

VILLAGE OF BERRIEN SPRINGS REGULAR COUNCIL MEETING

Minutes of the Village of Berrien Springs Regular Council Meeting held on Monday, September 16, 2024.

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*, *The Herald Palladium*, and several audience members.

All stood for the Pledge of Allegiance.

AGENDA APPROVAL:

***Moved** by Mark VandeVere seconded by Shelia Snyder to approve the agenda with addition under Finance and Personnel: approve the quote received for Cyber Liability Policy with an annual premium of \$1,906.75. Ayes, 7; Nays, 0. Motion carried.

APPROVAL OF PREVIOUS MINUTES:

Approve the minutes of the Regular Council Meeting held on September 03, 2024.

***Moved** by Lonna Johnson seconded by Zach Fedoruk to approve the minutes of the Regular Council Meeting held on September 03, 2024, as presented. Ayes, 7; Nays, 0. Motion carried.

CORRESPONDENCE:

1. Received correspondence from FEMA regarding the National Flood Insurance Program (NFIP) Preliminary Flood Insurance Study (FIS) and Flood Insurance Rate Map (FIRM). No new flood hazard information has been presented in the FIRM panels and FIS report for our community. According to FEMA records, no Letters of Map Change (LOMCs) have been issued for our community.

AUDIENCE COMMENTS: None.

COMMITTEE REPORTS

FINANCE AND PERSONNEL – Chair: President Barry Gravitt

***Chair** President Barry Gravitt gave a synopsis of the Finance & Personnel Committee Meeting held on Wednesday, September 11, 2024, at 6:30 p.m.

Pay the bills.

***Moved** by Lonna Johnson seconded by Mark VandeVere to pay the bills in the amount of \$110,325.59. Ayes, 7; Nays, 0. Motion carried.

Approve the Notice of Payment Due from USDA RD for Water Bond 91-08 in the amount of \$33,650.00 and Sewer Bond #92-06 in the amount of \$24,033.75 for a total due of \$57,683.75.

***Moved** by Lonna Johnson seconded by Zach Fedoruk to approve the Notice of Payment Due from USDA RD for Water Bond 91-08 in the amount of \$33,650.00 and Sewer Bond #92-06 in the amount of \$24,033.75 for a total due of \$57,683.75. Ayes, 7; Nays, 0. Motion carried.

Approve the quote received for Cyber Liability Policy with an annual premium of \$1,906.75.

***Moved** by Lonna Johnson seconded by Jack Davis to approve the quote received for Cyber Liability Policy with an annual premium of \$1,906.75. 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, September 11, 2024, at 5:30 p.m.

Olivia Spenner spoke to the council regarding a proposal from the Whole Child Student Advisory Board for developing a Sensory Garden at Memorial Park. The garden would include different types of flowers and fruit trees. The project involves 3 phases; phase 1 is the sensory garden, phase two focuses on the parking lot and phase 3 focuses on the playground equipment. The group will be seeking funding through grants and phase 2 and phase 3 would be if there is enough money left. Upkeep of the garden would be handled by the BSPS CI class. The Council likes the idea and Ms. Spenner was informed to keep in touch with the Public Properties and Ordinance Committee, who will in turn keep the Council updated.

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

*The next Fire Board Meeting is scheduled for Wednesday, September 25, 2024, at 5:00 p.m.

PUBLIC UTILITIES – Chair: Lonna Johnson

*Chair Lonna Johnson gave a synopsis of the Public Utilities Committee Meeting held on Wednesday, September 11, 2024, at 5:30 p.m.

Approve the proposal from Wightman Engineering to complete the survey and engineering services for North Mechanic from Madison to Kephart for a fixed fee of \$79,950.00.

***Moved** by Mark VandeVere seconded by Zach Fedoruk to approve the proposal from Wightman Engineering to complete the survey and engineering services for North Mechanic from Madison to Kephart for a fixed fee of \$79,950.00. Ayes, 7; Nays, 0. Motion carried.

Approve purchasing signposts from Dornbos for a not to exceed cost of \$2,000.00. The order will be for 30 – 11’3-pound galvanized posts for the Streets Department.

***Moved** by Jack Davis seconded by Mark VandeVere to approve purchasing signposts from Dornbos for a not to exceed cost of \$2,000.00. The order will be for 30 – 11’3-pound galvanized posts for the Streets Department. Ayes, 7; Nays, 0. Motion carried.

Approve purchase of materials to install hydrant signs from Dornbos for a not to exceed cost of \$4,200.00. The order will include 100 – 8’2-pound green posts and 100 hydrant signs for the Water Department.

***Moved** by Kristin von Maur seconded by Zach Fedoruk to approve purchase of materials to install hydrant signs from Dornbos for a not to exceed cost of \$4,200.00. The order will include 100 – 8’2-pound green posts and 100 hydrant signs for the Water Department. Ayes, 7; Nays, 0. Motion carried.

Approve Koontz-Wagner proposal to perform vibration analysis on equipment at the Wastewater Treatment plant for a not to exceed cost of \$1,000.00 per visit or \$2,000 per year (2 visits per year).

***Moved** by Zach Fedoruk seconded by Mark VandeVere to approve Koontz-Wagner proposal to perform vibration analysis on equipment at the Wastewater Treatment plant for a not to exceed cost of \$1,000.00 per visit or \$2,000 per year (2 visits per year). Ayes, 7; Nays, 0. Motion carried.

Approve Koontz-Wagner proposal for infrared Predictive Maintenance Program at the Wastewater Treatment Plant for a cost of \$750.00. This is a once-a-year visit.

***Moved** by Lonna Johnson seconded by Kristin von Maur to approve Koontz-Wagner proposal for infrared Predictive Maintenance Program at the Wastewater Treatment Plant for a cost of \$750.00. This is a once-a-year visit. 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, September 11, 2024, at 3:00 p.m.

*Council received the Revenue/Expense report for July 2024.

Approve trainload of 5/8” #9 slag for sites for a not to exceed cost of \$2,500.00.

***Moved** by Jack Davis seconded by Zach Fedoruk to approve trainload of 5/8” #9 slag for sites for a not to exceed cost of \$2,500.00. Ayes, 7; Nays, 0. Motion carried.

Approve the quote from Budget Tree for tree work in the amount of \$5,000.00.

***Moved** by Sheila Snyder seconded by Kristin von Maur to approve the quote from Budget Tree for tree work in the amount of \$5,000.00. Ayes, 7; Nays, 0. Motion carried.

Approve quote from the Copy Image for an office printer in the amount of \$573.00.

***Moved** by Kristin von Maur seconded by Mark VandeVere to approve quote from the Copy Image for an office printer in the amount of \$573.00. Ayes, 7; Nays, 0. Motion carried.

LIBRARY BOARD – Lonna Johnson

*Nothing new to report.

MEDIC 1 – Clerk Rachael Kuzda

*The next Regular Medic 1 Board Meeting is scheduled for Thursday, September 26, 2024.

RECREATION AUTHORITY – Jack Davis

*Jack Davis gave an update on the Recreation Authority.

*Council received a draft of the Recreation Authority’s Shawnee Park Master Plan.

POLICE COMMITTEE – Village President Barry Gravitt is the Village Representative

*The final Police Committee Meeting for 2024 is scheduled for Thursday, October 31, 2024, at 3:30 p.m.

HISTORIC DISTRICT STUDY COMMITTEE: Chair: Sheila Snyder

*The Historic District Study Committee will be meeting on Friday, September 20, 2024, at 1:30 p.m. at the Village Hall for the kickoff meeting with consultants, Preservation Forward, LLC and Athena Research Consultants, LLC.

COMMUNITY COORDINATOR/SOCIAL MEDIA COMMITTEE: Chair: Sheila Snyder

*Chair Shelia Snyder gave a synopsis of the Community Coordinator/Social Media Committee Meeting held on Thursday, September 12, 2024, at 5:00 p.m.

Approve the Village paying for the shipping on the new Hometown Heroes banners when purchased by the families.

***Moved** by Zach Fedoruk seconded by Sheila Snyder to approve the Village paying for the shipping on the new Hometown Heroes banners when purchased by the families in an amount not to exceed \$500.00. Ayes, 7; Nays, 0. Motion carried.

AD HOC COMMITTEE: FERAL/STRAY CATS: Chair: Sheila Snyder

*Nothing new to report.

UNFINISHED BUSINESS: None.

NEW BUSINESS: None.

AUDIENCE COMMENTS: None.

ADJOURNMENT:

***Moved** by Zach Fedoruk seconded by Lonna Johnson to adjourn at 6:41 p.m. Ayes, 7; Nays, 0.
Motion carried.

Rachael Kuzda, MiPMC
Village Clerk

Barry Gravitt
Village President