

VILLAGE OF BERRIEN SPRINGS REGULAR COUNCIL MEETING

Minutes of the Village of Berrien Springs Regular Council Meeting held on Monday, November 17, 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, Christopher Perez, Kristin von Maur, Mark VandeVere, Village Clerk Rachael Kuzda, and Attorney DeFrancesco.

Absent: None.

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

All stood for the Pledge of Allegiance.

AGENDA APPROVAL:

***Moved** by Zach Fedoruk seconded by Mark VandeVere to approve the agenda with addition under New Business: Shamrock Park Sponsorship for Kindle Your Christmas Spirit Festival. Ayes, 7; Nays, 0. Motion carried.

APPROVAL OF PREVIOUS MINUTES:

Approve the minutes of the Regular Council Meeting held on November 03, 2025.

***Moved** by Jack Davis seconded by Zach Fedoruk to approve the minutes of the Regular Council Meeting held on November 03, 2025, as presented. Ayes, 7; Nays, 0. Motion carried.

CORRESPONDENCE:

1. The Village of Berrien Springs Mechanic Street Improvements Project has been awarded Project of the Year in the category of Transportation \$500,000 - \$1,000,000 by the Southwest Branch of the Michigan Chapter of the American Public Works Association.
2. Notice from Michigan Department of Environment, Great Lakes, and Energy (EGLE) that they have opened two documents for public comment for Berrien County through December 5th: Proposal to redesignate Berrien County back to attainment for the 2015 ozone National Ambient Air Quality Standard (NAAQS) & a draft Exceptional Event Demonstration for ozone data collected at the Coloma monitoring site in Berrien County.
3. Comcast Programming Advisory received changes to Xfinity TV services.
4. Invitation from Cornerstone Alliance for a Housing Resource Discussion Session on Wednesday, December 10, 2025, starting at 1:00 p.m. at the Berrien Springs Community Public Library.
5. Comcast Important Information – Price Changes notice received: stating effective December 18, 2025, prices for certain services and fees will be increasing.

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, November 12, 2025, at 6:30 p.m.

*Council received a copy of the Quarterly Investment Report, July – September 2025.

Pay the bills.

***Moved** by Zach Fedoruk seconded by Mark VandeVere to pay the bills in the amount of \$138,855.13. Ayes, 7; Nays, 0. Motion carried.

Annual appointment of President Pro-Tem by Village President.

***Moved** by President Sheila Snyder seconded by Lonna Johnson to approve the annual appointment of President Pro-Tem, Jack Davis by Village President Sheila Snyder. Ayes, 7; Nays, 0. Motion carried.

Approve United Federal Credit Union as the location for the deposits of the annual Employee Health Savings Accounts, January 1, 2026. (The annual amounts were previously approved by the council with the June 1, 2025, Health Insurance Package.)

***Moved** by Mark VandeVere seconded by Kristin von Maur to approve United Federal Credit Union as the location for the deposits of the annual Employee Health Savings Accounts, January 1, 2026. (The annual amounts were previously approved by the council with the June 1, 2025, Health Insurance Package.) Ayes, 7; Nays, 0. Motion carried.

Approve the 4.15 APY for 6 months for CD #18612 at United Federal Credit Union.

***Moved** by Kristin von Maur seconded by Zach Fedoruk to approve the 4.15 APY for 6 months for CD #18612 at United Federal Credit Union. 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, November 12, 2025, at 5:30 p.m.

Approve charging a \$296.15 fee for replacing the oak tree that was planted at 107 S. Kimmel in fall 2024.

***Moved** by Christopher Perez seconded by Mark VandeVere to approve charging a \$296.15 fee for replacing the oak tree that was planted at 107 S. Kimmel in fall 2024. Ayes, 7; Nays, 0. Motion carried.

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

*The last Fire Board Meeting of 2025 is scheduled for Wednesday, November 19, 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, November 12, 2025, at 5:30 p.m.

Approve Wightman Engineering to perform PASER rating on the Village roads for a cost not to exceed \$5,000.00.

***Moved** by Jack Davis seconded by Lonna Johnson to approve Wightman Engineering to perform PASER rating on the Village roads for a cost not to exceed \$5,000.00. Ayes, 7; Nays, 0. Motion carried.

Approve quote from Remington Construction to replace the sidewalk at the Village Hall, areas where trees broke sidewalks during the storm and an area where a water line broke for a total cost of \$12,780.00.

***Moved** by Kristin von Maur seconded by Christopher Perez to approve quote from Remington Construction to replace the sidewalk at the Village Hall, areas where trees broke sidewalks during the storm and an area where a water line broke for a total cost of \$12,780.00. 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, November 12, 2025, at 4:00 p.m.

Approve Budget Tree Co. bid of \$10,000.00 to trim and remove trees as needed at Shamrock Park.

***Moved** by Mark VandeVere seconded by Zach Fedoruk to approve Budget Tree Co. bid of \$10,000.00 to trim and remove trees as needed at Shamrock Park. Ayes, 7; Nays, 0. Motion carried.

Approve Lakeshore Body Shop quote of \$1,201.07 to repair damage to Ford Maverick truck.

***Moved** by Kristin von Maur seconded by Zach Fedoruk to approve Lakeshore Body Shop quote of \$1,201.07 to repair damage to Ford Maverick truck. Ayes, 7; Nays, 0. Motion carried.

LIBRARY BOARD – Lonna Johnson

*The next Library Board Meeting is scheduled for Thursday, November 20, 2025, at 1:00 p.m.

MEDIC 1 – Clerk Rachael Kuzda

*The next Regular Medic 1 Board Meeting is scheduled for Thursday, November 20, 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

*Nothing new to report.

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

*President Sheila Snyder gave a synopsis of the Community Engagement Coordinator Meeting held on Wednesday, November 12, 2025, at 5:00 p.m.

Approve one of the two Kindle Your Christmas Spirit Festival Restrooms quotes received.

***Moved** by Jack Davis seconded by Zach Fedoruk to approve the LRS quote for Kindle Your Christmas Spirit Festival restrooms in the amount of \$365.00. Ayes, 7; Nays, 0. Motion carried.

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

*The next Ad Hoc Feral/Stray Cats Committee Meeting is scheduled for Monday, November 24, 2025, at 5:00 p.m.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

*The Village Hall will be closed Thursday, November 27 and Friday, November 28, 2025, in honor of the Thanksgiving Holiday.

Approve the proposed 2026 Calendar Dates For Activities from the Community Engagement Coordinator.

***Moved** by Jack Davis seconded by Lonna Johnson to approve the proposed 2026 Calendar Dates For Activities from the Community Engagement Coordinator. Ayes, 7; Nays, 0. Motion carried.

Approve the Welcome Sign wording for 2026.

***Moved** by Zach Fedoruk seconded by Kristin von Maur to approve the Welcome Sign wording for 2026. Ayes, 7; Nays, 0. Motion carried.

Shamrock Park Sponsorship for Kindle Your Christmas Spirit Festival.

***Moved** by Zach Fedoruk seconded by Mark VandeVere to approve the Shamrock Park \$500.00 sponsorship of a double ice sculpture for the Kindle Your Christmas Spirit Festival. Ayes, 7; Nays, 0. Motion carried.

AUDIENCE COMMENTS:

*It was asked if comments for the Historic District Public Hearing must be written or can they be verbal at the Public Hearing. It was stated that it can be either way.

*Cynthia Layman from Berrien Township addressed the Council to say thank you for all the hard work on getting a Historic District established and cleaning up the downtown.

*Al Bauman addressed the council regarding more establishments open, especially on Friday nights so you don't have to travel.

*Cavelle Regis addressed the council regarding a checklist and was informed that the International Property Maintenance Code is the best reference for the codes [in reference to Adventist Frontier Missions].

ADJOURNMENT:

***Moved** by Kristin von Maur seconded by Zach Fedoruk to adjourn at 6:47 p.m. Ayes, 7; Nays, 0. Motion carried.

Rachael Kuzda, MiPMC
Village Clerk

Sheila Snyder
Village President