



**BIRCH RUN VILLAGE COUNCIL MEETING**  
MONDAY, NOVEMBER 23, 2020 AT 7:00PM  
ELECTRONIC CONFERENCE  
ZOOM MEETING ID: 858 4889 9887  
DIAL IN: 1-301-715-8592

**MINUTES**

The meeting was called to order by President Marianne Nelson at 7:00 pm on Monday, November 23, 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, led by Cheryl Hadsall.

Members Present: President Marianne Nelson, Birch Run, Michigan;  
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; Lisa Duffett, DDA Secretary/Village Treasurer; Jason Leidel, Police Chief; Marty Hauck, DPW Foreman; Courtney Damsen, Deputy Clerk; Cheryl Hadsall

**Approval of Agenda**

Motion by White, supported by Totten to approve the agenda  
Ayes: Totten, White, Nelson, Stafford, Welch  
Nays: none

Motion Carried

**Approval of Meeting Minutes**

1. October 26, 2020- Regular Village Council Meeting

Motion by Welch, supported by White to approve the October 26, 2020 Regular Village Council Meeting Minutes

Ayes: White, Nelson, Stafford, Welch, Totten  
Nays: none

Motion Carried

2. November 9, 2020- Regular Village Council Meeting

Motion by Welch, supported by Totten to approve the November 9, 2020 Regular 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. Outgoing Saginaw County Commissioner Cheryl Hadsall thanked the Village for the wonderful 18 years she was able to serve as Commissioner.

**Financial Matters**

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

Motion by White, supported by Totten to approve Balance Sheet and Revenue & Expenditure Report for all Village funds as of October 31, 2020

Ayes: Stafford, Welch, Totten, White, Nelson

Nays: none

Motion Carried

2. Motion to approve Invoice GL Distribution Report in the amount of \$133,600.44 for payment as presented and Gross Payroll & Payroll Related Transmittals of \$138,502.21 for October, 2020 (payroll reflects 3 pay periods).

Motion by Stafford, supported by White to approve Invoice GL Distribution Report in the amount of \$133,600.44 for payment as presented and Gross Payroll & Payroll Related Transmittals of \$138,502.21 for October, 2020 (payroll reflects 3 pay periods).

Ayes: Welch, Totten, White, Nelson, Stafford

Nays: none

Motion Carried

**Unfinished Business**

No unfinished business

**New Business**

1. Approval of the Zoning Administrator's recommendations to the Village President for re-appointment to the Planning Commission:

a. Rolland Kanine for a 3-year term which expires on December 31, 2023

b. Pamela Moore for a 3-year term which expires on December 31, 2023

Motion by Totten, supported by Welch to approve the Zoning Administrator's recommendations to the Village President for re-appointment to the Planning Commission:

a. Rolland Kanine for a 3-year term which expires on December 31, 2023

b. Pamela Moore for a 3-year term which expires on December 31, 2023

Ayes: Totten, White, Nelson, Stafford, Welch

Nays: none

Motion Carried

2. Approval of the Zoning Administrator's recommendations to the Village President for re-appointment to the Zoning and Sign Board of Appeals:

a. Jeanine Stafford for a 3-year term which expires on December 31, 2023

Motion by White, supported by Totten to approve the Zoning Administrator's recommendations to the Village President for re-appointment to the Zoning and Sign Board of Appeals:

a. Jeanine Stafford for a 3-year term which expires on December 31, 2023

Ayes: White, Nelson, Stafford, Welch, Totten

Nays: none

Motion Carried

3. Resolution #20-050, Authorization to commence the sale process of surplus DPW vehicles

Motion by White, seconded by Totten to approve Resolution #20-050, Authorization to commence the sale process of surplus DPW vehicles

Ayes: Nelson, Stafford, Welch, Totten, White

Nays: none

Motion Carried

4. Resolution #20-051, Approval of the Employment of Amy Dasky as a Part-Time Police Officer

Motion by White, supported by Nelson to approve #20-051, Approval of the Employment of Amy Dasky as a Part-Time Police Officer

Ayes: Stafford, Welch, Totten, White, Nelson

Nays: none

Motion Carried

Motion by White, supported by Nelson to amend Resolution #20-051, Approval of the Employment of Amy Dasky as a Part-Time Police Officer, with the starting hourly wage rate to be determined upon review of the current MML wage & benefit database with a start date to be determined as soon as possible

Ayes: Welch, Totten, White, Nelson, Stafford

Nays: none

Motion Carried

**Departmental Reports**

1. Chief of Police's report was presented by Chief Leidel. Leidel shared that the department's lobby is currently closed to the public, due to rising COVID-19 cases. He also shared that the "Stuff the Tahoe" event will be taking place on December 11, 2020 in Don's Foodland parking lot.
2. Building and Zoning Administrator's report was presented by Moore. Moore stated he is pleasantly surprised to see so many new businesses opening, despite the state the economy has been in due to the COVID-19 Pandemic.

3. DPW Foreman's report was presented by Hauck. Hauck shared the exciting news of the new flatbed truck being scheduled to be picked up on Tuesday, the 23rd of November. Unfortunately, another main valve has bursted, along with a larger problem being identified, and water main valves will need repairs before any Streetscape projects can take place. The department is in the process of installing the pedestrian and no parking signs along Maple Road, with the pedestrian symbols to be painted on the pavement come Springtime. Hauck shared that he was asked to perform a virtual session to discuss lagoon operations to Todd Snellenberger's water quality class at Marshall Greene Middle School. Lastly, he shared that the department will be instituting a 3 day on 3 day off schedule starting the first full week of December, to keep both employees and the community as safe as possible during this time.
4. Village Treasurer's report was reviewed.
5. Village Clerk's report was reviewed.
6. Village Manager's report was presented by Moore. Moore shared that the Santa in the Village Event scheduled for December 4, 2020 has unfortunately been cancelled, due to the recent MDHHS Emergency Order. Moore also stated that the deadline for applications for the 2020 Village Partnership Award is fast approaching. Preliminary audit results are still being waited on from Berthiaume & Company. All crosswalk locations have been completed, and the Village now has five (5) crosswalk locations that have push button activated solar-powered LED lights to aid pedestrians in safely crossing the street.  
 Motion by White, seconded by Totten to receive and file reports  
 Ayes: Totten, White, Nelson, Stafford, Welch  
 Nays: none

Motion Carried

**Other**

1. *Reminder*- The Village Office will be closed on Thursday, November 26, 2020 in observance of the Thanksgiving Holiday

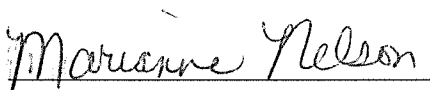
**Announcements**

1. DDA Board Meeting- Thursday, December 17, 2020 at 7:30 am (*Zoom Electronic Conference*)
  2. Village Council Meeting- Monday, December 21, 2020 at 7:00 pm (*Zoom Electronic Conference*)
- (All meetings are held in the Village Council Chambers unless noted otherwise)

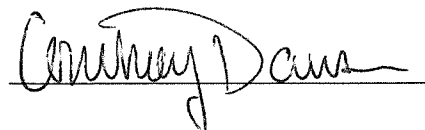
**Adjournment**

Motion by Welch, supported by White to adjourn the meeting at 7:59 pm  
 Ayes: White, Nelson, Stafford, Welch, Totten  
 Nays: none

Motion Carried



Marianne Nelson  
 Council President



Courtney Damsen  
 Deputy Clerk