



Birch Run Township Board of Trustees  
Regular Meeting Minutes  
January 11, 2022  
11935 Silver Creek Drive, Birch Run, Michigan 48415

Call to Order of Regular Meeting:

Supervisor Letterman called the January 11, 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 Brad Thomas, DPW/Water Supervisor; Dave Matzke, Fire Chief and Jeanette Morrish, Library Director. Approximately three (3) people were in the audience.

Agenda Approval:

Motion by Sheridan seconded by D. Trinklein Jr to approve the January 11, 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 December 14, 2021 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

Invoice Approval:

Motion by D. Trinklein Jr seconded by Sheridan to approve Invoices through January 3, 2022 totaling \$369,781.85 as presented.

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

Nays: None

Motion passed by unanimous roll call vote

Public Comment: 7:05 p.m. to 7:05 p.m.

No public comments

New Business:

Motion by C. Trinklein seconded by Sheridan to approve the Comcast Michigan Uniform Video Service Local Franchise Agreement 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 Resolution #2022-01 (Birch Run Twp. Board of Trustees 2022 Meeting Dates) as presented.

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 Watts to approve the 2022 Township Holiday Closing Dates.

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 D. Trinklein Jr to approve the revised Personnel Policy Manual 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 Kiessling to approve the revised Administrative Resolutions 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 Kiessling to approve the Stipulated Order of Dismissal of North Branch of Flint River ICD as presented.

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 the January 2022 budget amendments 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 setting the 2022 mileage reimbursement rate to the Federal rate of \$0.585.

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 Kiessling to approve setting the Fiscal Year 2022-23 budget workshop date for January 18, 2022 at 6:00pm in the Government Room.

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 D. Trinklein Jr to approve setting the preliminary budget hearing date for the February 8, 2022 Regular Meeting at 7:00pm in the Government Room.

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 Kiessling to approve the resignation of Mike Setzer as Zoning Administrator effective January 21, 2022.

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

Nays: None

Motion passed by unanimous roll call vote

Public Comment: 8:17 p.m. to 8:22 p.m.

Resident Mike Marr – Had questions regarding consumption facilities being in the proposed marijuana ordinances.

Adjournment:

Motion by Watts seconded by Sheridan to adjourn at 8:22 p.m.

Motion passed by unanimous voice vote

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Corey Trinklein, Clerk

Birch Run Township

Approved: February 8, 2022