



**AGENDA OF THE REGULAR MEETING OF  
THE CITY COUNCIL**

**CITY OF BIRCHWOOD VILLAGE  
WASHINGTON COUNTY, MINNESOTA  
July 8th, 2025  
6:45 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.

**MISSION STATEMENT**

The Birchwood Village City Council is dedicated to enhancing the quality of life for all residents by fostering a safe, inclusive, and thriving community. We are committed to responsible governance and transparent decision-making. Through collaboration with residents, businesses, and local organizations, we strive to improve public services and infrastructure while preserving the unique character of our city. Our goal is to make Birchwood Village a better place to live and grow for generations to come.

**MEMBERS**

Jennifer Arsenault, Mayor  
Bridget Sperl, City Council  
Kathy Weier, City Council  
Ryan Eisele, City Council  
Ryan Hankins, City Council

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**APPROVAL OF CITY COUNCIL AGENDA**

**OPEN PUBLIC FORUM** – Matters presented in the Open Forum are limited to three (3) minutes. The Council will not debate issues but may direct Staff to provide information. Any matter that requires additional time or consideration by the Council may be tabled until a future meeting.

**PRESENTATIONS** –

**CONSENT AGENDA** –

1. Approval of June 10, 2025 Regular Council Meeting minutes. 3
2. Approval of June 2025 Claims Report, Balance Sheet and Year to Date Revenue – Expense Report. 7
3. Approval of Resolution 2025-50 – Approving Summary Publication of Animal Ordinance. 22

**STAFF REPORTS –**

1. City Administrator - Scott Hildebrand
2. City Engineer – Marcus Johnson
  - a. Discussion and Possible Direction regarding culvert at 697 Hall Avenue.
  - b. Update and Discussion regarding Lift Station project. 24
  - c. Update and Possible Approval of Pay App 1 in the amount of \$116,468.45.

**CITY BUSINESS-ACTION ITEMS –**

1. Discussion regarding Tree plan.
2. Discussion regarding insurance renewal. 29
3. Discussion and Possible Action regarding Curt Feistner memorial.
4. Update regarding Task Force.
5. Discussion regarding July 22<sup>nd</sup> Work Session.

**CITY COUNCIL UPDATES -**

**ANNOUNCEMENTS/ UPCOMING EVENTS -**

**ADJOURNMENT**

**CITY OF BIRCHWOOD VILLAGE  
207 BIRCHWOOD AVENUE  
BIRCHWOOD, MINNESOTA**

**MINUTES OF THE CITY COUNCIL MEETING  
JUNE 10, 2025, 6:45 P.M.**

**MEMBERS:**

Jennifer Arsenault	Mayor
Ryan Eisele	Councilmember
Ryan Hankins	Councilmember
Katherine Weier	Councilmember

**STAFF:**

Alan Kantrud	City Attorney
Scott Hildebrand	City Administrator
Marcus Johnson	City Engineer

**GUESTS:**

Lori Tella	Washington County Conservation District
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**REGRETS:**

Bridget Sperl	Councilmember
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Minutes prepared by Josh Rup of Minutes Solutions from a video recording.

**1. CALL TO ORDER**

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

**2. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

**3. APPROVAL OF THE AGENDA (0:03:44)**

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

**4. OPEN PUBLIC FORUM (0:05:17)**

Mayor Arsenault opened the public forum. There were no comments, and Mary Arsenault closed the public forum.

**5. CONSENT AGENDA (0:05:28)**

**On a motion made by Councilmember Weier, seconded by Councilmember Eisele, it was resolved to approve the consent agenda except for the second item, the Treasurer's Report, as presented. Motion carried with three members in favor and one abstained.**

**5.1 Treasurer’s Report (0:23:25)**

**On a motion made by Councilmember Hankins, seconded by Councilmember Eisele, it was resolved to accept the Treasurer’s Report with the exception of the May 30, 2025, charge of \$6,350.50 to Bolton and Mink. All in favor. Motion carried.**

*ACTION – Councilmember Hankins will direct questions to City Engineer Johnson regarding the water main engineering expense on May 30, 2025.*

The Treasurer’s Report was pulled from the consent agenda for discussion. The water main engineering expense on May 30, 2025, of \$6,350.50 was questioned, as only \$5,000 was authorized. City Engineer Johnson noted that the expense may be a reasonable estimate.

**6. STAFF REPORTS (0:06:45)**

**6.1 City Administrator (0:06:50)**

*ACTION – City Administrator Hildebrand will inform Marcia of the Council’s attendance for the working session on June 23, 2025, and he will circulate an agenda.*

City Administrator Hildebrand noted that a Solar Energy invoice was missed and a check in the amount of \$2,464.79 will need to be issued. It was noted that the vendor had changed their billing process and the check covers March, April, and May. City Administrator Hildebrand met with Marcia to discuss reporting, and a working session was proposed for June 23, 2025, or June 30, 2025. Mayor Arsenault and Councilmembers Eisele and Hankins agreed to attend the session on June 30, 2025, at 6:30 p.m.

**Commented [OR1]:** Please provide full name and/or title

**Commented [OR2]:** Please provide full name and/or title

**6.2 Update and Discussion Regarding the Lift Station Project (0:10:11)**

City Engineer Johnson reported that the start date has been delayed to July 10, 2025, due to staffing issues. During the July, 2025, Council meeting, a proposal will be presented regarding a check for the pump materials. The documents will be prepared and placed in the Council packet. A discussion will be held during the Council meeting, and if approval is received, the matter will be brought to the EPA.

**6.3 Update on 2025 Street Maintenance Project (0:13:00)**

**On a motion made by Councilmember Weier, seconded by Councilmember Eisele, it was resolved to accept Bituminous Roadways’ quote for the 2025 street maintenance project, inquire whether the pothole repair cost can be reduced if the timeline is extended to 60 days, and obtain a contract for the Council’s consideration. All in favor. Motion carried.**

*ACTION – City Engineer Johnson will ask the contractor if they can reduce their pothole repair quote if the timeline is extended to 60 days.*

Quotes were received for the project, and the cost will be higher as citywide pothole repairs will be added. Regarding citywide pothole repairs next year, a walk-through with each contractor was recommended or a longer grace period. If the contract is approved, the contractor will be provided 30 days to complete the repairs. City Engineer Johnson will consult affected homeowners regarding the marking of their irrigation or potentially relocating it. A special meeting may be held to review the contract.

7. **CITY BUSINESS – ACTION ITEMS (0:23:07)**

7.1 **Discussion of the Water Main Evaluation Task Force (0:28:19)**

On a motion made by Councilmember Hankins, seconded by Councilmember Eisele, it was resolved to adopt a resolution establishing a task force to evaluate the replacement of water mains, with the task force appointees being Amy Hewlett, John Anderson, Joseph Hegodus, Larry Mahoney, Maureen Sebert, Max Kershbaum, William Hosiak, Randy Lefoy, and Mary Wingfield. All in favor. Motion carried.

Commented [JR3]: Please confirm the names and correct spelling.

On a motion made by Councilmember Hankins, seconded by Councilmember Eisele, it was resolved to appoint Mayor Arsenault as the Council liaison to the task force. All in favor. Motion carried.

City Administrator Hildebrand noted that nine applications were received and a proposed resolution was drafted. The Council agreed that nine members on the task force was sufficient. Mayor Arsenault prepared packets that outline the purpose of the task force, open meeting requirements, and timelines including two meetings in June, 2025, and an additional meeting to develop a report for Council. The Council requires information from the task force prior to the next meeting in July, 2025.

The first task force meeting was tentatively scheduled on June 19, 2025, 6:30 p.m.

7.2 **Discussion of 2026 Proposal for Assessment Services (0:34:21)**

On a motion made by Councilmember Eisele, seconded by Councilmember Weier, it was resolved to approve Chase Peloquin's proposal for assessment service for 2026 at a cost of \$6,300. All in favor. Motion carried.

7.3 **Discussion of Resolution 2025-46 – Approving 4<sup>th</sup> of July Activities (0:36:27)**

On a motion made by Councilmember Hankins, seconded by Councilmember Eisele, it was resolved to adopt Resolution 2025-46 approving July 4<sup>th</sup> activities with the additional resolved clause as follows: the Birchwood Community Club shall obtain comprehensive general liability insurance in the minimum amount of \$1 million per occurrence, naming the City of Birchwood Village, its officials, agents, employees, and volunteers as additional insured, and as a condition of the authority of holding the parade, proof of such insurance shall be submitted to the City Administrator before the event. All in favor. Motion carried.

*ACTION – Councilmember Hankins will send the additional clause to City Administrator Hildebrand for circulation to the community club email.*

The resolution outlines that the City is responsible for placing barricades before and after the event, and providing an additional porta potty. It was noted that community donations are vital to the parade and they are accepted at the free food table. Councilmember Eisele noted that there should be a distinction made between community club and the City regarding events and donations.

7.4 **Discussion of Resolution 2025-47 – Rink Boards and Posts (0:51:19)**

On a motion made by Councilmember Hankins, seconded by Councilmember Weier, it was resolved to approve Resolution 2025-47, the acceptance of a donation from Barton Winter in the value of \$1,775. All in favor. Motion carried.

**7.5 Discussion of Resolution 2025-48 – Salary Reallocation for City Hall Supplies/Computer Software (0:53:33)**

On a motion made by Councilmember Eisele, seconded by Councilmember Hankins, it was resolved to approve Resolution 2025-48, salary reallocation for City Hall supplies/ computer software. All in favor. Motion carried.

**7.6 Discussion of Resolution 2025-49 – Approving Acceptance of Donation (0:53:46)**

On a motion made by Councilmember Hankins, seconded by Councilmember Eisele, it was resolved to approve Resolution 2025-49, approving the acceptance of Councilmember Eisele’s donation of computer monitors. All in favor. Motion carried.

**8. CITY COUNCIL UPDATES (0:54:39)**

Councilmember Weier noted that the community club is in need of volunteers for the July 4<sup>th</sup> parade, as several members will be travelling. Volunteers are needed to hang banners the night before, hand out free food, host kids’ games, remove barricades, and return items to City Hall. Interested individuals were asked to email the community club. A bear was seen in the community, and residents were advised to remove their bird feeders and keep pets indoors.

Michael Lien is in charge of the community band, and rehearsals begin at 9:00 a.m. at 5 Birchwood Avenue.

**9. ANNOUNCEMENTS/UPCOMING EVENTS (0:57:53)**

The annual deer hunt is upcoming and activities will begin in July, 2025.

**10. ADJOURNMENT (0:57:27)**

On a motion made by Councilmember Weier, seconded by Councilmember Eisele, it was agreed that there was no further business of the Council to transact in the open session; the meeting was closed to the public.

**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 Jennifer Arsenault

\_\_\_\_\_  
City Administrator

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

Commented [OR4]: Please provide meeting end time

City of Birchwood Village  
Balance Sheet  
As of June 30, 2025

ASSETS

	Checking/Savings		
	PMA 4M Fund (Cash Control)	\$	824,329.60

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<b>Total Current Assets</b>		<b>\$</b>	<b>824,329.60</b>
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LIABILITIES & EQUITY

	Liabilities	\$	-
	Equity		
	Fund Balance January 1, 2025	\$	1,109,643.59
	Net Income	\$	(285,313.99)
	<b>Total Equity</b>	<b>\$</b>	<b>824,329.60</b>

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<b>Total Liabilities &amp; Equity</b>		<b>\$</b>	<b>824,329.60</b>
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Balance Per Fund

	General Fund	\$	676,221.52
	Special Revenue Fund	\$	31,823.05
	Capital Projects Fund	\$	(16,775.43)
	Water Fund	\$	102,038.77
	Sewer Fund	\$	31,021.69

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<b>Total Balance (Schedule 1)</b>		<b>\$</b>	<b>824,329.60</b>
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City of Birchwood Village  
Statement of Receipts Disbursements  
As of June 30, 2025

	June 2025	YTD 2025	Budget 2025	Percent of Budget
<b>100: GENERAL FUND RECEIPTS</b>				
General Property Taxes	\$ -	\$ 8,917	\$ 618,134	1.4%
Licenses & Permits	\$ -	\$ 30	\$ 500	6.0%
Building Permits	\$ 2,093	\$ 10,069	\$ 90,000	11.2%
Kayak/Canoe Permits	\$ 140	\$ 1,920	\$ 1,700	112.9%
Zoning Permits	\$ -	\$ 60	\$ 300	20.0%
Animal Licenses	\$ 30	\$ 1,725	\$ 100	1725.0%
Federal Grants & Aid	\$ -	\$ -	\$ 3,192	0.0%
State Grants & Aid	\$ -	\$ -	\$ 603,000	0.0%
Charges for Services	\$ -	\$ 850	\$ -	0.0%
City/Town Hall Rent	\$ 25	\$ 220	\$ 400	55.0%
Court Fines	\$ 247	\$ 1,796	\$ 950	189.1%
Miscellaneous	\$ -	\$ 2,031	\$ -	0.0%
Interest Earning	\$ 3,051	\$ 21,259	\$ 48,000	44.3%
Contributions of Donations from Private Sources	\$ -	\$ 220	\$ 250	88.0%
Refund-Reimbursement-Dividend	\$ 6,004	\$ 7,064	\$ 9,500	74.4%
Escrows Deposits	\$ 3,000	\$ 6,000	\$ 35,000	17.1%
Transfers from Other Funds			\$ -	0.0%
<b>TOTAL GENERAL FUND RECEIPTS</b>	<b>\$ 14,591</b>	<b>\$ 62,161</b>	<b>\$ 1,411,026</b>	<b>4.4%</b>
<b>100: GENERAL FUND DISBURSEMENTS</b>				
Ordinances & Proceedings	\$ -	\$ 731.04	\$ 2,000.00	36.6%
Mayor	\$ -	\$ 380.00	\$ 9,180.00	4.1%
Clerk - Treasurer	\$ 5,335.82	\$ 54,187.25	\$ 165,300.00	32.8%
Elections	\$ -	\$ -	\$ 1,500.00	0.0%
Assessing	\$ 5.54	\$ 6,108.54	\$ 6,700.00	91.2%
Legal Services	\$ 2,500.00	\$ 19,500.00	\$ 34,000.00	57.4%
Grants	\$ -	\$ 2,125.77	\$ 2,100.00	101.2%
Planning & Zoning	\$ -	\$ -	\$ 22,500.00	0.0%
Office Operations Supplies	\$ 1,045.62	\$ 5,668.31	\$ -	0.0%
Insurance - Employee	\$ 2,973.00	\$ 2,973.00	\$ 3,250.00	91.5%
Animal Control	\$ 145.00	\$ 828.00	\$ 1,200.00	69.0%
Software Expense	\$ -	\$ -	\$ 2,100.00	0.0%
General Fund Engineering Expense	\$ 1,600.00	\$ 25,126.00	\$ 14,500.00	173.3%
General Government Buildings & Plant	\$ 1,135.53	\$ 3,828.93	\$ 14,800.00	25.9%
City Insurance	\$ 12,715.00	\$ 12,715.00	\$ 17,300.00	73.5%
Cable Equipment & Service	\$ 302.68	\$ 2,335.70	\$ 1,750.00	133.5%
Phone/IT	\$ 956.12	\$ 2,732.61	\$ -	0.0%
Police	\$ -	\$ 48,674.78	\$ 97,645.00	49.8%
Fire	\$ 14,995.75	\$ 44,987.25	\$ 65,087.00	69.1%
Building Inspections Administration	\$ -	\$ 20,495.32	\$ 62,200.00	33.0%
Other Protection	\$ -	\$ 68.38	\$ -	0.0%
Streets & Road Maintenance	\$ -	\$ 4,487.96	\$ 100,000.00	4.5%
Street Sweeping	\$ -	\$ -	\$ 4,000.00	0.0%
Tree Care	\$ -	\$ -	\$ 5,000.00	0.0%
Ice & Snow Removal	\$ -	\$ 47,413.15	\$ 34,000.00	139.5%
Tree Removal	\$ -	\$ -	\$ 15,000.00	0.0%
Street Lighting	\$ 1,371.80	\$ 6,984.96	\$ 17,000.00	41.1%
Recycle	\$ -	\$ 6,624.00	\$ 20,400.00	32.5%
Parks	\$ 2,143.65	\$ 14,458.87	\$ 40,250.00	35.9%
Lawn Care - Maintenance	\$ -	\$ -	\$ 8,000.00	0.0%
Water Resources	\$ -	\$ 1,148.28	\$ 1,150.00	99.9%
Miscellaneous	\$ -	\$ 135.00	\$ -	0.0%
Unallocated Expenditures	\$ -	\$ -	\$ 500.00	0.0%
Escrow Refunds	\$ -	\$ 24,141.67	\$ 30,000.00	80.5%
Transfer to Enterprise Fund	\$ -	\$ -	\$ 12,614.00	0.0%
Utility Reimbursement	\$ -	\$ -	\$ 600,000.00	0.0%
Newsletter	\$ -	\$ 883.00	\$ -	0.0%
<b>TOTAL GENERAL FUND DISBURSEMENTS</b>	<b>\$ 47,225.51</b>	<b>\$ 359,742.77</b>	<b>\$ 1,411,026.00</b>	<b>25.5%</b>

City of Birchwood Village  
Statement of Receipts Disbursements  
As of June 30, 2025

	June 2025	YTD 2025	Budget 2025	Percent of Budget
210: SPECIAL REVENUE PROJECTS REVENUE				
Dock/Lift Permit Fee	\$ -	\$ 14,000.00	\$ -	0.0%
210: TOTAL SPECIAL REVENUE FUND RECEIPTS	<u>\$ -</u>	<u>\$ 14,000.00</u>	<u>\$ -</u>	<u>0.0%</u>
210: SPECIAL REVENUE PROJECTS DISBURSEMENTS				
Recreation	\$ -	\$ 3,200.00	\$ -	0.0%
210: TOTAL SPECIAL REVENUE FUND DISBURSEMENTS	<u>\$ -</u>	<u>\$ 3,200.00</u>	<u>\$ -</u>	<u>0.0%</u>
406: CAPITAL PROJECT RECEIPTS	\$ -	\$ -	\$ -	0.0%
406: TOTAL CAPITAL PROJECT FUND RECEIPTS	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>0.0%</u>
406: CAPITAL PROJECT FUND DISBURSEMENTS				
Capital Project Engineering Expense	\$ -	\$ 7,304.00	\$ -	0.0%
406: TOTAL CAPITAL PROJECT FUND DISBURSEMENTS	<u>\$ -</u>	<u>\$ 7,304.00</u>	<u>\$ -</u>	<u>0.0%</u>
601: WATER FUND RECEIPTS				
Water Consumption	\$ -	\$ 37,955.00	\$ -	0.0%
Water Utility User Fee	\$ -	\$ 30,808.99	\$ -	0.0%
Water Main-Break Surcharge	\$ -	\$ 5.94	\$ -	0.0%
Special Water Charges	\$ -	\$ 846.96	\$ -	0.0%
State Surcharge	\$ -	\$ 1,603.10	\$ -	0.0%
Administrative Fee Move/Out	\$ -	\$ (1.21)	\$ -	0.0%
Lift Station Replacement	\$ -	\$ 7,374.56	\$ -	0.0%
Penalties & Forfeited Discounts	\$ -	\$ 397.66	\$ -	0.0%
Sewer Consumption	\$ -	\$ (62.78)	\$ -	0.0%
Sewer Minimum Charge	\$ -	\$ (46.46)	\$ -	0.0%
601: TOTAL WATER FUND RECEIPTS	<u>\$ -</u>	<u>\$ 78,881.76</u>	<u>\$ -</u>	<u>0.0%</u>
601: WATER FUND DISBURSEMENTS				
Financial Administration	\$ -	\$ 8,650.23	\$ -	0.0%
Utility Reimbursement	\$ 95.36	\$ 95.36	\$ -	0.0%
Water Utility	\$ 129.50	\$ 36,638.08	\$ -	0.0%
Water/Sewer Emergency	\$ -	\$ 13,563.90	\$ -	0.0%
Newsletter	\$ 185.22	\$ 369.46	\$ -	0.0%
601: TOTAL WATER FUND DISBURSEMENTS	<u>\$ 410.08</u>	<u>\$ 59,317.03</u>	<u>\$ -</u>	<u>0.0%</u>
605: SEWER FUND RECEIPTS				
Sewer Consumption	\$ -	\$ 29,719.12	\$ -	0.0%
Sewer Minimum Charge	\$ -	\$ 26,133.48	\$ -	0.0%
Penalties & Forfeited Discounts	\$ -	\$ 322.35	\$ -	0.0%
605: TOTAL SEWER FUND RECEIPTS	<u>\$ -</u>	<u>\$ 56,174.95</u>	<u>\$ -</u>	<u>0.0%</u>
605: SEWER FUND DISBURSEMENTS				
Office Operations Supplies	\$ -	\$ 140.52	\$ -	0.0%
Storm Drainage	\$ -	\$ 400.00	\$ -	0.0%
Water Utility	\$ 89.35	\$ 177.17	\$ -	0.0%
Utility Locates	\$ 56.70	\$ 189.05	\$ -	0.0%
Sewer Utility	\$ 10,830.30	\$ 45,189.05	\$ -	0.0%
Sewer Engineering Expense	\$ -	\$ 20,872.50	\$ -	0.0%
605: TOTAL SEWER FUND DISBURSEMENTS	<u>\$ 10,976.35</u>	<u>\$ 66,968.29</u>	<u>\$ -</u>	<u>0.0%</u>

Fund Name: All Funds

Date Range: 06/01/2025 To 06/30/2025

<u>Date</u>	<u>Remitter</u>	<u>Receipt #</u>	<u>Description</u>	<u>Deposit ID</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-P</u>	<u>Total</u>
06/04/2025	Evans, Joe	171736399*	Zoning Permit z25-0025, z25-0035, 545 Wildwood	(06/04/2025) -	N	Building Permits	100-32211-	\$ 445.66
						Building Permits	100-32211-	\$ 151.00
								<b>\$ 596.66</b>
06/05/2025	Precise Exteriors, LLC	171736400*	Zoning Permit z25-0038, 253 Cedar Street	(06/05/2025) -	N	Building Permits	100-32211-	\$ 156.85
								<b>\$ 156.85</b>
06/07/2025	Mickelson, Steve	171736401*	Zoning Permit z25-0041, 618 Hall Ave	(06/07/2025) -	N	Building Permits	100-32211-	\$ 99.05
								<b>\$ 99.05</b>
06/07/2025	Will, Ryan	171736402*	Zoning Permit z25-0026, 9 Oakridge Dr	(06/07/2025) -	N	Building Permits	100-32211-	\$ 540.06
								<b>\$ 540.06</b>
06/10/2025	Master Plumbing Services, LLC	171736403*	Zoning Permit z25-0043, 4000 E Cty Line Rd	(06/10/2025) -	N	Building Permits	100-32211-	\$ 151.00
								<b>\$ 151.00</b>
06/11/2025	MN Management & Budget	171736407	Court Fines	(06/11/2025) -	N	Court Fines	100-35101-	\$ 246.65
								<b>\$ 246.65</b>
06/16/2025	Nephew, Sara	171736390*	Kayak Rental	(06/16/2025) -	N	Kayak/Canoe Permits	100-32212-	\$ 35.00
								<b>\$ 35.00</b>
06/16/2025	Mahtomedi Fast Pitch Assn.	171736391*	Hall Rental	(06/16/2025) -	N	City/Town Hall Rent	100-34101-	\$ 25.00
								<b>\$ 25.00</b>
06/16/2025	Lydon, Patricia	171736392*	Kayak Rental	(06/16/2025) -	N	Kayak/Canoe Permits	100-32212-	\$ 35.00
						Kayak/Canoe Permits	100-32212-	\$ 35.00
								<b>\$ 70.00</b>

Fund Name: All Funds

Date Range: 06/01/2025 To 06/30/2025

<u>Date</u>	<u>Remitter</u>	<u>Receipt #</u>	<u>Description</u>	<u>Deposit ID</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-P</u>	<u>Total</u>
06/16/2025	Ramsey/Washington Cable Commission	171736393	Suburban Cable Commission--Refund 2024	(06/16/2025) -	N	Refund-Reimbursemnt-Dividend	100-36240-	\$ 6,004.41
								<b>\$ 6,004.41</b>
06/16/2025	KKRA	171736394*	Right Away Permit #25-0029	(06/16/2025) -	N	Building Permits	100-32211-	\$ 274.50
								<b>\$ 274.50</b>
06/16/2025	KKRA	171736395*	Right Away Escrow Permit	(06/16/2025) -	N	Escrow Deposits	100-36245-	\$ 3,000.00
								<b>\$ 3,000.00</b>
06/16/2025	Mahoney, Lawrence	171736396*	Dog License	(06/16/2025) -	N	Animal Licenses	100-32240-	\$ 30.00
								<b>\$ 30.00</b>
06/16/2025	Hegedus, Jozsef	171736397*	Kayak Rental	(06/16/2025) -	N	Kayak/Canoe Permits	100-32212-	\$ 35.00
								<b>\$ 35.00</b>
06/16/2025	Johnson, Van	171736398	Permit #25-0039	(06/16/2025) -	N	Building Permits	100-32211-	\$ 74.75
								<b>\$ 74.75</b>
06/24/2025	Craftsmen Home Improvement	171736404*	Zoning Permit z25-0044, 707 Hall Ave	(06/24/2025) -	N	Building Permits	100-32211-	\$ 200.54
								<b>\$ 200.54</b>
06/30/2025	Residents - via St Anthony Village	171736405	Utility Billing Receipts for June 2025	(06/30/2025) -	N	Water Consumption	601-37111-	\$ 6,405.03
							601-37112-	\$ 5,617.50
							601-37115-	\$ 50.00
							601-37116-	\$ 272.15
							601-37119-	\$ 2,658.94
							601-37160-	\$ 109.34
							605-37211-	\$ 5,212.30
							605-37212-	\$ 4,396.08
							605-37260-	\$ 88.73
								<b>\$ 24,810.07</b>
06/30/2025	4 M Fund	171736406	June 25 interest	(06/30/2025) -	N	Interest Earning	100-36210-	\$ 2,834.69
							100-36210-	\$ 216.46
								<b>\$ 3,051.15</b>
<b>Total for Selected Receipts</b>								<b>\$ 39,400.69</b>

Fund Name: All Funds

Date Range: 06/01/2025 To 06/30/2025

<u>Date</u>	<u>Vendor</u>	<u>Check #</u>	<u>Description</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-O-P</u>	<u>Total</u>
06/01/2025	USS Minnesota One MT LLC	33527*	Solar Energy - Feb thru April Charges--	N	General Government Buildings and Plant	100-41940-380-	\$ 394.80
		33527*			Sewer Utility	605-49465-380-	\$ 909.52
		33527*				605-49465-380-	\$ 1,160.48
		<b>Total For Check</b>	<b>33527</b>				<b>\$ 2,464.80</b>
06/02/2025	Xcel 2335-4	eft005192025-a	Electricity 3/20/25-4/20/25	N	Water Utility	601-49415-380-	\$ 10.85
		<b>Total For Check</b>	<b>eft005192025-a</b>				<b>\$ 10.85</b>
06/02/2025	Xcel 4094-1	eft005192025-b	Gas Service 03/21/25-04/22/25 200 Wildwood Lift Station	N	Water Utility	605-49415-380-	\$ 29.49
		<b>Total For Check</b>	<b>eft005192025-b</b>				<b>\$ 29.49</b>
06/02/2025	Xcel 9369-0	eft005192025-c	407 Lake Lift Station 2/21-3/21	N	Sewer Utility	605-49465-380-	\$ 27.83
		<b>Total For Check</b>	<b>eft005192025-c</b>				<b>\$ 27.83</b>
06/02/2025	Techie Dudes	eft05012025*	Monthly Service for cloud storage, backup and MS email exchange	N	Phone/IT	100-41955-314-	\$ 384.06
		<b>Total For Check</b>	<b>eft05012025</b>				<b>\$ 384.06</b>
06/02/2025	A T & T Mobility	eft05222025*	Wireless for water tower- 5/2-6/1	N	Water Utility	601-49415-382-	\$ 53.75
		<b>Total For Check</b>	<b>eft05222025</b>				<b>\$ 53.75</b>
06/02/2025	Quantum Fiber	eft05262025*	Internet Service Fee	N	Phone/IT	100-41955-314-	\$ 50.00
		<b>Total For Check</b>	<b>eft05262025</b>				<b>\$ 50.00</b>
06/03/2025	Payroll Period Ending 06/03/2025	33522	Office Payroll for 5/18-5/31	N	Clerk - Treasurer	100-41401-100-	\$ 1,701.19
		<b>Total For Check</b>	<b>33522</b>				<b>\$ 1,701.19</b>
06/03/2025	Payroll Period Ending 06/03/2025	33523	Office Payroll for 5/18-5/31	N	Parks	100-45207-100-	\$ 506.73
		<b>Total For Check</b>	<b>33523</b>				<b>\$ 506.73</b>
06/03/2025	Payroll Period Ending 06/03/2025	33524	Office Payroll for 5/18-5/31	N	Parks	100-45207-100-	\$ 856.32
		<b>Total For Check</b>	<b>33524</b>				<b>\$ 856.32</b>

Fund Name: All Funds

Date Range: 06/01/2025 To 06/30/2025

<u>Date</u>	<u>Vendor</u>	<u>Check #</u>	<u>Description</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-O-P</u>	<u>Total</u>
06/06/2025	Menard's - MAPLEWOOD	33525*	***VOID\$29.40***Inv # 52, Misc cleaning and office supplies	Y	General Government Buildings and Plant	100-41940-400-	\$ -
		<b>Total For Check</b>	<b>33525</b>				<b>\$ -</b>
06/06/2025	Menard's - MAPLEWOOD	33526*	***VOID\$29.40***Inv # 52, Misc cleaning and office supplies	Y	General Government Buildings and Plant	100-41940-400-	\$ -
		<b>Total For Check</b>	<b>33526</b>				<b>\$ -</b>
06/12/2025	MENARD'S - OAKDALE	33528*	Misc City Hall Clean Up Supplies	N	General Government Buildings and Plant	100-41940-220-	\$ 29.40
		<b>Total For Check</b>	<b>33528</b>				<b>\$ 29.40</b>
06/12/2025	IRS - US Treasury	EFT061225F	Federal Taxes - Q2 2025 -May Payment	N	Clerk - Treasurer	100-41401-100-	\$ 421.25
						100-41401-100-	\$ 903.92
						100-41401-100-	\$ 211.40
		<b>Total For Check</b>	<b>EFT061225F</b>				<b>\$ 1,536.57</b>
06/12/2025	MN Department of Revenue	EFT061225S	MN State Tax eFiling - 2025 Q2- May 2025 pymt	N	Clerk - Treasurer	100-41401-115-	\$ 223.39
						100-41401-115-	\$ 83.14
		<b>Total For Check</b>	<b>EFT061225S</b>				<b>\$ 306.53</b>
06/19/2025	Payroll Period Ending 06/19/2025	33529	Office Payroll 6/1-6/14	N	Clerk - Treasurer	100-41401-100-	\$ 1,467.71
		<b>Total For Check</b>	<b>33529</b>				<b>\$ 1,467.71</b>
06/19/2025	Payroll Period Ending 06/19/2025	33530	Office Payroll 6/1-6/14	N	Parks	100-45207-100-	\$ 505.30
		<b>Total For Check</b>	<b>33530</b>				<b>\$ 505.30</b>
06/26/2025	PERA	eft06262025*	Payroll 5/18-5/31, tb, jr	N	Clerk - Treasurer	100-41401-121-	\$ 323.82
						100-45207-121-	\$ 151.30
		<b>Total For Check</b>	<b>eft06262025</b>				<b>\$ 475.12</b>
06/30/2025	Bellinger, Therese	33531*	Reimbursement for ESRI ArcGIS annual subscription	N	Office Operations Supplies	100-41911-200-	\$ 1,035.00
		<b>Total For Check</b>	<b>33531</b>				<b>\$ 1,035.00</b>
06/30/2025	City of White Bear Lake	33532*	3rd Quarter Fire Service Charge	N	Fire	100-42201-314-	\$ 14,995.75
		<b>Total For Check</b>	<b>33532</b>				<b>\$ 14,995.75</b>
06/30/2025	Companion Animal Control LLC	33533*	Animal Control Services - May	N	Animal Control	100-41916-314-	\$ 145.00

Fund Name: All Funds

Date Range: 06/01/2025 To 06/30/2025

<u>Date</u>	<u>Vendor</u>	<u>Check #</u>	<u>Description</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-O-P</u>	<u>Total</u>
		<b>Total For Check</b>	<b>33533</b>				<b>\$ 145.00</b>
06/30/2025	Gopher State One Call	33534*	May 45 Tickets	N	Utility Locates	605-49455-314-	\$ 56.70
		<b>Total For Check</b>	<b>33534</b>				<b>\$ 56.70</b>
06/30/2025	H.A. Kantrud, P.A.	33535*	Attorney Fees for June	N	Legal Services	100-41601-300-	\$ 2,500.00
		<b>Total For Check</b>	<b>33535</b>				<b>\$ 2,500.00</b>
06/30/2025	Hullsiek, William	33536*	Reimbursement for over payment on utilities	N	Utility Reimbursement	601-49405-382-	\$ 95.36
		<b>Total For Check</b>	<b>33536</b>				<b>\$ 95.36</b>
06/30/2025	LRS Portables, LLC	33537*	May Portable Potty	N	Parks	100-45207-314-	\$ 124.00
		<b>Total For Check</b>	<b>33537</b>				<b>\$ 124.00</b>
06/30/2025	League of MN Cities Insurance Trust	33538*	Workers Comp Coverage Premium 6/12/25-6/12/26	N	City Insurance	100-41945-150-	\$ 1,292.00
		<b>Total For Check</b>	<b>33538</b>				<b>\$ 1,292.00</b>
06/30/2025	League of MN Cities Insurance Trust	33539*	Prop/Casualty Coverage Premium 6/12/25-6/12/26	N	City Insurance	100-41945-361-	\$ 11,423.00
		<b>Total For Check</b>	<b>33539</b>				<b>\$ 11,423.00</b>
06/30/2025	Metropolitan Council - Env. Service	33540*	June Waste Water Services	N	Sewer Utility	605-49465-217-	\$ 5,131.86
		<b>Total For Check</b>	<b>33540</b>				<b>\$ 5,131.86</b>
06/30/2025	Merrick Inc.	33541*	Summer Newsletter	N	Newsletter	601-49435-350-	\$ 185.22
		<b>Total For Check</b>	<b>33541</b>				<b>\$ 185.22</b>
06/30/2025	MENARD'S - OAKDALE	33542*	All Parks and Pathway Supplies	N	General Government Buildings and Plant	100-41940-220-	\$ 471.14
		33542*				100-41940-220-	\$ 12.84
		33542*				100-41940-220-	\$ 24.99
		<b>Total For Check</b>	<b>33542</b>				<b>\$ 508.97</b>
06/30/2025	Minutes Solutions	33543*	Meeting Minutes -6/10 Council Meeting	N	Cable Eqpmt and Service	100-41950-320-	\$ 220.00
		<b>Total For Check</b>	<b>33543</b>				<b>\$ 220.00</b>
06/30/2025	Quality Flow Systems, Inc.	33544*	Lift Station Inspection/Repair on 6/18/25	N	Sewer Utility	605-49465-314-	\$ 796.00
		<b>Total For Check</b>	<b>33544</b>				<b>\$ 796.00</b>

Fund Name: All Funds

Date Range: 06/01/2025 To 06/30/2025

<u>Date</u>	<u>Vendor</u>	<u>Check #</u>	<u>Description</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-O-P</u>	<u>Total</u>
06/30/2025	Toshiba America Business Solutions	33545*	June Monthly Usage Allowance	N	Office Operations Supplies	100-41911-314-	\$ 10.62
	<b>Total For Check</b>	<b>33545</b>					<b>\$ 10.62</b>
06/30/2025	TSE, Inc. Work Account	33546*	Janitorial Services - 6/5 & 6/19	N	General Government Buildings and Plant	100-41940-314-	\$ 30.04
		33546*				100-41940-314-	\$ 30.04
	<b>Total For Check</b>	<b>33546</b>					<b>\$ 60.08</b>
06/30/2025	USS Minnesota One MT LLC	33547*	Solar Energy - May Charges--	N	General Government Buildings and Plant	100-41940-380-	\$ 142.28
		33547*			Sewer Utility	605-49465-380-	\$ 379.39
		33547*				605-49465-380-	\$ 687.65
	<b>Total For Check</b>	<b>33547</b>					<b>\$ 1,209.32</b>
06/30/2025	Stoltzman, Cris	33548*	Videography - Council Mtg--6/10--3 hrs	N	Cable Eqpmt and Service	100-41950-314-	\$ 82.68
	<b>Total For Check</b>	<b>33548</b>					<b>\$ 82.68</b>
06/30/2025	John Wikstrom	33549*	June City Planner Fees-	N	General Fund Engineering Expense	100-41925-300-	\$ 1,600.00
	<b>Total For Check</b>	<b>33549</b>					<b>\$ 1,600.00</b>
06/30/2025	Washington County - Property & Tax	33550*	2025 Special Assessment Billing	N	Assessing	100-41550-314-	\$ 5.54
	<b>Total For Check</b>	<b>33550</b>					<b>\$ 5.54</b>
06/30/2025	White Bear Township	33551*	Maintenance, 5/5, 5/12, 5/20, 6/4	N	Sewer Utility	605-49465-314-	\$ 1,708.38
	<b>Total For Check</b>	<b>33551</b>					<b>\$ 1,708.38</b>
06/30/2025	Techie Dudes	EFT06012025*	Monthly Service for cloud storage, backup and MS email exchange	N	Phone/IT	100-41955-314-	\$ 472.06
	<b>Total For Check</b>	<b>EFT06012025</b>					<b>\$ 472.06</b>
06/30/2025	Xcel 2307-8	EFT06022025*	Street Lighting Charges	N	Street Lighting	100-43160-380-	\$ 1,371.80
	<b>Total For Check</b>	<b>EFT06022025</b>					<b>\$ 1,371.80</b>
06/30/2025	Xcel 2335-4	EFT06172025*	Electricity 4/20-5/19	N	Water Utility	601-49415-380-	\$ 10.75
	<b>Total For Check</b>	<b>EFT06172025</b>					<b>\$ 10.75</b>
06/30/2025	Xcel 4094-1	EFT06172025A*	Gas Service 4/23-5/20 200 Wildwood Lift Station	N	Water Utility	605-49415-380-	\$ 59.86

Fund Name: All Funds

Date Range: 06/01/2025 To 06/30/2025

<u>Date</u>	<u>Vendor</u>	<u>Check #</u>	<u>Description</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-O-P</u>	<u>Total</u>
		<b>Total For Check</b>	<b>EFT06172025A</b>				<b>\$ 59.86</b>
06/30/2025	Xcel 9369-0	EFT06172025B*	407 Lake Lift Station 4/22-5/20	N	Sewer Utility	605-49465-380-	\$ 29.19
		<b>Total For Check</b>	<b>EFT06172025B</b>				<b>\$ 29.19</b>
06/30/2025	Minnesota UI Fund	EFT06172025C*	Unemployment Insurance Fund	N	Insurance - employee	100-41912-130-	\$ 2,973.00
		<b>Total For Check</b>	<b>EFT06172025C</b>				<b>\$ 2,973.00</b>
06/30/2025	A T & T Mobility	EFT06222025*	Wireless for water tower- 6/2-7/1	N	Water Utility	601-49415-382-	\$ 54.15
		<b>Total For Check</b>	<b>EFT06222025</b>				<b>\$ 54.15</b>
06/30/2025	Quantum Fiber	EFT06262025*	Internet Service Fee	N	Phone/IT	100-41955-314-	\$ 50.00
		<b>Total For Check</b>	<b>EFT06262025</b>				<b>\$ 50.00</b>
<b>Total For Selected Checks</b>							<b>\$ 58,611.94</b>

Date Range : 6/1/2025 To 7/2/2025

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Check #</u>	<u>Approved</u>	<u>Total</u>	<u>Account #</u>	<u>Detail</u>
06/01/2025	Techie Dudes	Monthly Service for cloud storage, backup and MS email exchange	7551*	EFT06012025	Yes	\$472.06	100-41955-314	\$472.06
06/01/2025	USS Minnesota One MT LLC	Solar Energy - Feb thru April Charges--	7546*	33527	Yes	\$2,464.80	605-49465-380	\$1,160.48
							100-41940-380	\$394.80
							605-49465-380	\$909.52
06/02/2025	Xcel 2307-8	Street Lighting Charges	7552*	EFT06022025	Yes	\$1,371.80	100-43160-380	\$1,371.80
06/06/2025	Menard's - MAPLEWOOD	Inv # 52, Misc cleaning and office supplies	7544*	33525	Yes	\$29.40	100-41940-400	\$29.40
06/06/2025	Menard's - MAPLEWOOD	Inv # 52, Misc cleaning and office supplies	7545*	33526	Yes	\$29.40	100-41940-400	\$29.40
06/12/2025	IRS - US Treasury	Federal Taxes - Q2 2025 -May Payment	7542	EFT061225F	Yes	\$1,536.57	100-41401-100	\$421.25
							100-41401-100	\$903.92
							100-41401-100	\$211.40
06/12/2025	MENARD'S - OAKDALE	Misc City Hall Clean Up Supplies	7547*	33528	Yes	\$29.40	100-41940-220	\$29.40
06/12/2025	MN Department of Revenue	MN State Tax eFiling - 2025 Q2-May 2025 pymt	7543	EFT061225S	Yes	\$306.53	100-41401-115	\$223.39
							100-41401-115	\$83.14
06/17/2025	Minnesota UI Fund	Unemployment Insurance Fund	7577*	EFT06172025C	Yes	\$2,973.00	100-41912-130	\$2,973.00
06/17/2025	Xcel 2335-4	Electricity 4/20-5/19	7553*	EFT06172025	Yes	\$10.75	601-49415-380	\$10.75
06/17/2025	Xcel 4094-1	Gas Service 4/23-5/20	7554*	EFT06172025A	Yes	\$59.86	605-49415-380	\$59.86
06/17/2025	Xcel 9369-0	200 Wildwood Lift Station 407 Lake Lift Station 4/22-5/20	7555*	EFT06172025B	Yes	\$29.19	605-49465-380	\$29.19
06/22/2025	A T & T Mobility	Wireless for water tower-6/2-7/1	7549*	EFT06222025	Yes	\$54.15	601-49415-382	\$54.15
06/26/2025	PERA	Payroll 5/18-5/31, tb, jr	7548*	eft06262025	Yes	\$475.12	100-41401-121	\$323.82
							100-45207-121	\$151.30
06/26/2025	Quantum Fiber	Internet Service Fee	7550*	EFT06262025	Yes	\$50.00	100-41955-314	\$50.00
06/30/2025	Bellinger, Therese	Reimbursement for ESRI ArcGIS annual subscription	7556*	33531	Yes	\$1,035.00	100-41911-200	\$1,035.00
06/30/2025	City of White Bear Lake	3rd Quarter Fire Service Charge	7557*	33532	Yes	\$14,995.75	100-42201-314	\$14,995.75

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Check #</u>	<u>Approved</u>	<u>Total</u>	<u>Account #</u>	<u>Detail</u>
06/30/2025	Companion Animal Control LLC	Animal Control Services - May	7558*	33533	Yes	\$145.00	100-41916-314	\$145.00
06/30/2025	Gopher State One Call	May 45 Tickets	7559*	33534	Yes	\$56.70	605-49455-314	\$56.70
06/30/2025	H.A. Kantrud, P.A.	Attorney Fees for June	7560*	33535	Yes	\$2,500.00	100-41601-300	\$2,500.00
06/30/2025	Hullsiek, William	Reimbursement for over payment on utilities	7561*	33536	Yes	\$95.36	601-49405-382	\$95.36
06/30/2025	John Wikstrom	June City Planner Fees-	7574*	33549	Yes	\$1,600.00	100-41925-300	\$1,600.00
06/30/2025	League of MN Cities Insurance Trust	Workers Comp Coverage Premium 6/12/25-6/12/26	7563*	33538	Yes	\$1,292.00	100-41945-150	\$1,292.00
06/30/2025	League of MN Cities Insurance Trust	Prop/Casualty Coverage Premium 6/12/25-6/12/26	7564*	33539	Yes	\$11,423.00	100-41945-361	\$11,423.00
06/30/2025	LRS Portables, LLC	May Portable Potty	7562*	33537	Yes	\$124.00	100-45207-314	\$124.00
06/30/2025	MENARD'S - OAKDALE	All Parks and Pathway Supplies	7567*	33542	Yes	\$508.97	100-41940-220	\$471.14
							100-41940-220	\$12.84
							100-41940-220	\$24.99
06/30/2025	Merrick Inc.	Summer Newsletter	7566*	33541	Yes	\$185.22	601-49435-350	\$185.22
06/30/2025	Metropolitan Council - Env. Service	June Waste Water Services	7565*	33540	Yes	\$5,131.86	605-49465-217	\$5,131.86
06/30/2025	Minutes Solutions	Meeting Minutes -6/10 Council Meeting	7568*	33543	Yes	\$220.00	100-41950-320	\$220.00
06/30/2025	Quality Flow Systems, Inc.	Lift Station Inspection/Repair on 6/18/25	7569*	33544	Yes	\$796.00	605-49465-314	\$796.00
06/30/2025	Stoltzman, Cris	Videography - Council Mtg--6/10--3 hrs	7573*	33548	Yes	\$82.68	100-41950-314	\$82.68
06/30/2025	Toshiba America Business Solutions	June Monthly Usage Allowance	7570*	33545	Yes	\$10.62	100-41911-314	\$10.62
06/30/2025	TSE, Inc. Work Account	Janitorial Services - 6/5 & 6/19	7571*	33546	Yes	\$60.08	100-41940-314	\$30.04
							100-41940-314	\$30.04
06/30/2025	USS Minnesota One MT LLC	Solar Energy - May Charges--	7572*	33547	Yes	\$1,209.32	605-49465-380	\$687.65
							100-41940-380	\$142.28
							605-49465-380	\$379.39
06/30/2025	Washington County - Property & Tax	2025 Special Assessment Billing	7575*	33550	Yes	\$5.54	100-41550-314	\$5.54

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Check #</u>	<u>Approved</u>	<u>Total</u>	<u>Account #</u>	<u>Detail</u>
06/30/2025	White Bear Township	Maintenance, 5/5, 5/12, 5/20, 6/4	7576*	33551	Yes	\$1,708.38	605-49465-314	\$1,708.38
07/02/2025	Gopher State One Call	June 24 Tickets	7587*	33559	Yes	\$32.40	605-49455-314	\$32.40
07/02/2025	Heating & Cooling Experts, LLC	#4170 Repair A/C in Meeting Room	7584*	33556	Yes	\$507.00	100-41940-300	\$507.00
07/02/2025	Heisdorffer, Kevin	Reissue of check #33331 which was cashed in a fraud case.	7580*	33554	Yes	\$3,000.00	100-49250-810	\$3,000.00
07/02/2025	LRS Portables, LLC	June Portable Potty	7585*	33557	Yes	\$174.00	100-45207-314	\$174.00
07/02/2025	Manship Plumbing & Heating Inc	June Retain, 2 Locates, Storm Sewer, Road patch at wildwood ave	7578*	33552	Yes	\$1,400.00	601-49415-314	\$800.00
							601-49415-314	\$240.00
							601-49415-314	\$120.00
							601-49415-314	\$240.00
07/02/2025	MENARD'S - OAKDALE	Drive Bit Set & Keyed T Handle Lock	7583	33555	Yes	\$12.78	100-41940-220	\$12.78
07/02/2025	Metropolitan Council - Env. Service	July Waste Water Services	7586*	33558	Yes	\$5,131.86	605-49465-217	\$5,131.86
07/02/2025	Tennis Sanitation, LLC	Recycling for Serv: may thru june 2025	7579*	33553	Yes	\$3,312.00	100-43300-314	\$3,312.00
<b>Total For Selected Claims</b>								<b>\$66,647.55</b>

**City of Birchwood Village**  
**June 10th, 2025 City Council Meeting**

**CLAIMS LIST APPROVAL SHEET**

7/8/2025

Claims Total \$ **66,647.55**

Number of Checks 44

Check Voids 0

**Signature Approvals**

\_\_\_\_\_  
Jennifer Arsenault, Mayor Date

\_\_\_\_\_  
Ryan Eisele, City Council Date

\_\_\_\_\_  
Ryan Hankins, City Council Date

\_\_\_\_\_  
Bridget Sperl, City Council Date

\_\_\_\_\_  
Katherine Weier, City Council Date

Date Range : 6/2/2025 To 7/2/2025

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
07/02/2025	Manship Plumbing & Heating Inc	June Retain, 2 Locates, Storm Sewer, Road patch at wildwood ave	7578*	\$1,400.00			
					601-49415-314-	Water Utility	\$800.00
					601-49415-314-	Water Utility	\$240.00
					601-49415-314-	Water Utility	\$120.00
					601-49415-314-	Water Utility	\$240.00
07/02/2025	Tennis Sanitation, LLC	Recycling for Serv: may thru june 2025	7579*	\$3,312.00			
					100-43300-314-	Recycle	\$3,312.00
<b>Total For Selected Claims</b>				<b>\$4,712.00</b>			<b>\$4,712.00</b>

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Bridget M Sperl

City Council/Town Board

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Date

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Jennifer L Arsenault

City Council/Town Board, Mayor

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Date

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Katherine A Weier

City Council/Town Board

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Date

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Ryan P Eisele

City Council/Town Board

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Date

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Ryan Q Hankins

City Council/Town Board

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Date

**CITY OF BIRCHWOOD VILLAGE  
WASHINGTON COUNTY, MINNESOTA  
RESOLUTION 2025-50**

**A RESOLUTION APPROVING SUMMARY PUBLICATION OF AN ORDINANCE AMENDING  
ORDINANCE NO. 605: ANIMALS**

**WHEREAS**, the City Council of the City of Birchwood Village has adopted Ordinance No. 2025-XX, an ordinance amending Chapter 605: Animals; and

**WHEREAS**, Minnesota Statutes § 412.191, subd. 4, provides that the council may by a four-fifths vote of its members direct that only the title of the ordinance and a summary of the ordinance be published; and

**WHEREAS**, the City Council has determined that it is in the best interest of the City to publish a summary of the ordinance.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Birchwood Village hereby authorizes the publication of a summary of Ordinance No. 2025-XX as legally permitted.

**BE IT FURTHER RESOLVED** that the City Administrator shall keep a copy of the entire ordinance on file and available for public inspection.

Adopted by the City Council of Birchwood Village this 8th day of July, 2025.

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Jennifer Arsenault  
Mayor

ATTEST:

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Scott Hildebrand  
City Administrator

**SUMMARY OF ADOPTED ORDINANCE AMENDING ORDINANCE NO. 605: ANIMALS**

Please be advised that on X, X, 2025, the City of Birchwood passed the following ORDINANCE:

AN ORDINANCE AMENDING ORDINANCE NO. 605 ADOPTED ON MARCH 12, 2019, AND TITLED "ANIMALS."

The following is a SUMMARY of the Ordinance:

This ordinance updates various regulations concerning animals within the city. It removes the need for a dangerous dog code, relying instead on state statute, and eliminates licensing requirements for chickens to reduce administrative burden. The ordinance also removes provisions allowing pigs, clarifies regulations on wild animals, and modifies rules for managing rabies cases. Additionally, it updates enforcement provisions, making most violations petty misdemeanors, and removes sections allowing searches of private property, requiring consent or a warrant for entry.

PLEASE BE ADVISED this is NOT the full text of the Ordinance passed, and the published material is only a summary. The full text is available for public inspection at Birchwood City Hall, 207 Birchwood Ave, Birchwood, MN, or may be provided electronically or by U.S. Mail upon request.

**Summary complies with Minn. Stat. § 331A.05 subds. 8 & 10 and § 412.191 subd. 4.**



Real People. Real Solutions.

3507 High Point Drive North  
Bldg. 1 Suite E130  
Oakdale, MN 55128

Ph: (651) 704-9970  
Bolton-Menk.com

7-1-2025

City of Birchwood Village

Council,

### **Wildwood Lift Station Reconstruction**

May 29<sup>th</sup> notices were placed on the doors of residents residing on the project. Attached is the notice that was provided. Xcel is planning on starting Thursday July 10<sup>th</sup> relocating the gas services in the excavation limits. On Monday July 14<sup>th</sup> Hentges will begin their work and is expected to take up to 6 weeks.

Also attached is Pay App 1. Within Pay App 1 is the cost for a few of the materials within the lift station that the contract has on hand and is requesting payment to pay their suppliers with. With council approval of pay app 1, Bolton and Menk will submit pay app 1 to the EPA and Rice Creek Watershed District for payment.

Please feel free to contact me at [marcus.johnson@bolton-menk.com](mailto:marcus.johnson@bolton-menk.com) or 507-440-0537 with any questions.

Sincerely,

**Bolton & Menk, Inc.**

**Marcus Johnson PE**  
Associate Project Engineer



# Road Closure

May 29, 2025

<b>Closure Starts</b> <b>July 10</b>	<b>Duration</b> <b>6 weeks</b>	<b>Description of Work</b> <b>Utility Work</b>
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The southbound lane of **WILDWOOD AVENUE** will be closed beginning **THURSDAY JULY 10<sup>th</sup>**. The road will be closed due to **UTILTY WORK**. It is anticipated the closure of the southbound lane of **WILDWOOD AVENUE** will last approximately **6 WEEKS**, at which time the road will re-opened. Traffic will flow on northbound as normal. Property owners on **WILDWOOD AVENUE** will still have access to their property during the road closure.

Please see detour route on the back of this flyer.  
This is the proposed detour route and will not be signed.

## Garbage and mail service

Garbage service will remain the same with garbage pickup occurring on same day as it currently does throughout construction. The contractor will bring garbage cans down to the intersection to allow garbage pickup and bring them back to your property later in the day.

Mailboxes located on the divided portion of Wildwood Ave will have a temporary mailbox junction to the southeast, prior to the road split (refer to area shown on map) for the duration of the road closure.

We apologize for any inconvenience this may cause. If you have any questions or concerns during construction, please call **MARCUS JOHNSON** at **507-440-0537**.

**Contractor's Application for Payment**

<b>Owner:</b> <u>City of Birchwood Village</u>	<b>Owner's Project No.:</b> _____
<b>Engineer:</b> <u>Bolton &amp; Menk, Inc.</u>	<b>Engineer's Project No.:</b> <u>ON1.131616</u>
<b>Contractor:</b> <u>S.M. Hentges &amp; Sons, Inc.</u>	<b>Agency's Project No.:</b> _____
<b>Project:</b> <u>Wildwood Avenue Lift Station Replacement</u>	
<b>Contract:</b> _____	
<b>Application No.:</b> _____	<b>Application Date:</b> <u>7/1/2025</u>
<b>Application Period:</b> <b>From</b> <u>6/1/2025</u> <b>to</b> <u>7/1/2025</u>	

1. Original Contract Price	\$	585,037.21
2. Net change by Change Orders	\$	-
3. Current Contract Price (Line 1 + Line 2)	\$	585,037.21
4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)	\$	116,468.45
5. Retainage		
a. <u>5%</u> X <u>\$ -</u> Work Completed	\$	-
b. _____ X <u>\$ 116,468.45</u> Stored Materials	\$	-
c. Total Retainage (Line 5.a + Line 5.b)	\$	-
6. Amount eligible to date (Line 4 - Line 5.c)	\$	116,468.45
7. Less previous payments		
8. Amount due this application	\$	116,468.45
9. Balance to finish, including retainage (Line 3 - Line 4)	\$	468,568.76

**Contractor's Certification**

The undersigned Contractor certifies, to the best of its knowledge, the following:

(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;

(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and

(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

**Contractor:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Name:** \_\_\_\_\_ **Title:** \_\_\_\_\_

<p><b>Recommended by Engineer</b></p> <p><b>By:</b> _____</p> <p><b>Name:</b> <u>Marcus Johnson</u></p> <p><b>Title:</b> <u>Associate Project Engineer</u></p> <p><b>Date:</b> <u>7/1/2025</u></p>	<p><b>Approved by Owner</b></p> <p><b>By:</b> _____</p> <p><b>Name:</b> _____</p> <p><b>Title:</b> _____</p> <p><b>Date:</b> _____</p>
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**Progress Estimate - Unit Price Work**

**Contractor's Application for Payment**

Owner:	City of Birchwood Village	Owner's Project No.:	
Engineer:	Bolton & Menk, Inc.	Engineer's Project No.:	ON1.131616
Contractor:	S.M. Hentges & Sons, Inc.	Agency's Project No.:	
Project:	Wildwood Avenue Lift Station Replacement		
Contract:			

Application No.: \_\_\_\_\_ Application Period: From 06/01/25 to 07/01/25 Application Date: 07/01/25

A	B	C	D	E	F	F1	F2	G	H	I	J	K	L
Bid Item No.	Description	Contract Information		Unit Price (\$)	Value of Bid Item (C X E) (\$)	Previous Estimate		Work Completed		Materials Currently Stored (not in G) (\$)	Work Completed and Materials Stored to Date (H + I) (\$)	% of Value of Item (J / F) (%)	Balance to Finish (F - J) (\$)
		Item Quantity	Units			Quantity Previous Estimate	Value Previous Estimate	Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G) (\$)				
<b>Original Contract</b>													
1	CONSTRUCTION OF ALL FACILITIES AS SHOWN ON THE	1.00	LS	585,037.21	585,037.21		-	-	-	116,468.45	116,468.45	20%	468,568.76
<b>Original Contract Totals</b>					\$ 585,037.21		\$ -		\$ -	\$ 116,468.45	\$ 116,468.45	20%	\$ 468,568.76

Quality Flow Systems, Inc.  
 Quality Control & Integration, Inc.  
 800 - 6th Street NW  
 New Prague, MN 56071  
 Phone: (952) 758-9445



# Invoice 49018

Invoice Date	Due Date
6/4/2025	7/4/2025

<b>Bill To</b>
S.M. Hentges & Sons, Inc. 650 Quaker Avenue Jordan, MN 55352

<b>Ship To</b>
S.M. Hentges & Sons, Inc. c/o jobsite at intersect of Owl Street & Wildwood Ave Birchwood, MN 55110 Jamie (612) 919-4667

<b>P.O. Number</b>	<b>Terms</b>	<b>Rep</b>	<b>Via</b>	<b>F.O.B.</b>	<b>Project</b>
Job 0125-01309	Net 30	PAT	Best Way	Origin	35100 - Birchwood, MN

Ordered	Invoiced	B/O	Item Number	Description	Unit Price	Ext. Price
2	2	0	KEEN-K4VP(X)	"Keen" Subm pump-230/3, 20hp (10.0" imp.) w/ 50' cords	26,223.00	52,446.00T
2	2	0	KEEN-KVLS-4	"Keen" 4" base lift out assy.	0.00	0.00T
40	40	0	CHAIN-5/16SS	Chain-5/16" SS lifting (2 - 20' lengths)	0.00	0.00T
2	2	0	SHACKLE-3/8SS	Shackle-3/8" SS screw-pin	0.00	0.00T
1	1	0	CBRK-SS	Cable rack-SS	0.00	0.00T
2	2	0	JHK	J-hook; SS	0.00	0.00T
80	80	0	PIPE-2SS	Pipe-2" Sch 40, 304 SS guide pipe x PE	50.00	4,000.00T
1	1	0	PANEL-35100	NEMA 3R, SS, duplex control panel - 240/3 operating service - free stand encl. w/ louvered skirt stand - soft starters - MicroLogix PLC w/ OIT - float backup	51,022.00	51,022.00T
1	1	0	FIELDITEMS-35100	- subm. level transducer w/ 60' cable - antenna - coax cable & connectors - (2) susp. type floats w/ 60' cable	0.00	0.00T

Thank you for your business.	<b>Subtotal</b>	\$107,468.00
Finance charges at a rate of 1.5% per month or 18% annually, will be added to any account that is past due. In addition, the customer is responsible for all costs associated with collections including reasonable attorney fees.	<b>Sales Tax (8.375%)</b>	\$9,000.45
	<b>Total</b>	\$116,468.45

2025 Property Casual Renewal for Birchwood

Effective 6/12/2025

Premium is down 8.1% from expiring primarily due to rate decreases and an improved NFSB ex mod (10% debit this year rather than credit).

	Premium		
Coverage	2025	2024	% Change
Property	\$ 4,508	\$ 4,814	-6.36%
Mobile Property	\$ 255	\$ 307	-16.94%
First Party Cyber	\$ 669	\$ 728	-8.10%
Municipal Liability	\$ 3,454	\$ 3,897	-11.37%
Auto Liability	\$ 90	\$ 87	3.45%
Bond	\$ 128	\$ 137	-6.57%
Equipment Breakdown	\$ 419	\$ 434	-3.46%
Excess Liability	\$ 1,200	\$ 1,200	0.00%
No Fault Sewer	\$ 700	\$ 826	-15.25%
<b>Total Premium</b>	<b>\$ 11,423</b>	<b>\$ 12,430</b>	<b>-8.10%</b>