



## Birch Run Township Board of Trustees Regular Meeting Minutes

September 12<sup>th</sup>, 2023

11935 Silver Creek Drive, Birch Run, Michigan 48415

### **Call to Order of Regular Meeting:**

Supervisor Letterman called the September 12<sup>th</sup>, 2023, Regular Meeting of the Birch Run Township Board of Trustees to order at 19:00 with the Pledge of Allegiance. Present for the Township Board of Trustees were Ray Letterman, Supervisor; Riley Kiessling, Clerk; Corey Trinklein, Treasurer; Fred Sheridan, Kurt Kiessling & Dale Trinklein Jr., Trustees.

Trustee Chris Watts was absent.

Others present were Brad Thomas, DPW/Water Supervisor; Dave Matzke, Fire Chief; Gretchen Nielsen, Z.A & C.E.; Jeanette Morrish, Library Director; Kyle Bostwick, County Deputy Clerk.

Two (2) people were in the audience.

### **Agenda Approval:**

Motion by Sheridan seconded by D. Trinklein Jr. to approve the September 12<sup>th</sup>, 2023, Regular Meeting Agenda as presented.

Yeas: R. Kiessling, C. Trinklein, K. Kiessling, Letterman, Sheridan, D. Trinklein Jr.,

Nays: None

Absent: Watts,

Motion PASSED by majority roll call vote.

### **Minutes Approval:**

Motion by D. Trinklein Jr. seconded by Sheridan to approve the August 8<sup>th</sup>, 2023, Regular Meeting Minutes as presented.

Yeas: C. Trinklein, K. Kiessling, Letterman, Sheridan, D. Trinklein Jr., R. Kiessling,

Nays: None

Absent: Watts,

Motion PASSED by majority roll call vote.

Motion by D. Trinklein Jr. seconded by Sheridan to approve the August 17<sup>th</sup>, 2023, Special Meeting Minutes as presented.

Yeas: K. Kiessling, Letterman, Sheridan, D. Trinklein Jr., R. Kiessling, C. Trinklein,

Nays: None

Absent: Watts,

Motion PASSED by majority roll call vote.

### **Invoice Approval:**

Motion by K. Kiessling seconded by D. Trinklein Jr. to approve Invoices through September 8<sup>th</sup>, 2023, totaling \$293,420.84 as presented.

Yeas: Letterman, Sheridan, D. Trinklein Jr., R. Kiessling, C. Trinklein, K. Kiessling,

Nays: None

Absent: Watts,

Motion PASSED by unanimous roll call vote.

### **Public Comment:** 19:04 to 19:06

Public Comment was held.

### **Budget Review:**

No Budget Amendments

### **New Business:**

Motion by R. Kiessling seconded by C. Trinklein to adopt Resolution #2023-12 (Birch Run Township Early Voting) as presented.

Yeas: Sheridan, D. Trinklein Jr., R. Kiessling, C. Trinklein, K. Kiessling, Letterman,

Nays: None

Absent: Watts,

Motion PASSED by majority roll call vote.

Motion by C. Trinklein seconded by K. Kiessling to adopt Resolution #2023-13 (Amend Public Monies) as presented.

Yeas: D. Trinklein Jr., R. Kiessling, C. Trinklein, K. Kiessling, Letterman, Sheridan,

Nays: None

Absent: Watts,

Motion PASSED by majority roll call vote.

Motion by R. Kiessling seconded by C. Trinklein to adopt Resolution #2023-14 (Par Plan Risk Reduction Grant Application – Fall 2023 Cycle) as presented.

Yeas: R. Kiessling, C. Trinklein, K. Kiessling, Letterman, Sheridan, D. Trinklein Jr.,

Nays: None

Absent: Watts,

Motion PASSED by majority roll call vote.

Motion by R. Kiessling seconded by C. Trinklein to re-adopt Administrative Resolution #2005-08 (Purchase Policy) as amended.

Yeas: C. Trinklein, K. Kiessling, Letterman, Sheridan, D. Trinklein Jr., R. Kiessling,

Nays: None

Absent: Watts,

Motion PASSED by majority roll call vote.

Motion by C. Trinklein seconded by Sheridan to approve utilizing ARPA funds to pay for the Township Parking Lot Rehabilitation Project, Library Parking Lot Rehabilitation Project, Fire Dept. Parking Lot Resealing Project, and the Park Tennis & Basketball Courts Rehabilitation Project, as per each project's bids, for a total of \$52,715.00.

Yeas: K. Kiessling, Letterman, Sheridan, D. Trinklein Jr., R. Kiessling, C. Trinklein,

Nays: None

Absent: Watts,

Motion PASSED by majority roll call vote.

Motion by Sheridan seconded by Letterman to approve the bid for the Inspector Digital Plans Display & Computer project as presented, not to exceed \$1,600.

Yeas: Letterman, Sheridan, D. Trinklein Jr., R. Kiessling, C. Trinklein, K. Kiessling,

Nays: None

Absent: Watts,

Motion PASSED by majority roll call vote.

Motion by C. Trinklein seconded by Sheridan to approve the bid for a Ricoh Copier/Printer from Applied Innovations, with the total not to exceed \$8,000.

Yeas: Sheridan, R. Kiessling, C. Trinklein, K. Kiessling, Letterman,

Nays: D. Trinklein Jr.,

Absent: Watts,

Motion PASSED by majority roll call vote.

Motion by Sheridan seconded by D. Trinklein to approve the bid for a 2024 Ford F250, with Utility Bed, not to exceed \$75,000.00, from Signature Ford in Perry, MI.

Yeas: D. Trinklein Jr., R. Kiessling, C. Trinklein, K. Kiessling, Letterman, Sheridan,

Nays: None

Absent: Watts,

Motion PASSED by majority roll call vote.

Motion by C. Trinklein seconded by K. Kiessling to set the 2023 Fire Protection Special Assessment Millage rate amount to 1 mill., pursuant to Act 33 of the Michigan Public Acts of 1951 and adding it to the 2023 Winter Tax Roll.

Yeas: R. Kiessling, C. Trinklein, K. Kiessling, Letterman, Sheridan, D. Trinklein Jr.,

Nays: None

Absent: Watts,

Motion PASSED by majority roll call vote.

Motion by R. Kiessling seconded by D. Trinklein to approve setting the Pine Island Drive Street Light Special Assessment for the 2023 Winter Tax Roll amounts to \$65.31 per parcel.

Yeas: C. Trinklein, K. Kiessling, Letterman, Sheridan, D. Trinklein Jr., R. Kiessling,

Nays: None

Absent: Watts,

Motion PASSED by majority roll call vote.

Motion by C. Trinklein seconded by K. Kiessling to approve setting the 2023 Fire Hall Millage rate amount to 0.7250 mill. and adding it to the 2023 Winter Tax Roll.

Yeas: K. Kiessling, Letterman, Sheridan, D. Trinklein Jr., R. Kiessling, C. Trinklein,

Nays: None

Absent: Watts,

Motion PASSED by majority roll call vote.

**Public Comment:** 20:38 to 20:42

**Adjournment:**

Motion by Sheridan seconded by D. Trinklein Jr. to adjourn at 20:43

Motion PASSED by majority voice vote.