



Birch Run Village Council Meeting
Monday, December 21, 2020 at 7:00pm
Electronic Conference
Zoom Meeting ID: 878 8232 5539
Dial In: 1-301-715-8592

MINUTES

The meeting was called to order by President Marianne Nelson at 7:00 pm on Monday, December 21, 2020 stating that this meeting is being held as an electronic meeting as allowed by Public Act 228 of 2020 and all members will be participating remotely, followed by the Pledge of Allegiance.

Members Present: President Marianne Nelson, Pearland, Texas;
Council Members: James Totten, Birch Run, Michigan; Tom White, Birch Run, Michigan; Blaike Stafford, Birch Run, Michigan; Matthew Welch, Birch Run, Michigan

Others Present: Paul Moore, DDA Director/Village Manager; Jason Leidel, Police Chief; Courtney Damsen, Deputy Clerk; Kenneth Berthiaume, Berthiaume & Company

Approval of Agenda

Motion by Welch, supported by White to approve the agenda

Ayes: Totten, White, Nelson, Stafford, Welch

Nays: none

Motion Carried

Approval of Meeting Minutes

1. November 23, 2020- Regular Village Council Meeting

Motion by Welch, supported by Totten to approve the November 23, 2020 Regular Village Council Meeting Minutes

Ayes: White, Nelson, Stafford, Welch, Totten

Nays: none

Motion Carried

Presentations, Official Proclamations, & Special Recognition

1. Mr. Ken Berthiaume with Berthiaume & Company shared the Village of Birch Run's audited financial statements for the year ended June 30, 2020. He stated that the audit went smooth with no problems and the Village staff were very helpful and cooperative in getting the job done on a remote basis. The Village received an unmodified opinion, which is the best type of opinion to receive for audit. Overall, the Village of Birch Run is in a healthy financial condition.

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

No public comments

Financial Matters

1. Motion to approve Balance Sheet and Revenue & Expenditure Report for all Village funds as of November 30, 2020

Motion by Totten, supported by Welch to approve Balance Sheet and Revenue & Expenditure Report for all Village funds as of November 30, 2020

Ayes: Nelson, Stafford, Welch, Totten, White

Nays: none

Motion Carried

2. Motion to approve Invoice GL Distribution Report in the amount of \$114,594.39 for payment as presented and Gross Payroll & Payroll Related Transmittals of \$89,613.88 for November, 2020 (payroll reflects 2 pay periods)

Motion by White, supported by Totten approve Invoice GL Distribution Report in the amount of \$114,594.39 for payment as presented and Gross Payroll & Payroll Related Transmittals of \$89,613.88 for November, 2020 (payroll reflects 2 pay periods)

Ayes: Stafford, Welch, Totten, White, Nelson

Nays: none

Motion Carried

Unfinished Business

No unfinished business

New Business

1. Resolution #20-052, Authorization of the 2021 Traffic Signal Maintenance & Construction Proposal from J. Ranck Electric, Inc.

Motion by Welch, supported by Totten to approve Resolution #20-052, Authorization of the 2021 Traffic Signal Maintenance & Construction Proposal from J. Ranck Electric, Inc.

Ayes: Welch, Totten, White, Nelson, Stafford

Nays: none

Motion Carried

2. Resolution #20-053, Adoption of the Village Council regular meeting schedule and Village Office closure dates for the 2021 calendar year

Motion by Stafford, supported by Totten to approve Resolution #20-053, Adoption of the Village Council regular meeting schedule and Village Office closure dates for the 2021 calendar year

Ayes: Totten, White, Nelson, Stafford, Welch

Nays: none

Motion Carried

3. Resolution #20-054, selection of the 2020 Village Employee of the Year Award recipient

The Village Council was presented with several candidates for the award. After discussion, it was decided to select Jason Leidel as the recipient of the 2020 Village Employee of the Year Award

Motion by Welch, supported by Stafford to approve Resolution #20-054, selection of Police Jason Leidel as the recipient of the 2020 Village Employee of the Year Award

Ayes: White, Nelson, Stafford, Welch, Totten

Nays: none

Motion Carried

4. Resolution #20-055, Selection of the 2020 Village Partnership recipient

After discussion, it was decided to select Birch Run Auxiliary Post 7542 as the 2020 Village Partnership Award

Motion by Welch, supported by Totten to approve Resolution #20-055, Selection of Birch Run Auxiliary Post 7542 as the 2020 Village Partnership recipient

Ayes: Nelson, Stafford, Welch, Totten, White

Nays: none

Motion Carried

5. Resolution #20-056, Receive & Accept the Village of Birch Run audited financial statements for the year ended June 30, 2020

Motion by Stafford, supported by Totten to approve Resolution #20-056, Receive & Accept the Village of Birch Run audited financial statements for the year ended June 30, 2020

Ayes: Stafford, Welch, Totten, White, Nelson

Nays: none

Motion Carried

6. Resolution #20-057, Authorization to commence the sale process of 2005 Dodge Magnum

Motion by White, supported by Welch to approve Resolution #20-057, Authorization to commence the sale process of 2005 Dodge Magnum

Ayes: Welch, Totten, White, Nelson, Stafford

Nays: none

Motion Carried

7. Motion to Approve the DDA Director-Village Manager's submission to Village President Nelson for the following appointment to the DDA Board of Directors:

a. Cheryl Hadsall for a 4-year term ending June 30, 2024

Motion by Stafford, supported by Welch to approve the DDA Director-Village Manager's submission to Village President Nelson for the following appointment to the DDA Board of Directors:

a. Cheryl Hadsall for a 4-year term ending June 30, 2024

Ayes: Totten, White, Nelson, Stafford, Welch

Nays: None

Motion Carried

Departmental Reports

1. Chief of Police report was presented by Leidel. Leidel shared that the Third Annual Stuff the Tahoe event went great, and they were able to double the amount of families to donate to. He thanked all involved with the shopping and sorting of the items.
2. Building and Zoning Administrator report was reviewed.
3. DPW Foreman report was reviewed.
4. Village Treasurer report was reviewed.
5. Village Clerk's report was reviewed.
6. Village Manager's report was presented by Moore. Moore stated that the Birch Run-Bridgeport Chamber of Commerce is seeking nominations for their three community awards: Business of the Year, Volunteer of the Year, and Citizen of the year. In addition, a fourth award has been added for the 2020 calendar year, called the Essential Hero Award.

Motion by Totten, supported by White to receive and file reports

Ayes: White, Nelson, Stafford, Welch, Totten

Nays: none

Motion Carried

Other

1. 2020 Continuing Disclosure Report
2. *Reminder:* The Village Office will be closed on Tuesday, December 22, 2020 through Friday, January 1, 2021 in observance of the Christmas and New Year's Holidays

Announcements

1. Village Council Meeting- Monday, January 25, 2020 @ 7:00 pm
 2. Planning Commission Meeting- Monday, February 1, 2021 @ 7:00 pm
 3. DDA Board Meeting- Thursday, February 11, 2021 @ 7:00 pm
 4. Village Council Meeting- Monday, February 22, 2021 @ 7:00 pm
- (All meetings are held in the Village Council Chambers unless noted)*

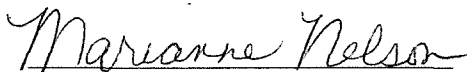
Adjournment

Motion by Welch, supported by Totten to adjourn the meeting at 7:43 pm

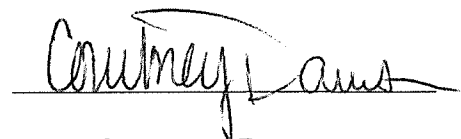
Ayes: Nelson, Stafford, Welch, Totten, White

Nays: none

Motion Carried



Marianne Nelson
Council President



Courtney Damsen
Deputy Clerk