

BERLIN CHARTER TOWNSHIP REGULAR MEETING 11/10/2025

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

A quorum was present, the meeting proceeded. Also, in attendance three (3) residents and one (1) guest.

APPROVAL OF AGENDA

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

ROLL CALL: Yes: ALL

No: NONE

MOTION CARRIED

APPROVAL OF MINUTES

MOTION #2: by Kellie Long seconded by Sorovetz to approve the Berlin Charter Township regular meeting minutes (10/27/25).

ROLL CALL: Yes: ALL

No: NONE

MOTION CARRIED

COMMUNICATIONS

1. PLANNING COMMISSION MEETING MINUTES (10/20/25)

MOTION#3: by N. Masserant seconded by Kyle Long to receive and file the October 20, 2025, Planning Commission Meeting Minutes.

ROLL CALL: Yes: ALL

No: NONE

MOTION CARRIED

2. ZONING BOARD OF APPEALS MEETING MINUTES (10/21/25)

MOTION #4: by Sorovetz seconded by Kellie Long to receive and file the October 21, 2025, Zoning Board of Appeals Meeting Minutes.

ROLL CALL: Yes: ALL

No: NONE

MOTION CARRIED

3. DTE CASE NO. U-21875

MOTION #5: by D. Masserant seconded by Sorovetz to receive and file DTE Case No. U-21875.

ROLL CALL: Yes: ALL

No: NONE

MOTION CARRIED

NEW BUSINESS

1. 2026 BOARD MEETING DATES

MOTION #6: by Kellie Long seconded by Kyle Long to approve the Board Meeting Dates set for 2026.

ROLL CALL: Yes: ALL

No: NONE

MOTION CARRIED

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2. 2026 HOLIDAY SCHEDULE

MOTION #7: by N. Masserant seconded by D. Masserant to approve the 2026 Holiday Schedule.

ROLL CALL: Yes: ALL

No: NONE

MOTION CARRIED

UNFINISHED BUSINESS

3. BOMIEA ROAD REZONING PACKET-SECOND READING #04-25

MOTION #8: by Sorovetz seconded by Kyle Long to approve and adopt the second reading of the Bomiea Road Rezoning Packet Map Amendment from R-2 Single Family Suburban Residential to AG Agricultural.

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

No: NONE

MOTION CARRIED

1. BS&A UPGRADE TO CLOUD

MOTION #9: by Kellie Long seconded by Kyle Long to approve the upgrade to cloud for the BS&A software in the amount \$86,180.00.

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

- Work on gate valve at Station #1 completed.
- Work on Sump Pump #3 at the new building was completed.
- MCRC is adopting a new ordinance and will review the Trombley Road misspellings following the completion of the ordinance.
- The asphalt paving of the parking lot at the new building was completed November 3 and sending a thank to Stone Co for its contribution toward the project.

2. TREASURER'S REPORT 10/2025

MOTION #10: by Sorovetz seconded by Kellie Long to receive and file the Treasurer's report of 10/2025

ROLL CALL: Yes: ALL

No: NONE

MOTION CARRIED

3. CLERK'S BUDGET REPORT 10/2025

MOTION #11: by Sorovetz seconded by D. Masserant to receive and file the Clerk's budget report of 10/2025

ROLL CALL: Yes: ALL

No: NONE

MOTION CARRIED

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4. CLERK'S PREPAID BILLS FROM OCTOBER 25TH THROUGH NOVEMBER 7TH 2025

MOTION #12: by Kellie Long seconded by D. Masserant to receive and file the Clerk's prepaid bills from October 25th -November 7th, 2025, written on checks 61997-62015, 62016-62048 and 1 EFT totaling \$186,815.28.

ROLL CALL: Yes: ALL

No: NONE

MOTION CARRIED

5. CLERK'S PAYMENT OF BILLS 11/12/25

MOTION #13: by Kyle Long seconded by Kellie Long to approved the clerk's payment of bills for 11/12/25.

ROLL CALL: Yes: ALL

No: NONE

MOTION CARRIED

6. NEW BUILDING COMMITTEE REPORT

- Call with broker to discuss a couple more interested tenants, but nothing further has developed from that.
- The committee will set up a meeting with Dr. Bell to discuss his lease recommendation.
- Hennessey reported the mechanical and electrical drawings are finished. Still on track to get bids out for the beginning of December.

7. FIRE COMMITTEE REPORT

- On hold as Fire Chief Bob Cousino is reviewing data/pulling reports before considering going hybrid.

BOARD COMMENTS

- Trustee Kellie Long asked about the fire hydrant painting & possible trash pick up in front of the gas station/Burger King on Newport Road – would the red shirt program be able to do that task. Supervisor Gedelian reported hydrant painting has started and she will look into the trash pick-up.
- Trustees Sorovetz thanked all Veteran's for their service.
- Trustee N. Masserant noticed reflective items on fire hydrants in Frenchtown Township and suggested we look into something similar.
- Clerk Swiercz thank all individuals involved is the November 4th election. She also informed the board that recycling contract had been signed and outstanding billed paid, so recycling program should begin again soon.

REQUEST TO SPEAK

- One resident asked how the BOR recommendations were handled and provided suggestion on wages.
- One guest asked about the BS&A cloud upgrade.

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ANNOUNCEMENTS

- Reminder that for observance of Veteran's Day, the township offices will be closed on Tuesday, November 11, 2025.
- In observance of Thanksgiving, the township offices will be closed on Thursday and Friday, November 27 and 28, 2025.

ADJOURNMENT

MOTION #14: by N. Masserant seconded by Kyle Long to adjourn the meeting at 6:36 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