

VILLAGE OF BERRIEN SPRINGS REGULAR COUNCIL MEETING

Minutes of the Village of Berrien Springs Regular Council Meeting held on Monday, August 25, 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 (arrived at 6:06 p.m.), Lonna Johnson, Christopher Perez, Kristin von Maur, Mark VandeVere, Village Clerk Rachael Kuzda, and Attorney DeFrancesco.

Absent: None.

Also Present: *The Journal Era*, Bruce Stover, Joshua and David Workman from Lakeshore Recycling and Disposal, and several audience members.

All stood for the Pledge of Allegiance.

AGENDA APPROVAL:

***Moved** by Mark VandeVere seconded by Lonna Johnson to approve the agenda as presented. Ayes, 6; Nays, 0. Motion carried.

APPROVAL OF PREVIOUS MINUTES:

Approve the minutes of the Regular Council Meeting held on August 04, 2025.

***Moved** by Jack Davis seconded by Mark VandeVere to approve the minutes of the Regular Council Meeting held on August 04, 2025, as presented. Ayes, 6; Nays, 0. Motion carried.

CORRESPONDENCE:

1. Comcast Programming Advisory received regarding changes to Xfinity TV services channel changes.

AUDIENCE COMMENTS:

*Ryan Odiorne addressed the council with questions regarding the rules to stay at Shamrock Park Campground. He was asked to leave his phone number, and we will follow up.

COMMITTEE REPORTS

FINANCE AND PERSONNEL – Chair: President Sheila Snyder

*President Sheila Snyder gave a synopsis of the Finance & Personnel Committee Meeting held on Wednesday, August 20, 2025, at 6:30 p.m.

Trustee Zach Fedourk arrived at this time.

Pay the bills.

***Moved** by Lonna Johnson seconded by Christopher Perez to pay the bills in the amount of \$203,640.34. Ayes, 7; Nays, 0. Motion carried.

Approve the invoice from the Michigan Finance Authority regarding Project Number 5168-01 (Wastewater Treatment Plan 2006) in the amount of \$30,093.57 for interest.

***Moved** by Kristin von Maur seconded by Zach Fedoruk to approve the invoice from the Michigan Finance Authority regarding Project Number 5168-01 (Wastewater Treatment Plan 2006) in the amount of \$30,093.57 for interest. Ayes, 7; Nays, 0. Motion carried.

Approve accepting Lakeshore Recycling & Disposals proposal for weekly waste & bi-weekly recycling for a 3-year contract.

***Moved** by Mark VandeVere seconded by Kristin von Maur to approve accepting Lakeshore Recycling & Disposals proposal for weekly waste & bi-weekly recycling for a 3-year contract. Ayes, 7; Nays, 0. Motion carried.

Approve interviewing all applicants for part-time position(s) at Shamrock Park/Village of Berrien Springs and hire up to 2 that best meet the job requirements.

***Moved** by Mark VandeVere seconded by Zach Fedoruk to approve interviewing all applicants for part-time position(s) at Shamrock Park/Village of Berrien Springs and hire up to 2 that best meet the job requirements. Ayes, 7; Nays, 0. Motion carried.

Approve the annual “Resolution to Adopt The Annual Exemption Option As Set Forth In 2011 Public Act 152, The Publicly Funded Health Insurance Contribution Act”.

***Moved** by Kristin von Maur seconded by Lonna Johnson to approve the annual “Resolution to Adopt The Annual Exemption Option As Set Forth In 2011 Public Act 152, The Publicly Funded Health Insurance Contribution Act”. Roll call vote: Jack Davis/Aye; Lonna Johnson/Aye; Kristin von Maur/Aye; Mark VandeVere/Aye; Christopher Perez/Aye; Zach Fedoruk/Aye; President Sheila Snyder/Aye. Motion carried.

Approve the annual “Resolution for Designation Of Street Administrator” as required by MDOT.

***Moved** by Jack Davis seconded by Zach Fedourk to approve the annual “Resolution for Designation Of Street Administrator” as required by MDOT. Roll call vote: Zach Fedourk/Aye; Christopher Perez/Aye; Mark VandeVere/Aye; Jack Davis/Aye; Lonna Johnson/Aye; Kristin von Maur/Aye; President Sheila Snyder/Aye. Motion carried.

Approve the annual “Performance Resolution For Municipalities” as required by MDOT.

***Moved** by Zach Fedoruk seconded by Kristin von Maur to approve the annual “Performance Resolution For Municipalities” as required by MDOT. Roll call vote: Kristin von Maur/Aye; Lonna Johnson/Aye; Jack Davis/Aye; Mark VandeVere/Aye; Christopher Perez/Aye; Zach Fedourk/Aye; President Sheila Snyder/Aye. Motion carried.

Approve the “Unpaid Time Off Approval Process” where all unpaid time must be approved.

***Moved** by Kristin von Maur seconded by Mark VandeVere to approve the “Unpaid Time Off Approval Process” where all unpaid time must be approved. 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, August 20, 2025, at 5:30 p.m.

***A** Special Public Properties and Ordinance Committee Meeting has been scheduled for Thursday, August 28, 2025, at 5:30 p.m.

Review Draft Ordinance “Under Appendix B, Entitled “Zoning”, Article XI Of The Village Code Entitled “C-2 Central Business District, An Ordinance To Remove “Assembly Halls Of Schools, Churches, And Other Organizations” and, “Group Homes, Including Nursing, Child And Adult Foster Care Facilities Not Elsewhere Regulated” and, “Village/Township, School And Other Governmental Buildings” As Uses Permitted By Right Under Section 11.02, Entitled, “Uses Permitted By Right” Subsection A; And To Add New Subsections H., I. and J. Under Appendix B Entitled “Zoning”, Article XI Of The Village Code Entitled “C-2 Central Business District” Section 11.03 Entitled “Uses Permitted By Special Use Permit”.

***Moved** by Mark VandeVere seconded by Lonna Johnson to set a Public Hearing for September 15, 2025, at 5:45 p.m. before the regular council Meeting [regarding zoning ordinance]. Ayes, 7; Nays, 0. Motion carried.

Review and consider approving a bid for the demolition of Wolf’s Prairie Playground.

***Moved** by Lonna Johnson seconded by Jack Davis to approve Pelley Excavating bid of \$17,932.00 for the demolition of Wolf’s Prairie Playground. 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, September 24, 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, August 20, 2025, at 5:30 p.m.**

Approve the quote from Integrity Control and Automation LLC for a replacement Auma Actuator for the SBR 1 Effluent Valve (VA-8B) at the Wastewater Treatment Plant in the amount of \$3,580.00 plus freight.

***Moved** by Kristin von Maur seconded by Lonna Johnson to approve the quote from Integrity Control and Automation LLC for a replacement Auma Actuator for the SBR 1 Effluent Valve (VA-8B) at the Wastewater Treatment Plant in the amount of \$3,580.00 plus freight. 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, August 20, 2025, at 4:00 p.m.**

***Council received the July 2025 Revenue/Expense Report.**

Approve all storage fees for Shamrock Park to be \$50.00.

***Moved** by Lonna Johnson seconded by Kristin von Maur to approve all storage fees for Shamrock Park to be \$50.00. Ayes, 7; Nays, 0. Motion carried.

Approve R.W. Lapine Inc. quote for a water softener for the north bathroom in the amount of \$2,731.00.

***Moved** by Kristin von Maur seconded by Mark VandeVere to approve R.W. Lapine Inc. quote for a water softener for the north bathroom in the amount of \$2,731.00. Ayes, 7; Nays, 0. Motion carried.

Approve Beaudoin Electrical Construction quote for main box replacement sites 47-67 in the amount of \$8,100.00.

***Moved** by Zach Fedoruk seconded by Kristin von Maur to approve Beaudoin Electrical Construction quote for main box replacement sites 47-67 in the amount of \$8,100.00. Ayes, 7; Nays, 0. Motion carried.

Approve Mitch Sluder Construction Inc. quote for roof work for the work barn due to storm damage in the amount of \$6,050.00.

***Moved** by Zach Fedoruk seconded by Christopher Perez to approve Mitch Sluder Construction Inc. quote for roof work for the work barn due to storm damage in the amount of \$6,050.00. Ayes, 7; Nays, 0. Motion carried.

Approve allowing Shamrock Park Part-Time Worker Patricia Henson the opportunity to return to work when and if she is able to.

***Moved** by Jack Davis seconded by Mark VandeVere to approve allowing Shamrock Park Part-Time Worker Patricia Henson the opportunity to return to work when and if she is able to. Ayes, 7; Nays, 0. Motion carried.

LIBRARY BOARD – Lonna Johnson

***The next Library Board Meeting is scheduled for Thursday, August 28, 2025, at 1:00 p.m.**

MEDIC 1 – Clerk Rachael Kuzda

***The next Regular Medic 1 Board Meeting is scheduled for Thursday, August 28, 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 last Police Committee Meeting of 2025 is scheduled for Thursday, October 30, 2025, at 3:30 p.m.**

HISTORIC DISTRICT STUDY COMMITTEE: Chair: President Sheila Snyder

***No new update.**

COMMUNITY ENGAGEMENT COORDINATOR COMMITTEE: Chair: President Sheila Snyder

***President Sheila Snyder gave a synopsis of the Community Engagement Coordinator Meeting held on Wednesday, August 20, 2025, at 5:00 p.m.**

Approve to pay \$700.00 for live music entertainment and permit 1 to 2 food trucks to operate on site at this community event at Grove Park to promote the park, the planned new playground and the needed new Playground equipment and in furtherance of the celebration of Labor Day and the contentment of all our residents.

***Moved** by Zach Fedourk seconded by Mark VandeVere to approve to pay \$700.00 for live music entertainment and permit 1 to 2 food trucks to operate on site at this community event at Grove Park to promote the park, the planned new playground and the needed new Playground equipment and in furtherance of the celebration of Labor Day and the contentment of all our residents. Ayes, 7; Nays, 0. Motion carried.

Approve moving forward with Community Survey distribution.

***Moved** by Jack Davis seconded by Lonna Johnson to approve moving forward with Community Survey distribution. Ayes, 7; Nays, 0. Motion carried.

Approve exploration of starting a DDA and associated costs.

***Moved** by Kristin von Maur seconded by Lonna Johnson to approve exploration of starting a DDA and associated costs. Ayes, 7; Nays, 0. Motion carried.

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 Thursday, August 14, 2025, at 5:00 p.m.

*Council received a copy of Fried's Cat Shelter's Newsletter #136.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

1. Reminder: the next Council Meeting will be held on Tuesday, September 02, 2025, due to Labor Day Holiday.
2. The Village Hall will be closed for Labor Day on Monday, September 01, 2025.

AUDIENCE COMMENTS:

*Alyssa Baxter of 409 S. Cass Street addressed the council regarding challenging parking at her property. She was encouraged to reach out to the Zoning Administrator.

ADJOURNMENT:

***Moved** by Mark VandeVere seconded by Jack Davis to adjourn at 7:00 p.m. Ayes, 7; Nays, 0. Motion carried.

Rachael Kuzda, MiPMC
Village Clerk

Sheila Snyder
Village President