

VILLAGE OF BERRIEN SPRINGS REGULAR COUNCIL MEETING

Minutes of the Village of Berrien Springs Regular Council Meeting held on Monday, September 15, 2025.

President Sheila Snyder called the council meeting to order at 6:13 p.m.

Present: President Sheila Snyder, President Pro-Tem Jack Davis, Trustees: Zach Fedoruk, Mark Vandever, Christopher Perez, Lonna Johnson, Kristin von Maur, Deputy Clerk Michelle Smith, and Attorney DeFrancesco.

Absent: None

Also present: *The Journal Era*, Bruce Stover, and several audience members.

All stood for the Pledge of Allegiance at the public hearing held before the regular council meeting.

AGENDA APPROVAL:

***Moved** by Christopher Perez seconded by Mark Vandever 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 September 02, 2025.

***Moved** by Jack Davis seconded by Zach Fedoruk to approve the minutes of the Regular Council Meeting held Monday, September 2, 2025, as presented. Ayes, 7; Nays, 0. Motion carried.

CORRESPONDENCE:

None.

AUDIENCE COMMENTS:

None.

COMMITTEE REPORTS

FINANCE AND PERSONNEL – Chair: President Sheila Snyder

***The next Finance & Personnel Committee Meeting is scheduled for Wednesday, October 15, 2025, at 6:30p.m.**

Pay the bills.

***Moved** by Zach Fedoruk seconded by Kristin von Maur to pay the bills in the amount of \$139,021.98. Ayes, 7; Nays, 0. Motion carried.

Approve Resolution Pursuant to Chapter 37, “Solid Waste” And Chapter 40 “Utilities”, Of The Code Of Ordinances, Village of Berrien Springs, Michigan – Solid Waste Collection Rates and Charges.

***Moved** by Zach Fedoruk seconded by Lonna Johnson to Approve Resolution Pursuant to Chapter 37, “Solid Waste” And Chapter 40 “Utilities”, Of The Code Of Ordinances, Village of Berrien Springs, Michigan – Solid Waste Collection Rates and Charges. Roll call vote: Zach Fedoruk/Aye; Christopher Perez/Aye; Mark Vandever/Aye; Lonna Johnson/Aye; Kristin von Maur/Aye; President Pro-Tem Jack Davis/Aye; and President Sheila Snyder/Aye. Motion carried.

Approve “Restated/Updated Residential Garbage, Refuse And Recycling Collection Intergovernmental Agreement Between the Village of Berrien Springs and Oronoko Charter Township.”

***Moved** by Jack Davis seconded by Mark Vandever to approve “Restated/Updated Residential Garbage, Refuse And Recycling Collection Intergovernmental Agreement Between the Village of Berrien Springs and Oronoko Charter Township.” Ayes, 7; Nays, 0. Motion carried.

Approve to increase Community Engagement Coordinator Jennifer Bossert’s pay by \$2.00 per hour, effective September 22, 2025, based on the expansion of her job duties and performance.

***Moved** by Zach Fedoruk seconded by Jack Davis to approve to increase Community Engagement Coordinator Jennifer Bossert’s pay by \$2.00 per hour, effective September 22, 2025, based on the expansion of her job duties and performance. Ayes, 7; Nays, 0. Motion carried.

Bid Submission and Acceptance Policy.

***Moved** by Zach Fedoruk seconded by Mark Vandevere to approve Bid Submission and Acceptance Policy. 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, September 10, 2025 at 5:30 p.m.

Zoning Ordinance Amendment.,

***Moved** by Zach Fedoruk seconded by Kristin von Maur to table the conversation regarding the Zoning Ordinance Amendment. Ayes, 7; Nays, 0. Motion carried.

Add Landscape bids to the agenda.

***Moved** by Zach Fedoruk seconded by Mark Vandevere to add the Landscape bids to the agenda. Ayes, 7; Nays, 0.

Approve Landscape bid.

***Moved** by Zach Fedoruk seconded by Mark Vandevere to accept the Villwock bid of \$1.00 after stipulations have been provided. Ayes, 7; Nays, 0. Motion carried.

*The next Public Properties and Ordinance committee meeting is scheduled for Wednesday, October 15, 2025 at 5:30 p.m.

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, September 10, 2025, at 5:30 p.m.

Approve Wightman Proposal for Engineering Services for Rose Hill area in the amount of \$49,620.00.

***Moved** by Mark Vandevere seconded by Christopher Perez to approve Wightman Proposal for Engineering Services for Rose Hill area in the amount of \$49,620.00. Ayes, 7; Nays, 0. Motion carried.

*The next Public Utilities Committee Meeting is scheduled for Wednesday, October 15, 2025 at 5:30 pm.

SHAMROCK PARK COMMITTEE – Chair: Jack Davis

*Council received the August 2025 Revenue/Expense Report.

*Chair Jack Davis gave a synopsis of the Shamrock Park Committee Meeting held on Wednesday, September 10, 2025, at 4:00 p.m.

*The next Shamrock Park Committee meeting is scheduled for Wednesday, October 15, 2025, at 4:00 p.m.

LIBRARY BOARD – Lonna Johnson

*The next Library Board Meeting is scheduled for Thursday, September 25, 2025, at 1:00 p.m.

MEDIC 1 – Clerk Rachael Kuzda

*The next Regular Medic 1 Board Meeting is scheduled for Thursday, September 25, 2025, at 8:30 a.m.

RECREATION AUTHORITY – Jack Davis**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**Approve the estimate from Wightman to prepare the required legal description for the Historic District in the amount of \$1,000.00.**

***Moved** by Christopher Perez seconded by Kristin von Maur to approve the estimate from Wightman to prepare the required legal description for the Historic District in the amount of \$1,000.00. Ayes, 7; Nays, 0. Motion carried.

COMMUNITY ENGAGEMENT COORDINATOR COMMITTEE: Chair: President Sheila Snyder

*Chair Sheila gave a synopsis of the Community Engagement Coordinator Committee Meeting held on Wednesday, September 10, 2025, at 5:00 p.m.

Approve to research pricing for event signage.

*Discussion held.

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

*Chair Lonna Johnson reported that they are still catching cats.

*The next AD HOC Committee Meeting is scheduled for Tuesday, September 30, 2025, at 5:00 p.m.

UNFINISHED BUSINESS:

None.

NEW BUSINESS:

Approve Pajay's Application for Payment No. 2 for the North Mechanic Street Project as recommended by Wightman & Associates, Inc. in the amount of \$274,347.45.

***Moved** by Lonna Johnson seconded by Zach Fedoruk to approve Pajay's Application for Payment No. 2 for the North Mechanic Street Project as recommended by Wightman & Associates, Inc. in the amount of \$274,347.45. Ayes, 7; Nays, 0. Motion carried.

Audience Comments:

None.

Council Comments:

None.

ADJOURNMENT:

***Moved** by Mark Vandevere seconded by Christopher Perez to adjourn at 7:18 p.m. Ayes, 7; Nays, 0. Motion carried.

Michelle Smith
Deputy Clerk

Sheila Snyder
Village President

