



BIRCH RUN VILLAGE COUNCIL MEETING

MONDAY, MAY 18, 2020 AT 7:00 PM

ELECTRONIC CONFERENCE

ZOOM MEETING ID: 885 2102 6225

DIAL IN: 1-301-715-8592

MINUTES

The meeting was called to order by President Marianne Nelson at 7:00 pm on Monday, May 18, 2020.

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

Others Present: Paul 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; Megan Decker, Birch Run/Bridgeport Herald; Lou Fleury; Kurt Kiessling; One Unidentified Attendee

Approval of Agenda

Motion by Stafford, seconded by Totten to approve the agenda

Ayes: Totten, White, Nelson, Stafford, Welch

Nays: none

Motion Carried

Approval of Meeting Minutes

1. April 27, 2020- Regular Village Council Meeting

Motion by Stafford, seconded by White to approve the April 27, 2020 Regular Village Council Meeting Minutes

Ayes: White, Nelson, Stafford, Welch, Totten

Nays: none

Motion Carried

2. May 4, 2020- Special Village Council Meeting

Motion by White, seconded by Totten to approve the May 4, 2020 Special Village Council Meeting Minutes

Ayes: Nelson, Stafford, Welch, Totten, White

Nays: none

Motion Carried

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

1. Public Comments
- No Public Comments

Financial Matters

1. Motion to approve Balance Sheet and Revenue & Expenditure Report for all Village funds as of April 20, 2020

Motion by Stafford, seconded by Totten to approve Balance Sheet and Revenue & Expenditure Report for all Village funds as of April 20, 2020

Ayes: Stafford, Welch, Totten, White, Nelson

Nays: none

Motion Carried

2. Motion to approve Invoice GL Distribution Report in the amount of \$30,103.37 for payment as presented and Gross Payroll & Payroll Related Transmittals of \$128,233.27 for April, 2020 (payroll reflects 3 pay periods)

Motion by Stafford, seconded by White to approve Invoice GL Distribution Report in the amount of \$30,103.37 for payment as presented and Gross Payroll & Payroll Related Transmittals of \$128,233.27 for April, 2020 (payroll reflects 3 pay periods)

Ayes: Welch, Totten, White, Nelson, Stafford

Nays: none

Motion Carried

Public Hearings

1. Truth in Budgeting Hearing- The Proposed 2020-2021 Fiscal Year Budget for all Village Funds and the proposed Tax Millage Rate to be levied to support the proposed 2020-2021 Fiscal Year Budget

A. Public Hearing opened at 7:06 pm by President Marianne Nelson

B. Notification Requirements:

1. Birch Run Village Office
2. US Post Office- Birch Run
3. Village of Birch Run website
4. Village of Birch Run Facebook page
5. Birch Run Herald (05/13/2020)

C. Public Comment

No public comment

D. Discussion by Council

No discussion by Council

E. Close Public Hearing at 7:07 pm

2. Review of the Village water and sewer rate changes for Village of Birch Run water and sewer system users

A. Public Hearing opened at 7:07 pm by President Marianne Nelson

B. Notification Requirements:

1. Birch Run Village Office

2. US Post Office- Birch Run

3. Village of Birch Run website

4. Village of Birch Run Facebook page

5. Birch Run Herald (05/13/2020)

C. Public Comment

No public comment

D. Discussion by Council

No discussion by Council

E. Close Public Hearing at 7:08 pm

Unfinished Business

No unfinished business

New Business

1. Resolution #20-020, Establishment of the 2020 Village of Birch Run tax levy rate

Motion by Welch, seconded by White to approve Resolution #20-020, Establishment of the 2020 Village of Birch Run tax levy rate

Ayes: Totten, White, Nelson, Stafford, Welch

Nays: none

Motion Carried

2. Resolution #20-021, Adoption of 2020-2021 Fiscal Year Annual Budget

Motion by Stafford, seconded by Totten to approve Resolution #20-021, Adoption of 2020-2021 Fiscal Year Annual Budget

Ayes: White, Nelson, Stafford, Welch, Totten

Nays: none

Motion Carried

3. Resolution #20-022, Adoption of sewer rate changes for Birch Run Village sewer system users

Motion by White, seconded by Totten to approve Resolution #20-022, Adoption of sewer rate changes for Birch Run Village sewer system users

Ayes: Nelson, Stafford, Welch, Totten, White

Nays: none

Motion Carried

4. Resolution #20-023, Adoption of water rate changes for Birch Run Village water rate changes for Birch Run Village water system users

Motion by Stafford, seconded by Totten to approve Resolution #20-023, Adoption of water rate changes for Birch Run Village water rate changes for Birch Run Village water system users

Ayes: Stafford, Welch, Totten, White, Nelson

Nays: none

Motion Carried

5. Resolution #20-024, Authorization of Village volunteers for the maintenance of flowering planters in the community

Moore stated the DPW will be watering the plants during the week and he will water them on the weekends until at least July due to the current COVID-19 risks. Motion by Welch, seconded by White to approve Resolution #20-024, Authorization of Village volunteers for the maintenance of flowering planters in the community
Ayes: Welch, Totten, White, Nelson, Stafford

Nays: none

Motion Carried

6. Resolution #20-025, Request for Transportation Economic Development Fund Category B Program funding for Local Street Projects

Motion by Stafford, seconded by Totten to approve Resolution #20-025, Request for Transportation Economic Development Fund Category B Program funding for Local Street Projects

Ayes: Totten, White, Nelson, Stafford, Welch

Nays: none

Motion Carried

7. Resolution #20-026, Adoption of Building, Plumbing, Mechanical, and Electrical Permit, Plan Review, Inspection Fee and Surety Deposit Resolution

Motion by Welch, seconded by White to approve Resolution #20-026, Adoption of Building, Plumbing, Mechanical, and Electrical Permit, Plan Review, Inspection Fee and Surety Deposit Resolution

Ayes: White, Nelson, Stafford, Welch, Totten

Nays: none

Motion Carried

8. Resolution #20-027, Resolution of Intent to Finance Maple Road Improvements by Installment Purchase Agreement

Motion by Stafford, seconded by White to approve Resolution #20-027, Resolution of Intent to Finance Maple Road Improvements by Installment Purchase Agreement
Ayes: Nelson, Stafford, Welch, Totten, White

Nays: none

Motion Carried

Departmental Reports

1. Chief of Police report was reviewed.
2. Building and Zoning Administrator report was not provided.
3. DPW Foreman report was presented by Hauck.
4. Village Treasurer report was presented by Duffett.
5. Village Clerk's report was presented by Plichta.

6. Village Manager's report was presented by Moore. Moore shared that a lot of time has been spent in putting together the 2020-2021 fiscal year budget. The financial position will have to be continuously monitored as economic impacts of COVID-19 become apparent. Moore also mentioned that the Village Council Terms for Marianne Nelson, Blaike Stafford, and Tom White will expire in 2020.

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

Ayes: Nelson, Stafford, Welch, Totten, White

Nays: none

Motion Carried

Other

1. *Reminder*- The Village Office will be closed on Monday, May 25, 2020 in observance of Memorial Day

Announcements

1. DDA Board Meeting- Thursday, June 11, 2020 at 7:30 am (*ZOOM Teleconference*)
 2. Village Council Meeting- Monday, June 22, 2020 at 7:00 pm (*ZOOM Teleconference*)
- (All meetings are held in the Village Council Chambers unless noted otherwise)

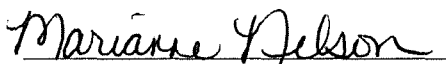
Adjournment

Motion by Welch, seconded by White to adjourn the meeting at 7:36 pm

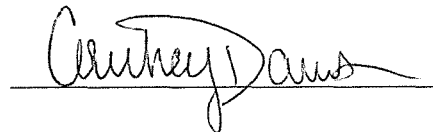
Ayes: Stafford, Welch, Totten, White, Nelson

Nays: none

Motion Carried



Marianne Nelson
Council President



Courtney Damsen
Deputy Clerk