

VILLAGE OF BERRIEN SPRINGS REGULAR COUNCIL MEETING

Minutes of the Village of Berrien Springs Regular Council Meeting held on Monday, May 19, 2025.
President Pro-tem Jack Davis called the council meeting to order at 6:00 p.m.

Present: President Pro-Tem Jack Davis, Trustees: Zach Fedoruk (arrived at 6:10 p.m.), Lonna Johnson, Christopher Perez, Mark VandeVere, Village Clerk Rachael Kuzda, and Attorney DeFrancesco.

Absent: President Sheila Snyder and Trustee Kristin von Maur.

Also Present: *The Journal Era* and Bruce Stover.

All stood for the Pledge of Allegiance.

AGENDA APPROVAL:

***Moved** by Mark VandeVere seconded by Lonna Johnson to approve the agenda as presented.

Ayes, 4; Nays, 0. Motion carried.

APPROVAL OF PREVIOUS MINUTES:

Approve the minutes of the Public Hearing held on May 05, 2025.

***Moved** by Mark VandeVere seconded by Christopher Perez to approve the minutes of the Public Hearing held on May 05, 2025, as presented. Ayes, 4; Nays, 0. Motion carried.

Approve the minutes of the Regular Council Meeting held on May 05, 2025.

***Moved** by Lonna Johnson seconded by Christopher Perez to approve the minutes of the Regular Council Meeting held on May 05, 2025, as presented. Ayes, 4; Nays, 0. Motion carried.

CORRESPONDENCE:

1. Notice of Pre-Hearing regarding Indiana Michigan Power Company requests Michigan Public Service Commission's approval to commence an Energy Waste Reduction plan cost reconciliation proceeding for the period January 2024 through December 2024. To be held Thursday, June 5, 2025, at 9:30 a.m. before Administrative Law Judge Lesley C. Fairrow by video/teleconferencing.

AUDIENCE COMMENTS: None.

COMMITTEE REPORTS

FINANCE AND PERSONNEL – Chair: President Sheila Snyder

***The Council** received the minutes of the Finance & Personnel Committee Meeting held on Wednesday, May 14, 2025, at 6:30 p.m.

Trustee Zach Fedoruk arrived at this time.

Pay the bills.

***Moved** by Mark VandeVere seconded by Lonna Johnson to pay the bills in the amount of \$160,818.57. Ayes, 5; Nays, 0. Motion carried.

Set a Public Hearing followed by a Special Council Meeting date to set the 2025 Village of Berrien Springs Tax Millage.

***Moved** by Zach Fedoruk seconded by Lonna Johnson to set a Public Hearing followed by a Special Council Meeting on Tuesday, May 27, 2025, at 5:00 p.m. to set the 2025 Village of Berrien Springs Tax Millage. Ayes, 5; Nays, 0. Motion carried.

Approve Sunrise Cleaning for bi-weekly office cleaning at the Village Hall not to exceed \$600 per month, and an initial deep cleaning, not to exceed 10 hours at \$65.00 an hour.

***Moved** by Mark VandeVere seconded by Zach Fedoruk to approve Sunrise Cleaning for bi-weekly office cleaning at the Village Hall not to exceed \$600 per month, and an initial deep cleaning, not to exceed 10 hours at \$65.00 an hour. Ayes, 5; Nays, 0. Motion carried.

Approve hiring Kyler Daniel for summer help, not to exceed 15 hours per week. If approved, an hourly wage will need to be determined.

***Moved** by Zach Fedoruk seconded by Christopher Perez to approve hiring Kyler Daniel for summer help, not to exceed 15 hours per week. Ayes, 4; Nays, 1 (Jack Davis). Motion carried.

Approve an hourly wage.

***Moved** by Zach Fedoruk seconded by Lonna Johnson to approve an hourly wage of \$13.00 per hour for Kyler Daniel. Ayes, 5; Nays, 0. Motion carried.

Approve a commercial credit card from United Federal Credit Union for Jennifer Marren that will follow the current credit card policy.

***Moved** by Mark VandeVere seconded by Zach Fedoruk to approve a commercial credit card from United Federal Credit Union for Jennifer Marren that will follow the current credit card policy. Ayes, 5; Nays, 0. Motion carried.

Village of Berrien Springs Vehicle Use Policy.

***Moved** by Zach Fedoruk seconded by Christopher Perez to approve the Village of Berrien Springs Vehicle Use Policy contingent on updating the policy to use “the Village of Berrien Springs” instead of “the Company” throughout the document. Ayes, 5; Nays, 0. Motion carried.

Village of Berrien Springs Mileage Reimbursement Policy for Employees.

***Moved** by Mark VandeVere seconded by Christopher Perez to approve the Village of Berrien Springs Mileage Reimbursement Policy for Employees. Ayes, 5; Nays, 0. Motion carried.

PUBLIC PROPERTIES AND ORDINANCE – Chair: Kristin von Maur

***Council** received the minutes of the Public Properties and Ordinance Committee Meeting held on Wednesday, May 14, 2025, at 5:30 p.m.

Approve \$2,000.00 towards the asbestos inspection for 4576 E. Snow Road.

***Moved** by Zach Fedoruk seconded by Lonna Johnson to approve \$2,000.00 towards the asbestos inspection for 4576 E. Snow Road. Ayes, 5; 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, May 14, 2025, at 5:30 p.m.

Approve ETNA quote for 385 new MXU Radios and two tablets for meter reading at a cost of \$64,000.00.

***Moved** by Zach Fedoruk seconded by Lonna Johnson to approve ETNA quote for 385 new MXU Radios and two tablets for meter reading at a cost of \$64,000.00. Ayes, 5; Nays, 0. Motion carried.

Approve the purchase of two check valves for the Main Street lift station from Grainger in the amount of \$1,223.58.

***Moved** by Christopher Perez seconded by Mark VandeVere to approve the purchase of two check valves for the Main Street lift station from Grainger in the amount of \$1,223.58. Ayes, 5; Nays, 0. Motion carried.

Approve street line painting contracted through Berrien County Road Department at an estimated cost of \$1,800.00.

***Moved** by Lonna Johnson seconded by Zach Fedoruk to approve street line painting contracted through Berrien County Road Department at an estimated cost of \$1,800.00. Ayes, 5; Nays, 0. Motion carried.

Approve blade patching 600 feet of Rosehill Road from Harrison to the Village limits and 400 feet of North Main Street from Midway to the Village limits, contracted through Berrien County Road Department at a not to exceed amount of \$30,000.00.

***Moved** by Zach Fedoruk seconded by Lonna Johnson to approve blade patching 600 feet of Rosehill Road from Harrison to the Village limits and 400 feet of North Main Street from Midway to the Village limits, contracted through Berrien County Road Department at a not to exceed amount of \$30,000.00. Ayes, 5; Nays, 0. Motion carried.

SHAMROCK PARK COMMITTEE – Chair: Jack Davis

*Council received the March and April 2025 Revenue/Expense Reports.

*Chair Jack Davis gave a synopsis of the Shamrock Park Committee Meeting held on Wednesday, May 14, 2025, at 4:00 p.m.

Approve Berrien County Road Department quote for Shamrock Park main entrance roadwork in the amount of \$20,450.00.

***Moved** by Mark VandeVere seconded by Christopher Perez to approve Berrien County Road Department quote for Shamrock Park main entrance roadwork in the amount of \$20,450.00. Ayes, 5; Nays, 0. Motion carried.

Approve quote from Kenneth Smith Inc. for slag rock at Shamrock Park in the amount of \$2,450.00.

***Moved** by Zach Fedoruk seconded by Christopher Perez to approve quote from Kenneth Smith Inc. for slag rock at Shamrock Park in the amount of \$2,450.00. Ayes, 5; Nays, 0. Motion carried.

LIBRARY BOARD – Lonna Johnson

*Council received the Berrien Springs Community Library Minutes of the Budget Hearing and Board Meeting held on March 27, 2025.

*The next Library Board Meeting is scheduled for Thursday, May 22, 2025, at 1:00 p.m.

MEDIC 1 – Clerk Rachael Kuzda

*The next Regular Medic 1 Board Meeting is scheduled for Thursday, May 22, 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, July 31, 2025, at 3:30 p.m.

HISTORIC DISTRICT STUDY COMMITTEE: Chair: President Sheila Snyder

*Clerk Rachael Kuzda informed the Council that the consultants have all the comments and suggestions of the Historic District Study Committee members, and they are working on their next draft report.

COMMUNITY ENGAGEMENT COORDINATOR COMMITTEE: Chair: President Sheila Snyder

*The Community Engagement Coordinator Meeting scheduled for Wednesday, May 14, 2025, at 5:00 p.m. was cancelled.

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

*The next Ad Hoc Feral/Stray Cats Committee Meeting is scheduled for Tuesday, May 20, 2025, at 5:00 p.m.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

Approve Central Berrien County CGA Service Agreement.

***Moved** by Mark VandeVere seconded by Christopher Perez to approve Central Berrien County CGA Service Agreement. Ayes, 5; Nays, 0. Motion carried.

Approve appointing to the M-139 Joint Zoning Board of Appeals a joint Village and Township member to be Andrew von Maur and one of two Village representatives to be Rhonda Root. A second Village representative is to be determined.

***Moved** by Lonna Johnson seconded by Mark VandeVere to approve appointing to the M-139 Joint Zoning Board of Appeals a joint Village and Township member to be Andrew von Maur and one of two Village representatives to be Rhonda Root. A second Village representative is to be determined. Ayes, 5; Nays, 0. Motion carried.

1. Reminder: Biggby Coffee ribbon cutting will be held on Wednesday, May 28, 2025, at 3:00 p.m.
2. The Village Hall will be closed on Monday, May 26, 2025, due to the Memorial Day Holiday.
3. Council received a storm cleanup update report from Public Works Superintendent Dave Kunde.

AUDIENCE COMMENTS: None.

ADJOURNMENT:

***Moved** by Mark VandeVere seconded by Zach Fedoruk to adjourn at 6:57 p.m. Ayes, 5; Nays, 0. Motion carried.

Rachael Kuzda, MiPMC
Village Clerk

Jack Davis
Village President Pro-Tem