



BIRCH RUN VILLAGE COUNCIL MEETING
MONDAY, MAY 18, 2026 AT 7:00PM
VILLAGE COUNCIL CHAMBERS
12060 HEATH STREET, BIRCH RUN, MICHIGAN

MINUTES

The meeting was called to order by President White at 7:00 pm, followed by the Pledge of Allegiance

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

Others Present: Paul Moore, DDA Director/Village Manager; Jason Leidel, Police Chief; Marty Hauck, DPW Foreman; Courtney Damsen, Deputy Clerk; Joseph Karlichek; Gail McDonald; Kurt Kiessling; There was 1 other person in the audience.

Approval of Agenda

Motion by Cook, supported by Knight to approve the agenda
Unanimous Voice Vote
Motion Carried

Presentations, Official Proclamations & Special Recognition

1. Introduction of Joseph R. Karlichek

Approval of Meeting Minutes

Motion by Riedel, supported by Cook to approve the following meeting minutes:

1. April 27, 2026 – Regular Village Council Meeting
2. April 30, 2026 – Annual Dinner Meeting
3. May 2, 2026 – DDA Director-Village Manager Search Committee Meeting
4. May 11, 2026 – Special Village Council Meeting

Unanimous Voice Vote
Motion Carried

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

1. Gail McDonald, on behalf of the Birch Run Rotary Club, requesting road closures of Church Street and Main Street in connection with the annual 4th of July parade
2. No other public comments

Financial Matters

1. Motion by Riedel, supported by Cook to approve Balance Sheet and Revenue & Expenditure Report for all Village funds as of April 30, 2026

Ayes: White, Stafford, Knight, Cook, Riedel

Nays: none

Motion Carried

2. Motion by Cook, supported by Knight to approve Invoice GL Distribution Report in the amount of \$268,633.04 for payment as presented and Gross Payroll & Payroll Related Transmittals of \$132,579.73 for April 2026 (payroll reflects 2 pay periods).
Ayes: Stafford, Knight, Cook, Riedel, White
Nays: none

Motion Carried

Public Hearings

1. Truth in Budgeting Hearing – The proposed 2026-2027 Fiscal Year Budget for all Village Funds and the proposed Tax Millage Rate to be levied to support the proposed 2026-2027 Fiscal Year Budget

A. Public Hearing opened at 7:04 pm by President White

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 (05-06-2026)

C. Public Comment

D. Discussion by Council

E. Close Public Hearing at 7:05 pm

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

A. Public Hearing opened at 7:05 pm by President White

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 (05-06-2025)

C. Public Comment

D. Discussion by Council

E. Close Public Hearing at 7:06 pm

Unfinished Business

None

New Business

1. Motion by Riedel, supported by Cook to approve Resolution #26-014, Establishment of the 2026 Village of Birch Run tax levy rate

Ayes: Knight, Cook, Riedel, White, Stafford

Nays: none

Motion Carried

2. Motion by Riedel, supported by Knight to approve Resolution #26-015, Adoption of 2026-2027 Fiscal Year Annual Budget

Ayes: Cook, Riedel, White, Stafford, Knight

Nays: none

Motion Carried

3. Motion by Riedel, supported by Cook to approve Resolution #26-016, Adoption of sewer rate changes for Birch Run Village sewer system users

Ayes: Riedel, White, Stafford, Knight, Cook

Nays: none

Motion Carried

4. Motion by Riedel, supported by Knight to approve Resolution #26-017, Adoption of water rate changes for Birch Run Village water system users

Ayes: White, Stafford, Knight, Cook, Riedel

Nays: none

Motion Carried

5. Motion by Riedel, supported by Stafford to approve Resolution #26-018, Compliance Election for Public Act 152

Ayes: Stafford, Knight, Cook, Riedel, White

Nays: none

Motion Carried

6. Motion by Riedel, supported by Cook to approve Resolution #26-019, Authorization to purchase five (5) computers and applicable software/licenses for the Police Department

Ayes: Knight, Cook, Riedel, White, Stafford

Nays: none

Motion Carried

7. Motion by Riedel, supported by Cook to approve Resolution #26-020, Authorization to replace two (2) pumps at Lift Station #6

Ayes: Cook, Riedel, White, Stafford, Knight

Nays: none

Motion Carried

8. Motion by Cook, supported by Riedel to approve Resolution #26-021, Authorization to purchase a V-Box Salt Spreader

Ayes: Riedel, White, Stafford, Knight, Cook

Nays: none

Motion Carried

9. Motion by Riedel, supported by White to approve Resolution #26-022, Authorization to purchase a MIG Welder

Ayes: White, Stafford, Knight, Cook, Riedel

Nays: none

Motion Carried

10. Motion by Cook, supported by Riedel to approve Resolution #26-023, Authorization to purchase a Portable Electric Concrete Mixer

Ayes: Stafford, Knight, Cook, Riedel, White

Nays: none

Motion Carried

11. Motion by Cook, supported by Riedel to approve Resolution #26-024, Approval of the Employment of Joseph R. Karlichek as the DDA Director/Village Manager
Ayes: Knight, Cook, Riedel, White, Stafford
Nays: none

Motion Carried

12. Motion by Riedel, supported by Knight to approve Resolution #26-025, Authorization to Apply for a Grant from the MCOLES Public Safety Academy Assistance Program
Ayes: Cook, Riedel, White, Stafford, Knight
Nays: None

Motion Carried

13. Motion by Riedel, supported by Cook to approve Resolution #26-026, Approval of the Commercial Cross Connection Program Renewal
Ayes: Riedel, White, Stafford, Knight, Cook
Nays: none

Motion Carried

14. Motion by Riedel, supported by Cook to approve Resolution #26-027, Authorization to purchase a Boss V-Plow Attachment
Ayes: White, Stafford, Knight, Cook, Riedel
Nays: none

Motion Carried

15. Motion by Riedel, supported by Knight to Accept the Letter of Resignation from Kelsey Rudy from the Village of Birch Run Downtown Development Authority Board of Directors
Ayes: Stafford, Knight, Cook, Riedel, White
Nays: none

Motion Carried

16. Motion by Riedel, supported by Knight to Accept the Letter of Resignation from Pamela Moore from the Village of Birch Run Planning Commission
Ayes: Knight, Cook, Riedel, White, Stafford
Nays: none

Motion Carried

17. Motion by Cook, supported by Riedel to Authorize the closure of Village Streets for the Annual 4th of July Parade
Ayes: Cook, Riedel, White, Stafford, Knight
Nays: none

Motion Carried

18. Discussion was had regarding whether nonprofit organizations will be charged fees for special event permits and/or use of village facilities/services

19. Council Discussion/Action on Public Comment (if needed)
None

Departmental Reports

Motion by Riedel, supported by Cook 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: Riedel, White, Stafford, Knight, Cook

Nays: none

Motion Carried

Other

- 1. Discussion of Village Council participation in the 4th of July Parade
- 2. *Reminder:* The Village Office will be closed on Monday, May 25, 2026, in observance of Memorial Day

Announcements

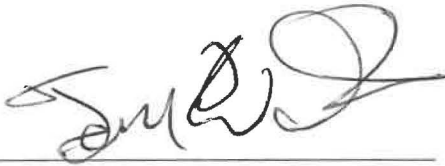
- 1. DDA Board of Director’s Meeting- Thursday, June 18, 2026 at 7:30 am
 - 2. Village Council Meeting- Monday, June 22, 2026 at 7:00 pm
- (All meetings are held in the Village Council Chambers unless noted)*

Adjournment

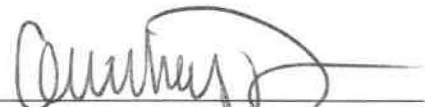
With no further business, the meeting was adjourned at 8:14 pm

Unanimous Voice Vote

Motion Carried



Tom White
Council President



Courtney Damsen
Deputy Clerk