



BIRCH RUN VILLAGE COUNCIL MEETING
MONDAY, DECEMBER 19, 2022 AT 7:00PM
VILLAGE COUNCIL CHAMBERS
12060 HEATH STREET, BIRCH RUN, MICHIGAN

MINUTES

The meeting was called to order by Council Member Blaike Stafford at 7:00 pm, followed by the Pledge of Allegiance

Members Present: Council Members: David Cook, Tom White, Blaike Stafford, and Kheila Knight

Others Present: Paul Moore, Village Manager/DDA Director; Lisa Duffett, Village Treasurer/DDA Secretary; Marty Hauck, DPW Foreman; Courtney Damsen, Deputy Clerk; Kurt Kiessling

Motion by White, supported by Cook to excuse President Nelson from the meeting

Ayes: Cook, White, Stafford, Knight

Nays: none

Motion Carried

Approval of Agenda

Motion by White, supported by Cook to approve the agenda

Ayes: White, Stafford, Knight, Cook

Nays: none

Motion Carried

Approval of Meeting Minutes

1. Motion by Stafford, supported by White to approve the November 28, 2022 Regular Village Council Meeting Minutes

Ayes: Stafford, Knight, Cook, White

Nays: none

Motion Carried

Citizens seeking information or giving input on matters of interest to the Village Council (Time limit of 5 minutes each)

None

Financial Matters

1. Motion by White, supported by Cook to approve Balance Sheet and Revenue & Expenditure Report for all Village funds as of November 30, 2022.

Ayes: Knight, Cook, White, Stafford

Nays: none

Motion Carried

2. Motion by White, supported by Cook to approve Invoice GL Distribution Report in the amount of \$106,429.17 for payment as presented and Gross Payroll & Payroll Related Transmittals of \$114,206.97 for November, 2022 (payroll reflects 2 pay periods).

Ayes: Cook, White, Stafford, Knight

Nays: none

Motion Carried

New Business

1. Motion by White, supported by Cook to approve Resolution #22-045, Adoption of Village Council regular meeting schedule and Village Office closure dates for the 2023 calendar year

Ayes: White, Stafford, Knight, Cook

Nays: none

Motion Carried

2. Motion by White, supported by Knight to approve Resolution #22-046, Authorization of the 2023 Traffic Signal Maintenance & Construction Proposal from J. Ranck Electric, Inc.

Ayes: Stafford, Knight, Cook, White

Nays: none

Motion Carried

3. Motion by White, supported by Knight to discuss Resolution #22-047, Selection of the 2022 Village Employee of the Year Award recipient

Motion by White, supported by Knight to amend Resolution #22-047 to insert Lisa Duffett as the 2022 Village Employee of the Year Award recipient

Ayes: Knight, Cook, White, Stafford

Nays: none

Motion Carried

4. Motion by White, supported by Knight to discuss Resolution #22-048, Selection of the 2022 Village Partnership Award recipient

Motion by White, supported by Knight to amend Resolution #22-048 to insert Birch Run Bridgeport Chamber of Commerce and Birch Run Convention and Visitor's Bureau as the 2022 Village Partnership Award recipient

Ayes: Cook, White, Stafford, Knight

Nays: none

Motion Carried

Departmental Reports

Motion by White, supported by Knight to receive and file all reviewed reports:

- 1. Chief of Police
- 2. Building and Zoning Administrator
- 3. DPW Foreman
- 4. Village Treasurer
- 5. Village Clerk
- 6. Village Manager

Ayes: White, Stafford, Knight, Cook

Nays: none

Motion Carried

Other

- 1. *Reminder*- Village Offices will be closed Friday, December 23, 2022 through Monday, January 2, 2023 in observance of the Christmas and New Year’s Holidays

Announcements

- 1. DDA Board Meeting- Thursday, January 19, 2023, at 7:30 am
 - 2. Village Council Meeting- Monday, January 23, 2023 at 7:00 pm
 - 3. Planning Commission Meeting- Monday, February 6, 2023 at 7:00 pm
 - 4. DDA Board Meeting- Thursday, February 16, 2023 at 7:00 am
 - 5. Village Council Meeting- Monday, February 27, 2023 at 7:00 pm
- All meetings are held in the Village Council Chambers unless otherwise noted*

Adjournment

Motion by White, supported by Cook to adjourn the meeting at 7:33 pm

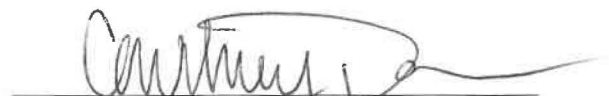
Ayes: Stafford, Knight, Cook, White

Nays: none

Motion Carried



Blake Stafford
Council Member



Courtney Damsen
Deputy Clerk