



**BIRCH RUN VILLAGE COUNCIL MEETING**  
MONDAY, AUGUST 25, 2025 AT 7:00 PM  
VILLAGE COUNCIL CHAMBERS  
12060 HEATH STREET, BIRCH RUN, MICHIGAN

**MINUTES**

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

Members Present: President Tom White and Council Members David Cook, Ricky Riedel, Blaike Stafford, and Kheila Knight

Others Present: Paul Moore, DDA Director/Village Manager; Lisa Duffett, Village Treasurer; Courtney Damsen, Deputy Clerk; Kurt Kiessling; Tommy Thompson, Birch Run/Bridgeport Herald; Kelsey Rudy, Birch Run Premium Outlets; John Kaczynski, District 7 Saginaw County Commissioner; Steve McDonald

**Approval of Agenda**

Motion by Riedel, supported by Cook to approve the agenda  
Unanimous Voice Vote  
Motion Carried

**Approval of Meeting Minutes**

Motion by Riedel, supported by Cook to approve the July 28, 2025 Regular Village Council Meeting Minutes  
Unanimous Voice Vote  
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.)
2. Kelsey Rudy, Birch Run Premium Outlets
3. Tommy Thompson, Birch Run/Bridgeport Herald
4. John Kaczynski, District 7 Saginaw County Commissioner
5. 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 July 31, 2025

Ayes: Stafford, Knight, Cook, Riedel, White

Nays: none

Motion Carried

2. Motion by Riedel, supported by Cook to approve Invoice GL Distribution Report in the amount of \$990,003.06 for payment as presented and Gross Payroll & Payroll Related Transmittals of \$209,411.68 for July 2025 (payroll reflects 3 pay periods & the 2024-2025 fiscal year PTO payout).

Ayes: Knight, Cook, Riedel, White, Stafford

Nays: none

Motion Carried

**Unfinished Business**

No Unfinished Business

**New Business**

1. Motion by Riedel, supported by Knight to approve Resolution #25-039, Purchase of Information Systems Maintenance Time

Ayes: Cook, Riedel, White, Stafford, Knight

Nays: none

Motion Carried

2. Motion by Riedel, supported by Knight to approve Resolution #25-040, Authorization to replace two (2) computers

Ayes: Riedel, White, Stafford, Knight, Cook

Nays: none

Motion Carried

**Departmental Reports**

Motion by Cook, supported by Riedel 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: White, Stafford, Knight, Cook, Riedel

Nays: none

Motion Carried

**Other**

1. Planning Commission – Summary of Short-Term Rental Discussion

2. Motion by Riedel, supported by Knight to conduct a public hearing during the September 22, 2025 Village Council Meeting, to amend the current Village of Birch Run Sign Ordinance (#03-2006).

Ayes: Stafford, Knight, Riedel, White

Nays: Cook

Motion Carried

3. *Reminder:* The Village Office will be closed on Monday, September 1, 2025 in observance of the Labor Day holiday

**Announcements**

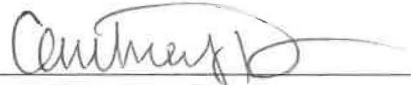
1. DDA Meeting – Thursday, September 18, 2025 at 7:30 am
  2. Village Council Meeting – Monday, September 22, 2025 at 7:00 pm
- (All meetings are held in the Village Council Chambers unless noted)*

**Adjournment**

Motion by Stafford, supported by Riedel to adjourn the meeting at 7:58 pm  
Unanimous Voice Vote  
Motion Carried



Tom White  
Council President



Courtney Damsen  
Deputy Clerk