

## **BERLIN CHARTER TOWNSHIP REGULAR MEETING 3/10/2025**

The Regular Meeting of the Berlin Charter Township Board was held at 8000 Swan View Newport, Michigan called to order at 6:00 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 Kellie Long, Kyle Long, Neil Masserant, John Sorovetz.

A quorum was present, the meeting proceeded. Also in attendance township accessor, township fire chief, township WWTP Superintendent and 11 residents.

### **APPROVAL OF AGENDA**

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

ROLL CALL: Yes: ALL

No: NONE

**MOTION CARRIED**

### **APPROVAL OF MINUTES**

**MOTION #2:** by Kyle Long seconded by Kellie Long to approve the Berlin Charter Township regular meeting minutes (2/24/25).

ROLL CALL: Yes: ALL

No: NONE

**MOTION CARRIED**

### **NEW BUSINESS**

#### **1. NOXIOUS WEEDS ORDINANCE AMENDMENT 1<sup>st</sup> READING**

**MOTION #3:** by Kellie Long seconded by N. Masserant to adopt the 1<sup>st</sup> reading of the Noxious Weed Ordinance amendment.

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

No: NONE

**MOTION CARRIED**

#### **2. BUILDING OFFICIAL EMPLOYMENT AGREEMENT RENEWAL**

**MOTION #4:** by Kellie Long seconded by Sorovetz to renew Bill Carter's building official employment agreement for one (1) year,

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

No: NONE

**MOTION CARRIED**

#### **3. RECYCLING PROGRAM: NEW REPUBLIC AGREEMENT & NEW STEVENS DISPOSAL QUOTE**

**MOTION #5:** by Sorovetz seconded by Kellie Long to table new Republic agreement and new Steven's disposal quote and to have our attorney send a letter to Republic about the exempt fees being charged on our bill.

ROLL CALL: Yes: ALL

No: NONE

**MOTION CARRIED**

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**4. NEW TOWNSHIP & WWTP OFFICE PHONES**

**MOTION #6:** by Kellie Long seconded by Kyle Long to table the phone quotes from IVS and Lakeside Telecom.

ROLL CALL: Yes: ALL

No: NONE

**MOTION CARRIED**

**COMMISSION AND REPORT**

**1. SUPERVISOR'S REPORT**

The Supervisor spoke about the following:

- Heater #4 in the new building has been repaired.
- Library lights were replaced last week.

**2. WWTP UPDATES:**

- Update about numerous projects happening and being funded by Grants and ARPA Funding.
- Water department staffing levels--potentially hire a new WWTP employee by summer 2025.
- Water increases due to Great Lakes Water Authority raising water rates to 5.9%.
- Suggested to get regular Water/Sewer Board meetings on the calendar.
- Purchase water meters out of the Capital Improvement Program for \$50,000.

**MOTION #7:** by N. Masserant seconded by Kyle Long to approve the purchase of water meters out of the Capital Improvement Program for \$50,000.

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

No: NONE

**MOTION CARRIED**

**3. TREASURER'S REPORT 2/2025**

**MOTION #8:** by Sorovetz seconded by Kellie Long to receive and file the Treasurer's Report 2/2025.

ROLL CALL: Yes: ALL

No: NONE

**MOTION CARRIED**

**4. CLERK'S PREPAID BILLS FROM FEBRUARY 20<sup>th</sup> THROUGH MARCH 6<sup>TH</sup> 2025**

**MOTION #9:** by D. Masserant seconded by Kyle Long to approve the Clerk's prepaid bills from February 20<sup>th</sup> „March 2025 written on checks 61119-61140, 61145-61169 and 2 EFTs totaling \$597,484.15.

ROLL CALL: Yes: ALL

No: NONE

**MOTION CARRIED**

**5. CLERK'S BUDGET REPORT 2/2025**

**MOTION #10:** by N. Masserant seconded by Sorovetz to receive and file the clerk's budget reports for 2/2025.

ROLL CALL: Yes: ALL

No: NONE

**MOTION CARRIED**

## **BERLIN CHARTER TOWNSHIP REGULAR MEETING 3/10/2025**

### **BOARD COMMENTS**

- The Fire Committee spoke about the meeting held last week Thursday. Topics discussed follow:
  - The potential new fire station will work at the new building location.
  - Ray Parker from Hennessey Engineers is going to draft the new fire station hall in the next couple of weeks--everything will be in a separate building from the township office (sleeping quarters, kitchen, fire trucks, etc.).
  - Hennessey to request the township get an updated survey of the property.
- The New Building Committee spoke about the meeting held last week Thursday at the new building. Topics discussed follow:
  - Reviewed all the available space.
  - Where to put the township offices- basement, 1<sup>st</sup> floor or second floor.
  - Potentially get a broker to look at the building to help advertise the space for potential renters.
  - Payment of utilities by each tenant o Possibly getting a property management company to manage the renters.
  - Suggest whether new building be put in an LLC- reach out to our insurance company to see if this is needed,
- Treasurer Debbie Masserant reached out to our insurance company to get extra liability coverage on dump day at the township office. It would cost the township \$200 a day for that extra coverage.
- Bugle newsletter- starting that back in the Spring and Fall. Discussed if we do the publishing in-house and then send it to KCI for printing and mailing. Suggestion to add some water/sewer notices to the Bugle, currently being mailed via separate postcard mailing, could add to potential savings in printing and postage.
- Earned sick time act follow-up to clarify the question posed at 2/10/25 meeting regarding ability of employees to carry-over time and if our fire fighters get earned sick time with this new act.

### **REQUEST TO SPEAK**

- One (1) resident has concerns around the township being landlords with the ownership of the new building.
- One (1) resident questioned the requirements/laws on legal notices in local newspaper.

### **ADJOURNMENT**

**MOTION #11:** by Kyle Long seconded by Sorovetz to adjourn the meeting at 7:43 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