



**BIRCH RUN VILLAGE COUNCIL MEETING**  
MONDAY, APRIL 25, 2022 AT 7:00PM  
VILLAGE COUNCIL CHAMBERS  
12060 HEATH STREET, BIRCH RUN, MICHIGAN

**MINUTES**

The meeting was called to order by President Nelson at 7:00 p.m. on Monday, April 25, 2022 in the Village Council Chambers with the Pledge of Allegiance to the Flag of the United States of America.

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

Members Absent: none

Others Present: Paul T. Moore, DDA Director/Village Manager; Lisa Duffett, DDA Secretary/Village Treasurer; Marty Hauck, DPW Foreman; Paul Whitney, Candidate for State Representative 97<sup>th</sup> District

**Approval of Agenda**

Motion by White, seconded by Totten to approve the Agenda.

Ayes: Totten, White, Nelson, Stafford, Welch

Nays: none

Motion Carried

**Approval of Meeting Minutes**

1. March 28, 2022 – Regular Village Council Meeting

Motion by Stafford, seconded by White to approve the March 28, 2022 - Regular Village Council Meeting Minutes

Ayes: White, Nelson, Stafford, Welch, Totten

Nays: none

Motion Carried

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

1. Public Comments:

Paul Whitney, candidate for State Representative of the 97<sup>th</sup> District, introduced himself to the Village Council. Whitney states he has been an advocate for families for many years. Whitney then states he served as a Police Officer on the Vassar Police Department for 31 years. Whitney states he would like reach out to Village residents by going door to door and introducing himself.

**Financial Matters**

- 1. Motion to approve Balance Sheet and Revenue & Expenditure Report for all Village funds as of March 31, 2022.

Motion by Totten, seconded by White to approve Balance Sheet and Revenue & Expenditure Report for all Village funds as of March 31, 2022.

Ayes: Nelson, Stafford, Welch, Totten, White

Nays: none

Motion Carried

- 2. Motion to approve Invoice GL Distribution Report in the amount of \$170,078.97 for payment as presented and Gross Payroll & Payroll Transmittals of \$147,518.78 for March, 2022 (payroll reflects 3 pay periods).

Motion by Stafford, seconded by White to approve Invoice GL Distribution Report in the amount of \$170,078.97 for payment as presented and Gross Payroll & Payroll Transmittals of \$147,518.78 for March, 2022 (payroll reflects 3 pay periods).

Ayes: Stafford, Welch, Totten, White, Nelson

Nays: none

Motion Carried

**Unfinished Business**

No Unfinished Business

**New Business**

- 1. Preliminary Draft of 2022-2023 Fiscal Year Budget for all Village Funds

Moore offered to answer any questions the Village Council may have in reference to the Preliminary Draft of the 2022-2023 Fiscal Year Budget before the budget review workshop(s).

- 2. Resolution #22-008, Amendment of the Village of Birch Run Water and Sewer Department Rules & Regulations

Motion by Stafford, seconded by White to approve Resolution #22-008, Amendment of the Village of Birch Run Water and Sewer Department Rules & Regulations.

White states that the late penalty should not be removed for a Village resident that receives financial assistance. He then states he doesn't see this as a penalty but more as an admin fee for additional services.

Motion by White, seconded by Nelson to omit Section 8 under Billing Procedures of the Village of Birch Run Water and Sewer Department Rules & Regulations.

Ayes: White, Nelson

Nays: Welch, Totten, Stafford

Motion Failed

Ayes: Totten, Stafford, Welch

Nays: White, Nelson

Motion Carried

3. Resolution #22-009, Request for Transportation Economic Development Fund Category B Program funding for Maple Street project  
Motion by White, seconded by Welch to approve Resolution #22-009, Request for Transportation Economic Development Fund Category B Program funding for Maple Street project.

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

Motion Carried

4. Resolution #22-010, Authorization to commence the sale process of a surplus DPW vehicle  
Motion by Totten, seconded by White to approve Resolution #22-010, Authorization to commence the sale process of a surplus DPW vehicle.

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

Motion Carried

5. Resolution #22-011, Award of bid for Phase I of the Sewer Force Main Rehabilitation Plan  
Motion by Stafford, seconded by Totten to approve Resolution #22-011, Award of bid for Phase I of the Sewer Force Main Rehabilitation Plan.

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

Motion Carried

6. Resolution #22-012, Support of the Dixie Highway Resurfacing Project  
Motion by White, seconded by Totten to approve Resolution #22-012, Support of the Dixie Highway Resurfacing Project.

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

Motion Carried

### **Written Reports**

1. Chief of Police report was reviewed.
2. Zoning and Building Administrator report was reviewed.
3. DPW Foreman report was presented by Hauck.
4. Village Treasurer report was presented by Duffett.
5. Village Clerk report was reviewed.
6. Village Manager report was presented by Moore.

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

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

Motion Carried

### **Other**

1. Motion to schedule a Special Village Council Meeting(s) for the purpose of reviewing the proposed 2022-2023 fiscal year budget

Motion by White, seconded by Stafford to review the proposed 2022-2023 fiscal year budget on May 9<sup>th</sup>, 2022 at 6 p.m.

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

Motion Carried

**Announcements**


1. 2021 "Best Of" Annual Awards Event, April 27, 2022 at 5:00 p.m. (*Uptown North Main*)
2. Annual Dinner Meeting, Thursday, April 28, 2022 at 6:00 p.m. (*Burt Opera Hall – Taymouth Township*)
3. DDA Board of Directors Meeting, Thursday, May 19, 2022 at 7:30 a.m.
4. Village Council Meeting, Monday, May 23, 2022 at 7:00 p.m.  
(*All meetings are held in the Village Council Chambers unless noted*)

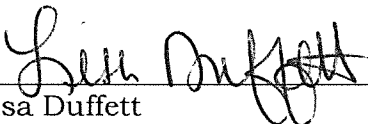
**Adjournment**

Motion by Stafford, seconded by White to adjourn the meeting at 7:51 p.m.

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

Motion Carried

  
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Marianne Nelson  
Council President

  
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Lisa Duffett  
DDA Secretary/Village Treasurer