



**Birch Run Township Board of Trustees
Regular Meeting Minutes**

January 14th, 2025

11935 Silver Creek Drive, Birch Run, Michigan 48415

Call to Order of Regular Meeting:

Supervisor Ray Letterman called the January 14, 2025, 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; Annette Letterman, Treasurer; John DiBerardino, Kurt Kiessling, Dale Trinklein Jr. & Jeanie Herrick, Trustees.

Others present were Dave Matzke, Fire Chief; Jeanette Morrish, Library Director; Brad Thomas, DPW & Water Supervisor; Gretchen Nielsen, ZACE; Mike Marr, PC Vice-Chair.

Eleven (11) people were in the audience.

Agenda Approval:

Motion by K. Kiessling seconded by D. Trinklein Jr. to approve the January 14, 2025, Regular Meeting Agenda as presented.

Yeas: DiBerardino, D. Trinklein Jr., R. Kiessling, A. Letterman, Herrick, K. Kiessling, R. Letterman,

Nays: None

Absent: None

Motion PASSED by unanimous roll call vote.

Minutes Approval:

Motion by D. Trinklein Jr. seconded by DiBerardino to approve the December 10th, 2024, Regular Meeting Minutes as presented.

Yeas: D. Trinklein Jr., R. Kiessling, A. Letterman, Herrick, K. Kiessling, R. Letterman, DiBerardino,

Nays: None

Absent: None

Motion PASSED by unanimous roll call vote.

Invoice Approval:

Motion by D. Trinklein Jr. seconded by K. Kiessling to approve Invoices through December 31st, 2024, totaling \$334,871.27 as presented.

Yeas: R. Kiessling, A. Letterman, Herrick, K. Kiessling, R. Letterman, DiBerardino, D. Trinklein Jr.,

Nays: None

Absent: None

Motion PASSED by unanimous roll call vote.

Public Comment: 19:03 to 19:04

A couple of comments mentioning that the agenda provided for the public was incorrect (they were January of 2024). The Clerk pulled up the correct agenda on the tv screen.

Public Hearing(s):

None

Budget Review:

None (Done under New Business)

Old Business:

Evergreen Drive Streetlighting Update

Clerk Kiessling provided a final update on the streetlighting project – all 12 lights have been installed.

New Business/Motions:

Motion by R. Kiessling seconded by DiBerardino to adopt Resolution #2025-01 (Board of Trustees 2025-26 Meeting Schedule) as presented.

Yeas: A. Letterman, Herrick, K. Kiessling, R. Letterman, DiBerardino, D. Trinklein Jr., R. Kiessling,

Nays: None

Absent: None

Motion PASSED by unanimous roll call vote.

Motion by R. Kiessling seconded by D. Trinklein Jr. to set the Township's 2025 mileage reimbursement rate at \$0.70c/mile.

Yeas: Herrick, K. Kiessling, R. Letterman, DiBerardino, D. Trinklein Jr., R. Kiessling, A. Letterman,

Nays: None

Absent: None

Motion PASSED by unanimous roll call vote.

Motion by R. Kiessling seconded by R. Letterman to approve Treasurer Training/Consultation Pay for Corey Trinklein at a rate of \$20.00/hr.

Yeas: K. Kiessling, R. Letterman, DiBerardino, R. Kiessling, A. Letterman, Herrick,

Nays: None

Abstentions: D. Trinklein Jr.,

Absent: None

Motion PASSED by majority roll call vote.

Motion by R. Kiessling seconded by DiBerardino to remove outdated signers on all bank accounts, including removing Debbie Trevino and Amy Cook.

Yeas: R. Letterman, DiBerardino, D. Trinklein Jr., R. Kiessling, A. Letterman, Herrick, K. Kiessling,

Nays: None

Absent: None

Motion PASSED by unanimous roll call vote.

Motion by K. Kiessling seconded by D. Trinklein Jr. to promote Brandon Carter to interim DPW Supervisor, with a \$2.00/hr. raise, effective immediately.

Yeas: DiBerardino, D. Trinklein Jr., R. Kiessling, A. Letterman, Herrick, K. Kiessling, R. Letterman,

Nays: None

Absent: None

Motion PASSED by unanimous roll call vote.

Motion by R. Letterman seconded by K. Kiessling to set the Budget Workshop meeting date on January 28th at 7:00 PM.

Yeas: D. Trinklein Jr., R. Kiessling, A. Letterman, Herrick, K. Kiessling, R. Letterman, DiBerardino,

Nays: None

Absent: None

Motion PASSED by unanimous roll call vote.

Motion by R. Kiessling seconded by K. Kiessling to set the Preliminary Budget Meeting date for the February 2025 Regular Meeting date: February 11th, 2025 @ 7:00PM.

Yeas: R. Kiessling, A. Letterman, Herrick, K. Kiessling, R. Letterman, DiBerardino, D. Trinklein Jr.,

Nays: None

Absent: None

Motion PASSED by unanimous roll call vote.

Miscellaneous:

Daltson Atwell – Stoneyard Business

- The Township Board discussed with Mr. Atwell the procedures and expectations for moving forward and getting the Stoneyard business up and running, providing a path forward for Mr. Atwell with the Planning Commission.
- The list included, but was not limited to, a revision of the existing site plan, finding an end date to getting everything accomplished, and confirming that any changes to drive/parking will accommodate township fire trucks in case of service.

Public Comment: 20:06 to 20:09

Public comment was held.

Adjournment:

Motion by D. Trinklein Jr. seconded by DiBerardino to adjourn at 20:10

Motion PASSED by unanimous voice vote.