



**BIRCH RUN VILLAGE COUNCIL MEETING**  
MONDAY, OCTOBER 27, 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; Lisa Duffett, Village Treasurer; Courtney Damsen, Deputy Clerk; Kurt Kiessling; Tommy Thompson, Birch Run/Bridgeport Herald

**Approval of Agenda**

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

**Approval of Meeting Minutes**

Motion by Riedel, supported by Cook to approve the September 22, 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. Kurt Kiessling

**Financial Matters**

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

Ayes: White, Stafford, Knight, Cook, Riedel

Nays: none

Motion Carried

2. Motion by Riedel, supported by Cook to approve Invoice GL Distribution Report in the amount of \$160,478.17 for payment as presented and Gross Payroll & Payroll Related Transmittals of \$140,284.70 for September 2025 (payroll reflects 2 pay periods).

Ayes: Stafford, Knight, Cook, Riedel, White

Nays: none

Motion Carried

### **Unfinished Business**

No Unfinished Business

### **New Business**

1. Motion by Stafford, supported by Cook to approve Resolution #25-043, Adoption of the amended Food Truck Permit Application form

Ayes: Cook, Riedel, White, Stafford

Nays: Knight

Motion Carried

2. Motion by Stafford, supported by Riedel to approve Resolution #25-044, Award the Sale of the 2013 Chevrolet Tahoe Patrol Vehicle

Ayes: Cook, Riedel, White, Stafford, Knight

Nays: none

Motion Carried

3. Motion by Riedel, supported by Knight to approve Resolution #25-045, Selection of Pivot as the Executive Search Consultant for the DDA Director-Village Manager position

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

Unanimous Voice Vote

Motion Carried

### **Other**

1. Birch Run Area Utility Committee Report for the 3<sup>rd</sup> Quarter of 2025
2. *Reminder:* Village Trick-or-Treating hours on Friday, October 31, 2025 will be from 5:00-7:00 pm
3. *Reminder:* Daylight Savings Time ends on Sunday, November 2, 2025
4. *Reminder:* Village Offices will be closed on Tuesday, November 11, 2025 in observance of Veteran's Day

### **Announcements**

1. Planning Commission Meeting – Monday, November 3, 2025 at 7:00 pm
  2. Village Council Meeting – Monday, November 24, 2025 at 7:00 pm
  3. DDA Board Meeting – Thursday, December 18, 2025 at 7:30 am
  4. 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 Riedel, supported by Cook to adjourn the meeting at 7:36 pm

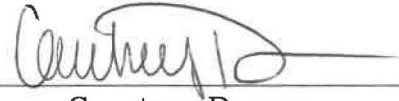
Unanimous Voice Vote

Motion Carried



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Tom White  
Council President



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Courtney Damsen  
Deputy Clerk