



BIRCH RUN VILLAGE COUNCIL MEETING
MONDAY, OCTOBER 28, 2024 AT 7:00PM
VILLAGE COUNCIL CHAMBERS
12060 HEATH STREET, BIRCH RUN, MICHIGAN

MINUTES

The meeting was called to order by President Nelson at 7:02 pm, followed by the Pledge of Allegiance

Members Present: President Marianne Nelson and Council Members David Cook, Blake Stafford, and Kheila Knight

Members Absent: Tom White

Others Present: Paul Moore, DDA Director/Village Manager; Jason Leidel, Police Chief; Lisa Duffett, DDA Secretary/Village Treasurer; Marty Hauck, DPW Foreman; Courtney Damsen, Deputy Clerk; Jeff Harrington, Birch Run/Bridgeport Herald; Richard Reif; Jeremy & Jeana Cabello; Kurt Kiessling

Approval of Agenda

Motion by Cook, supported by Stafford to approve the agenda

Ayes: Cook, Nelson, Stafford, Knight

Nays: none

Absent: White

Motion Carried

Approval of Meeting Minutes

Motion by Cook, supported by Knight to approve the September 23, 2024 Regular Village Council Meeting Minutes

Ayes: Nelson, Stafford, Knight, Cook

Nays: none

Absent: White

Motion Carried

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

1. Richard Reif, of 8230 Main Street, requesting waiver of the fee to rezone property back to C-2

Motion by Cook, supported by Stafford to send rezoning request to the Planning Commission and waive the fees associated with the rezoning request

Ayes: Stafford, Knight, Cook, Nelson

Nays: none

Absent: White

Motion Carried

2. Public Comments
No public comments

Financial Matters

1. Motion by Stafford, supported by Cook to approve Balance Sheet and Revenue & Expenditure Report for all Village funds as of September 30, 2024

Ayes: Knight, Cook, Nelson, Stafford

Nays: none

Absent: White

Motion Carried

2. Motion by Stafford, supported by Cook to approve Invoice GL Distribution Report in the amount of \$185,133.12 for payment as presented and Gross Payroll & Payroll Related Transmittals of \$124,232.05 for September, 2024 (payroll reflects 2 pay periods)

Ayes: Cook, Nelson, Stafford, Knight

Nays: none

Absent: White

Motion Carried

Unfinished Business

None

First Reading

1. Ordinance #2024-01, Amendment to Village of Birch Run Code of Ordinances, Chapter 93: Health and Sanitation

2. Ordinance #2024-02, Amendment to Village of Birch Run Code of Ordinances, Chapter 10: General Provisions

New Business

1. Motion by Stafford, supported by Knight to approve Resolution #24-044, Revise Fine Schedule per *Chapter 32 – Village Organizations of the Village of Birch Run Code of Ordinances*

Ayes: Nelson, Stafford, Knight, Cook

Nays: none

Absent: White

Motion Carried

2. Motion by Stafford, supported by Knight to approve Resolution #24-045, Police Department Wage Adjustments

Ayes: Stafford, Knight, Cook, Nelson

Nays: none

Absent: White

Motion Carried

3. Motion by Cook, supported by Stafford to approve the following appointment to the DDA Board of Directors:

a. Kelsey Rudy for the unexpired 4-year term of Connie Monahan ending June 30, 2027

Ayes: Knight, Cook, Nelson, Stafford

Nays: none

Absent: White

Motion Carried

4. Motion by Stafford, supported by Cook to approve Resolution #24-046, Adoption of the amended Food Truck Permit Application form

Ayes: Cook, Nelson, Stafford, Knight

Nays: none

Absent: White

Motion Carried

5. Motion by Cook, supported by Knight to approve Resolution #24-047, Approval of Amended Village of Birch Run Policies & Procedures Manual dated October 28, 2024

Ayes: Nelson, Stafford, Knight, Cook

Nays: none

Absent: White

Departmental Reports

Motion by Stafford, 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: Stafford, Knight, Cook, Nelson

Nays: none

Absent: White

Motion Carried

Other

1. Birch Run Area Utility Committee Report for the 3rd Quarter of 2024
2. *Reminder:* Village Trick-or-Treating hours on Thursday, October 31, 2024 will be from 5:00 pm to 7:00 pm
3. *Reminder:* Daylight Savings Time ends on Sunday, November 3, 2024

Announcements

1. Village Council Meeting – Tuesday, November 12, 2024 at 7:00 pm
2. Village Council Meeting – Monday, November 25, 2024 at 7:00 pm
3. DDA Board Meeting – Thursday, December 12, 2024 at 7:30 am
4. Village Council Meeting – Monday, December 16, 2024 at 7:00 pm
(All meetings are held in the Village Council Chambers unless noted)

Adjournment

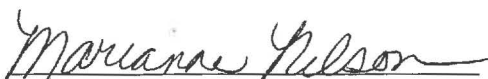
Motion by Stafford, supported by Cook to adjourn the meeting at 7:49 pm

Ayes: Knight, Cook, Nelson, Stafford

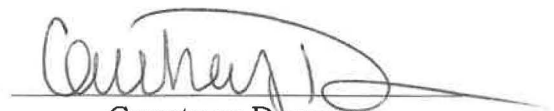
Nays: none

Absent: White

Motion Carried



Marianne Nelson
Council President



Courtney Damsen
Deputy Clerk