



BIRCH RUN VILLAGE COUNCIL MEETING
MONDAY, SEPTEMBER 22, 2025 AT 7:00PM
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; Jason Leidel, Police Chief; Marty Hauck, DPW Foreman; Lisa Duffett, Village Treasurer; Courtney Damsen, Deputy Clerk; Cindy Sanders, Birch Run Rotary Club; Kelsey Rudy, Birch Run Premium Outlets; Kurt Kiessling; Tommy Thompson, Birch Run/Bridgeport Herald; Cherie McFarland; Roy Stolz

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 Knight to approve the August 25, 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. Cindy Sanders, on behalf of the Birch Run Rotary Club, requesting closure of Maple Road, from Main Street to Racine Street, for the Christmas in the Village event on Friday, December 5, 2025 from 3:00pm to 10:00pm.

Motion by Riedel, supported by Cook to approve the closure of Maple Road, from Main Street to Racine Street, for the Christmas in the Village event on Friday, December 5, 2025 from 3:00pm to 10:00pm.

Ayes: White, Stafford, Knight, Cook, Riedel

Nays: none

Motion Carried

2. Public Comments

No public comments

Financial Matters

1. Motion by Stafford, supported by Knight to approve Balance Sheet and Revenue & Expenditure Report for all Village funds as of August 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 \$168,324.60 for payment as presented and Gross Payroll & Payroll Related Transmittals of \$139,251.78 for August 2025 (payroll reflects 2 pay periods).

Ayes: Knight, Cook, Riedel, White, Stafford

Nays: none

Motion Carried

Public Hearings

1. Amendment to Chapter 155 – Sign and Outdoor Advertising of the Village of Birch Run Code of Ordinances

A. Public Hearing opened at 7:05 pm by President White

B. All Notification Requirements were met:

C. Public Comment – Kelsey Rudy, Birch Run Premium Outlets

D. There was no discussion by Village Council

E. Public Hearing closed at 7:09 pm

Unfinished Business

No Unfinished Business

New Business

1. Motion by Cook, supported by Riedel to approve Resolution #25-041, Authorization to Cast Ballot for the 2024 Election of the Michigan Municipal League Liability & Property Pool Board of Directors

Ayes: Cook, Riedel, White, Stafford, Knight

Nays: none

Motion Carried

2. Motion by Stafford, supported by Riedel to approve Resolution #25-042, Approval of the 2025 Village Tax Assessment for Refuse Services

Ayes: Riedel, White, Stafford, Knight, Cook

Nays: none

Motion Carried

3. Motion by Riedel, supported by Knight to approve Adoption of Ordinance 2025-01, Amendment to Chapter 155 – Sign and Outdoor Advertising of the Village of Birch Run Code of Ordinances

Ayes: White, Stafford, Knight, Riedel

Nays: Cook

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: Stafford, Knight, Cook, Riedel, White

Nays: none

Motion Carried

Other

1. *Reminder:* The Village Office will be closed to the public on Monday, October 13, 2025 for Columbus Day (staff will be in service)
2. President White discussed the issue of the search for the next manager and solicited feedback from the Council Members

Announcements

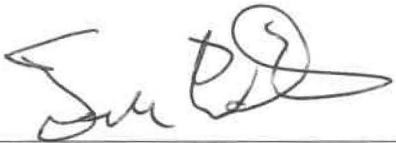
1. Village Council Meeting – Monday, October 27, 2025 at 7:00 pm
 2. Planning Commission Meeting – Monday, November 3, 2025 at 7:00 pm
 3. Village Council Meeting – Monday, November 24, 2025 at 7:00 pm
 4. DDA Board Meeting – Thursday, December 18, 2025 at 7:30 am
 5. Village Council Meeting – Monday, December 22, 2025 at 7:00 pm
- (All meetings are held in the Village Council Chambers unless noted)*

Adjournment

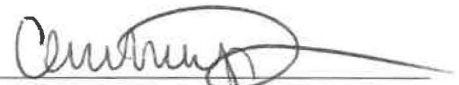
Motion by Cook, supported by Riedel to adjourn the meeting at 7:38 pm

Unanimous Voice Vote

Motion Carried



Tom White
Council President



Courtney Damsen
Deputy Clerk