



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

**CITY OF BIRCHWOOD VILLAGE
WASHINGTON COUNTY, MINNESOTA
August 12th, 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 –

1. Update regarding White Bear Lake Conservation District and the City of Birchwood Village. (Shari Hankins and Susie Mahoney)
2. 2026 Parks Committee Budget Proposal. 3
3. Lake Links Task Force Recommendations 8

CONSENT AGENDA –

1. Approval of July 08, 2025 Regular Council Meeting minutes. 10
2. Approval of July 14, 2025 Special Council Meeting minutes. 13

3. Approval of July 2025 Claims Report, Balance Sheet and Year to Date Revenue – Expense Report. 14
4. Approval of Resolution 2025-51 Accepting donation of Free Little Library. 26
5. Acceptance of August Sheriff Newsletter 27
6. Acceptance of Quarterly Recycling Report – Tennis Sanitation 30

STAFF REPORTS –

1. City Administrator - Scott Hildebrand
 - a. Discussion regarding July Maintenance report.
 - b. Discussion regarding Culvert unplugging.
 - c. Discussion regarding Variance and Planning Procedures.
2. City Engineer – Marcus Johnson
 - a. Discussion regarding the LRIP Grant. 31
 - b. Discussion and Possible Approval of LSL funding source Master Work Order Contract. 32
 - c. Discussion regarding Tighe Schmitz Park projects and time budgeting
 - d. Update and Possible Approval of 2025 Street Maintenance Project.
 - e. Discussion regarding Wildwood Lift Station Reconstruction. 36
 - f. Discussion and Possible Approval of Wildwood Lift Station Pay App No. 2. 37
 - g. Discussion regarding As-Built Survey – Morse Property

CITY BUSINESS-ACTION ITEMS –

1. Discussion and Update regarding Water Main Replacement Task Force
2. Discussion and Possible Action regarding sewer and catch basin cleanout.
3. Discussion and Possible Action regarding Toilet Efficiency Rebate (White Bear Lake).
4. Discussion regarding City Planning Process and Responsibilities. 39
5. Update regarding storm damage / debris removal.
6. Discussion and Possible Approval of tree inspector proposal (Cameron Black).
7. Discussion and Possible Approval of tree removal quote (To be provided, Steve Dean).
8. Discussion and Possible Approval of Agreement between the Washington Conservation District and the City of Birchwood Village. 46
9. Discussion and Possible Schedule of Special Meeting(s) for preliminary 2026 Budget Presentation. 49

CITY COUNCIL UPDATES -

ANNOUNCEMENTS/ UPCOMING EVENTS -

ADJOURNMENT