

# VILLAGE OF BERRIEN SPRINGS REGULAR COUNCIL MEETING

Minutes of the Village of Berrien Springs Regular Council Meeting held on Monday, April 21, 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 Journal Era* and Bruce Stover.

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 April 07, 2025.**

\***Moved** by Jack Davis seconded by Christopher Perez to approve the minutes of the Regular Council Meeting held on April 07, 2025, as presented. Ayes, 7; Nays, 0. Motion carried.

## **CORRESPONDENCE:**

1. Notice of Pre-Hearing regarding Michigan Gas Utilities Corporation requests Michigan Public Service's approval for reconciliation of its Energy Waste Reduction costs and revenues for the period ended December 31, 2024. To be held Wednesday, May 07, 2025, at 10:00 a.m. before Administrative Law Judge Jonathan F. Thoits by video/teleconferencing.
2. *Central County Senior Center* May 2025 newsletter received.

**AUDIENCE COMMENTS:** None.

## **COMMITTEE REPORTS**

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

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

\*President Sheila Snyder gave a synopsis of the Finance & Personnel Committee Meeting held on Wednesday, April 16, 2025, at 6:30 p.m.

\*Council received a copy of the 3<sup>rd</sup> Quarter Report of Investments; January – March 2025.

## **Pay the bills.**

\***Moved** by Zach Fedoruk seconded by Lonna Johnson to pay the bills in the amount of \$125,913.88. Ayes, 7; Nays, 0. Motion carried.

## **Approve Committee Appointments as presented.**

\***Moved** by Zach Fedoruk seconded by Kristin von Maur to approve Committee Appointments as presented. Ayes, 7; Nays, 0. Motion carried.

## **Approve the Annual Year-End Transfers.**

\***Moved** by Zack Fedoruk seconded by Kristin von Maur to approve the Annual Year-End Transfers. Ayes, 7; Nays, 0. Motion carried.

**Approve three employees, Michelle Smith, Charles Scott, and Steve Haygood to be able to use their extra week of vacation within a 6-month time from the anniversary date.**

\***Moved** by Lonna Johnson seconded by Christopher Perez to approve three employees, Michelle Smith, Charles Scott, and Steve Haygood to be able to use their extra week of vacation within a 6-month time from the anniversary date [5-year]. Ayes, 7; Nays, 0. Motion carried.

**Approve hiring Timothy Ames and Arthur Burke, part-time floating positions at Shamrock Park and the Village, at the starting pay of \$13.39 per hour, pending the results of the required pre-employment physical and non-THC drug screen.**

\***Moved** by Jack Davis seconded by Kristin von Maur to approve hiring Timothy Ames and Arthur Burke, part-time floating positions at Shamrock Park and the Village, at the starting pay of \$13.39 per hour, pending the results of the required pre-employment physical and non-THC drug screen. Ayes, 7; Nays, 0. Motion carried.

**Approve both quote #1 for \$73,600.00 and quote #2 for \$18,450.00 from BS&A Software, to switch from Caselle Connect to BS&A software.**

\***Moved** by Mark VandeVere seconded by Kristin von Maur to approve both quote #1 for \$73,600.00 and quote #2 for \$18,450.00 from BS&A Software, to switch from Caselle Connect to BS&A software. Ayes, 7; Nays, 0. Motion carried.

**Approve switching IT Management Services from Scott Brown at Priority Computer Service to PC Priority Computer Services with Tom Gear at an hourly rate of \$150.00.**

\***Moved** by Lonna Johnson seconded by Zach Fedoruk to approve switching IT Management Services from Scott Brown at Priority Computer Service to PC Priority Computer Services with Tom Gear at an hourly rate of \$150.00. Ayes, 7; Nays, 0. Motion carried.

**Approve quote from B.C. Mechanical for \$7,450.00 to update the Village Hall restrooms.**

\***Moved** by Kristin von Maur seconded by Mark VandeVere to approve quote from B.C. Mechanical for \$7,450.00 to update the Village Hall restrooms. Ayes, 7; Nays, 0. Motion carried

**Approve the purchase of a Village vehicle not to exceed \$18,000.00.**

\***Moved** by Mark VandeVere seconded by Zach Fedoruk to approve the purchase of a Village vehicle not to exceed \$18,000.00. 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, April 16, 2025, at 5:30 p.m.

**Shipping Container Ordinance.**

\***Moved** by Zach Fedoruk seconded by Lonna Johnson to approve moving forward with the shipping container ordinance and sending to Attorney Frank DeFrancesco for review. Ayes, 7; Nays, 0. Motion carried.

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

\*The next Fire Board Meeting is scheduled for Wednesday, May 28, 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, April 16, 2025, at 5:30 p.m.

**Approve Wightman's recommendation to award the Mechanic Street Improvements Project contract to Pajay, Inc. in the amount of \$830,024.00. This award is contingent upon receipt of the required bonding and insurance.**

\*Moved by Zach Fedoruk seconded by Mark VandeVere to approve Wightman's recommendation to award the Mechanic Street Improvements Project contract to Pajay, Inc. in the amount of \$830,024.00. This award is contingent upon receipt of the required bonding and insurance. Ayes, 7; Nays, 0. Motion carried.

**Approve the proposal from Wightman for Construction Engineering Services Mechanic Street Improvement Project in the approximate amount of \$111,800.00.**

\*Moved by Mark VandeVere seconded by Lonna Johnson to approve the proposal from Wightman for Construction Engineering Services Mechanic Street Improvement Project in the approximate amount of \$111,800.00. 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, April 16, 2025, at 4:00 p.m.

**Approve quote from Chardon for a 1" Water Softener for the Shamrock Park northern bathroom in the amount of \$2,794.00.**

\*Moved by Kristin von Maur seconded by Christopher Perez to approve quote from Chardon for a 1" Water Softener for the Shamrock Park northern bathroom in the amount of \$2,794.00. Ayes, 6; Nays, 0; Abstained, 1 (Zach Fedoruk). Motion carried.

**Approve quote from Mitch Sluder Construction to tear off and reroof the Shamrock Park fish station in the amount of \$3,100.00.**

\*Moved by Zach Fedoruk seconded by Kristin von Maur to approve quote from Mitch Sluder Construction to tear off and reroof the Shamrock Park fish station in the amount of \$3,100.00. Ayes, 7; Nays, 0. Motion carried.

**Approve quote from Kenneth Smith Inc. for slag rock to use to repair sites at Shamrock Park in the amount of \$2,500.00.**

\*Moved by Kristin von Maur seconded by Lonna Johnson to approve the quote from Kenneth Smith Inc. for slag rock to use to repair sites at Shamrock Park in the amount of \$2,500.00. Ayes, 7; Nays, 0. Motion carried.

**LIBRARY BOARD – Lonna Johnson**

\*The next Library Board Meeting is scheduled for Thursday, April 24, 2025, at 1:00 p.m.

**MEDIC 1 – Clerk Rachael Kuzda**

\*The next Regular Medic 1 Board Meeting is scheduled for Thursday, April 24, 2025, at 8:30 a.m.

**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: President Sheila Snyder**

\*President Sheila Snyder gave a synopsis of the Historic District Study Committee Meeting held on Friday, April 11, 2025, at 9:30 a.m.

**COMMUNITY ENGAGEMENT COORDINATOR COMMITTEE:** Chair: President Sheila Snyder  
\*President Sheila Snyder gave a synopsis of the Community Engagement Coordinator Meeting held on Wednesday, April 16, 2025, at 5:00 p.m.

**Approve Berrien Steps Challenge.**

\***Moved** by Mark VandeVere seconded by Kristin von Maur to approve moving forward with the ‘Berrien Steps Challenge’ event. Ayes, 7; Nays, 0. Motion carried.

**Approve Pup Picnic at Grove Park.**

\***Moved** by Zach Fedoruk seconded by Kristin von Maur to approve moving forward with planning the ‘Pup Picnic at Grove Park’ event. Ayes, 7; Nays, 0. Motion carried.

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

\*Chair Lonna Johnson reported that she is organizing a date in May for the next Feral/Stray Cat Committee Meeting.

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:**

1. Reminder: The Public Hearing regarding the Zoning Ordinance (retail gasoline sales facilities) will be held at 5:30 p.m. on Monday, May 05, 2025, followed by the Regular Council Meeting.
2. Reminder: Sunday, May 04, 2025, is the Spring Market in the Grove from 12:00 p.m. to 4:00 p.m.

**AUDIENCE COMMENTS:**

\*Bruce Stover addressed the Council to state that we will love the BS&A Software program.

**ADJOURNMENT:**

\***Moved** by Jack Davis seconded by Lonna Johnson to adjourn at 7:04 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