

# VILLAGE OF BERRIEN SPRINGS REGULAR COUNCIL MEETING

Minutes of the Village of Berrien Springs Regular Council Meeting held on Monday, July 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, Kristin von Maur, Village Clerk Rachael Kuzda, and Attorney DeFrancesco.

Absent: Trustees Christopher Perez and Mark VandeVere.

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

All stood for the Pledge of Allegiance.

## AGENDA APPROVAL:

**\*Moved** by Jack Davis seconded by Lonna Johnson to approve the agenda with addition under Community Engagement Coordinator Committee: Approve the letter presented to be mailed to commercial and industrial property owners and hold a Business Owner Forum on Monday, August 25, 2025, at 7:00 p.m., at the Village Hall, immediately following the council meeting and under Shamrock Park add to agenda item #3 Approve Shamrock Park Rate Increases as presented, effective November 01, 2025. Ayes, 5; Nays, 0. Motion carried.

## APPROVAL OF PREVIOUS MINUTES:

**Approve the minutes of the Regular Council Meeting held on July 07, 2025.**

**\*Moved** by Zach Fedoruk seconded by Lonna Johnson to approve the minutes of the Regular Council Meeting held on July 07, 2025, as presented. Ayes, 5; Nays, 0. Motion carried.

## CORRESPONDENCE:

1. Notice of Pre-Hearing regarding Indiana Michigan Power Company requests Michigan Public Service Commission's approval to commence a renewable energy cost reconciliation proceeding for the 12-month period ended December 31, 2024. To be held Tuesday, August 05, 2025, at 10:30 a.m. before Administrative Law Judge Christopher S. Saunders by video/teleconferencing.
2. Notice of Pre-Hearing regarding Michigan Gas Utilities Corporation requests Michigan Public Service Commission's approval for a gas cost recovery reconciliation proceeding for the 12-month period ending March 31, 2025. To be held Thursday, August 14, 2025, at 10:00 a.m. before Administrative Law Judge James M. Varchetti by video/teleconferencing.
3. Pipeline Safety Resources for Emergency and Public Officials received.
4. Michigan Municipal League Annual Meeting Notice received.
5. AxMi Tax Information Forum information received from Southwest Michigan Republican PAC.

**AUDIENCE COMMENTS:** None.

## COMMITTEE REPORTS

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

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

**\*Council** received a copy of the 4<sup>th</sup> Quarter Report of Investments; April – June 2025.

## Pay the bills.

**\*Moved** by Jack Davis seconded by Zach Fedoruk to pay the bills in the amount of \$81,124.36. Ayes, 5; Nays, 0. Motion carried.

**Approve Invoice from Berrien County Community Development for payment of the Berrien County Water /Sewage Improvements No. 31 Bond, the Village's share is \$15,163.15.**

**\*Moved** by Zach Fedoruk seconded by Kristin von Maur to approve Invoice from Berrien County Community Development for payment of the Berrien County Water /Sewage Improvements No. 31 Bond, the Village's share is \$15,163.15. Ayes, 5; Nays, 0. Motion carried.

**Approve withholding the resignation of Shamrock Park Part-Time Worker Tim Ames, to allow him the opportunity to work when and if he is able to.**

**\*Moved** by Kristin von Maur seconded by Zach Fedoruk to approve withholding the resignation of Shamrock Park Part-Time Worker Tim Ames, to allow him the opportunity to work when and if he is able to. Ayes, 5; Nays, 0. Motion carried.

**Approve Shamrock Park Manger Rick Camacho and Public Works Superintendent Dave Kunde to conduct an interview with Heilo Zimmerman for part-time as needed employment at Shamrock Park/VBS and offer him the job at our starting part-time wage if the applicant can meet the job requirements.**

**\*Moved** by Jack Davis seconded by Kristin von Maur to approve Shamrock Park Manger Rick Camacho and Public Works Superintendent Dave Kunde to conduct an interview with Heilo Zimmerman for part-time as needed employment at Shamrock Park/VBS and offer him the job at our starting part-time wage if the applicant can meet the job requirements. Ayes, 5; Nays, 0. Motion carried.

**Approve the Travel and Education Request from Clerk Rachael Kuzda to attend the Michigan Association of Municipal Clerks Member Education Day on August 27, 2025, in an amount not to exceed \$400.00.**

**\*Moved** by Kristin von Maur seconded by Zach Fedoruk to approve the Travel and Education Request from Clerk Rachael Kuzda to attend the Michigan Association of Municipal Clerks Member Education Day on August 27, 2025, in an amount not to exceed \$400.00. Ayes, 5; 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, July 16, 2025, at 5:30 p.m.

**Approve requesting bids for landscaping 13-14 downtown flowerbeds, including both planting and first-year maintenance. Bids should be based on existing plans but may include alternative suggestions.**

**\*Moved** by Zach Fedoruk seconded by Lonna Johnson to approve requesting bids for landscaping 13-14 downtown flowerbeds, including both planting and first-year maintenance. Bids should be based on existing plans but may include alternative suggestions. Ayes, 5; Nays, 0. Motion carried.

**Approve ordering parking tickets so the Code Enforcement Officer can enforce Village Parking Ordinance.**

**\*Moved** by Zach Fedoruk seconded by Jack Davis to approve ordering parking tickets so the Code Enforcement Officer can enforce Village Parking Ordinance. 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, July 23, 2025, at 5:00 p.m.**

**PUBLIC UTILITIES – Chair: Mark VandeVere**

**\*Committee Member Zach Fedoruk gave a synopsis of the Public Utilities Committee Meeting held on Wednesday, July 16, 2025, at 5:30 p.m.**

**Approve the purchase of four 450-pound drums of Polymer for the WWTP from Neo Solutions at a cost of \$3,456.00.**

**\*Moved** by Lonna Johnson seconded by Kristin von Maur to approve the purchase of four 450-pound drums of Polymer for the WWTP from Neo Solutions at a cost of \$3,456.00. Ayes, 5; Nays, 0. Motion carried.

**Approve Public Works Superintendent Dave Kunde beginning the process of requesting quotes for engineering and design services for that work [upcoming road and underground work].**

**\*Moved** by Kristin von Maur seconded by Lonna Johnson to approve Public Works Superintendent Dave Kunde beginning the process of requesting quotes for engineering and design services for that work. Ayes, 5; 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, July 16, 2025, at 4:00 p.m.

**\*Council** received the June 2025 Revenue/Expense Report.

**Approve Campground Reservation Software: Campspot.**

**\*Moved** by Jack Davis seconded by Lonna Johnson to approve Campground Reservation Software: Campspot. Ayes, 5; Nays, 0. Motion carried.

**Approve Pipestone Small Engine to replace the motor in the John Deere Z930M zero turn lawn mower in the amount of \$3,050.00.**

**\*Moved** by Zach Fedoruk seconded by Jack Davis to approve Pipestone Small Engine to replace the motor in the John Deere Z930M zero turn lawn mower in the amount of \$3,050.00. Ayes, 5; Nays, 0. Motion carried.

**Approve Shamrock Park Rate Increases as presented, effective November 01, 2025.**

**\*Moved** by Lonna Johnson seconded by Zach Fedoruk to approve Shamrock Park Rate Increases as presented, effective November 01, 2025. Ayes, 5; Nays, 0. Motion carried.

**Approve Matterport 360 Virtual Tour quote in the amount of \$73.29 per month.**

**\*Moved** by Jack Davis seconded by Kristin von Maur to approve Matterport 360 Virtual Tour quote in the amount of \$73.29 per month. Discussion held.

**\*Moved** by Lonna Johnson seconded by Kristin von Maur to postpone approving Matterport 360 Virtual Tour quote in the amount of \$73.29 per month until more information is received. Ayes, 5; Nays, 0. Motion carried.

**Approve Maverick truck lighting bed lining etc. quote from Starlite Customs Truck & Auto in the amount of \$2,580.00.**

**\*Moved** by Jack Davis seconded by Zach Fedoruk to approve Maverick truck lighting bed lining etc. quote from Starlite Customs Truck & Auto in the amount of \$2,580.00. Ayes, 5; Nays, 0. Motion carried.

**LIBRARY BOARD – Lonna Johnson**

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

**MEDIC 1 – Clerk Rachael Kuzda**

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

**HISTORIC DISTRICT STUDY COMMITTEE: Chair: President Sheila Snyder**

\*Current progress and next steps for establishing the Historic District were briefly discussed.

**COMMUNITY ENGAGEMENT COORDINATOR COMMITTEE: Chair: President Sheila Snyder**

\*President Sheila Snyder gave a synopsis of the Community Engagement Coordinator Meeting held on Wednesday, July 16, 2025, at 5:00 p.m.

**Approve TextMyGov Partnership Agreement.**

\***Moved** by Zach Fedoruk seconded by Lonna Johnson to approve TextMyGov Partnership Agreement. Ayes, 5; Nays, 0. Motion carried

**Approve the letter presented to be mailed to commercial and industrial property owners and hold a Business Owner Forum on Monday, August 25, 2025, at 7:00 p.m., at the Village Hall, immediately following the council meeting.**

\***Moved** by Zach Fedoruk seconded by Kristin von Maur to approve the letter presented to be mailed to commercial and industrial property owners and hold a Business Owner Forum on Monday, August 25, 2025, at 7:00 p.m., at the Village Hall, immediately following the council meeting. Ayes, 5; Nays, 0. Motion carried

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

\*Chair Lonna Johnson is working on scheduling a committee meeting date for August.

**UNFINISHED BUSINESS: None.**

**NEW BUSINESS: None.**

**AUDIENCE COMMENTS:**

\*Jason Ramtahal addressed the council regarding enforcing the parking ordinances. Discussion held.

**ADJOURNMENT:**

\***Moved** by Zach Fedoruk seconded by Lonna Johnson to adjourn at 7:12 p.m. Ayes, 5; Nays, 0. Motion carried.

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Rachael Kuzda, MiPMC  
Village Clerk

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Sheila Snyder  
Village President