



Birch Run Township Board of Trustees
Regular Meeting Minutes
February 08, 2022
11935 Silver Creek Drive, Birch Run, Michigan 48415

Call to Order of Regular Meeting:

Supervisor Letterman called the February 08, 2022 Regular Meeting of the Birch Run Township Board of Trustees to order at 7:00 p.m. with the Pledge of Allegiance. Present for the Township Board of Trustees were Ray Letterman, Supervisor; Corey Trinklein, Clerk; Karen Parlberg, Treasurer; Fred Sheridan, Kurt Kiessling, Dale Trinklein Jr & Chris Watts, Trustees.

Others present were Dave Matzke, Fire Chief; Jeanette Morrish, Library Director and Adam Flory, Township Attorney. Twelve (12) people were in the audience.

Recess Regular Meeting at 7:01 pm and enter Park Master Plan Public Hearing.

Public Comment 7:02pm – 7:03pm: None

Close Park Master Plan Public Hearing at 7:03 pm and reconvene Regular Township Meeting.

Agenda Approval:

Motion by Sheridan seconded by D. Trinklein Jr. to approve the February 08, 2022 Regular Meeting Agenda as amended.

Yeas: Watts, Kiessling, Letterman, Parlberg, Sheridan, D. Trinklein Jr, C. Trinklein

Nays: None

Motion passed by unanimous roll call vote

Minutes Approval:

Motion by Kiessling seconded by Sheridan to approve the January 11, 2022 Regular Meeting Minutes as presented.

Yeas: Kiessling, Letterman, Parlberg, Sheridan, D. Trinklein Jr, C. Trinklein, Watts

Nays: None

Motion passed by unanimous roll call vote

Motion by Sheridan seconded by D. Trinklein Jr. to approve the January 18, 2022 Budget Workshop Minutes as presented.

Yeas: Letterman, Parlberg, Sheridan, D. Trinklein Jr, C. Trinklein, Watts, Kiessling

Nays: None

Motion passed by unanimous roll call vote

Motion by Watts seconded by Kiessling to approve the February 01, 2022 Special Meeting Minutes as presented.

Yeas: Parlberg, Sheridan, D. Trinklein Jr, C. Trinklein, Watts, Kiessling, Letterman

Nays: None

Motion passed by unanimous roll call vote

Invoice Approval:

Motion by D. Trinklein Jr. seconded by Sheridan to approve Invoices through February 02, 2022 totaling \$91,429.75 as presented.

Yeas: Sheridan, D. Trinklein Jr, C. Trinklein, Watts, Kiessling, Letterman, Parlberg

Nays: None

Motion passed by unanimous roll call vote

Public Comment: 7:14 p.m. to 7:15 p.m.

Mike Musial had a question regarding the invoice approval amount.

New Business:

Motion by Sheridan seconded by D. Trinklein Jr. to approve Ordinance #2022-01 (Amend Zoning Ordinance - Recreational Marihuana) as amended with Publication Date of Feb. 23rd & Effective Date Feb. 24th.

Yeas: D. Trinklein Jr, C. Trinklein, Watts, Kiessling, Letterman, Parlberg, Sheridan

Nays: None

Motion passed by unanimous roll call vote

Motion by C. Trinklein seconded by Sheridan to approve Ordinance #2022-02 (Prohibit Certain Types and Quantities of Recreational Marihuana Establishments Police Powers Ordinance) as amended.

Yeas: Watts, Kiessling, Letterman, Parlberg, Sheridan, D. Trinklein Jr, C. Trinklein

Nays: None

Motion passed by unanimous roll call vote

Motion by C. Trinklein seconded by D. Trinklein Jr. to approve Resolution #2022-08 (Approve Recreational Marihuana Application) as amended.

Yeas: Letterman, Parlberg, Sheridan, D. Trinklein Jr, C. Trinklein, Watts, Kiessling

Nays: None

Motion passed by unanimous roll call vote

Motion by Letterman seconded by C. Trinklein to approve Resolution #2022-09 (Approve Recreational Marijuana Application Scorecard) as amended.

Yeas: Letterman, Parlberg, Sheridan, D. Trinklein Jr, C. Trinklein,

Nays: Kiessling, Watts

Motion passed by majority roll call vote

Motion by C. Trinklein seconded by Kiessling to approve Resolution #2022-02 (Establishing Recreational Marihuana Sub-Committee) as amended.

Yeas: Letterman, Parlberg, Sheridan, D. Trinklein Jr, C. Trinklein, Watts, Kiessling

Nays: None

Motion passed by unanimous roll call vote

Motion by Sheridan seconded by D. Trinklein Jr. to approve appointing Mike Marr & Mike Musial from the Planning Commission to the Recreational Marihuana Sub-Committee.

Yeas: D. Trinklein Jr, C. Trinklein, Watts, Kiessling, Letterman, Parlberg, Sheridan

Nays: None

Motion passed by unanimous roll call vote

Motion by Watts seconded by Kiessling to approve appointing Fred Sheridan & Ray Letterman from the Township Board to the Recreational Marihuana Sub-Committee.

Yeas: Watts, Kiessling, Letterman, Parlberg, Sheridan, D. Trinklein Jr, C. Trinklein

Nays: None

Motion passed by unanimous roll call vote

Motion by Watts seconded by Sheridan to approve appointing a qualified planner from ROWE Professional Services Company to the Recreational Marihuana Sub-Committee.

Yeas: Kiessling, Letterman, Parlberg, Sheridan, D. Trinklein Jr, C. Trinklein, Watts

Nays: None

Motion passed by unanimous roll call vote

Motion by C. Trinklein seconded by Sheridan to approve Ordinance #2022-03 (Amend Zoning Ordinance - SLUP Revocation) as presented.

Yeas: Parlberg, Sheridan, D. Trinklein Jr, C. Trinklein, Watts, Kiessling, Letterman

Nays: None

Motion passed by unanimous roll call vote

Motion by C. Trinklein seconded by D. Trinklein Jr. to approve Ordinance #2022-04 (Amend Zoning Ordinance - Event Barns) as presented.

Yeas: Sheridan, D. Trinklein Jr, C. Trinklein, Kiessling, Letterman, Parlberg

Nays: None

Abstain: Watts

Motion passed by majority roll call vote

Motion by C. Trinklein seconded by Sheridan to approve Resolution #2022-03 (Supervisor Salary) as presented.

Yeas: D. Trinklein Jr, C. Trinklein, Watts, Kiessling, Letterman, Parlberg, Sheridan

Nays: None

Motion passed by unanimous roll call vote

Motion by Watts seconded by Sheridan to approve Resolution #2022-04 (Clerk Salary) as presented.

Yeas: Watts, Kiessling, Letterman, Parlberg, Sheridan, D. Trinklein Jr, C. Trinklein

Nays: None

Motion passed by unanimous roll call vote

Motion by C. Trinklein seconded by D. Trinklein Jr. to approve Resolution #2022-05 (Treasurer Salary) as presented.

Yeas: Kiessling, Letterman, Parlberg, Sheridan, D. Trinklein Jr, C. Trinklein, Watts

Nays: None

Motion passed by unanimous roll call vote

Motion by C. Trinklein seconded by D. Trinklein Jr. to approve Resolution #2022-06 (Trustee Salary) as presented.

Yeas: Letterman, Parlberg, Sheridan, D. Trinklein Jr, C. Trinklein, Watts, Kiessling

Nays: None

Motion passed by unanimous roll call vote

Motion by Watts seconded by Sheridan to approve Resolution #2022-07 (Resolution For Hardship Property Tax Reduction Rules and Regulations) as presented.

Yeas: Parlberg, Sheridan, D. Trinklein Jr, C. Trinklein, Watts, Kiessling, Letterman

Nays: None

Motion passed by unanimous roll call vote

Motion by C. Trinklein seconded by D. Trinklein Jr. to approve Personnel Policy Manual amendment as presented.

Yeas: Sheridan, D. Trinklein Jr, C. Trinklein, Watts, Kiessling, Letterman, Parlberg

Nays: None

Motion passed by unanimous roll call vote

Motion by Parlberg seconded by Kiessling to approve 2022 COLA Adjustment Proposal as presented with a 3% increase.

Yeas: D. Trinklein Jr, C. Trinklein, Watts, Kiessling, Letterman, Parlberg, Sheridan

Nays: None

Motion passed by unanimous roll call vote

Motion by Kiessling seconded by Watts to approve Zoning Administrator & Code Enforcement job description as presented.

Yeas: Watts, Kiessling, Letterman, Parlberg, Sheridan, D. Trinklein Jr, C. Trinklein

Nays: None

Motion passed by unanimous roll call vote

Motion by Parlberg seconded by D. Trinklein Jr. to post the open Zoning Administrator & Code Enforcement position.

Yeas: Parlberg, Sheridan, D. Trinklein Jr, C. Trinklein, Watts, Kiessling, Letterman

Nays: None

Motion passed by unanimous roll call vote

Motion by Kiessling seconded by D. Trinklein Jr. to approve setting a Special Meeting to interview and possibly approve a candidate for the Zoning Administrator & Code Enforcement Position on Feb. 22nd @ 7:00pm in the Government Room.

Yeas: Sheridan, D. Trinklein Jr, C. Trinklein, Watts, Kiessling, Letterman, Parlberg

Nays: None

Motion passed by unanimous roll call vote

Motion by C. Trinklein seconded by Sheridan to approve February 2022 Budget Amendments as presented.

Yeas: Kiessling, Letterman, Parlberg, Sheridan, D. Trinklein Jr, C. Trinklein, Watts

Nays: None

Motion passed by unanimous roll call vote

Motion by Sheridan seconded by C. Trinklein to approve setting the budget hearing date for March 8, 2022 at 7:00pm in the Government Room.

Yeas: Letterman, Parlberg, Sheridan, D. Trinklein Jr, C. Trinklein, Watts, Kiessling

Nays: None

Motion passed by unanimous roll call vote

Motion by C. Trinklein seconded by D. Trinklein Jr. to approve setting the Annual Meeting date for March 15, 2022 at 7:00pm in the Government Room.

Yeas: Parlberg, Sheridan, D. Trinklein Jr, C. Trinklein, Watts, Kiessling, Letterman

Nays: None

Motion passed by unanimous roll call vote

Motion by Watts seconded by Kiessling to approve the resignation of the Birch Run Township Clerk effective the end of business day on Thursday, February 10th, 2022.

Yeas: Sheridan, D. Trinklein Jr, C. Trinklein, Watts, Kiessling, Letterman

Nays: Parlberg

Motion passed by unanimous roll call vote

Motion by Parlberg seconded by D. Trinklein Jr. to approve replacing all the government room chairs at a cost not to exceed \$4,500.00.

Yeas: D. Trinklein Jr, C. Trinklein, Watts, Kiessling, Letterman, Parlberg, Sheridan

Nays: None

Motion passed by unanimous roll call vote

Public Comment: 9:31 p.m. to 9:35 p.m.

Mike Marr: Wondered if tax collection percent is low from previous years.

Rick Muschiana: Wanted to throw hat in for Zoning Administrator & Code Enforcement position.

Gretchen Nielson: Wanted to view Zoning Administrator & Code Enforcement position as she may be interested.

Adjournment:

Motion by D. Trinklein Jr. seconded by Kiessling to adjourn at 9:36 p.m.

Motion passed by unanimous voice vote

Corey Trinklein, Clerk

Birch Run Township

Approved: March 8, 2022