



BIRCH RUN VILLAGE COUNCIL MEETING
MONDAY, APRIL 27, 2020 AT 7:00 P.M.
TELEPHONIC CONFERENCE

The meeting was called to order by President Marianne Nelson at 7:00 pm on Monday, April 27, 2020.

Members Present: President Marianne Nelson, Council Members: James Totten, Tom White, Blake Stafford, and Matthew Welch

Others Present: Paul T. Moore, DDA Director/Village Manager; Lisa Duffett, DDA Secretary/Village Treasurer; Stacey Plichta, Village Clerk; Jason Leidel, Police Chief; Marty Hauck, DPW Foreman; Courtney Damsen, Deputy Clerk; Cheryl Hadsall; Jeff Flint; Lou Fleury; Jodie Gibson; Pamela Moore; Richard Letterman

I. Approval of Agenda

Motion by Welch, seconded by White to approve the agenda

Ayes: Totten, White, Nelson, Stafford, Welch

Nays: none

Motion Carried

II. Approval of Meeting Minutes

1. March 23, 2020- Regular Village Council Meeting

Motion by White, seconded by Welch to approve the March 23, 2020 regular Village Council Meeting Minutes

Ayes: White, Nelson, Stafford, Welch, Totten

Nays: none

Motion Carried

III. Financial Matters

1. Motion to approve Balance Sheet and Revenue & Expenditure Report for all Village Funds as of March 31, 2020.

Motion by Welch, seconded by Totten to approve Balance Sheet and Revenue & Expenditure Report for all Village Funds as of March 31, 2020.

Ayes: Nelson, Stafford, Welch, Totten, White

Nays: none

Motion Carried

2. Motion to approve Invoice GL Distribution Report in the amount of \$92,733.06 for payment as presented and Gross Payroll & Payroll Transmittals of \$89,601.84 for March, 2020 (payroll reflects 2 pay periods).

Motion by Welch, seconded by White to approve Invoice GL Distribution Report in the amount of \$92,733.06 for payment as presented and Gross Payroll & Payroll Transmittals of \$89,601.84 for March, 2020 (payroll reflects 2 pay periods).

Ayes: Stafford, Welch, Totten, White, Nelson

Nays: none

Motion Carried

IV. Unfinished Business

No Unfinished Business

V. New Business

1. Preliminary Draft of 2020-2021 Fiscal Year Budget for all Village Funds

Moore offered to answer any questions regarding the draft. Welch questioned how Covid-19 is impacting Village Revenue. Moore answered that The General Fund has been reduced, Local Fun Act 51 has been adjusted, 22% lower than forecasted, and the Major Fund is 2% lower than forecasted. Welch asked if there had been an increase in water usage since the Governor's Stay at Home Order. Moore said there has been less usage due to the number of commercial accounts using little to no water since being closed. Hauck added that water usage is 1.8 billion gallons lower than it was this time last year.

2. Resolution #20-015, Authorization to Waive the Late Penalty Process for the First Quarter 2020 Utility Bills

Motion by Welch, seconded by Totten to approve Resolution #20-015, Authorization to Waive the Late Penalty Process for the First Quarter 2020 Utility Bills

Ayes: Welch, Totten, White, Nelson, Stafford

Nays: none

Motion Carried

3. Discussion and Action on Request from Birch Run Premium Outlets (Simon Properties) for a second Quarter 2020 Utility Rate Reduction

Moore stated the Premium Outlets are asking for a 30% rate reduction along with their Readiness to Serve Fee to be waived. The Village Council decided they'd rather the Village not set such precedence

4. Resolution #20-016, Approval of Construction Engineering for the Maple Road Improvement Project

Motion by White, seconded by Totten to approve Resolution #20-016, Approval of Construction Engineering for the Maple Road Improvement Project

Ayes: Totten, White, Nelson, Stafford, Welch

Nays: none

Motion Carried

5. Resolution #20-017, Approval of Commitment Letter with The State Bank

Motion by White, seconded by Welch to approve Resolution #20-017, Approval of Commitment Letter with The State Bank

Ayes: White, Nelson, Stafford, Welch, Totten

Nays: none

Motion Carried

6. Resolution #20-018, Authorization of Legal Services for preparation of Installment Agreement for the Maple Road Improvement Project

Motion by Totten, seconded by White to approve Resolution #20-018, Authorization of Legal Services for preparation of Installment Agreement for the Maple Road Improvement Project

Ayes: Nelson, Stafford, Welch, Totten, White

Nays: none

Motion Carried

7. Resolution #20-019, Approval of the Force Main Cleaning and Upgrades Work Plan

Motion by Welch, seconded by Totten to approve Resolution #20-019, Approval of the Force Main Cleaning and Upgrades Work Plan

Ayes: Stafford, Welch, Totten, White, Nelson

Nays: none

Motion Carried

8. Motion to allow BRHS Class of 2020 Recognition Signs to be displayed in the Village road right-of-way

After much discussion on potential placement locations, it was decided by the Village Council to allow the Birch Run Bridgeport Chamber of Commerce to place the Class of 2020 Recognition Signs wherever they deemed was the best location. Jeff Flint also shared the news of receiving approval to hang a 10x15 banner on the upper portion of the grain building in town to honor this year's senior class.

VI. Departmental Reports

1. Chief of Police report was presented by Chief Leidel. Leidel shared the department has been receiving a lot of support and donations during this time. Leidel also shared that the new gear has been installed in the Tahoes and the 2020 Tahoe is set to be get outfitted soon.
2. Building and Zoning Administrator report was reviewed.
3. DPW Foreman report was presented by Hauck. Hauck shared that the Maple Road Project is set to begin on June 9, 2020 and Consumers has finished their preparation work. Hauck also shared that the department received a donation of hand sanitizer from NuSystems.
4. Village Treasurer report was presented by Duffett.
5. Village Clerk reported was reviewed.
6. Village Manager report was presented by Moore. Moore offered to answer any questions in regards to the Preliminary Draft of 2020-2021 Fiscal Year Budget at a later time via Zoom Meeting or Telephonic Conference. Moore also expressed how the waiver of late penalties for the 2020 first quarter utility bills will help residents and businesses during this trying time. Shut-offs due to non-payment will also not take place per executive order #2020-28. The Village Office remains closed to the public until the Governor's Stay at Home Order has been lifted. With that being said, all essential General Office rolls such as submitting utility payments and bank deposits are still being fulfilled.

Motion by White, seconded by Welch to receive and file reports

Ayes: Welch, Totten, White, Nelson, Stafford

Nays: none

Motion Carried

VII. Other

None

VIII. Citizens seeking information or giving input on matters of interest to the Village Council (Time Limit of 5 Minutes Each)

1. Public Comments

Cheryl Hadsall, Saginaw County Commissioner, gave an update on the current Covid-19 cases in Saginaw County. The county has not yet hit a plateau due to rising case numbers. Hadsall mentioned that the Court House is currently closed and no Jury will be taking place before June 22, 2020. She also shared that the prisoners have been moved into the newly constructed jail over Easter weekend and discussed the future plans of making the old jail area into an employee parking lot once it has been demolished. Hadsall also discussed the results of March's election, including the millage passing of both Parks and Recreation and Dow Event Center and the failure of MSU Extension's requested millage. In addition, she shared two new millages that will appear on the upcoming August Ballot. These include a renewal for the Castle Museum and an increase for the Saginaw County Sheriff's Office. Hadsall shared the news of having to cancel the 24th Annual Movie and Silent Auction Fund Raiser to raise money for this year's Class of '64 Scholarships, however, due to the generous support the group has received over the years, a "rainy day" fund has been saved for a time just like this and \$5,000 scholarships will be awarded this Spring to 5 graduating high school seniors. Lastly, Hadsall exclaimed that she has applied for re-election as Saginaw County Commissioner.

IX. Announcements

1. Planning Commission Meeting, Monday, May 4, 2020, at 7:00 pm
(CANCELLED)
 2. DDA Board Meeting, Thursday, May 14, 2020, at 7:30 am (Teleconference)
 3. Village Council Meeting, Monday, May 18, 2020, at 7:00 pm (Teleconference)
- (All meetings are held in the Village Council Chambers unless noted)*

X. Adjournment

Motion by Welch, seconded by White to adjourn the meeting at 8:02 pm.

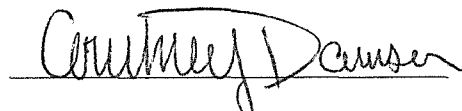
Ayes: Totten, White, Nelson, Stafford, Welch

Nays: none

Motion Carried



Marianne Nelson
Council President



Courtney Damsen
Deputy Clerk