

BERLIN CHARTER TOWNSHIP REGULAR MEETING 12/08/2025

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 six (6) residents and WWTP Superintendent Jason Dobson.

APPROVAL OF AGENDA

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

ROLL CALL: Yes: ALL

No: NONE

Excused: None

MOTION CARRIED

PURPOSE OF PUBLIC HEARING

1. 2026 Budget

MOTION #2: by Sorovetz seconded by Long to open the public hearing at 6:01 PM.

ROLL CALL: Yes: ALL

No: NONE

Excused: None

MOTION CARRIED

PUBLIC COMMENTS

No comments were made.

BOARD COMMENTS

A discussion took place regarding budget items.

MOTION #3: by Kellie Long seconded by Sorovetz to close the public hearing at 6:03 PM

ROLL CALL: Yes: ALL

No: NONE

Excused: None

MOTION CARRIED

Supervisor Mary Jo Gedelian declared the Public Hearing for the 2026 Budget closed at 6:03 PM.

The Regular Meeting of the Berlin Charter Township Board resumed at 6:03 PM as called by Supervisor Mary Jo Gedelian.

APPROVAL OF MINUTES

MOTION #4: by D. Masserant seconded by Kellie Long to approve the Berlin Charter Township regular meeting minutes (11/24/25).

ROLL CALL: Yes: ALL

No: NONE

Excused: None

MOTION CARRIED

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COMMUNICATIONS

1. DTE GAS CO- CASE NO. U-21973

MOTION #5: by Kyle Long seconded by Sorovetz to receive and file the DTE Gas Co Case No. U-21973.

ROLL CALL: Yes: ALL

Excused: None

No: NONE

MOTION CARRIED

UNFINISHED BUSINESS

1. DR. BELL'S LEASE AGREEMENT RECOMMENDATION

MOTION #6: by Kellie Long seconded by Kyle Long to have all utilities paid by Dr. Bell per prior agreement, 2026 rent will be \$16/sq ft with an increase in rent by the CPI starting in 2027, 3-year contract.

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

Excused: None

No: NONE

MOTION CARRIED

NEW BUSINESS

1. 2026 BUDGET ADOPTION & GENERAL APPROPRIATIONS ACT RESOLUTION

MOTION #7: by D. Masserant seconded by Kellie Long to approve the 2026 Budget Adoption & General Appropriations Act Resolution.

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

Excused: None

No: NONE

MOTION CARRIED

2. CAPITAL IMPROVEMENT PROGRAM 2026-2031

MOTION #8: by Kyle Long seconded by D. Masserant to approve the Capital Improvement Programs 2026-2031.

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

Excused: None

No: NONE

MOTION CARRIED

3. RESOLUTION TO AMEND 2025 BUDGET

MOTION #9: by D. Masserant seconded by Sorovetz to approve the Resolution to Amend the 2025 Budget.

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

Excused: None

No: NONE

MOTION CARRIED

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4. RENEWAL OF MAINTENANCE PERSON AGREEMENT

MOTION #10: by Kellie Long seconded by Kyle Long to approve the renewal of the Maintenance person agreement for a 2-year contract ending on December 31, 2027.

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

Excused: None

No: NONE

MOTION CARRIED

5. RENEWAL OF BLIGHT ENFORCEMENT OFFICER AGREEMENT

MOTION #11: by D. Masserant seconded by N. Masserant to approve the renewal of the Blight Enforcement Officer Agreement for a 2-year contract ending on December 31, 2027.

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

Excused: None

No: NONE

MOTION CARRIED

6. BIDS FOR MOWING LOCAL ROAD DITCHES

MOTION #12: by Kellie Long seconded by N. Masserant to award Wayne Reaume (WP Land Management) for a 3- year contract: 1st year- \$23,500, 2nd year- \$24,500, 3rd year- \$25,300.

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

Excused: None

No: NONE

MOTION CARRIED

7. AMERICA 250 GRANT- HISTORICAL SOCIETY

MOTION #13: by Kellie Long seconded by D. Masserant for Berlin Charter Township to partner with the historical society for the America 250 Grant.

ROLL CALL: Yes: ALL

No: NONE

Excused: None

MOTION CARRIED

COMMISSION AND REPORT

1. SUPERVISOR'S REPORT

- Christmas tree recycling program December 26th- January 11th.
- Quote for 2025 Ford Maverick for \$31,354.95 -- this is to replace our current township van. The board is requesting multiple quotes.
- Working with the City of Flat Rock, our WWTP plant (Jason Dobson), our township engineers and Attorney on expanding sewers down Will Carleton Road to John L, Toledo and Monroe St. Does the board want to initiate a petition to the residents.

MOTION #14: by N. Masserant seconded by Kyle Long for our attorney to draft up a petition to send to the residents involved.

ROLL CALL: Yes: ALL

No: NONE

Excused: None

MOTION CARRIED

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2. TREASURER'S REPORT 11/2025

MOTION #15: by Sorovetz seconded by Kyle Long to receive and file the Treasurer's report 11/2025.

ROLL CALL: Yes: ALL

Excused: None

No: NONE

MOTION CARRIED

3. CLERK'S BUDGET REPORT 11/2025

MOTION #16: by Sorovetz seconded by D. Masserant to receive and file the Clerk's budget report 11/2025.

ROLL CALL: Yes: ALL

Excused: None

No: NONE

MOTION CARRIED

4. CLERK'S PREPAID BILLS FROM NOVEMBER 20TH 2025 THROUGH DECEMBER 4TH 2025

MOTION #17: by Sorovetz seconded by Kellie Long to receive and file the Clerk's prepaid bills from November 20- December 4, 2025, written on checks 62121-62156 and 3 EFT totaling \$147,190.63.

ROLL CALL: Yes: ALL

No: NONE

MOTION CARRIED

5. AUTHORIZE CLERK TO PAY BILLS THROUGH JANUARY 12, 2026

MOTION #18: by Kyle Long seconded by Sorovetz to approve the authorization of the Clerk to pay bills through January 12, 2026.

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

Excused: None

No: NONE

MOTION CARRIED

6. NEW BUILDING COMMITTEE REPORT

- Starting this week will start posting for bids for a contractor.
- Contract with Coldwell Banker is up for renewal.

MOTION #19: by N. Masserant seconded by D. Masserant to approve the renewal of the contract for Coldwell Banker for 1 year.

ROLL CALL: Yes: ALL

Excused: None

No: NONE

MOTION CARRIED

7. FIRE COMMITTEE REPORT

Nothing

BOARD COMMENTS

- Trustee N. Masserant asked about the follow up for the stone from the Quarry, also a grant from MTA for a bike path.
- All the board members wished everyone Merry Christmas.

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PUBLIC COMMENT

- One resident expressed disappointment in the possibility of searching for additional quotes outside of the county for a vehicle replacement for the township.
- One resident spoke about the bike path initiative in South Rockwood and suggested having Patrick Lewis come back to a future meeting to speak.
- One resident expressed suggestions regarding staff wages and benefits.

ANNOUNCEMENTS

- In observance of Christmas and the New Year, the township offices will be closed on December 24-26th, 31st and January 1st.

ADJOURNMENT

MOTION #20 by Kyle Long seconded by Sorovetz to adjourn the meeting at 6:58PM.

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