

VILLAGE OF BERRIEN SPRINGS REGULAR COUNCIL MEETING

Minutes of the Village of Berrien Springs Regular Council Meeting held on Monday, May 16, 2022.

President Barry Gravitt called the council meeting to order at 6:00 p.m.

Present: President Barry Gravitt, President Pro-Tem Jack Davis, Trustees: Lonna Johnson, Sheila Snyder, Sandy Swartz, Kristin von Maur, Clerk Sheri Kesterke, Clerk in Training/Rachael Kuzda and Attorney DeFrancesco.

Absent: Trustee Zach Fedoruk.

Also Present: *The Journal Era* and several audience members.

All stood for the Pledge of Allegiance.

AGENDA APPROVAL:

***Moved** by Sandy Swartz seconded by Kristin von Maur to approve the agenda as presented. Ayes, 6; Nays, 0. Motion carried.

APPROVAL OF PREVIOUS MINUTES:

Approve the minutes of the Regular Council Meeting held May 02, 2022.

***Moved** by Jack Davis seconded by Sheila Snyder to approve the minutes of the Regular Council Meeting held May 02, 2022, as presented. Ayes, 6; Nays, 0. Motion carried.

CORRESPONDENCE:

- 1 *The Central County Senior Center* May 2022 Newsletter was received.
2. A Pre-hearing will be held regarding Michigan Gas Utilities Corporation request for authority to reconcile its 2021 energy waste reduction costs and revenues. Video-teleconference pre-hearing will be held Wednesday, May 25, 2022, at 10:00 a.m.

Audience Comments:

Jason Ramtahal – of 113 E. Madison addressed the council regarding a citation another resident received from Code Enforcement Officer, Shane Daniel. President Gravitt responded that residents should not be contacting Jason regarding Village business, they should contact the Village Hall.

COMMITTEE REPORTS

FINANCE AND PERSONNEL – Chair President Barry Gravitt

***Chair and Village President Barry Gravitt gave a synopsis of the Finance & Personnel Committee Meeting held May 11, 2022, at 6:30 p.m.**

Pay The Bills.

***Moved** by Jack Davis seconded by Lonna Johnson to pay the bills in the amount of \$45,387.56. Ayes, 6; Nays, 0. Motion carried.

Approve the BCBS Health Insurance renewal, takes effect June 01, 2022 (which includes Health Savings Accounts).

***Moved** by Sheila Snyder seconded by Lonna Johnson to approve the BCBS Health Insurance renewal, which takes effect June 01, 2022, and includes Health Savings Accounts. Ayes, 6; Nays, 0. Motion carried.

Approve the Village of Berrien Springs Important Dates for 2023.

***Moved** by Lonna Johnson seconded by Sandy Swartz to approve the Village of Berrien Springs Important Dates for 2023. Ayes, 6; Nays, 0. Motion carried.

Consider on-site training program with MML

***Moved** by Sheila Snyder seconded by Kristin von Maur to approve an on-site training program with MML for the Village Council, session to be determined at a cost up to \$1,500.00. Ayes, 6; Nays, 0. Motion carried.

Renew the agreement with Oronoko Charter Township for Zoning Administration and Building Inspection Services.

***Moved** by Jack Davis seconded by Kristin von Maur to approve renewing the agreement with Oronoko Charter Township for Zoning Administration and Building Inspection Services with the Village's share of \$30,000.00. Ayes, 6; Nays, 0. Motion carried.

Approve the Articles of Incorporation For The Greater Berrien Springs Recreation Authority.

***Moved** by Jack Davis seconded by Lonna Johnson to approve the *Articles of Incorporation For The Greater Berrien Springs Recreation Authority* with the Village's share not to exceed \$30,000.00. Roll call vote: Sandy Swartz/Aye; Lonna Johnson/Aye; Kristin von Maur/Aye; Sheila Snyder/Aye; Jack Davis/Aye; President Barry Gravitt/Aye. Absent: Village Trustee Zach Fedoruk. Motion carried.

Approve discontinuing services with Shoreline Building Services LLC.

***Moved** by Lonna Johnson seconded by Kristin von Maur to approve discontinuing services with Shoreline Building Services LLC due to price increase and allow a Village employee to stay over weekly or bi-weekly to clean the Village Hall at their regular pay and/or compensation time. Ayes, 6; Nays, 0. Motion carried.

Approve to increase part-time employees Zeb Bodtke and Marshall McFarland's pay.

***Moved** by Sandy Swartz seconded by Jack Davis to approve to increase part-time employee Zeb Bodtke's pay by .25 per hour; from \$12.00 to \$12.25 per hour; and increase part time employee Marshall McFarland's pay from \$12.73 per hour to \$13.00 per hour. Ayes, 6; Nays, 0. Motion carried.

PUBLIC PROPERTIES AND ORDINANCE – Chair: Kristin von Maur

*Chair Kristin von Maur gave a synopsis of the Public Properties and Ordinance Committee Meeting held May 11, 2022, at 5:30 p.m.

Approve the Resolution per the request from the American Legion Post #85 to hold a Street Dance on Monday, July 4th, 2022, from 5:00 p.m. - 10:00 p.m.

***Moved** by Sheila Snyder seconded by Lonna Johnson to approve the Resolution per the request from the American Legion Post #85 to hold a Street Dance at the American Legion, 115 N. Bluff St. on Monday, July 4th, 2022, from 5:00 p.m. - 10:00 p.m. Ayes, 6; Nays, 0. Motion carried.

Approve the proposal for the coordination of planning and developing the next Community Park, Recreation, Open Space and Greenway Master Plan from Williams & Works.

***Moved** by Sheila Snyder seconded by Kristin von Maur to approve the quote for the coordination of planning and developing the next *Community Park, Recreation, Open Space and Greenway Master Plan* from Williams & Works which includes both an online survey and open house, in the amount of \$12,700.00. Ayes, 6; Nays, 0. Motion carried.

Approve the Abandoned, Vacant or Foreclosed Structure Ordinance along with the Resolution Setting Fees/Charges and Registration, Affidavit, and Inspection Forms.

***Moved** by Kristin von Maur seconded by Lonna Johnson to approve the *Abandoned, Vacant or Foreclosed Structure Ordinance* along with the Resolution Setting Fees/Charges and Registration, Affidavit, and Inspection Forms. Roll call vote: Jack Davis/Aye; Sheila Snyder/Aye; Kristin von Maur/Aye; Sandy Swartz/Nay; Lonna Johnson/Aye; President Barry Gravitt/Aye. Absent: Village Trustee Zach Fedoruk. Motion carried.

FIRE – Village President Pro-Tem Jack Davis and Trustee Lonna Johnson are the Village Representatives.

*Future Fire Board Meeting dates in 2022 are: May 25, July 27, September 28 and November 16, 2022, at 5:00 P.M..

PUBLIC UTILITIES – Chair Sandy Swartz

*Chair Sandy Swartz gave a synopsis of the Public Utilities Committee Meeting held Wednesday, May 11, 2022, at 5:30 p.m.

Approve the purchase of the OR-02-PE Filter and controller from Orival Inc. for the WWTP.

***Moved** by Jack Davis seconded by Sandy Swartz to approve the purchase of the OR-02-PE Filter and controller from Orival Inc. in the amount of \$4,353.00 for the WWTP. Ayes, 6; Nays, 0. Motion carried.

Approve the purchase of replacement parts from UV Superstore for the UV system at the WWTP.

***Moved** by Sheila Snyder seconded by Lonna Johnson to approve the purchase of replacement parts from UV Superstore for a cost not to exceed \$8,000 for the UV system at the WWTP. Ayes, 6; Nays, 0. Motion carried.

Approve the quote from Pride Portable Toilet Company for a portable toilet at Memorial Park.

***Moved** by Lonna Johnson seconded by Jack Davis to approve the quote from Pride Portable Toilet Company for an estimated total of \$1,200.00 for a portable toilet at Memorial Park now through October. Ayes, 6; Nays, 0. Motion carried.

SHAMROCK PARK COMMITTEE – Sandy Swartz, Chair

*Chair Sandy Swartz gave a synopsis of the Shamrock Park Committee Meeting that was rescheduled from Wednesday, May 11, 2022, at 6:30 p.m., to Wednesday, May 04, 2022, at 5:30 p.m.

*The April 2022, Revenue and Expense Report were received.

Approve quote from Quality Machine & Manufacturing for a 2 HP Grinder, to be used as a fish grinder.

***Moved** by Sandy Swartz seconded by Lonna Johnson to approve the quote from Quality Machine & Manufacturing for a 2 HP Grinder, to be used as a fish grinder in the amount of \$28,500.00. Ayes, 6; Nays, 0. Motion carried.

Approve the quote from R. W. LaPine Inc. in reference to scope of work outlined for the fish cleaning station.

***Moved** by Sandy Swartz seconded by Jack Davis to approve the quote from R. W. LaPine Inc. in reference to scope of work outlined for the fish cleaning station in the amount of \$16,850.00. Ayes, 6; Nays, 0. Motion carried.

Approve the quote from Chorba Asphalt Paving LLC.

***Moved** by Lonna Johnson seconded by Kristin von Maur to approve the quote from Chorba Asphalt Paving LLC in the amount of \$3,500.00 for select work at Shamrock Park. Ayes, 6; Nays, 0. Motion carried.

Approve the quote from Hartzler Construction regarding the Shamrock Park Carport.

***Moved** by Lonna Johnson seconded by Kristin von Maur to approve the quote from Hartzler Construction regarding the Shamrock Park Carport in the amount of \$3,207.90. Ayes, 6; Nays, 0. Motion carried.

Approve the fence quotes from Lake Michigan Fence L.L.C.

***Moved** by Kristin von Maur seconded by Sandy Swartz to approve the fence quotes from Lake Michigan Fence L.L.C. for a total amount of \$6,210.00 for both quotes for Shamrock Park. Ayes, 6; Nays, 0. Motion carried.

Approve the quote from Greenmark Equipment for a John Deere Z970R ZTrak Mower.

***Moved** by Lonna Johnson seconded by Sheila Snyder to approve the quote from Greenmark Equipment for a John Deere Z970R ZTrak Mower in the amount of \$14,970.00 for Shamrock Park. Ayes, 6; Nays, 0. Motion carried.

LIBRARY BOARD – Sandy Swartz

*Minutes were received from the Berrien Springs Community Library Board Meeting held March 24, 2022.

MEDIC 1 – Clerk Sheri Kesterke

*The next Medic 1 Board Meeting is scheduled for May 26, 2022.

RECREATION BOARD – Jack Davis

Trustee Jack Davis stated that the Recreation Department is very busy! During soccer games/ baseball games there are hundreds of cars and people.

POLICE COMMITTEE – Village President Barry Gravitt is the Village Representative

*Future Police Board Meetings are scheduled for: July 28 and October 27, 2022, at 3:30 p.m.

HISTORIC DISTRICT COMMITTEE: Chair Sheila Snyder

No future committee meetings have been scheduled at this time.

SOCIAL MEDIA COMMITTEE: Chair Kelly Ewalt/Sheila Snyder

*Sheila Snyder gave a synopsis of the Social Media Committee Meeting held Wednesday, May 11, 2022, at 5:00 p.m.

*The Social Media Policy and the Employee Handbook addendum regarding Social Media use by employees was received and will be reviewed by the council.

ONGOING BUSINESS

1. Reminder: A Public Hearing immediately followed by a Special Council Meeting have been scheduled to set the 2022 Village of Berrien Springs Tax Millage on Monday, May 23, 2022, beginning at 6:00 p.m.
2. Reminder: A Council Workshop has been scheduled for immediately following the Special Council Meeting on Monday, May 23, 2022, at 6:00 p.m. The Workshop has been called for a session on council members understanding the Village's Budget and Finances.
3. Reminder: A Council Workshop has been scheduled for Monday, June 13, 2022, at 6:00 p.m. Code Enforcement Officer Shane Daniel will explain the process he uses for notifying residents of noncompliant areas. This workshop is to give the council a better understanding of this position only.

NEW BUSINESS

1. A Public Hearing followed by a Special Council Meeting has been scheduled for Wednesday, June 29, 2022, at 6:00 p.m. to approve the amended budget for the 2021/2022 Fiscal Year and approve the new budget beginning July 1, 2022 – June 30, 2023. A Workshop will follow to discuss the top 3 Project Wishes with the council and department heads.

ADJOURNMENT

***Moved** by Sandy Swartz, seconded by Kristin von Maur to adjourn at 7:28 p.m. Ayes, 6; Nays, 0. Motion carried.

Sheri Kesterke MiPMC/MMC
Village Clerk

Barry Gravitt
Village President