

BERLIN CHARTER TOWNSHIP REGULAR MEETING 9/22/2025

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 Debbie Masserant, Trustees Kellie Long, Kyle Long, Neil Masserant, John Sorovetz.

A quorum was present, the meeting proceeded. Also, Ray Parker (township engineer), Zach Cooley (Michigan DNR), and 12 residents.

APPROVAL OF AGENDA

MOTION #1: by Kyle Long seconded by D. Masserant to approve the agenda as presented.

ROLL CALL: Yes: ALL

No: NONE

MOTION CARRIED

APPROVAL OF MINUTES

MOTION #2: by Sorovetz seconded by Kellie Long to approve the Berlin Charter Township special meeting minutes (9/4/25) and regular meeting minutes (9/8/25).

ROLL CALL: Yes: ALL

No: NONE

MOTION CARRIED

COMMUNICATIONS

MOTION #3: by Kellie Long seconded by N. Masserant to receive and file the Berlin Charter Township Planning Commission meeting minutes (8/18/25 & 9/15/25) and the Election Commission meeting minutes (9/16/25).

NEW BUSINESS

1. BEAUTIFICATION AWARDS 2025

No motion was made for this topic. Supervisor Gedelian presented Beautification Awards to township residents and a business for the categories of residential, rural residential, mobile home, farm, and commercial.

2. POINTE MOUILLE WILDLIFE DIVISION PRESENTATION

No motion was made for this topic. Zach Cooley, Wildlife Biologist-DNR, provided a presentation on Wildlife Division Lands and Funding for the township's local game area.

3. PROBATIONARY FIREFIGHTER- RYDER MULHERIN

MOTION#4: by Sorovetz seconded by Kyle Long to approve the probationary firefighter, Keith Lingar.

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

No: NONE

MOTION CARRIED

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4. DR. BELL LEASE RENEWAL

MOTION #5: by Kellie Long seconded by Sorovetz to postpone the discussion until the building committee receives confirmation from the broker and attorney on recommended pricing.

ROLL CALL: Yes: ALL

No: NONE

MOTION CARRIED

5. REZONING – 8802 BOMIEA

MOTION #6: by Kellie Long seconded by Kyle Long to approve the recommendation of the Planning Commission to rezone 8802 Bomiea from R-2 to AG.

ROLL CALL: Yes: ALL

No: None

MOTION CARRIED

UNFINISHED BUSINESS

NONE

COMMISSION AND REPORT

1. SUPERVISOR'S REPORT

- Contractor Jones & Henry are ready to request bids for the Force Main Project on a web portal and the Monroe Evening News. The board requested that Jones & Henry attend a future board meeting to update the new board on the project.

MOTION #7: by Sorovetz seconded by D. Masserant to have Jones & Henry put out a request for bids of the Force Main Project.

ROLL CALL: Yes: ALL

No: NONE

MOTION CARRIED

- Request to purchase the former clerk's mobile phone outright as the preference is not to utilize two (2) phones. Following research provided by Clerk Swiercz, the request to purchase the iPhone 14 ProMax at a cost of \$400.

MOTION #8: by Kellie Long seconded by Sorovetz for Supervisor to purchase the iPhone 14 ProMax from the township for \$400.

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

No: NONE

MOTION CARRIED

- Cadillac Paving will begin resurfacing and painting lines in the parking lot of the new building from October 17-19.
- R&L Winter & Sons will be replacing the sidewalks at Station #2.

2. CLERK'S PREPAID BILLS FROM SEPTEMBER 5TH THROUGH SEPTEMBER 18TH, 2025

MOTION #9: by D. Masserant seconded by Kyle Long to receive and file the Clerk's prepaid bills from September 5th -September 18th, 2025 written on checks 61809-61843, 61849-61868, and 1 EFT totaling \$61,728.09.

ROLL CALL: Yes: ALL

No: NONE

MOTION CARRIED

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3. CLERK'S PAYMENT OF BILLS 9/23/25

MOTION #10: by Kellie Long seconded by Kyle Long to approve the clerk's payment of bills for 9/23/25 in the amount of \$11,651.34.

ROLL CALL: Yes: D. Masserant, Sorovetz, Kellie Long, Kyle Long, Swiercz, Gedelian, N. Masserant
No: NONE

MOTION CARRIED

4. NEW BUILDING COMMITTEE REPORT

- Ray Parker, Hennessey Engineers, provided an update on the final drawings and specifications with Detroit Architectural Group (DAG). Drawings are expected 10/3 and material boards 10/6. Hennessey is requesting an additional \$7,800 for signage, bid award assistance, bidder walkthrough, bid docs, and bid process. There is also a website to be utilized for review of materials and request free samples of flooring, countertops, ceilings, doors, lighting, walls, etc. Ray to provide website link and user/password information if requested.

MOTION #11: by Kellie Long seconded by D. Masserant to approve payment to Hennessey for the signage, bid process/award assistance, not to exceed \$7,800 and no additional money be requested for this planning.

ROLL CALL: Yes: Gedelian, Swiercz, D. Masserant, Kellie Long, Sorovetz, Kyle Long, N. Masserant
No: NONE

MOTION CARRIED

- Met with Broker regarding interest from Northwestern Mutual Financial Advisors for walkthrough of potential lease opportunities.

5. FIRE COMMITTEE REPORT

- Kellie Long will reach out to Ray to schedule a meeting after October 15, 2025, to walkthrough Station #2 regarding site buildout of current location for resting quarters, etc. Clerk Swiercz reminded the committee that this would be contingent on the completion of the new building project being completed in order to move the current polling site from Station #2.
- Ray requested to receive the original floor plans of Station #2, since they were not part of that build. Supervisor Gedelian to provide.

BOARD COMMENTS

- Neil Masserant requested an update of the zoning map on the website and for a clear understanding of the communication process steps between the Planning Commission and the Board of Trustees.
- Neil also asked about the possibility to repaint and better trimming around fire hydrants.
- Kyle Long asked for an update on the cross tile project for Labo Rd.
- Debbie Masserant asked which company was servicing Dump Day in October. Supervisor Gedelian waiting on an additional quote.
- Swiercz updated on planner bids and November Election.

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REQUEST TO SPEAK

- One (1) resident spoke about Jefferson School Board's plan to work with the MCRC related to traffic congestion around North Elementary. Resident also asked about the Lillian Park playground – will anything be going back up in that location.
- One (1) representative from the Commission on Aging provided an update on the programs available for Berlin Township and new resource guides will be available around February 2026.
- One (1) resident questioned who would be making selections for design elements of the new building and timing length of future fire shifts.

ANNOUNCEMENTS

The township offices will be closed on Monday, October 13, 2025, in observance of Columbus and the next township board meeting will be held on Tuesday, October 14, 2025.

ADJOURNMENT

MOTION #12: by Kyle Long seconded by Sorovetz to adjourn the meeting at 7:25 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