



BIRCH RUN VILLAGE COUNCIL MEETING
MONDAY, DECEMBER 22, 2025 AT 7:00PM
VILLAGE COUNCIL CHAMBERS
12060 HEATH STREET, BIRCH RUN, MICHIGAN

MINUTES

The meeting was called to order at 7:00 pm by President White 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 (ZOOM); Lisa Duffett, Village Treasurer; Marty Hauck, DPW Foreman; Courtney Damsen, Deputy Clerk; Kurt Kiessling; Tommy Thompson, Birch Run/Bridgeport Herald

Approval of Agenda

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

Approval of Meeting Minutes

Motion by Cook, supported by Riedel to approve the November 24, 2025 Regular Village Council Meeting Minutes

Unanimous Voice Vote
Motion Carried

Presentations, Official Proclamations & Special Recognition

None

**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.)*

Meeting ID: 897 0603 2079

Passcode: 841104

2. Public Comments

None

Financial Matters

1. Motion by Riedel, supported by Knight to approve Balance Sheet and Revenue & Expenditure Report for all Village funds as of November 30, 2025

Ayes: Riedel, White, Stafford, Knight, Cook

Nays: none

Motion Carried

2. Motion by Stafford, supported by Knight to approve Invoice GL Distribution Report in the amount of \$395,612.25 for payment as presented and Gross Payroll & Payroll Transmittals of \$142,488.98 for November, 2025 (payroll reflects 2 pay periods)

Ayes: White, Stafford, Knight, Cook, Riedel

Nays: none

Motion Carried

Unfinished Business

No Unfinished Business

New Business

1. Motion by Riedel, supported by Cook to approve Resolution #25-049, Adoption of Village Council regular meeting schedule and Village Office closure dates for the 2026 calendar year

Ayes: Stafford, Knight, Cook, Riedel, White

Nays: none

Motion Carried

2. Motion by Riedel, supported by Knight to approve Resolution #25-050, Approval of the 2026 Traffic Signal Maintenance & Construction Proposal from J. Ranck Electric, Inc.

Ayes: Knight, Cook, Riedel, White, Stafford

Nays: none

Motion Carried

3. Motion by Riedel, supported by Knight to approve Resolution #25-051, Selection of Codi Cherry as the 2025 Village Employee of the Year Award recipient

Ayes: Cook, Riedel, White, Stafford, Knight

Nays: none

Motion Carried

4. Motion by Stafford, supported by Cook to approve Resolution #25-052, Selection of the Birch Run Rotary Club as the 2025 Village Partnership Award recipient

Ayes: Riedel, White, Stafford, Knight, Cook

Nays: none

Motion Carried

5. Motion by Cook, supported by Knight to Approve the Zoning Administrator's recommendations to the Village President for appointment to the Planning Commission:

a. Larry Newland for a 3-year term which expires on December 31, 2028

Ayes: White, Stafford, Knight, Cook, Riedel

Nays: none

Motion Carried

Written Reports

Motion by Cook, supported by Riedel to accept and file all reviewed reports:

1. Chief of Police
2. Building & 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* – Village Offices will be closed on Wednesday, December 24, 2025 through Friday, January 2, 2026 in observance of the Christmas and New Year's Holidays

Announcements

1. Village Council Meeting – Monday, January 26, 2026 at 7:00 pm
 2. DDA Board Meeting – Thursday, February 19, 2026 at 7:30 am
 3. Village Council Meeting – Monday, February 23, 2026 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