

## VILLAGE OF BERRIEN SPRINGS REGULAR COUNCIL MEETING

Minutes of the Village of Berrien Springs Regular Council Meeting held on Monday, September 19, 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: Zach Fedoruk, Sheila Snyder, Sandy Swartz, Kristin von Maur, Village Clerk Sheri Kesterke, Deputy Clerk/Clerk in Training Rachael Kuzda and Attorney DeFrancesco.

Absent: Trustee Lonna Johnson.

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

All stood for the Pledge of Allegiance.

### AGENDA APPROVAL:

**\*Moved** by Sheila Snyder seconded by Kristin von Maur to approve the agenda with addition to the Finance and Personnel Committee section; to 1) Pay Treasurer Barbara Clem for collecting the 2022 Village Property Taxes and 2) to approve the invoice from Williams & Works regarding work on the Park & Recreation Plan. Ayes, 6; Nays, 0. Motion carried.

### APPROVAL OF PREVIOUS MINUTES:

**Approve the minutes of the Regular Council Meeting held September 06, 2022.**

**\*Moved** by Zach Fedoruk seconded by Jack Davis to approve the minutes of the Regular Council Meeting held September 06, 2022, as presented. Ayes, 6; Nays, 0. Motion carried.

**CORRESPONDENCE:** None.

**Audience Comments:** None.

### COMMITTEE REPORTS

**FINANCE AND PERSONNEL** – President Barry Gravitt, Chair

\*Chair President Barry Gravitt gave a synopsis of the Finance & Personnel Committee Meeting held on September 14, 2022, at 6:30 p.m.

\*Council received a copy of the Treasurer's Report – September 16, 2022.

#### **Pay the bills.**

**\*Moved** by Zach Fedoruk seconded by Sandy Swartz to pay the bills in the amount of \$158,475.00. Ayes, 6; Nays, 0. Motion carried.

**Approve the Resolution Pursuant to Chapter 37, "Solid Waste" And Chapter 40 "Utilities", Of The Code Of Ordinances, Village of Berrien Springs, Michigan – Solid Waste Collection Rates and Charges.**

**\*Moved** by Sandy Swartz seconded by Jack Davis to approve the *Resolution Pursuant to Chapter 37, "Solid Waste" And Chapter 40 "Utilities", Of The Code Of Ordinances, Village of Berrien Springs, Michigan – Solid Waste Collection Rates and Charges*. Roll Call Vote: Sandy Swartz/Aye; Jack Davis/Aye; Kristin von Maur/Aye; Sheila Snyder/Aye; Zach Fedoruk/Aye; President Barry Gravitt/Aye. Absent: Trustee Lonna Johnson. Motion carried.

**Approve the Notice of Payment from USDA RD for Water Bond 91-08 in the amount of \$33,213.75 and Sewer Bond #92-06 in the amount of \$23,432.50 for a total due of \$56,646.25. (2012 Infrastructure Projects.)**

**\*Moved** by Jack Davis seconded by Zach Fedoruk to approve the Notice of Payment from USDA RD for Water Bond 91-08 in the amount of \$33,213.75 and Sewer Bond #92-06 in the amount of \$23,432.50 for a total due of \$56,646.25. (2012 Infrastructure Projects.) Ayes, 6; Nays, 0. Motion carried.

#### **Approve creating a new vendor policy.**

**\*Moved** by Kristin von Maur seconded by Zach Fedoruk to approve creating a new vendor policy. Ayes, 6; Nays, 0. Motion carried.

**Approve option #2 for \$1,714.00 through Harbor Printing Service for printing the Village of Berrien Springs 2023 Calendars.**

**\*Moved** by Zach Fedoruk seconded by Kristin von Maur to approve option #2 for \$1,714.00 through Harbor Printing Service for printing the Village of Berrien Springs 2023 Calendars. Ayes, 6; Nays, 0. Motion carried.

**Approve paying Treasurer Barbara Clem for the collection of the 2022 Village Property Taxes in the amount of \$11,256.83.**

\*Moved by Sheila Snyder seconded by Jack Davis to approve paying Treasurer Barbara Clem for the collection of the 2022 Village Property Taxes in the amount of \$11,256.83. Ayes, 6; Nays, 0. Motion carried.

**Approve Invoice #94905 from Williams & Works for work done on the Parks & Recreation Plan to date in the amount of \$698.59.**

\*Moved by Kristin von Maur seconded by Zach Fedoruk to approve Invoice #94905 from Williams & Works for work done on the Parks & Recreation Plan to date in the amount of \$698.59. 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 on September 14, 2022 at 5:30 p.m.

\*Council received a copy of the Code Enforcement Monthly Synopsis for July and August 2022.

**Approve the request to spend up to \$15,000 for trees to plant within the Village limits, from Winding Creek or locally, depending on availability and pricing per memo.**

\*Moved by Kristin von Maur seconded by Sheila Snyder to approve the request to spend up to \$15,000 for trees to plant within the Village limits, from Winding Creek or locally, depending on availability and pricing per memo. Ayes, 6; Nays, 0. Motion carried.

**Basketball Court at Grove Park.**

\*Moved by Jack Davis to put in a basketball court at Grove Park. Motion died due to lack of a second.

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

\*Future Fire Board Meeting dates in 2022 are: 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 on September 14, 2022, at 5:30 p.m.

**Approve the purchase of 32 5/8 Iperl water meters for the Water Department from Etna Supply for \$4,480.00.**

\*Moved by Sandy Swartz seconded by Kristin von Maur to approve the purchase of 32 5/8 Iperl water meters for the Water Department from Etna Supply for \$4,480.00. Ayes, 6; Nays, 0. Motion carried.

**Approve the quote from Beaudoin Electrical Construction not to exceed \$2,500.00 to repair Shawnee Road Lift Station, through the Sewer Department.**

\*Moved by Kristin von Maur seconded by Zach Fedoruk to approve quote from Beaudoin Electrical Construction not to exceed \$2,500.00 to repair Shawnee Road Lift Station, through the Sewer Department. Ayes, 6; Nays, 0. Motion carried.

**Approve quote #Q89566 from Enyart Electric Motor Repair in South Bend to rebuild the pump/motor for Shawnee Road Lift Station for \$5,484.06, through the Sewer Department.**

\*Moved by Jack Davis seconded by Zach Fedoruk to approve quote #Q89566 from Enyart Electric Motor Repair in South Bend to rebuild the pump/motor for Shawnee Road Lift Station for \$5,484.06, through the Sewer Department. Ayes, 6; Nays, 0. Motion carried.

**Approve quote #Q89380 from Enyart Electric Motor Repair in South Bend to rebuild the pump/motor for the WWTP effluent for \$3,477.66.**

\*Moved by Sandy Swartz seconded by Kristin von Maur to approve quote #Q89380 from Enyart Electric Motor Repair in South Bend to rebuild the pump/motor for the WWTP effluent for \$3,477.66. Ayes, 6; Nays, 0. Motion carried.

**SHAMROCK PARK COMMITTEE** –Sandy Swartz, Chair

\*Chair Sandy Swartz gave a synopsis of the Shamrock Park Committee Meeting held Wednesday, September 14, 2022, at 6:30 p.m.

\*Council received the August 2022 Revenue/Expense Report.

**Storage entrance swing gates for Shamrock Park storage area.**

Storage entrance swing gates will be purchased for Shamrock Park storage area.

**Approve park computer software upgrades and a cash drawer not to exceed \$2,000.00.**

\*Moved by Sheila Snyder seconded by Zach Fedoruk to approve park computer software upgrades and a cash drawer not to exceed \$2,000.00. Ayes, 6; Nays, 0. Motion carried.

**Approve Park Policy revision for late payment of rent as presented effective November 01, 2022.**

\*Moved by Jack Davis seconded by Kristin von Maur to approve Park Policy revision for late payment of rent as presented effective November 01, 2022. Ayes, 6; Nays, 0. Motion carried.

**Approve the quote from R.W. LaPine Inc. for a mini split furnace and A/C unit for office in the amount of \$8,660.00.**

\*Moved by Sandy Swartz seconded by Zach Fedoruk to approve the quote from R.W. LaPine Inc. for a mini split furnace and A/C unit for office in the amount of \$8,660.00. Ayes, 6; Nays, 0. Motion carried.

**LIBRARY BOARD**– Sandy Swartz

Nothing to report.

**MEDIC 1** – Clerk Sheri Kesterke

\*The next Medic 1 Board Meeting is scheduled for September 22, 2022.

**RECREATION BOARD** – Jack Davis

\*Fall programs are underway.

**POLICE COMMITTEE** – Village President Barry Gravitt is the Village Representative

\*The final Police Board Meeting for 2022 is scheduled for October 27, 2022, at 3:30 p.m.

**HISTORIC DISTRICT COMMITTEE:** Chair Sheila Snyder

Nothing new to report.

**SOCIAL MEDIA COMMITTEE:** Chair Kelly Ewalt/Sheila Snyder& Zach Fedoruk

\*Committee Member Sheila Snyder gave a synopsis of the Social Media Committee Meeting held on Wednesday, September 14, 2022, at 5:00 p.m.

**COMMUNITY COORDINATOR COMMITTEE:** Chair Jack Davis

Chair Jack Davis gave a list of options and ideas for events.

**ONGOING BUSINESS**

1. REMINDER: A Public Meeting will be held on Wednesday, September 21<sup>st</sup> at 6:00 p.m. for residents to ask any questions regarding the Rental Registration procedure. Fire Chief Myers and Rental Inspector Justin Turner will also be in attendance. To be held in the community room at the Public Safety Building.

**NEW BUSINESS:**

**Autumn Market in the Grove.**

\*Moved by Sheila Snyder seconded by Kristin von Maur to approve the Autumn Market in the Grove on October 23, 2022. Ayes, 6; Nays, 0. Motion carried.

**Audience Comments:**

\*Teri Sue Freehling County Commission for District 8, which will include the Village in November, introduced herself to the council and looks forward to attending more meetings.

**ADJOURNMENT:**

\*Moved by Sandy Swartz seconded by Kristin von Maur to adjourn at 7:11 p.m. Ayes, 6; Nays, 0. Motion carried.

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Rachael Kuzda, MiPMC  
Deputy Clerk/Clerk in Training

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Barry Gravitt  
Village President