



**BIRCH RUN VILLAGE COUNCIL**  
**BUDGET REVIEW MEETING**  
MONDAY, MAY 11, 2023 AT 6:00PM  
VILLAGE COUNCIL CHAMBERS  
12060 HEATH STREET, BIRCH RUN, MICHIGAN

**MINUTES**

The special meeting of the Village Council was called to order by President Marianne Nelson at 6:12 pm on Monday, May 11, 2023 in the Village Council Chambers followed by the Pledge of Allegiance.

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

Members Absent: none

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

**Approval of Agenda**

Motion by White, seconded by Cook to approve the agenda

Ayes: Cook, White, Nelson, Stafford, Knight

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

**Old Business**

None

**New Business**

1. Budget Workshop – Discussion of preliminary 2023-2024 fiscal year budget  
*(Funds to be discussed as deemed necessary by the Village Council)*

A. Governmental Funds

a. General Fund

Moore discussed the priority projects included in the Preliminary 2023-2024 fiscal year General Fund budget, including the purchase of a backup salt spreader, repairs to storm sewer basins, and sidewalk & handicap ramp replacements. Also included in the General Fund is Salt Barn renovation and repair, which will be shared with the DDA Fund, as well as repaving of the Village Office parking lot, which will be shared with the Water Fund.

b. DDA General Fund

Moore discussed the priority projects included in the Preliminary 2023-2024 fiscal year DDA General Fund budget, including Veteran's Park renovations, traffic signal maintenance, and wayfinding entry sign replacements. Also included in the DDA General Fund is Salt Barn renovation and repair, which will be shared with the General Fund.

c. DDA Streetscape Construction Fund

This is the fund that is used while the Streetscape Phase III project construction is taking place. Once the construction has been completed and all construction costs have been paid, the fund will no longer be used.

d. Major Street Fund

Moore discussed the priority projects included in the Preliminary 2023-2024 fiscal year Major Street Fund budget, including the repaving of Main Street, from Beyer Road to the railroad crossing, storm sewer pipe repairs, over-band crack-fill, and pavement line striping & symbols.

e. Local Street Fund

Moore discussed the priority projects included in the Preliminary 2023-2024 fiscal year Local Street Fund budget, including over-band crack-fill.

f. Special Street Millage Fund

This is the fund that is used to account for the collection and disbursement of monies related to the special millage for the street improvements that was approved by Village voters in November 2018. The tax collection in 2023 will be the fifth year of the renewal of the eight-year millage. Disbursements to the Major Street Fund is planned in the 2023-2024 fiscal year to complete the Main Street paving project, from Beyer Road to the railroad crossing, and for loan installment payment 4 of 10 of the Maple Road Reconstruction Project.

B. Proprietary (Enterprise) Funds

a. Sewer Fund

Moore discussed the priority projects included in the Preliminary 2023-2024 fiscal year Sewer Fund budget, including Ulmer Road force main testing, Lagoon Road paving, Lagoon sludge treatment, sonar duckweed treatment for pond #2, lift station maintenance program, and installation of a cement dump ramp for pond #2.

b. Water Fund

Moore discussed the priority projects included in the Preliminary 2023-2024 fiscal year Water Fund budget, including the purchase of a 2023 Chevrolet 3500 Flatbed truck, water valve/curb box replacements, annual tower maintenance, commercial cross connection program, and PRV rebuild annual maintenance. Also included in the Water Fund is the repaving of the Village Office parking lot, which will be shared with the General Fund.

**Other**

None

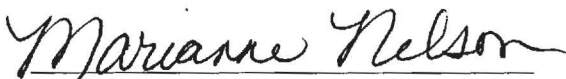
**Adjournment**

Motion by White, supported by Knight to adjourn the meeting at 7:09 pm

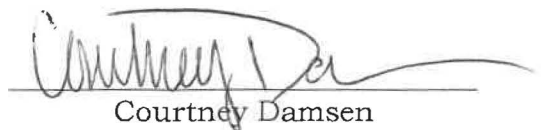
Ayes: White, Nelson, Stafford, Knight, Cook

Nays: none

Motion Carried



Marianne Nelson  
Council President



Courtney Damsen  
Deputy Clerk