

BERLIN CHARTER TOWNSHIP REGULAR MEETING 6/9/2025

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 engineer, and 7 residents.

A moment of silence was held in memory of Marv Reaume, former trustee and planning commission member, who passed away on May 27, 2025.

APPROVAL OF AGENDA

MOTION #1: by Sorovetz seconded by Kyle Long to approve the agenda.

ROLL CALL: Yes: ALL

No: NONE

MOTION CARRIED

APPROVAL OF MINUTES

MOTION #2: by Kellie Long seconded by D. Masserant to approve the Berlin Charter Township regular (5/12/25).

ROLL CALL: Yes: ALL

No: NONE

MOTION CARRIED

COMMUNICATION

1. BERLIN CHARTER TOWNSHIP PLANNING COMMISSION MEETING MINUTES (5/19/25)

MOTION #3: by N. Masserant seconded by Sorovetz to receive and file the Berlin Charter Township Planning Commission meeting minutes (5/19/25).

ROLL CALL: Yes: ALL

No: NONE

MOTION CARRIED

2. DTE CASE NO. U-21909

MOTION #4: by D. Masserant seconded by Sorovetz to receive and file the DTE Case No. U-21909.

ROLL CALL: Yes: ALL

No: NONE

MOTION CARRIED

NEW BUSINESS

1. NEW BUILDING CEMENT WORK QUOTES

MOTION #5: by Sorovetz seconded by D. Masserant to award R.L. Winter & Son Construction with completion of the cement work in front of the new building not to exceed \$7,336, unless footer is not needed.

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

No: NONE

MOTION CARRIED

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2. DR. BELL LEASE UPDATE

MOTION #6: by Sorovetz seconded by N. Masserant to postpone a decision on a lease re-negotiation until further review of information to be provided from Dr. Bell on utilities being paid and consideration of newly established lease amounts of future tenants.

ROLL CALL: Yes: ALL

No: NONE

MOTION CARRIED

UNFINISHED BUSINESS

1. NEW PHONES FOR TOWNSHIP OFFICE AND WWTP

MOTION #7: by Kyle Long seconded by Kellie Long to award IVS Comm with new phones and phone service going forward.

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

No: NONE

MOTION CARRIED

COMMISSION AND REPORT

1. SUPERVISOR'S REPORT

The Supervisor spoke about the following:

- Looking into microphone/speaker system for current board meeting location which will be portable to new board meeting location when move is complete.
- Phase 4 for Newport Creek approved.

2. TREASURER'S REPORT 5/2025

MOTION #8: by Sorovetz seconded by Kyle Long to receive and file the Treasurer's Report 5/2025.

ROLL CALL: Yes: ALL

No: NONE

MOTION CARRIED

3. CLERK'S BUDGET REPORT 5/2025

MOTION #9: by Kellie Long seconded by Sorovetz to receive and file the Clerk's Budget Report 5/2025

ROLL CALL: Yes: ALL

No: NONE

MOTION CARRIED

4. CLERK'S PREPAID BILLS FROM MAY 10th THROUGH JUNE 6TH 2025

MOTION #10: by D. Masserant seconded by Kellie Long to receive and file the Clerk's prepaid bills from May 10th, 2025 – June 6th, 2025 written on checks 61388-61431, 61445-61461 and 2 EFTs totaling \$160,371.35.

ROLL CALL: Yes: ALL

No: NONE

MOTION CARRIED

5. CLERK'S PAYMENT OF BILLS 6/10/2025

MOTION #11: by Kyle Long seconded by N. Masserant to approve the Clerk's payment of bills totaling \$3,724.50.

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

No: NONE

MOTION CARRIED

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6. NEW BUILDING COMMITTEE REPORT

- Ray Parker, Hennessey Engineer, shared a proposal for the construction build out Drawings and Contract Administration for the township offices where Hennessey would utilize sub-consultants for architectural, mechanical, electrical, and plumbing.

MOTION #12: by D. Masserant seconded by Sorovetz to move forward with Hennessey Engineer bid for construction build out drawings and contract administration not to exceed \$62,750.

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

No: NONE

MOTION CARRIED

7. FIRE COMMITTEE REPORT

- Fire Chief Cousino needs a couple more of the lieutenants to review the layout and bring back potential changes. Hennessey Engineers can provide new drawings once reviews are completed.
- Hybrid fire program still to be reviewed and considered.

BOARD COMMENTS

- Trustee Sorovetz commented on the volunteer assessor work he has completed.
- Clerk Swiercz shared information and experience from the recent MAMC conference attended.

REQUEST TO SPEAK

- One (1) resident commented on the potential costs to residents for a new fire station build out.
- The township assessor provided information of recent property activity on Swan Creek Road foreclosure. Land combination for Newport and Quality Aluminum Product in Flat Rock.

ADJOURNMENT

MOTION #13: by Kyle Long seconded by Sorovetz to adjourn the meeting at 6:46 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.

Gina Swiercz, Clerk

Mary Jo Gedelian, Supervisor