

# VILLAGE OF BERRIEN SPRINGS REGULAR COUNCIL MEETING

Minutes of the Village of Berrien Springs Regular Council Meeting held on Monday, December 01, 2025.

President Sheila Snyder called the council meeting to order at 6:01 p.m.

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

Absent: None.

Also Present: *The Journal Era* and several audience members.

All stood for the Pledge of Allegiance.

## AGENDA APPROVAL:

\***Moved** by Zach Fedoruk seconded by Kristin von Maur to approve the agenda with the addition under Personnel and Finance to accept the resignation of part-time employee Wendy Hulick-Karpe. Ayes, 7; Nays, 0. Motion carried.

## APPROVAL OF PREVIOUS MINUTES:

**Approve the minutes of the Regular Council Meeting held on November 17, 2025.**

\***Moved** by Jack Davis seconded by Lonna Johnson to approve the minutes of the Regular Council Meeting held on November 17, 2025, as presented. Ayes, 7; Nays, 0. Motion carried.

## CORRESPONDENCE:

1. Notice of Pre-Hearing regarding Indiana Michigan Power Company requests Michigan Public Service Commission for approval of modifications to its Large Power Tariff – Tariff LP. To be held Friday, December 19, 2025, at 9:00 a.m. before Administrative Law Judge Christopher S. Saunders by video/teleconferencing.
2. Received an email from Darwin Watson, City Manager of City of New Buffalo to see the interest of other local leaders in resurrecting an Intermunicipal Best Practices Committee.

## AUDIENCE COMMENTS:

\*None.

## COMMITTEE REPORTS

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

\*The next Finance & Personnel Committee Meeting is scheduled for Monday, December 8, 2025, at 6:00 p.m.

### Pay the bills.

\***Moved** by Mark VandeVere seconded by Zach Fedoruk to pay the bills in the amount of \$60,349.74 Ayes, 7; Nays, 0. Motion carried.

**Approve Pajay's Application for Payment No. 4 for the North Mechanic Street Project as recommended by Wightman & Associates, Inc. in the amount of \$95,638.78.**

\***Moved** by Zach Fedoruk seconded by Jack Davis to approve Pajay's Application for Payment No. 4 for the North Mechanic Street Project as recommended by Wightman & Associates, Inc. in the amount of \$95,638.78. Ayes, 7; Nays, 0. Motion carried.

**Accept the resignation of part-time employee Wendy Hulick-Karpe.**

\*Moved by Mark VandeVere seconded by Zach Fedoruk to accept the resignation of part-time employee Wendy Hulick-Karpe. Ayes, 7; Nays, 0. Motion carried.

**PUBLIC PROPERTIES AND ORDINANCE – Chair: Kristin von Maur**

\*The next Public Properties and Ordinance Committee Meeting is scheduled for Wednesday, December 10, 2025, at 5:30 p.m.

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

\*Representative Jack Davis gave a synopsis of the last Fire Board Meeting of 2025 held on Wednesday, November 19, 2025, at 5:00 p.m.

**PUBLIC UTILITIES – Chair: Mark VandeVere**

\*The next Public Utilities Committee Meeting is scheduled for Wednesday, December 10, 2025, at 5:30 p.m.

**SHAMROCK PARK COMMITTEE – Chair: Jack Davis**

\*The next Shamrock Park Committee Meeting is scheduled for Wednesday, December 10, 2025, at 4:00 p.m.

**LIBRARY BOARD – Lonna Johnson**

\*Council received minutes from the Library Board Meeting held on August 28, 2025, and October 23, 2025.

The September meeting was cancelled.

\*Council received a copy of the Berrien Springs Community Library's Audit for year ended March 31, 2025.

**MEDIC 1 – Clerk Rachael Kuzda**

\*Council received minutes from the Regular Medic 1 Board Meeting held on October 30, 2025.

\*Council received a copy of the Medic 1 Power Point presentation presented to the Medic 1 Board Meeting on November 20, 2025, looking forward to 2026 and beyond.

\*The next Regular Medic 1 Board Meeting is scheduled for Thursday, December 18, 2025, at 8:30 a.m.

**RECREATION AUTHORITY – Jack Davis**

\*Trustee Jack Davis gave an update on the Recreation Authority.

**POLICE COMMITTEE – Village President Sheila Snyder is the Village Representative**

\*There is no meeting scheduled in December.

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

\*The Historic District Study Committee is holding the Public Hearing to hear any public comments on the preliminary Historic District Study Report on Monday, December 15, 2025, at 5:00 p.m. before the regular council meeting starting at 6:00 p.m.

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

\*The next Community Coordinator/Social Media Committee Meeting is scheduled for Wednesday, December 10, 2025, at 5:00 p.m.

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

\*Chair Lonna Johnson gave an update.

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:**

**Approve Resolution Appointing Members of the Village of Berrien Springs Park Committee.**

\***Moved** by Zach Fedoruk seconded by Kristin von Maur to approve Resolution Appointing Members of the Village of Berrien Springs Park Committee. Roll call vote: President Pro-Tem Jack Davis, Aye; Zach Fedoruk, Aye; Lonna Johnson, Aye; Christopher Perez, Aye; Kristin von Maur, Aye; Mark VandeVere, Aye; President Sheila Snyder, Aye. Motion carried.

**Approve Resolution Amending the Name of the Village of Berrien Springs Park Committee.**

\***Moved** by Kristin von Maur seconded by Lonna Johnson to amend the Name of the Village of Berrien Springs Parks Committee to the Village of Berrien Springs Advisory Park Committee. Roll call vote: Kristin von Maur, Aye; Lonna Johnson, Aye; Christopher Perez, Aye; President Pro-Tem Jack Davis, Aye; Mark VandeVere, Aye; Zach Fedoruk, Aye; President Sheila Snyder, Aye. Motion carried.

**Approve Resolution to Appoint a Member to Fill a Vacancy on the Historic District Study Committee.**

\***Moved** by Kristin von Maur seconded by Zach Fedoruk to approve Resolution to Appoint a Member to Fill a Vacancy on the Historic District Study Committee. Roll call vote: Christopher Perez, Aye; Zach Fedoruk, Aye; President Pro-Tem Jack Davis, Aye; Lonna Johnson, Aye; Mark VandeVere, Aye; Kristin von Maur, Aye; President Sheila Snyder, Aye. Motion carried.

Join in the fun -The Annual *Kindle Your Christmas Spirit in Downtown Berrien Springs Festival* is scheduled for Thursday, December 11<sup>th</sup> from 6:00 – 8:30 p.m.

**AUDIENCE COMMENTS:**

\*None.

**ADJOURNMENT:**

\***Moved** by Kristin von Maur seconded by Christopher Perez to adjourn at 6:39 p.m. Ayes, 7; Nays, 0. Motion carried.

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Michelle Smith  
Deputy Clerk

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Sheila Snyder  
Village President