

**CITY OF BIRCHWOOD VILLAGE
SPECIAL CITY COUNCIL MEETING
March 30, 2017**

MINUTES

MEMBERS PRESENT: Mayor Mary Wingfield; Council members: Kevin Woolstencroft, Trilby White, Randy LaFoy and Megan Malvey.

STAFF PRESENT: City Administrator Tobin Lay

OTHERS PRESENT: Mary Hauser, Bryan McGinnis, Steve Huntley, Kathy Blegen-Huntley, Alan & Shari Mitchell, Charles Kaufman and others.

Mayor Wingfield called the special meeting to order at 6:00 p.m.

AGENDA APPROVAL:

MOTION WAS MADE BY MAYOR WINGFIELD AND SECONDED BY COUNCILMEMBER LAFOY TO APPROVE THE AGENDA. ALL AYES. MOTION PASSED.

CITY BUSINESS - MEETING AGENDA

A. Action item: Attorney Authorization/ Representation

City Administrator Lay: Introduced the attorney recommendation for assisting in the I.P.A.D. investigation. Attorney selected- Carolyn Bell Beckman.

Mayor and Council Members: Asked questions about representation and determined that the attorney will not represent a specific individual, but rather provide guidance on behalf of the city and represent the city as defense. Councilmember Malvey recommended that Councilmember White be present in the discussion, seconded by Councilmember LaFoy.

MOTION WAS MADE BY COUNCILMEMBER WHITE AND SECONDED BY COUNCILMEMBER LAFOY TO RETAIN ATTORNEY BECKMAN TO WORK WITH THE MAYOR, COUNCILMEMBER WHITE AND CITY ADMINISTRATOR LAY. ALL AYES. MOTION PASSED.

B. Council Assignments

Council Members: Council discussed committee assignments.

Mayor Wingfield: Need to update Policy Manual because it is in contrast to the League of MN Cities, any meeting that is not a regular meeting is simply a meeting-not a workshop

Council Members: Action will take place in the consent agenda

C. Review of Procedures at Public Forum

Administrator Lay: Introduced procedures that are common during city meeting as discussed in the orientation workshop

Council Members: Discussion of where to place open forum and possible time limits, decision to leave the time limit at 3 min per person until further discussion during April meeting

D. 2017 Goal Setting

Administrator Lay: Introduced the need for the council to set goals for 2017

Mayor and Council Members: Suggestions- Short and long term plan for parks (as well as a maintenance plan), Lake Links Trail completion, speak with community about a possible school district change, comprehensive survey for the community, timeline for the goals, updates to the code book. Conclusions- Parks (open spaces and beaches), and dog parks.

E. Dog Park Committee

Mayor and Council Members: Agreed that there is no further discussion needed for the dog parks committee

F. Parks and Natural Resources Committee

Councilmember Malvey: Introduced short term goals, asked for action to be taken for the parks committee and open applications for membership to the community to start the spring/summer strong, suggested a volunteer clean-up day event

Mayor and Council Members: Discussion as to how to organize the parks committee and which tasks need to be accomplished policy wise, agreement to allow requests to parks committee memberships-- application deadline May 1st, committee can be 7 members

G. Tighe-Schmitz Park & Walking Paths

Mayor Wingfield: Explained the options for the excess dirt that entered Tighe Schmitz park and the walking path that is becoming a liability (path is partially underwater)

Council Members: Discussion as to how to deal with the path, agreement to look at the options and bring information to next meeting. Issue of standing water in Tighe Schmitz park- notch needs to be cut in order to drain the water from the road, need comprehensive plan for long term

H. County Commission Lobby Ideas

Mayor Wingfield: Introduced the problems with the county line road, Birchwood being charged for street light that is overlooking the county road- would like county to take over those payments for the single light

Council Members: Agreed to bring the questions to Stan (County Commissioner)

ADJOURN

MOTION WAS MADE BY COUNCILMEMBER WOOLSTENCROFT AND SECONDED BY COUNCILMEMBER WHITE TO ADJOURN THE MEETING. ALL AYES. MOTION PASSED. MEETING ADJOURNED AT 8:43 PM.

Mary Wingfield
Mayor

ATTEST:

Tobin Lay
City Administrator-Clerk