

# VILLAGE OF BERRIEN SPRINGS REGULAR COUNCIL MEETING

Minutes of the Village of Berrien Springs Regular Council Meeting held on Monday, April 07, 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, Village Clerk Rachael Kuzda, and Attorney DeFrancesco.

Absent: None.

Also Present: *The Herald Palladium*, *The Journal Era*, Bruce Stover, Jason Ramtahal, and Errol Prentice.

All stood for the Pledge of Allegiance.

## AGENDA APPROVAL:

**\*Moved** by Kristin von Maur seconded by Mark VandeVere 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 on March 17, 2025.**

**\*Moved** by Jack Davis seconded by Zach Fedoruk to approve the minutes of the Regular Council Meeting held on March 17, 2025, as presented. Ayes, 7; Nays, 0. Motion carried.

## CORRESPONDENCE:

1. *Central County Senior Center* April 2025 newsletter received.

**AUDIENCE COMMENTS:** None.

## COMMITTEE REPORTS

**FINANCE AND PERSONNEL – Chair: President Sheila Snyder**

**\*The next Finance & Personnel Committee Meeting is scheduled for Wednesday, April 16, 2025, at 6:30 p.m.**

### **Pay the bills.**

**\*Moved** by Mark VandeVere seconded by Zach Fedoruk to pay the bills for \$65,902.29. Ayes, 7; Nays, 0. Motion carried.

### **Accept the resignation of employee Katherine Strycker.**

**\*Moved** by Kristin von Maur seconded by Christopher Perez to accept the resignation of employee Katherine Strycker. Ayes, 7; Nays, 0. Motion carried.

### **Approve the Invoice from Berrien County for Water/Sewage Improvements No. 29 Bond due in the amounts of Principal \$190,000.00 & Interest \$14,045.25 for a total amount due of \$204,045.25.**

**\*Moved** by Kristin von Maur seconded by Zach Fedoruk to approve the Invoice from Berrien County for Water/Sewage Improvements No. 29 Bond due in the amounts of Principal \$190,000.00 & Interest \$14,045.25 for a total amount due of \$204,045.25. Ayes, 7; Nays, 0. Motion carried.

## **PUBLIC PROPERTIES AND ORDINANCE – Chair: Kristin von Maur**

**\*The next Public Properties and Ordinance Committee Meeting is scheduled for Wednesday, April 16, 2025, at 5:30 p.m.**

**Set a Public Hearing for Zoning Ordinance “Under Appendix B, Entitled “Zoning”, Article X Of The Village Code Entitled “C-1 Commercial District, An Ordinance To Remove “Retail Gasoline Sales Facilities” As A Use Permitted By Right Under Section 10.02, Entitled, “Uses Permitted by Right” Subsection A; And To Add A New Subsection I Under Appendix B Entitled “Zoning”, Article X Of The Village Code Entitled “C-1 Commercial District” Section 10.03 Entitled “Uses Permitted By Special Use Permit”.**

**\*Moved** by Christopher Perez seconded by Zach Fedoruk to set a Public Hearing for Zoning Ordinance “Under Appendix B, Entitled “Zoning”, Article X Of The Village Code Entitled “C-1 Commercial District, An Ordinance To Remove “Retail Gasoline Sales Facilities” As A Use Permitted By Right Under Section 10.02, Entitled, “Uses Permitted by Right” Subsection A; And To Add A New Subsection I Under Appendix B Entitled “Zoning”, Article X Of The Village Code Entitled “C-1 Commercial District” Section 10.03 Entitled “Uses Permitted By Special Use Permit”.

**\*Moved** by Zach Fedoruk seconded by Jack Davis to set the date of the Public Hearing at 5:30 p.m. before the Regular Council Meeting on Monday, May 05, 2025. Ayes, 7; Nays, 0. Motion carried.

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

**\*Jack Davis** gave a synopsis of the Fire Board Meeting held on Wednesday, March 26, 2025, at 5:00 p.m.

**PUBLIC UTILITIES** – Chair: Mark VandeVere

**\*The next Public Utilities Committee Meeting** is scheduled for Wednesday, April 16, 2025, at 5:30 p.m.

**\*The Mechanic Street Reconstruction Project bid opening** is being held tomorrow, Tuesday, April 08, 2025, at 10:00 a.m.

**SHAMROCK PARK COMMITTEE** – Chair: Jack Davis

**\*The next Shamrock Park Committee Meeting** is scheduled for Wednesday, April 16, 2025, at 4:00 p.m.

**Approve interviewing two applicants for the position of part-time help at Shamrock Park.**

**\*Moved** by Zach Fedoruk seconded by Jack Davis to approve interviewing two applicants for the position of part-time help at Shamrock Park. Ayes, 7; Nays, 0. Motion carried.

**LIBRARY BOARD** – Lonna Johnson

**\*Trustee Lonna Johnson** gave a synopsis of the Berrien Springs Community Library Budgeting Hearing and Board Meeting held on March 27, 2025.

**\*Council** received a copy of the 2025-2026 Meeting Schedule.

**\*Council** received a copy of the Berrien Springs Community Library Board Meeting Minutes for the meeting held on Thursday, February 27, 2025.

**MEDIC 1** – Clerk Rachael Kuzda

**\*Clerk Rachael Kuzda** gave a synopsis of the Regular Medic 1 Board Meeting held on Thursday, March 27, 2025.

**\*Council** received the minutes from the Medic 1 Board Meeting held on Thursday, February 27, 2025.

**RECREATION AUTHORITY** – Jack Davis

**\*Trustee Jack Davis** gave an update on the Recreation Authority.

**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

\*The first draft of the Historic District Report is still being reviewed by the Committee.

**COMMUNITY COORDINATOR/SOCIAL MEDIA COMMITTEE:** Chair: Sheila Snyder

\*The next Community Coordinator/Social Media Committee Meeting is scheduled for Wednesday, April 16, 2025, at 5:00 p.m.

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

\*Chair Lonna Johnson gave a synopsis of the Ad Hoc Feral/Stray Cats Committee Meeting held on Tuesday, April 01, 2025, at 5:00 p.m.

\*Council received a TNR program informational worksheet.

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:**

1. Reminder: The Village Hall will be closed on Friday, April 18, 2025, in honor of Good Friday.

**Approve Watson's Tree Service quote for tree work in the amount of \$9,800.00.**

\***Moved** by Zach Fedoruk seconded by Lonna Johnson to approve Watson's Tree Service quote for tree work in the amount of \$9,800.00. Ayes, 7; Nays, 0. Motion carried.

**Approve RFP for Bi-Weekly Village Hall Cleaning Services.**

\***Moved** by Lonna Johnson seconded by Christopher Perez to approve RFP for Bi-Weekly Village Hall Cleaning Services. Ayes, 7; Nays, 0. Motion carried.

**Committee Appointment.**

\***Moved** by Jack Davis seconded by Mark VandeVere to appoint Trustee Christopher Perez to the Public Properties and Ordinance Committee, replacing President Sheila Snyder. Ayes, 7; Nays, 0. Motion carried.

**AUDIENCE COMMENTS:**

Errol Prentice of 315 S. Mechanic Street addressed the Council with questions regarding any plans to assist residents who need help in the community, Council attendance at events like the Andrews University Food Fair, and if any other community events were in the works. He was advised that residents can contact Berrien County for help with property tax relief and payment plans. He was informed that we recently did the annual Spring Spruce Up event, formal invitations to events for council members need to come directly to the Village Hall, and to reach out to the Community Engagement Coordinator with ideas about future community events.

Jason Ramtahal of 113 E. Madison asked the Council about the North Mechanic Street repair timeline. He was informed that the bid opening is scheduled for April 08, 2025, and a recommendation would be made to the Committee and then to the Council. The timeline for construction will depend on the contractor.

**ADJOURNMENT:**

\***Moved** by Mark VandeVere seconded by Kristin von Maur to adjourn at 6:43 p.m. Ayes, 7; Nays, 0. Motion carried.

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Rachael Kuzda, MiPMC  
Village Clerk

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Sheila Snyder  
Village President