



MINUTES OF THE CITY COUNCIL

CITY OF BIRCHWOOD VILLAGE
WASHINGTON COUNTY, MINNESOTA
August 12, 2026
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 Mayor Arsenault called the meeting to order at 6:45 p.m.

ROLL CALL All CMs present

APPROVAL OF CITY COUNCIL AGENDA On a motion by CM Hankins and seconded by CM Weier the agenda was approved as amended, with the addition of announcements 4, 5, and 6. All Aye.

PUBLIC FORUM Mayor Arsenault opened the public forum. Michelle Young spoke regarding the pavement of Hall Court. (Point 3) Points 1, 3, 4, and 5 are to be discussed at next City Council meeting. Mayor Arsenault closed the public forum.

1. Deer Concerns in City* pg. 1
2. Traffic Safety at South Shore Blvd* pg. 2 Vegetation will be cut down to improve visibility. Mayor Arsenault has reached out to White Bear Township and Bolton and Menk for next steps.
3. Pave Roadway at 5 Hall Court* pg. 3
4. Memorial Bench at Ash Beach* pg. 4 **ACTION:** to be discussed by Parks Committee
5. Fishhook Concern at Kay Beach* pg. 5 **ACTION:** to be discussed by Parks Committee

PRESENTATIONS Marcus Johnson from Bolton and Menk presented regarding City Business item 1. Mr. Johnson recommended alternate 2 (city hall parking lot with edge mill and an overlay) from the Bituminous Roadways bid.

CITY BUSINESS-ACTION ITEMS

1. Consider/Award Bid for 2026 City Street Maintenance Project(s) * pgs. 6-48 **On a motion by CM Weier and seconded by CM Hankins it was approved to accept the base bid and alternate 2 from Bituminous Roadways. All Aye.**
2. Discussion of traffic concerns at Wildwood and Century Avenue
ACTION: Marcus Johnson tasked with presenting options at next City Council meeting that can be implemented by Birchwood to improve safety
3. Appointment of Focus Group members for Road Planning* pg. 49
On a motion by CM Hankins and seconded by CM Sperl it was approved to appoint Max Kirshbaum, Kristin Stolte, Mary Hapka, Jozsef Hegedus, and Maureen Seibert to the Road Planning Focus Group. All Aye.
4. Discussion regarding duplicate City Code chapters* pgs. 50-52
ACTION: Code sections 802, 611 will be reviewed for duplicity and edits presented at next City Council Meeting. On a motion by CM Hankins and seconded by CM Eisele it was approved to table item 4 until next CC Meeting. All Aye.

CONSENT AGENDA **On a motion by CM Weier and seconded by CM Sperl Consent Agenda items 1, 3,4,6,9, and 10 were approved. All Aye.**

1. Approve Council Meeting Minutes from July 14, 2026* pgs. 53-54
2. Approve Treasurer's Financial Summary July 2026* pg. 55 **discrepancy found, to be addressed at next CC Meeting**
3. Approve July Claims Signature Template* pg. 56 **discrepancy found, to be addressed at next CC Meeting**
4. Approve July Claims History* pgs. 57-60
5. Approve July Financial Statement* pgs. 61-63
6. Approve July Disbursements and Receipts
7. Approve City **Administrator** Engagement Agreement **as Amended*** pgs. 64-90
On a motion by CM Weier and seconded by CM Hankins the City Administrator Engagement Agreement was approved as Ameneded. All Aye.
8. **Approve City Attorney Professional Services Agreement as amended**
On a motion by CM Weier and seconded by CM Eisele the City Attorney Professional Services Agreement was approved as Ameneded. All Aye.
9. Approve Policy Document regarding conflicts* pgs. 91-103
10. Approve City Planner Contract* pgs. 104-110

ANNOUNCEMENTS/FYI/UPCOMING EVENTS-

1. Washington County Sheriff's Report* pgs. 111-115
2. 2050 Comp Plan Project Kick-off and call for work-group members
3. Tennis Sanitation Report-2nd Quarter* pg. 116

4. Connections Committee Update. **"Flannel Fest" Planned for October 25th. Birchwood Ave will be temporarily blocked off on either side of the City Hall parking lot to allow for the event to take place.**
5. Website Update **New website is live**
6. Tighe Schmitz Project **Construction begins early September**

ADJOURN On a motion by CM Sperl and seconded by CM Weier it was approved adjourn the meeting at 8:23 p.m. All Aye.