



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

**CITY OF BIRCHWOOD VILLAGE
WASHINGTON COUNTY, MINNESOTA
September 9th, 2025
6:45 P.M.**

MEETING MINUTES FOR REGULAR CITY COUNCIL MEETING FOR 9/9/2025

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 (**excused-absent**)
Bridget Sperl, City Council (present)
Kathy Weier, City Council (**excused-absent**)
Ryan Eisele, City Council (present)
Ryan Hankins. City Council (present)

CALL TO ORDER

PLEDGE OF ALLEGIANCE

APPROVE CITY COUNCIL AGENDA

Motion to approve as amended with strike and replace as indicated: Moved by Hankins, seconded by Sperl; all aye.

OPEN PUBLIC FORUM

Barton Winter (5 White Oak Lane) commented briefly

ANNOUNCEMENTS

The Parks committee is looking for a resident who would be willing to power wash or use an air compressor to clean the center of the hockey rink before painting. If you have either a power washer or air compressor and would be willing to help, please contact the City.

* Denotes items that have supporting documentation provided

CITY COUNCIL UPDATES

None

PRESENTATIONS AND REPORTS-

1. County Attorney Kevin Magnuson-Introduction and presentation on crime trends.
2. WCSO Monthly Newsletter p.3*
3. Update on changes made to website
(Chris presented a short report and council discussed archiving data and agreed a workshop on the item would be good)

CITY BUSINESS-ACTION ITEMS

- ~~1. Discussion and possible approval of Resolution xx-2025, hiring Mary Rinkenberger.~~
~~p.7*~~Discussion and possible posting for City Administrator
Move to authorize staff to advertise online on the website and in the white bear press for the position if required by Hankins, seconded by Sperl; all aye.
2. Discussion of RFP for city planner progress.
Direct/ensure that RFP is posted on the LMC website (Hankins to look into).
3. Discussion of citizen portal and efforts to fix the bugs.
Bridget Sperl presented a brief report and played, "secret shopper," to test the City's permitting input/portal. It needs work. Portal will not accept permit applications that require a variance, for example. System does not track history at all either. Next step is to meet with the software vendor and explore improvements.
4. Discussion of repassing the 2026 preliminary budget to reflect the \$70,000 state grant money for the Lake Links project. p.9*
Motion to approve Preliminary Budget with \$70,000.00 addition in revenue from State Grant for Lake Links (no levy impact). Motion by Hankins, seconded by Eisele; all aye.

CONSENT AGENDA

1. Approval of August 12, 2025 Regular Council Meeting minutes. p. 12
Motion to approve August 12, 2025 Regular Council Meeting minutes. Moved by __, seconded by __; all ayes.
2. Approval of September 4, 2025 Special Council Meeting minutes. p.15*
Motion to approve September 4, 2025 Special Council Meeting minutes. Moved by __, seconded by __; all ayes.
3. Approval of August 2025 Claims Report, Balance Sheet and Year to Date Revenue–Expense Report. p.19*
4. Motion to approve August 2025 Claims Report, Balance Sheet and Year to Date Revenue–Expense Report. Moved by __, seconded by __; all ayes.
5. Approval of payment #3 in the amount of \$66,694.24 to Hentges for work on the lift station replacement-carried over from the 9/4/25 meeting.

* Denotes items that have supporting documentation provided

Motion to approve payment #3 in the amount of \$66,694.24 to Hentges for continued lift-station replacement. Moved by __, seconded by __; all ayes.

6. Authorize city staff and council members to post open appointment to White Bear Lake Conservation District.

7. Motion to authorize city staff and council members to post open appointment to White Bear Lake Conservation District. Moved by __, seconded by __; all ayes.

Motion to approve consent agenda (roll-call requested) Hankins, aye; Sperl, aye; Eisele, aye. Motion passes.

ADJOURN

Motion to adjourn meeting. Moved by Hankins, seconded by Sperl; all aye.

Meeting adjourned at 7:49PM