

**BERLIN CHARTER TOWNSHIP REGULAR MEETING 1/13/2025**

The Regular Meeting of the Berlin Charter Township Board was held at 8000 Swan View Newport, Michigan called to order at 7:30 PM by Supervisor Mary Jo Gedelian, followed by the Pledge of Allegiance.

PRESENT FOR ROLL CALL: Supervisor Mary Jo Gedelian, Clerk Gina Swiercz, Treasurer Deborah Masserant, Trustees Neil Masserant, John Sorovetz.

Excused: Trustees Kellie Long and Kyle Long

A quorum was present, the meeting proceeded. Also in attendance township accessor, township fire chief, township blight officer and 12 residents.

**APPROVAL OF AGENDA**

**MOTION #1:** by Sorovetz seconded by D. Masserant to approve the agenda as presented.

ROLL CALL: Yes: ALL

No: NONE

Excused: Kellie Long, Kyle Long

**MOTION CARRIED**

**APPROVAL OF MINUTES**

**MOTION #2:** by Sorovetz seconded by N. Masserant to approve the Berlin Charter Township regular meeting minutes (12/9/24)

ROLL CALL: Yes: ALL

No: NONE

Excused: Kellie Long, Kyle Long

**MOTION CARRIED**

**COMMUNICATIONS**

**1. STATE OF MICHIGAN – CASE NO U-21686**

**MOTION #3:** by Sorovetz seconded by D. Masserant to receive and file State of Michigan - Case No. U-21686.

ROLL CALL: Yes: ALL

No: NONE

Excused: Kellie Long, Kyle Long

**MOTION CARRIED**

**2. ASH TOWNSHIP ZONING BOARD OF APPEALS HEARING NOTICE**

**MOTION #4:** by Sorovetz seconded by D. Masserant to receive and file Ash Township Zoning Board of Appeals Hearing Notice.

ROLL CALL: Yes: ALL

No: NONE

Excused: Kellie Long, Kyle Long

**MOTION CARRIED**

**3. FRENCHTOWN CHARTER TOWNSHIP-MASTER PLAN AMENDMENT**

**MOTION #5:** by Sorovetz seconded by D. Masserant to receive and file Frenchtown Charter Township Master Plan Amendment.

ROLL CALL: Yes: ALL

No: NONE

Excused: Kellie Long, Kyle Long

**MOTION CARRIED**

**4. BROWNSTOWN CHARTER TOWNSHIP-MASTER PLAN AMENDMENT**

**MOTION #6:** by Sorovetz seconded by D. Masserant to receive and file Brownstown Charter Township Master Plan Amendment.

ROLL CALL: Yes: ALL

No: NONE

Excused: Kellie Long, Kyle Long

**MOTION CARRIED**

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**5. UPAHEAD – SMS TEXT ALERT PROPOSAL**

**MOTION #7:** by Sorovetz seconded by D. Masserant to receive and file UpAhead-SMS Text Alert Proposal.

ROLL CALL: Yes: ALL

Excused: Kellie Long, Kyle Long

No: NONE

**MOTION CARRIED**

**NEW BUSINESS**

**1. 2025 MONROE COUNTY ROAD COMMISSION ROAD IMPROVEMENT CONTRACTS**

**MOTION #8:** by D. Masserant seconded by N. Masserant to approve the 2025 Monroe County Road Commission Road Improvement Contract for Dust Control.

ROLL CALL: Yes: Swiercz, D. Masserant, Gedelian, N. Masserant, Sorovetz

Excused: Kellie Long, Kyle Long

No: NONE

**MOTION CARRIED**

**MOTION #9:** by Sorovetz seconded by N. Masserant to approve the 2025 Monroe County Road Commission Road Improvement Contract for Mowing.

ROLL CALL: Yes: Sorovetz, N. Masserant, Swiercz, Gedelian, D. Masserant

Excused: Kellie Long, Kyle Long

No: NONE

**MOTION CARRIED**

**2. 2025 MONROE COUNTY ROAD COMMISSION ROAD IMPROVEMENT ESTIMATES**

**MOTION #10:** by D. Masserant seconded by N. Masserant to approve the 2025 Monroe County Road Commission Road Improvement Estimates.

ROLL CALL: Yes: Gedelian, Swiercz, D. Masserant, Sorovetz, N. Masserant

Excused: Kellie Long, Kyle Long

No: NONE

**MOTION CARRIED**

**3. SEWER BILL RELIEF REQUEST – 7267 FORREST AVE/PAUL BARRON**

**MOTION #11:** by D. Masserant seconded by Sorovetz to approve the Sewer Bill Relief Request in the amount of \$207.60.

ROLL CALL: Yes: D. Masserant, Sorovetz, Swiercz, Gedelian, N. Masserant

Excused: Kellie Long, Kyle Long

No: NONE

**MOTION CARRIED**

**4. SEWER BILL RELIEF REQUEST – 8794 SWAN CREEK RD/OVERTIME SPORTS BAR**

**MOTION #12:** by D. Masserant seconded by Sorovetz to approve the Sewer Bill Relief Request in the amount of \$412.90.

ROLL CALL: Yes: N. Masserant, Swiercz, D. Masserant, Gedelian, Sorovetz

Excused: Kellie Long, Kyle Long

No: NONE

**MOTION CARRIED**

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**5. REHMANN CONTRACT 2025**

**MOTION #13:** by D. Masserant seconded by Sorovetz to approve the 2025 Rehmann Contract for consulting services.

ROLL CALL: Yes: Swiercz, Sorovetz, D. Masserant  
Excused: Kellie Long, Kyle Long

No: N. Masserant, Gedelian  
**MOTION CARRIED**

**6. DIGITAL PERSPECTIVE CONTRACT RENEWAL 2025**

**MOTION #14:** by D. Masserant seconded by Sorovetz to approve the 2025 Renewal Contract with Digital Perspective for IT Services.

ROLL CALL: Yes: Gedelian, N. Masserant, D. Masserant, Swiercz, Sorovetz  
Excused: Kellie Long, Kyle Long

No: NONE  
**MOTION CARRIED**

**7. NEW BUILDING MAINTENANCE WORKER AGREEMENT**

**MOTION #15:** by Sorovetz seconded by N. Masserant to approve the New Building Maintenance Worker Agreement.

ROLL CALL: Yes: Gedelian, Swiercz, D. Masserant, Sorovetz, N. Masserant  
Excused: Kellie Long, Kyle Long

No: NONE  
**MOTION CARRIED**

**8. DISCUSSION POTENTIAL NEW MEETING TIME FOR 1<sup>ST</sup> MEETING OF EACH MONTH**

**MOTION #16:** by Sorovetz seconded by N. Masserant to the discussion on a potential new meeting time for 1<sup>st</sup> meeting of each month until all board members are present to provide input.

ROLL CALL: Yes: ALL  
Excused: Kellie Long, Kyle Long

No: NONE  
**MOTION CARRIED**

**UNFINISHED BUSINESS**

**1. BOARDS & COMMISSIONS**

**MOTION #17:** by Sorovetz seconded by D. Masserant to approve the Boards and Commissions following the changes requested related to dates vs. term of office and update Auditor information.

ROLL CALL: Yes: ALL  
Excused: Kellie Long, Kyle Long

No: NONE  
**MOTION CARRIED**

**COMMISSION AND REPORT**

**1. SUPERVISORS REPORT**

The Supervisor spoke on the following:

- The township did not receive the grant requested for Laginess Park
- The Zoning Board Administrator position needs to be filled. Hillary Haywood is interested and Mary Jo will train – could take 6 months to a year for training.
- New Building Alarm System – receiving quotes from Wyandotte Alarms and Guardian Alarms to meet the needs required as promised to current tenants in lease agreements.
- Confirming new Fire Committee – recommended for 4 chiefs and 3 board members and will work with Fire Chief, Bob Cousino, and bring back to next meeting.

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- Looking to make changes to the recycling services.
- Library lights are out and looking to get quotes for changing to LED lighting. Dave Reaume informed Mary Jo that if going to LED lighting, there is a grant available through DTE for making that change.

**2. CLERK'S PREPAID BILLS 12/2024 THROUGH 1/9/24**

**MOTION #18:** by Sorovetz seconded by N. Masserant to approve the Clerk's prepaid bills.

ROLL CALL: Yes: ALL

No: NONE

**MOTION CARRIED**

**3. CLERK'S BUDGET REPORT 12/2024**

**MOTION #19:** by Sorovetz seconded by D. Masserant to approve the Clerk's budget report for 12/2024

**BOARD COMMENTS**

Board members wished everyone a Happy New Year.

**REQUEST TO SPEAK**

- Four (4) residents requested to speak.

**ADJOURNMENT**

**MOTION # 20:** by N. Masserant seconded by Sorovetz to adjourn the meeting at 8:24 PM

ROLL CALL: Yes: ALL

No: NONE

**MOTION CARRIED**

These minutes are a synopsis of the comments made at a regular meeting and are not intended to represent a verbatim transcript.

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Gina Swiercz, Clerk

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Sarah Masserant, Recording Secretary