



**BIRCH RUN VILLAGE COUNCIL MEETING**  
MONDAY, MAY 20, 2024 AT 7:00PM  
VILLAGE COUNCIL CHAMBERS  
12060 HEATH STREET, BIRCH RUN, MICHIGAN

**MINUTES**

The meeting was called to order by Blaike Stafford at 7:00 pm, followed by the Pledge of Allegiance

Members Present: Council Members David Cook, Blaike Stafford, and Kheila Knight

Others Present: Paul T. Moore, DDA Director-Village Manager; Lisa Duffett, Village Treasurer/DDA Secretary; Jason Leidel, Police Chief; Marty Hauck, DPW Foreman; Courtney Damsen, Deputy Clerk; Jeff Harrington, Birch Run/Bridgeport Herald

Members Absent: President Marianne Nelson and Council Member Tom White

Motion by Cook, supported by Knight to excuse absentees from the meeting

Ayes: Knight, Cook, Stafford

Nays: none

Absent: Nelson, White

Motion Carried

**Approval of Agenda**

Motion by Cook, supported by Knight to approve the agenda

Ayes: Cook, Stafford, Knight

Nays: none

Absent: Nelson, White

Motion Carried

**Approval of Meeting Minutes**

Motion by Cook, supported by Knight to approve the April 22, 2024 Regular Village Council Meeting Minutes

Ayes: Stafford, Knight, Cook

Nays: none

Absent: Nelson, White

Motion Carried

**Citizens seeking information or giving input on matters of interest to the Village Council (Time limit of 5 minutes each)**

1. Rosemary Hayes of 7805 Main Street. *(Per Ms. Hayes request, the Village has established a ZOOM session for her to participate virtually, which follows the opinion issued on February 2, 2022 by Michigan Attorney General Dana Nessel, that public bodies afford an individual with a disability a reasonable accommodation to participate in meetings subject to the Michigan Open Meetings Act, which could include the option to participate virtually.)*

Resident withdrew her request to address the Village Council by email on May 17, 2024.

**2. Public Comments**

No public Comments

**Financial Matters**

1. Motion by Cook, supported by Knight to approve Balance Sheet and Revenue & Expenditure Report for all Village funds as of April 30, 2024.

Ayes: Knight, Cook, Stafford

Nays: none

Absent: Nelson, White

Motion Carried

2. Motion by Cook, supported by Knight to approve Invoice GL Distribution Report in the amount of \$340,414.27 for payment as presented and Gross Payroll & Payroll Related Transmittals of \$120,275.42 for April, 2024 (payroll reflects 2 pay periods).

Ayes: Cook, Stafford, Knight

Nays: none

Absent: Nelson, White

Motion Carried

**Public Hearings**

1. Truth in Budgeting Hearing – The proposed 2024-2025 Fiscal Year Budget for all Village Funds and the proposed Tax Millage Rate to be levied to support the proposed 2024-2025 Fiscal Year Budget

A. Public Hearing opened at 7:04 pm by Blaike Stafford

B. Notification Requirements were met

C. There was no Public Comment

D. There was no discussion by the Village Council

E. Public Hearing closed at 7:04 pm

2. Review of Village water and sewer rate changes for Village of Birch Run water and sewer system users

A. Public Hearing opened at 7:05 pm by Blaike Stafford

B. Notification Requirements were met

C. There was no Public Comment

D. There was no discussion by the Village Council

E. Public Hearing closed at 7:07 pm

**Unfinished Business**

No Unfinished Business

**New Business**

1. Motion by Cook, supported by Knight to approve Resolution #24-011, Establishment of the 2024 Village of Birch Run tax levy rate

Ayes: Stafford, Knight, Cook

Nays: none

Absent: Nelson, White

Motion Carried

2. Motion by Cook, supported by Knight to approve Resolution #24-012, Adoption of 2024-2025 Fiscal Year Annual Budget

Ayes: Knight, Cook, Stafford

Nays: none

Absent: Nelson, White

Motion Carried

3. Motion by Cook, supported by Knight to approve Resolution #24-013, Adoption of sewer rate changes for Birch Run Village sewer system users

Ayes: Cook, Stafford, Knight

Nays: none

Absent: Nelson, White

Motion Carried

4. Motion by Cook, supported by Knight to approve Resolution #24-014, Adoption of water rate changes for Birch Run Village water system users

Ayes: Stafford, Knight, Cook

Nays: none

Absent: Nelson, White

Motion Carried

5. Motion by Cook, supported by Knight to approve Motion to Authorize the closure of Village Streets for the Annual 4th of July Parade

Ayes: Knight, Cook, Stafford

Nays: none

Absent: Nelson, White

Motion Carried

6. Motion by Cook, supported by Knight to approve Resolution #24-015, Compliance Election for Public Act 152

Ayes: Cook, Stafford, Knight

Nays: none

Absent: Nelson, White

Motion Carried

7. Birch Run Area Utility Committee Report for the 1st Quarter of 2024

8. Motion by Cook, supported by Knight to approve Resolution #24-016, Request for Transportation Economic Development Fund Category B Program funding for Maple Street project

Ayes: Stafford, Knight, Cook

Nays: none

Absent: Nelson, White

Motion Carried

9. Motion by Cook, supported by Knight to approve to Adopt the Special Event Application, including an expedited processing fee  
Ayes: Knight, Cook, Stafford  
Nays: none  
Absent: Nelson, White

Motion Carried

10. Motion by Cook, supported by Knight to approve to Adopt the Temporary Outdoor Use Permit Application, including an expedited processing fee  
Ayes: Cook, Stafford, Knight  
Nays: none  
Absent: Nelson, White

Motion Carried

11. Motion by Cook, supported by Knight to approve to Adopt the Temporary Outdoor Use Permit Application for Birch Run Premium Outlets, including an expedited processing fee  
Ayes: Stafford, Knight, Cook  
Nays: none  
Absent: Nelson, White

Motion Carried

### **Departmental Reports**

Motion by Cook, supported by Knight to receive and file all reviewed reports:

1. Chief of Police
2. Building and Zoning Administrator
3. DPW Foreman
4. Village Treasurer
5. Village Clerk
6. Village Manager

Ayes: Knight, Cook, Stafford  
Nays: none  
Absent: Nelson, White

Motion Carried

### **Other**

1. Discussion of Village Council Participation in the 4<sup>th</sup> of July Parade
2. *Reminder:* The Village Office will be closed on Monday, May 27, 2024 in observance of Memorial Day

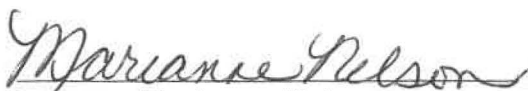
### **Announcements**

1. DDA Board of Directors Meeting- Thursday, June 20, 2024 at 7:30 am
2. Village Council Meeting- Monday, June 24, 2024 at 7:00 pm  
(All meetings are held in the Village Council Chambers unless otherwise noted)

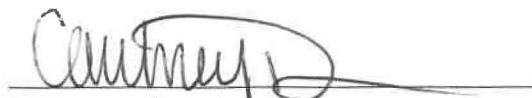
### **Adjournment**

Motion by Cook, supported by Knight to adjourn the meeting at 7:46 pm  
Ayes: Cook, Stafford, Knight  
Nays: none

Motion Carried



Marianne Nelson  
Council President



Courtney Damsen  
Deputy Clerk