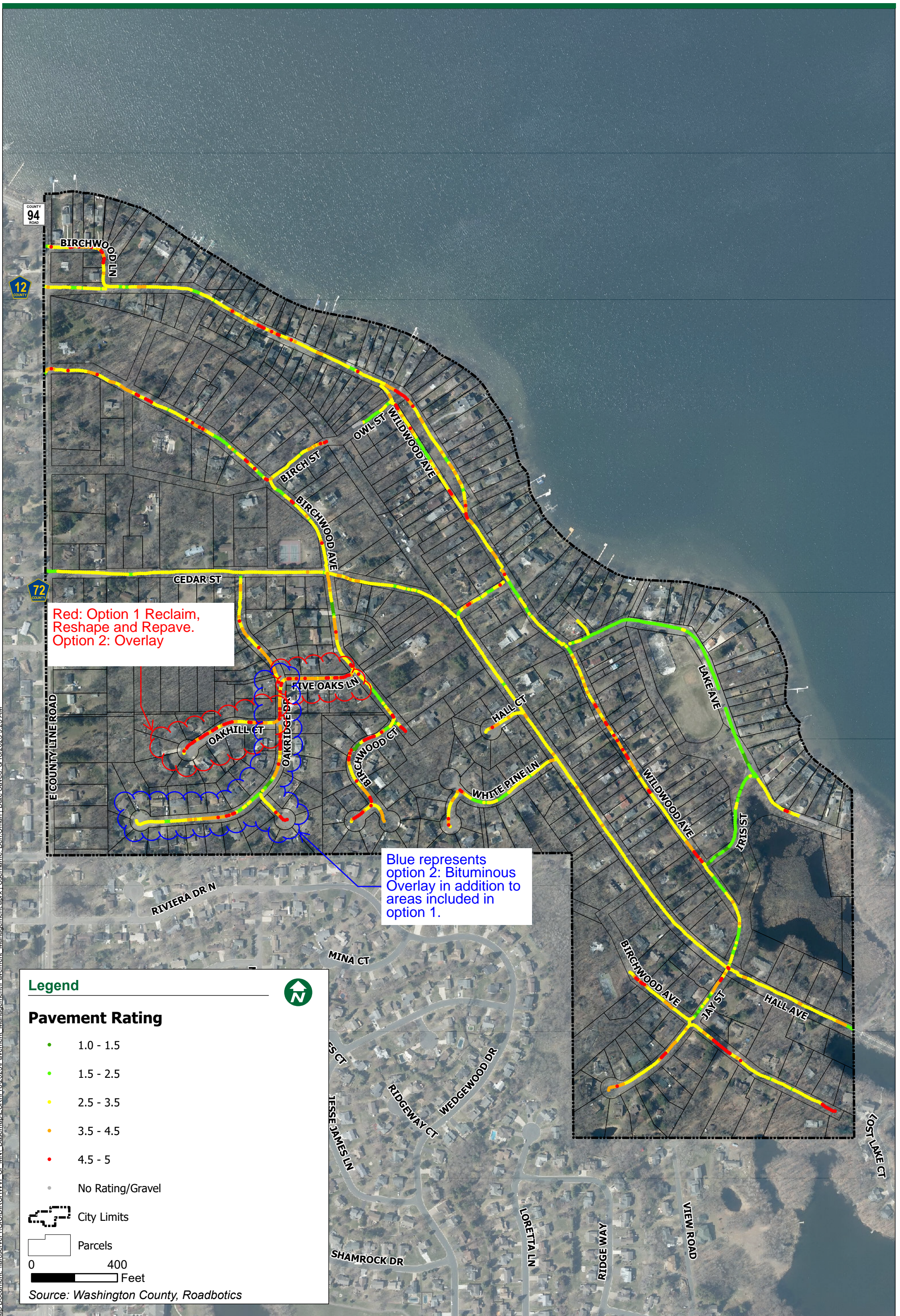
Option 2: Five Oaks Lane, Oakhill Court, Oakridge Drive, & Oakview Court

DATE: 3/12/2024

ITEM NO.	ITEM	QTY	UNIT	UNIT PRICE	TOTAL
<b>2024 Pavement Maintenance Project</b>					
1	Mobilization	1	LS	\$5,000.00	\$5,000.00
2	Traffic Control	1	LS	\$2,000.00	\$2,000.00
3	Edge Mill Bituminous	100	LF	\$10.00	\$1,000.00
4	Bituminous Removal and Patch	100	SY	\$55.00	\$5,500.00
5	Type SP 12.5 Wearing Course Mixture (2,B) - Lower Lift	760	TON	\$80.00	\$60,800.00
6	Bituminous Tack Coat	503	GAL	\$5.00	\$2,515.00
7	Sawing Pavement	30	LF	\$10.00	\$300.00
8	Adjust Gate Valve	8	LF	\$500.00	\$4,000.00
9	Adjust Manhole Casting	11	LF	\$500.00	\$5,500.00

Total Estimated Construction Cost	<b>\$86,615.00</b>
Permitting, Administrative, Legal, Engineering & Material Testing	\$4,330.75
10% Contingencies	\$8,661.50
<b>Total Estimated Project Costs</b>	<b>\$99,607.25</b>





Map Document: \\arseserver1\GIS\BIRCHWOOD\_VI\_MNL\_BaseMap\ESRI\Pro\2023\Pavement\_Management.aprx | Username: Ben.Oman | Date Saved: 8/18/2023 9:25 AM



**From:** Amy Barrett <[amy@aftonamy.com](mailto:amy@aftonamy.com)>

**Sent:** Monday, March 11, 2024 3:35 PM

**To:** Rebecca Kellen <[Rebecca.Kellen@cityofbirchwood.com](mailto:Rebecca.Kellen@cityofbirchwood.com)>

**Cc:** [liz@theadsgroup.com](mailto:liz@theadsgroup.com) <[liz@theadsgroup.com](mailto:liz@theadsgroup.com)>; Alan Kantrud <[hakantrud@protonmail.com](mailto:hakantrud@protonmail.com)>

**Subject:** Re: City Council Meeting on Tuesday

Hello Rebecca,

Thank you for reaching out. Please allow me to update you on the progress that's been made and address some concerns expressed in the attached letter.

- There is still one tenant living in the property at 312 Wildwood. The problem tenant is gone but the remaining tenant will not be out of the property for another week. He is an older gentleman and has experienced difficulty finding housing that will allow him and his pets. But he notified the landlord last week that he would be moving out by the 18th of March.
- The property is currently occupied and secure. It is not vacant. The owner checks on the property several times a week.
- The owner has been hauling away trash, so I am unsure about why there is an assertion that trash is accumulating. That said, the owner has hired South Suburban to remove all trash remaining on the property once the current tenant moves out.

We had an offer back in December that seemed very promising but the buyer eventually backed out. We received another offer but couldn't reach terms with that buyer so the home will be listed on the MLS next week when I return from England.

The owner added gravel to the driveway believing that it would provide a temporary solution to the erosion issues while we clean up and market the property. The next owner will likely relocate the driveway and need to do extensive grading when the property is sold. We hope to be able to delay any permanent measures that would dictate the orientation of a future home, which could result in making the property less desirable to potential builders and make it take longer to sell.

We admit that progress has been slow but we are making progress and we appreciate the Council's patience as we work through the issues with the property.

Apart from the erosion concerns and the trash, which will be removed, are there any concerns by the city that should be communicated to our potential buyers?

Thank you again for your patience regarding the property.

Sincerely,

Amy Barrett

Afton Realty, LLC.

612-875-0340