



**BIRCH RUN VILLAGE COUNCIL MEETING**  
MONDAY, JANUARY 22, 2024 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 pm, followed by the Pledge of Allegiance

Members Present: President Marianne Nelson and Council Members David Cook and Blaike Stafford

Members Absent: Tom White, Kheila Knight

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

Motion by Cook, supported by Stafford to excuse Council Members Tom White and Kheila Knight from the meeting

Ayes: Cook, Nelson, Stafford

Nays: none

Absent: White, Knight

Motion Carried

**Approval of Agenda**

Motion by Stafford, supported by Cook to approve the agenda

Ayes: Nelson, Stafford, Cook

Nays: none

Absent: White, Knight

Motion Carried

**Approval of Meeting Minutes**

Motion by Cook, supported by Stafford to approve the December 18, 2023 Regular Village Council Meeting Minutes

Ayes: Stafford, Cook, Nelson

Nays: none

Absent: White, Knight

Motion Carried

**Presentations, Official Proclamations & Special Recognition**

None

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

**Financial Matters**

1. Motion by Stafford, supported by Cook to approve Balance Sheet and Revenue & Expenditure Report for all Village funds as of December 31, 2023.

Ayes: Cook, Nelson, Stafford

Nays: none

Absent: White, Knight

Motion Carried

2. Motion by Cook, supported by Stafford to approve Invoice GL Distribution Report in the amount of \$294,822.88 for payment as presented and Gross Payroll & Payroll Related Transmittals of \$120,611.30 for December, 2023 (payroll reflects 2 pay periods).

Ayes: Nelson, Stafford, Cook

Nays: none

Absent: White, Knight

Motion Carried

**Unfinished Business**

No unfinished business

**New Business**

1. Motion by Stafford, supported by Cook to approve Resolution #24-001, Award of bid for the 1997 Sewer Jetter

Ayes: Stafford, Cook, Nelson

Nays: none

Absent: White, Knight

Motion Carried

2. Motion by Cook, supported by Stafford to approve Resolution #24-002 Approval of Agreement for Services with Saginaw Future, Inc.

Ayes: Cook, Nelson, Stafford

Nays: none

Absent: White, Knight

Motion Carried

3. Motion by Stafford, supported by Cook to approve Resolution #24-003, Approval of Design Engineering Services for Lynn Street Water Main Extension

Ayes: Nelson, Stafford, Cook

Nays: none

Absent: White, Knight

Motion Carried

**Departmental Reports**

Motion by Cook, supported by Stafford 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: Stafford, Cook, Nelson

Nays: none

Absent: White, Knight

Motion Carried

**Other**

1. *Reminder* – The Village Office will be closed on Monday, February 19, 2024 in observance of President’s Day

**Announcements**

- 1. Planning Commission Meeting, Monday, February 5, 2024, at 7:00pm
  - 2. DDA Board Meeting, Thursday, February 15, 2024, at 7:30am
  - 3. Village Council Meeting, Monday, February 26, 2024 at 7:00pm
- (All meetings are held in the Village Council Chambers unless noted)*

**Adjournment**

Motion by Stafford, supported by Cook to adjourn the meeting at 7:16 pm

Ayes: Cook, Nelson, Stafford

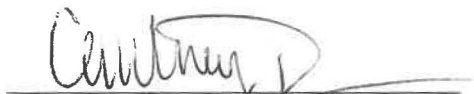
Nays: none

Absent: White, Knight

Motion Carried



Marianne Nelson  
Council President



Courtney Damsen  
Deputy Clerk