



**BIRCH RUN VILLAGE COUNCIL – REGULAR MEETING**

MONDAY, MAY 24, 2021 AT 7:00PM

ELECTRONIC CONFERENCE

ZOOM MEETING ID: 814 3054 7770

DIAL IN: 1-301-715-8592

**MINUTES**

The meeting was called to order by President Nelson at 7:00 pm on Monday, May 24, 2021, followed by the Pledge of Allegiance.

Members Present: President Marianne Nelson, attending remotely from Birch Run, Michigan; Council Members: James Totten, attending remotely from Birch Run, Michigan; Blaike Stafford, attending remotely from Birch Run, Michigan; Matthew Welch, attending remotely from 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; Tricia Mollen

**Motion to Excuse Absentees**

Motion by Stafford, supported by Welch to excuse Council Member Tom White from the meeting

Ayes: Totten, Nelson, Stafford, Welch

Nays: none

Motion Carried

**Approval of Agenda**

Motion by Stafford, supported by Totten to approve the agenda

Ayes: Nelson, Stafford, Welch, Totten

Nays: none

Motion Carried

**Approval of Meeting Minutes**

1. April 26, 2021- Regular Village Council Meeting

Motion by Stafford, supported by Totten to approve the April 26, 2021 Regular Village Council Meeting Minutes

Ayes: Stafford, Welch, Totten, Nelson

Nays: none

Motion Carried

2. May 10, 2021- Special Village Council Meeting

Motion by Welch, supported by Totten to approve the May 10, 2021 Special Village Council Meeting Minutes

Ayes: Welch, Totten, Nelson, Stafford

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. Tricia Mollen, on behalf of FRHP Lincolnshire, LLC, requesting an amendment to the Zoning Ordinance with regard to the 60-foot height restriction for flagpoles.

Motion by Totten, supported by Stafford to refer Tricia Mollen, on behalf of FRHP Lincolnshire, LLC, to the Planning Commission for review regarding the request to amend the 60-foot height restriction for flagpoles.

Ayes: Totten, Stafford, Welch

Nays: Nelson

Motion Carried

2. Public Comments

No public comments

**Financial Matters**

1. Motion to approve Balance Sheet and Revenue & Expenditure Report for all Village funds as of April 30, 2021

Motion by Stafford, supported by Welch to approve Balance Sheet and Revenue & Expenditure Report for all Village funds as of April 30, 2021.

Ayes: Nelson, Stafford, Welch, Totten

Nays: none

Motion Carried

2. Motion to approve Invoice GL Distribution Report in the amount of \$119,641.45 for payment as presented and Gross Payroll & Payroll Related Transmittals of \$137,620.11 for April, 2021 (payroll reflects 3 pay periods)

Motion by Totten, supported by Stafford to approve Invoice GL Distribution Report in the amount of \$119,641.45 for payment as presented and Gross Payroll & Payroll Related Transmittals of \$137,620.11 for April, 2021 (payroll reflects 3 pay periods)

Ayes: Stafford, Welch, Totten, Nelson

Nays: none

Motion Carried

## Public Hearings

1. Truth in Budget Hearing- The proposed 2021-2022 Fiscal Year Budget for all Village Funds and the proposed Tax Millage Rate to be levied to support the proposed 2021-2022 Fiscal Year Budget

A. Public Hearing opened at 7:22 pm by President Nelson

B. Notification Requirements:

1. Birch Run Village Office
2. Village of Birch Run Website
3. Village of Birch Run Facebook Page
4. Birch Run Herald (05/12/2021)

C. Public Comment

No public comment

D. Discussion by Council

No discussion by Council

E. Public Hearing closed at 7:23 pm.

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

A. Public Hearing opened at 7:23 pm by President Nelson

B. Notification Requirements:

1. Birch Run Village Office
2. Village of Birch Run Website
3. Village of Birch Run Facebook Page
4. Birch Run Herald (05/12/2021)

C. Public Comment

No public comment

D. Discussion by Council

No discussion by Council

E. Public Hearing closed at 7:24 pm.

## Unfinished Business

No unfinished business

## New Business

1. Resolution #21-016, Establishment of the 2021 Village of Birch Run tax levy rate  
Motion by Welch, supported by Totten to approve Resolution #21-016, Establishment of the 2021 Village of Birch Run tax levy rate

Ayes: Welch, Totten, Nelson, Stafford

Nays: none

Motion Carried

2. Resolution #21-017, Adoption of 2021-2022 Fiscal Year Annual Budget

Motion by Stafford, supported by Totten to approve Resolution #21-017, Adoption of 2021-2022 Fiscal Year Annual Budget

Ayes: Totten, Nelson, Stafford, Welch

Nays: none

Motion Carried

3. Resolution #21-018, Adoption of sewer rate changes for Birch Run sewer system users

Motion by Stafford, supported by Welch to approve Resolution #21-018, Adoption of sewer rate changes for Birch Run sewer system users

Ayes: Nelson, Stafford, Welch, Totten

Nays: none

Motion Carried

4. Resolution #21-019, Adoption of water rate changes for Birch Run water system users

Motion by Stafford, supported by Welch to approve Resolution #21-019, Adoption of water rate changes for Birch Run water system users

Ayes: Stafford, Welch, Totten, Nelson

Nays: none

Motion Carried

5. Resolution #21-020, Request for Transportation Economic Development Fund Category B Program funding for Maple Street project

Motion by Welch, supported by Totten to approve Resolution #21-020, Request for Transportation Economic Development Fund Category B Program funding for Maple Street project

Ayes: Welch, Totten, Nelson, Stafford

Nays: none

Motion Carried

6. Resolution #21-021, Authorization to Order a 2021 Chevrolet Pick-Up Truck

Motion by Stafford, supported by Totten to approve Resolution #21-021, Authorization to Order a 2021 Chevrolet Pick-Up Truck

Ayes: Totten, Nelson, Stafford, Welch

Nays: none

Motion Carried

7. Motion to close Church Street and Main Street for the annual July 4<sup>th</sup> Parade

Motion by Welch, supported by Totten to close Church Street and Main Street for the annual July 4<sup>th</sup> Parade

Ayes: Nelson, Stafford, Welch, Totten

Nays: none

Motion Carried

8. Resolution #21-022, Authorization to Complete Boundary Survey and Title Work of Tower #2 Property

Motion by Totten, supported by Stafford to approve Resolution #21-022, Authorization to Complete Boundary Survey and Title Work of Tower #2 Property

Ayes: Stafford, Welch, Totten, Nelson

Nays: none

Motion Carried

**Written Reports**

- 1. Chief of Police report was presented by Chief Leidel.
- 2. Building and Zoning Administrator report was reviewed.
- 3. DPW Foreman report was presented by Hauck.
- 4. Village Treasurer report was presented by Duffett.
- 5. Village Clerk’s report was reviewed.
- 6. Village Manager’s report was presented by Moore. Moore shared his appreciation of the Village Staff for all the assistance and support while putting together the 2021-2022 Fiscal Year Budget.

Motion by Welch, supported by Totten to receive and file reports.

Ayes: Welch, Totten, Nelson, Stafford

Nays: none

Motion Carried

**Other**

- 1. *Reminder-* The Village Office will be closed on Monday, May 31, 2021 in observance of Memorial Day

**Announcements** *(All meetings are held in the Village Council Chambers unless noted)*

- 1. DDA Board Meeting- Thursday, June 17, 2021 at 7:30 am *(Zoom Teleconference)*
- 2. Village Council Meeting- Monday, June 28, 2021 at 7:00 pm *(Zoom Teleconference)*

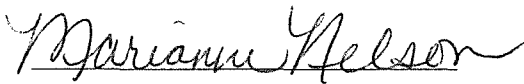
**Adjournment**

Motion by Welch, supported by Totten to adjourn the meeting at 7:54 pm

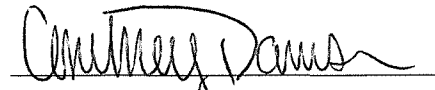
Ayes: Totten, Nelson, Stafford, Welch

Nays: none

Motion Carried



Marianne Nelson  
Council President



Courtney Damsen  
Deputy Clerk