

VILLAGE OF BERRIEN SPRINGS REGULAR COUNCIL MEETING

Minutes of the Village of Berrien Springs Regular Council Meeting held on Monday, March 27, 2023. 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, Lonna Johnson, Sheila Snyder, Kristin von Maur, Mark Vandevere, Village Clerk Rachael Kuzda, and Attorney DeFrancesco.

Absent: None.

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

All stood for the Pledge of Allegiance.

AGENDA APPROVAL:

***Moved** by Mark Vandevere seconded by Sheila Snyder to approve the agenda as presented. Ayes, 7; Nays, 0. Motion carried.

APPROVAL OF PREVIOUS MINUTES:

Approve the minutes of the Regular Council Meeting held March 06, 2023.

***Moved** by Jack Davis seconded by Kristin von Maur to approve the minutes of the Regular Council Meeting held March 06, 2023, as presented. Ayes, 7; Nays, 0. Motion carried.

CORRESPONDENCE:

1. *Central County Senior Center* April 2023 Newsletter received.
2. Notice from Comcast regarding changes to Xfinity TV services: HBO/HBO Max Price Increase.
3. The Berrien County Board of Commissioners has adopted the Berrien County Master Plan. The adopted Master Plan is located on the Berrien County Community Development website.
4. Notice of Pre-Hearing regarding Michigan Gas Utilities Corporation requests Michigan Public Service Commission for authority to increase natural gas rates. To be held Friday, March 31, 2023, at 9:00 a.m. before Administrative Law Judge Katherine Talbot by video/teleconferencing.

Audience Comments: None.

COMMITTEE REPORTS

FINANCE AND PERSONNEL – President Barry Gravitt, Chair

***Chair** President Barry Gravitt gave a synopsis of the Finance and Personnel Committee Meeting held on Tuesday, March 14, 2023, at 6:30 p.m.

Pay the bills.

***Moved** by Zach Fedoruk seconded by Lonna Johnson to pay the bills in the amount of \$81,524.39. Ayes, 7; Nays, 0. Motion carried.

Approve a .50 cent “Step Two” wage increase for Rachael Kuzda successfully completing her 90-day probation period as Village Clerk effective April 01, 2023.

***Moved** by Zach Fedoruk seconded by Lonna Johnson to approve a .50 cent “Step Two” wage increase for Rachael Kuzda successfully completing her 90-day probation period as Village Clerk effective April 01, 2023. Ayes, 7; Nays, 0. Motion carried.

Approve a .50 cent “Step Two” wage increase for Michelle Smith successfully completing her 90-day probation period as Deputy Clerk effective April 01, 2023.

***Moved** by Lonna Johnson seconded by Mark Vandevere to approve a .50 cent “Step Two” wage increase for Michelle Smith successfully completing her 90-day probation period as Deputy Clerk effective April 01, 2023. Ayes, 7; Nays, 0. Motion carried.

Approve retired Village Clerk Sheri Kesterke to fill in during Village Clerk Rachael Kuzda’s 6-week maternity leave estimated from May 22nd to July 2nd, in addition to Sheri coming in a few days before, to get caught up to speed.

***Moved** by Sheila Snyder seconded by Kristin von Maur to approve retired Village Clerk Sheri Kesterke to fill in during Village Clerk Rachael Kuzda’s 6-week maternity leave estimated from May 22nd to July 2nd, in addition to Sheri coming in a few days before, to get caught up to speed. Ayes, 7; Nays, 0. Motion carried.

Approve Sally’s Greenhouse quote of \$50.00 per flowerpot (21 flowerpots = \$1,050.00), to refill the downtown flowerpots again this year, which they have stored all winter.

***Moved** by Jack Davis seconded by Mark Vandevere to approve Sally’s Greenhouse quote of \$50.00 per flowerpot (21 flowerpots = \$1,050.00), to refill the downtown flowerpots again this year, which they have stored all winter. Ayes, 7; Nays, 0. Motion carried.

Approve Fleis & Vandenbrink Invoice #65143 in the amount of \$643.75 for Drinking Water Asset Management (DWAM) Plan. This is part of the Drinking Water Asset Management (DWAM) Grant that was awarded to the Village in the amount of \$215,000 as a 100% Grant (approved at the Council Meeting on July 19, 2021).

***Moved** by Zach Fedoruk seconded by Kristin von Maur to approve Fleis & Vandenbrink Invoice #65143 in the amount of \$643.75 for Drinking Water Asset Management (DWAM) Plan. Ayes, 7; Nays, 0. Motion carried.

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 Mark Vandevere 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.

PUBLIC PROPERTIES AND ORDINANCE – Kristin von Maur, Chair

***Chair** Kristin von Maur gave a synopsis of the Public Properties and Ordinance Committee Meeting held on Tuesday, March 14, 2023, at 5:30 p.m.

Approve the Homecoming Parade on September 29, 2023, at 1:00 p.m.

***Moved** by Sheila Snyder seconded by Zach Fedoruk to approve the Homecoming Parade on September 29, 2023, at 1:00 p.m. Ayes, 7; Nays, 0. Motion carried.

Approve the Memorial Day Parade on May 31, 2023, at 10:00 a.m.

***Moved** by Sheila Snyder seconded by Zach Fedoruk to approve the Memorial Day Parade on May 31, 2023, at 10:00 a.m. Ayes, 7; Nays, 0. Motion carried.

Approve the Cars and Coffee events and dates proposed.

***Moved** by Mark Vandevere seconded by Lonna Johnson to approve the Cars and Coffee events and dates proposed. Ayes, 7; Nays, 0. Motion carried.

Approve the draft resolution “Village Of Berrien Springs Amended Resolution To Appoint And Revise The Names Of Those Individuals Serving On The Historic District Study Committee To Conduct A Study Of Those Areas Shown On The Attached Zoning Map And To Determine The Historic Significance Of The Buildings Within Those Areas.”

***Moved** by Mark Vandevere seconded by Zach Fedoruk to approve the draft resolution “Village Of Berrien Springs Amended Resolution To Appoint And Revise The Names Of Those Individuals Serving On The Historic District Study Committee To Conduct A Study Of Those Areas Shown On The Attached Zoning Map And To Determine The Historic Significance Of The Buildings Within Those Areas.” Roll Call: Lonna Johnson/Aye; Kristin von Maur/Aye; Jack Davis/Aye; Mark Vandevere/Aye; Sheila Snyder/Aye; Zach Fedoruk/Aye; President Barry Gravitt/Aye. Motion carried.

Approve the draft resolution “Village Of Berrien Springs Second Amended Resolution To Authorize The Historic District Study Committee To Include In Its Study Those Areas As Identified In The Attached Map”.

***Moved** by Lonna Johnson seconded by Mark Vandevere to approve the draft resolution “Village Of Berrien Springs Second Amended Resolution To Authorize The Historic District Study Committee To Include In Its Study Those Areas As Identified In The Attached Map”. Roll Call: Mark Vandevere/Aye; Sheila Snyder/Aye; Zach Fedoruk/Aye; Jack Davis/Aye; Lonna Johnson/Aye; Kristin von Maur/Aye; President Barry Gravitt/Aye. Motion carried.

Locate the Rotary Club clock on the south corner of W. Ferry Street and S. Main Street (in the flower bed nearest Simple Updates), based on approval by Dave Kunde and Dave Engler.

***Moved** by Zach Fedoruk seconded by Sheila Snyder to approve locating the Rotary Club clock on the south corner of W. Ferry Street and S. Main Street (in the flower bed nearest Simple Updates), pending approval by Dave Kunde and Dave Engler. Ayes, 7; Nays, 0. Motion carried.

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

***Village President Pro-Tem** Jack Davis gave a synopsis of the Fire Board Meeting held on March 22, 2023, at 5:00 p.m.

***Council** received the Fire Board Meeting Minutes from Wednesday, January 25, 2023.

***Council** received the Fire Board Meeting Minutes from Wednesday, March 22, 2023.

PUBLIC UTILITIES – Chair Lonna Johnson

***Chair** Lonna Johnson gave a synopsis of the Public Utilities Committee Meeting held on Wednesday, March 15, 2023, at 5:30 p.m.

Approve quote from Dixon Engineering to clean and inspect the Village water tower at an estimated cost of \$4,600.00 to be submitted to the Drinking Water Asset Management Grant program for reimbursement.

***Moved** by Jack Davis seconded by Zach Fedoruk to approve quote from Dixon Engineering to clean and inspect the Village water tower at an estimated cost of \$4,600.00 to be submitted to the Drinking Water Asset Management Grant program for reimbursement. Ayes, 7; Nays, 0. Motion carried.

Approve ordering 200 tons of road salt through the MIDeal State Purchasing Program for the 2023-2024 season.

***Moved** by Sheila Snyder seconded by Kristin von Maur to approve ordering 200 tons of road salt through the MIDeal State Purchasing Program for the 2023-2024 season. 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 \$1,300.00. This includes weekly service.

***Moved** by Zach Fedoruk seconded by Kristin von Maur 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 \$1,300.00. 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 15, 2023, at 6:30 p.m.

*Council received the Revenue/Expense Report for February 2023.

Approve Mosquito Joe low bid of \$2,415.00.

***Moved** by Sheila Snyder seconded by Zach Fedoruk to approve Mosquito Joe low bid of \$2,415.00 for mosquito spraying. Ayes, 7; Nays, 0. Motion carried.

LIBRARY BOARD – Lonna Johnson

A letter was received from Elaine Gregory who is a Village Representative on the Library Board that she is resigning from the Board.

Library Board Representative Opening.

***Moved** by Kristin von Maur seconded by Sheila Snyder to accept the letter of resignation with regret from Elaine Gregory as a Village Representative on the Library Board. Ayes, 7; Nays, 0. Motion carried.

Advertise the Library Board Opening as a Village Representative.

***Moved** by Zach Fedoruk seconded by Lonna Johnson to approve advertising the Library Board Opening as a Village Representative. Ayes, 7; Nays, 0. Motion carried.

MEDIC 1 – Clerk Rachael Kuzda

*Clerk Rachael Kuzda gave a synopsis of the regular Board Meeting held on March 23, 2023.

RECREATION BOARD – Jack Davis

*Jack Davis reported on the Recreation Board staff change.

POLICE COMMITTEE – Village President Barry Gravitt is the Village Representative

*The next Police Board Meeting is scheduled for April 27, 2023, at 3:30 p.m.

HISTORIC DISTRICT COMMITTEE: Chair Sheila Snyder

*Chair Sheila Snyder reported that a writing session is scheduled.

COMMUNITY COORDINATOR/SOCIAL MEDIA COMMITTEE: Chair Sheila Snyder

*Chair Sheila Snyder gave a synopsis of the Community Coordinator/Social Media Committee Meeting held on Tuesday, March 14, 2023, at 5:00 p.m.

Approve contacting Wightman to look at engineering for Grove Park to move forward with improvements.

***Moved** by Jack Davis seconded by Zach Fedoruk to approve contacting Wightman to look at engineering for Grove Park to move forward with improvements. Ayes, 7; Nays, 0. Motion carried.

ONGOING BUSINESS:

1. Reminder: A Council Workshop has been scheduled for Wednesday, March 29, 2023, at 5:30 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.

2. Reminder: Volunteer for the Spruce-Up event – April 02, 2023, starting at 11:00 a.m.

NEW BUSINESS:

Bridge Builder Grant offered through MML.

***Moved** by Lonna Johnson seconded by Mark Vandevere to approve applying for the Bridge Builder Grant offered through MML. Ayes, 7; Nays, 0. Motion carried.

Kubota Grant.

***Moved** by Jack Davis seconded by Lonna Johnson to approve applying for the Kubota Grant. Ayes, 7; Nays, 0. Motion carried.

AUDIENCE COMMENTS:

Sherry Manison addressed the council regarding the cat situation. She was informed by President Barry Gravitt that the council is currently looking into the issue. She is unable to attend the upcoming Council Workshop regarding cats and was advised to send her thoughts to us by email.

ADJOURNMENT:

***Moved** by Mark Vandevere seconded by Zach Fedoruk to adjourn at 7:24 p.m. Ayes, 7; Nays, 0. Motion carried.

Rachael Kuzda, MiPMC
Village Clerk

Barry Gravitt
Village President