



**CITY OF BIRCHWOOD VILLAGE
WASHINGTON COUNTY, MINNESOTA**

November 14th, 2025

6:45 P.M.

PROPOSED MINUTES

CALL TO ORDER

CALLED TO ORDER AT 6:45 PM

ROLL CALL

ALL MEMBERS PRESENT

APPROVAL OF CITY COUNCIL AGENDA

(*denotes item with backup/materials)

**AGENDA MODIFIED WITH REMOVAL OF CITY BUSINESS #7, MOVEMENT OF
CONSENT AGENDA ITEMS "C" "G" "L" AND "M" TO CITY BUSINESS AND ADDITION
OF SPECIFIC DOLLAR-AMOUNT TO ITEM "I" ON CONSENT. MOVED BY SPERL,
SECOND BY HANKIN; ALL AYE**

OPEN PUBLIC FORUM-

TERRY GRANNIS, AL MITCHELL, BARTON WINTER PRESENTED

PRESENTATIONS-

- Bud and Ruth Jensen will present on Hall's Marsh.

YES, YES THEY DID

CONSENT AGENDA (ITEMS/LISTINGS MODIFIED BY REMOVALS OF C,G,L & M.)-

- Approve Council Meeting Minutes from October 14, 2025* pp. 4-6
- Approve City Council Special Meeting from October 28, 2025* p.7
- Resolution authorizing Interim City Administrator*p.14
- Resolution authorizing Grant with State of Minnesota for Lake Links*pp.15-63
- Resolution authorizing replacement of lighting in City Council Chambers (time and materials using City Staff) *pp.64-65
- Authorize Website Management by Cris Stoltzman* p. 69
- Authorize payment**S OF PAY APP'S 4 & 5 IN THE AMOUNT OF \$156,497.46** to **S.M.Hentges & Sons, Inc.** for lift station replacement.* p.70
- Acceptance of Sheriff's Report.* p. 70a-70c
- Acceptance of Recycling Quarterly Report * p. 70d

**MOTION TO APPROVE AS PRESENTED AND MODIFIED BY HANKINS,
SECOND BY SPERL, ALL AYE.**

STAFF REPORTS-

1. Engineer's Report on a Crack-Seal project using Washington County Public Works (also an action item below). *p.71
2. Engineer's report on drainage improvements in Polly's Park (also an action item below) *p.72

CITY BUSINESS-ACTION ITEMS

1. Discussion and Approval of Crack-Seal Project* p. 71
MOTION TO APPROVE AS PRESENTED BY WEIER, SECOND BY EISELE, ALL AYE.
2. Discussion and Approval authorizing City Engineer to prepare grant-request for storm water management project with RCWD* p.72-74
MOTION TO APPROVE AS PRESENTED BY WEIER, SECOND BY EISELE, ALL AYE.
3. Discussion of Parks Committee request to amend City Code* pp. 75-79
MOTION TO APPROVE AS PRESENTED WITH FIRST READING AND ORDERING PUBLIC HEARING BY HANKINS, SECOND BY WEIER, ALL AYE.
4. Discussion and possible authorization for Seasonal Road Management/Snow Management- original quote and 2" trigger quote included. * pp.80-87
MOTION TO APPROVE AS PRESENTED USING THE 2" TRIGGER FOR SERVICE BY SPERL, SECOND BY SOMEONE, ALL AYE.
5. Discussion and possible approval for process to allow limited access to public property by licensure and update of City Parking Code*pp.88-100
COUNCIL DECISION TO ADD TO WORKSHOP FOR LONGER DISCUSSION (PROPOSED FOR JANUARY 6, 2026).
6. Discussion/possible adoption of updated fee-schedule/ordinance * pp.101-117
MOTION TO APPROVE AS PRESENTED WITH FIRST READING AND ORDERING PUBLIC HEARING AND MAYOR TO DISCUSS FEE ADJUSTMENTS WITH BIRCHWOOD DOCK ASSOCIATION BY HANKINS, SECOND BY SPERL, ALL AYE.
- ~~7. Discussion/possible approval of the Operations and Maintenance Agreement for the Priebe Lake Outfall Project* pp.118-125~~
8. Discussion of possible Council Workshop on December 2, 2025 to discuss the City's Road-Plan for the coming year.
COUNCIL DECISION TO HOLD WORKSHOP ON JANUARY 6, 2026 AT 6:30PM WITH AGENDA TO INCLUDE: 2026 ROAD PROJECT PLANNING, LONG-FORM DISCUSSION OF PROPOSED PARKING CODE (SEE ITEM #5 HEREIN) AND HALLS MARSH/PLOP. NO RIOTS OR STORMING OF CITY HALL PLANNED.

9. Resolution Authorizing Water and Sewer Rates for 2026* pp.8-13
NO ACTION TAKEN AS INFORMATION WAS UPDATED ON CITY FEE SCHEDULE ORDINANCE INSTEAD (SEE ITEM #6 HEREIN).
10. Acceptance of bid from Woodchuck and approval of payment in the amount of \$19,800.00 for tree removal in Polly's Park. The quote from Birch is also included for reference.* pp.66-68
MOTION TO APPROVE AS PRESENTED WITH A NOT-TO-EXCEED \$20,000.00 BUDGET WITH MAYOR AND ADMINISTRATOR TO NEGOTIATE ADDITIONAL SERVICES WITHIN THAT AMOUNT BY HANKINS, SECOND BY SPERL, ALL AYE.
11. Approval of Paid Leave premiums and Resolution * pp. 70e-i
MOTION TO APPROVE AS PRESENTED BY WEIER, SECOND BY HANKINS, ALL AYE.
12. Approval of Balance Sheet, Statement and Register of Receipts and Disbursements, and Claims History. * pp. 70j-70x
MOTION TO APPROVE AS PRESENTED BY HANKINS, SECOND BY EISELE, ALL AYE. ADMINISTRATOR TO INVITE CITY CONTROLLER OLSON TO PRESENT ON TOPIC AT DECEMBER MEETING.

ANNOUNCEMENTS/FYI/UPCOMING EVENTS-

1. December 9th City Council Meeting will feature the Truth-in-Taxation Hearing as well as a Public Hearing regarding Delinquent Utility Bills/Certifications
2. The City may have a short special meeting to approve the hire of another administrative support person prior to December's meeting and discuss the future of road projects in the City
3. Items for the newsletter need to be submitted by November 19th.
4. Residents on Birchwood Lane and Wildwood from East Co Line to Owl Street will be without power on 11/20 beginning at 9 am. A large tree will be removed requiring a crane. The road will also be blocked at 139 Wildwood.
5. City Staff Evaluations are anticipated to be completed within the next month
6. City Hall will be closed November 26-December 1 for the Thanksgiving Holiday.

ADJOURNMENT

MOTION TO ADJOURN AT 8:27 PM BY HANKINS, SECOND BY EISELE, ALL AYE.