

VILLAGE OF BERRIEN SPRINGS REGULAR COUNCIL MEETING

Minutes of the Village of Berrien Springs Regular Council Meeting held on Monday, March 17, 2025. President Sheila Snyder called the council meeting to order at 6:00 p.m.

Present: President Sheila Snyder, President Pro-Tem Jack Davis, Trustees: Zach Fedoruk, Lonna Johnson, Christopher Perez, Kristin von Maur, Mark VandeVere, and Village Clerk Rachael Kuzda.

Absent: Attorney DeFrancesco.

Also Present: *The Journal Era*, Bruce Stover, County Commissioner Teri Freehling, and Teri Jenks.

All stood for the Pledge of Allegiance.

AGENDA APPROVAL:

***Moved** by Kristin von Maur seconded by Mark VandeVere to approve the agenda with additions under New Business: 1. Approve Invoice from County of Berrien Community Development in the amount of \$500.00 for Administration Fees for the Berrien County Water & Sewer No. 29 Bond; 2. Approve Pride The Portable Toilet Company to place a portable handicap unit at Memorial Park the first week of April, for 26 weeks for the cost of \$1,430.00 and under Community Engagement Coordinator: 1. Discussion on Spring Market Day of Assistance. Ayes, 7; Nays, 0. Motion carried.

APPROVAL OF PREVIOUS MINUTES:

Approve the minutes of the Regular Council Meeting held on March 03, 2025.

***Moved** by Jack Davis seconded by Zach Fedoruk to approve the minutes of the Regular Council Meeting held on March 03, 2025, as presented. Ayes, 7; Nays, 0. Motion carried.

CORRESPONDENCE:

1. Notice of The Michigan Historic Preservation Network's Forty-Fifth Annual Statewide Preservation Conference May 15 – 17, 2025, in Sault Ste. Marie, Michigan received.
2. Notice of the Berrien County Conservation District's Tree & Shrub Seedling Sale received.

AUDIENCE COMMENTS: None.

COMMITTEE REPORTS

FINANCE AND PERSONNEL – Chair: President Sheila Snyder

*President Sheila Snyder gave a synopsis of the Finance & Personnel Committee Meeting held on Tuesday, March 11, 2025, at 5:00 p.m.

*Council received a copy of the Treasurer's Report September 17 – February 28, 2025.

Pay the bills.

***Moved** by Zach Fedoruk seconded by Christopher Perez to pay the bills in the amount of \$83,425.40. Ayes, 7; Nays, 0. Motion carried.

Approve the USDA RD Water & Sewer Infrastructure Improvements Bond Interest due in the total amount of \$21,188.75.

***Moved** by Lonna Johnson seconded by Zach Fedoruk to approve the USDA RD Water & Sewer Infrastructure Improvements Bond Interest due in the total amount of \$21,188.75. Ayes, 7; Nays, 0. Motion carried.

Approve payment to the Treasurer for the collection of 2024 delinquent taxes.

***Moved** by Kristin von Maur seconded by Jack Davis to approve payment to the Treasurer for the collection of 2024 delinquent taxes in the amount of \$570.29. Ayes, 7; Nays, 0. Motion carried.

Approve to increase the following employee wages: Dave Engler to \$24.06 per hour, Charles Scott to \$21.89 per hour, and Steve Haygood to \$20.82 per hour.

*Moved by Kristin von Maur seconded by Mark VandeVere to approve to increase the following employee wages: Dave Engler to \$24.06 per hour, Charles Scott to \$21.89 per hour, and Steve Haygood to \$20.82 per hour. Ayes, 7; Nays, 0. Motion carried.

Approve the request from Clerk Rachael Kuzda to attend the Michigan Association of Municipal Clerks' Master Class and Conference in Muskegon, June 3-6, 2025, for a total cost of \$1,708.60.

*Moved by Jack Davis seconded by Lonna Johnson to approve the request from Clerk Rachael Kuzda to attend the Michigan Association of Municipal Clerks' Master Class and Conference in Muskegon, June 3-6, 2025, for a total cost of \$1,708.60. Ayes, 7; Nays, 0. Motion carried.

Approve \$20,000.00 towards the formation of the Greater Berrien CGA.

*Moved by Zach Fedoruk seconded by Mark VandeVere to approve \$20,000.00 towards the formation of the Greater Berrien CGA. Ayes, 7; Nays, 0. Motion carried.

Approve amendments to the budget as presented.

*Moved by Lonna Johnson seconded by Kristin von Maur to approve amendments to the budget as presented. Ayes, 7; Nays, 0. Motion carried.

Approve Cintas contract.

*Moved by Zach Fedoruk seconded by Jack Davis to approve the Cintas contract. Ayes, 7; 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 Wednesday, March 12, 2025, at 5:30 p.m.

Approve the Berrien County Foster Adoption Network Resource Fair to be held at Grove Park again this year, with permission to erect pop-up tents.

*Moved by Zach Fedoruk seconded by Christopher Perez to approve the Berrien County Foster Adoption Network Resource Fair to be held at Grove Park again this year, with permission to erect pop-up tents. Ayes, 7; Nays, 0. Motion carried.

Approve the Grove Pavilion reservation request to erect a bouncy house for a birthday party on May 25, 2025, from 12:00 p.m. to 4:00 p.m.

*Moved by Kristin von Maur seconded by Lonna Johnson to approve the Grove Pavilion reservation request to erect a bouncy house for a birthday party on May 25, 2025, from 12:00 p.m. to 4:00 p.m., with notice of Item #7 of the Reservation Agreement that the user is responsible and liable for any and all damage or injury to said premises or any person or property thereon during the period of occupancy. Ayes, 7; Nays, 0. Motion carried.

Adjust filling station by Right (Section 10.2) to be changed to Uses Permitted by Special Use Permit (Section 10.3) in the C-1 Commercial zone.

*Discussion held.

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

*The next Fire Board Meeting is scheduled for Wednesday, March 26, 2025, at 5:00 p.m.

PUBLIC UTILITIES – Chair: Mark VandeVere

*Chair Mark VandeVere gave a synopsis of the Public Utilities Committee Meeting held on Wednesday, March 12, 2025, at 5:30 p.m.

Approve the purchase of Aluminum Sulfate from Haviland Products in the amount of \$14,265.00.

***Moved** by Jack Davis seconded by Lonna Johnson to approve the purchase of Aluminum Sulfate from Haviland Products in the amount of \$14,265.00. Ayes, 7; Nays, 0. Motion carried.

Approve the quote from Koontz-Wagner for SBR blower 9 rebuild in the amount of \$5,777.77.

***Moved** by Zach Fedoruk seconded by Lonna Johnson to approve the quote from Koontz-Wagner for SBR blower 9 rebuild in the amount of \$5,777.77. Ayes, 7; Nays, 0. Motion carried.

SHAMROCK PARK COMMITTEE – Chair: Jack Davis

*Chair Jack Davis gave a synopsis of the Shamrock Park Committee Meeting held on Wednesday, March 12, 2025, at 4:00 p.m.

*Council received the January and February 2025 revenue/expense reports.

Approve advertising for part-time help for the season at Shamrock Park in the Journal Era and on our social media for 2 weeks.

***Moved** by Mark VandeVere seconded by Zach Fedoruk to approve advertising for part-time help for the season at Shamrock Park in the Journal Era and on our social media for 2 weeks. Ayes, 7; Nays, 0. Motion carried.

Approve running natural gas to the work barn for a price not to exceed \$2,000.00.

***Moved** by Zach Fedoruk seconded by Lonna Johnson to approve running natural gas to the work barn for a price not to exceed \$2,000.00. Ayes, 7; Nays, 0. Motion carried.

Approve the quote from Ken Smith Aggregate for Slag rock #9 5/8” for sites.

***Moved** by Zach Fedoruk seconded by Mark VandeVere to approve the quote from Ken Smith Aggregate for Slag rock #9 5/8” for sites in the amount of \$2,418.00. Ayes, 7; Nays, 0. Motion carried.

Approve the quote from GreenMark Equipment for John Deere tractor forks in the amount of \$1,100.00.

***Moved** by Kristin von Maur seconded by Lonna Johnson to approve the quote from GreenMark Equipment for John Deere tractor forks in the amount of \$1,100.00. Ayes, 7; Nays, 0. Motion carried.

Approve the quote from Mosquito Joe of South Bend for seasonal barrier spraying in the amount of \$2,760.00.

***Moved** by Lonna Johnson seconded by Zach Fedoruk to approve the quote from Mosquito Joe of South Bend for seasonal barrier spraying in the amount of \$2,760.00. Ayes, 7; Nays, 0. Motion carried.

LIBRARY BOARD – Lonna Johnson

Approve re-appointing Lavonne Kroncke as a Village Representative on the Berrien Springs Community Library Board for a three-year term from April 1, 2025 – March 31, 2028.

***Moved** by Jack Davis seconded by Kristin von Maur to approve re-appointing Lavonne Kroncke as a Village Representative on the Berrien Springs Community Library Board for a three-year term from April 1, 2025 – March 31, 2028. Ayes, 7; Nays, 0. Motion carried.

Trustee Mark VandeVere stepped away from the Council table at this time.

MEDIC 1 – Clerk Rachael Kuzda

*The next Regular Medic 1 Board Meeting is scheduled for Thursday, March 27, 2025.

*Council received handouts from the Medic 1 presentation held on Thursday, March 13, 2025.

Trustee Mark VandeVere returned to the Council Table at this time.

Approve the 2025-2026 Medic 1 annual subsidy payment in the amount of \$21,010.00.

***Moved** by Zach Fedoruk seconded by Lonna Johnson to approve the 2025-2026 Medic 1 annual subsidy payment in the amount of \$21,010.00. Ayes, 7; Nays, 0. Motion carried.

RECREATION AUTHORITY – Jack Davis

*Trustee Jack Davis gave a synopsis.

POLICE COMMITTEE – Village President Sheila Snyder is the Village Representative

*The next Police Committee Meeting is scheduled for Thursday, April 24, 2025, at 3:30 p.m.

HISTORIC DISTRICT STUDY COMMITTEE: Chair: Sheila Snyder

*We have received the first draft, and the Committee will be meeting soon to discuss it.

COMMUNITY COORDINATOR/SOCIAL MEDIA COMMITTEE: Chair: Sheila Snyder

*President Sheila Snyder gave a synopsis of the Community Coordinator/Social Media Committee Meeting held on Wednesday, March 12, 2025, at 5:00 p.m.

Approve the Spring Spruce-Up event for Sunday, April 06, 2025, from 1:00 p.m. – 4:00 p.m. (or until work is done).

***Moved** by Mark VandeVere seconded by Kristin von Maur to approve the Spring Spruce-Up event for Sunday, April 06, 2025, from 1:00 p.m. – 4:00 p.m. (or until work is done). Ayes, 7; Nays, 0. Motion carried.

Approve the request from Sylvester Elementary to host the Shamrock Dash 5K on Saturday, April 26, 2025, at 9:00 a.m.

***Moved** by Jack Davis seconded by Lonna Johnson to approve the request from Sylvester Elementary to host the Shamrock Dash 5K on Saturday, April 26, 2025, at 9:00 a.m. Ayes, 7; Nays, 0. Motion carried.

Approve the request from the Berrien Springs High School Student Council to hold the Homecoming Parade on Friday, September 26, 2025.

***Moved** by Jack Davis seconded by Christopher Perez to approve the request from the Berrien Springs High School Student Council to hold the Homecoming Parade on Friday, September 26, 2025. Ayes, 7; Nays, 0. Motion carried.

Approve the request from the American Legion to hold the Memorial Day Parade on Monday, May 26, 2025, at 10:00 a.m.

***Moved** by Mark VandeVere seconded by Zach Fedoruk to approve the request from the American Legion to hold the Memorial Day Parade on Monday, May 26, 2025, at 10:00 a.m. Ayes, 7; Nays, 0. Motion carried.

Spring Market Day of Assistance.

***Moved** by Kristin von Maur seconded by Mark VandeVere to approve offering Rachel Smith \$100.00 to handle the day of operations of the Spring Market in the Grove. Ayes, 7; Nays, 0. Motion carried.

AD HOC COMMITTEE: FERAL/STRAY CATS: Chair: Lonna Johnson

*An Ad Hoc Feral/Stray Cats Committee Meeting has been scheduled for Tuesday, April 01, 2025, at 5:00 p.m.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

Approve Invoice from County of Berrien Community Development in the amount of \$500.00 for Administration Fees for the Berrien County Water & Sewer No. 29 Bond.

***Moved** by Jack Davis seconded by Zach Fedoruk to approve Invoice from County of Berrien Community Development in the amount of \$500.00 for Administration Fees for the Berrien County Water & Sewer No. 29 Bond. Ayes, 7; Nays, 0. Motion carried.

Approve Pride The Portable Toilet Company to place a portable handicap unit at Memorial Park the first week of April, for 26 weeks for the cost of \$1,430.00. This includes weekly service.

***Moved** by Lonna Johnson seconded by Zach Fedoruk to approve Pride The Portable Toilet Company to place a portable handicap unit at Memorial Park the first week of April, for 26 weeks for the cost of \$1,430.00. This includes weekly service. Ayes, 7; Nays, 0. Motion carried.

AUDIENCE COMMENTS:

*County Commissioner Teri Freehling addressed the Council that she was happy to be able to attend the Council meeting and a discussion was held on broadband initiatives (BEAD Program) that would benefit a few Village areas.

ADJOURNMENT:

***Moved** by Kristin von Maur seconded by Christopher Perez to adjourn at 7:27 p.m. Ayes, 7; Nays, 0. Motion carried.

Rachael Kuzda, MiPMC
Village Clerk

Sheila Snyder
Village President