

**REGULAR CITY COUNCIL MEETING
MINUTES COUNCIL CHAMBERS,
1345 E. Main Street City of Niles, Michigan**

Monday, March 23, 2026

PRESENT: Council Members: Georgia Boggs, Gretchen Bertschy, Sheila Koebel, Timothy Rogers, Charlie McAfee, Jessica Nelson, Michael Thompson, and Mayor Nick Shelton

ABSENT: William Weimer

STAFF: Dewey, Huff, Landgraf, Ray, Holt, Millin, Young, Stump, Stevens, Mosher

REGULAR COUNCIL MEETING

The regular Niles City Council meeting was called to order by Mayor Shelton at 6:00 p.m., March 23, 2026. The Pledge of Allegiance was led by Mayor Nick Shelton.

APPROVAL OF THE AGENDA

Councilmember McAfee moved, **Councilmember Rogers** seconded to approve the agenda with the addition.

ROLL CALL: YEA: Boggs, Bertschy, Koebel, Rogers, McAfee, Nelson, Thompson

NAY: None **ABSENT:** Weimer **MOTION CARRIED**

PUBLIC HEARING:

- To garner input regarding the Substantial Amendments to the CDBG PY24 & PY25 Annual Action Plan.

CITIZEN PARTICIPATION: (PUBLIC COMMENTS)

Scott Moody, Armor Pest Control- Asking for consideration of his business for the City Pest Control Services.

Sarah Lucas, Primitiv- Stated concern with Microbusiness licenses being able to transition to retail and grow. Proposing an Ordinance amendment requiring microbusinesses operate as such for a minimum of 12 months before becoming eligible to convert license.

Michael Lynch, Green Stem- Expressed support for proposed amendment to the Marihuana Ordinance.

PRESENTATIONS:

- Manor Costerisan presentation of the fiscal year 2025 City of Niles audit.

CONSENT AGENDA:

1. Consideration of approving the minutes of the March 09, 2026 regular City Council Meeting and the March 9, 2026 Joint City Council and Planning Commission Meeting.
2. Consideration of approving the list of bills dated March 18, 2026.
3. Consideration of scheduling a public hearing on April 13, 2026 at 6:00 pm to garner input on the proposed 2026-2031 Parks and Recreation Plan.

Councilmember Nelson moved, **Councilmember Thompson** seconded to approve the consent agenda with the addition.

ROLL CALL: YEA: Bertschy, Koebel, Rogers, McAfee, Nelson, Thompson, Boggs
NAY: None **ABSENT:** Weimer **MOTION CARRIED**

CITY ADMINISTRATOR'S REPORT:

4. Consideration of approving the addition of sick leave accrual for non-fulltime Police Department employees and sick leave accrual for seasonal and temporary employee policies to the Personnel Manual.

Councilmember Bertschy moved, **Councilmember Nelson** seconded to approve the addition of sick leave accrual for non-fulltime Police Department employees and sick leave accrual for seasonal and temporary employee policies to the Personnel Manual.

ROLL CALL: YEA: Koebel, Rogers, McAfee, Nelson, Thompson, Boggs, Bertschy
NAY: None **ABSENT:** Weimer **MOTION CARRIED**

5. Consideration of approving a local match in the amount of \$7,807.00 to the Niles-Buchanan-Cass Area Transportation Study of the Southwest Michigan Planning Commission.

Councilmember Rogers moved, **Councilmember Koebel** seconded to approve a local match in the amount of \$7,807.00 to the Niles-Buchanan-Cass Area Transportation Study of the Southwest Michigan Planning Commission.

ROLL CALL: YEA: Rogers, McAfee, Nelson, Thompson, Boggs, Bertschy, Koebel
NAY: None **ABSENT:** Weimer **MOTION CARRIED**

6. Consideration of approving the transition of assets from the Perpetual, Delinquent, and General accounts from 1st Source Bank to Sturgis Bank Wealth Management and authorize the Mayor and the Financial Director to sign the necessary documents.

Councilmember Rogers moved, **Councilmember Thompson** seconded to approve the transition of assets from the Perpetual, Delinquent, and General *Trust* accounts from 1st Source Bank to Sturgis Bank Wealth Management and authorize the Mayor and the Financial Director to sign the necessary documents.

ROLL CALL: YEA: McAfee, Nelson, Thompson, Boggs, Bertschy, Koebel, Rogers
NAY: None **ABSENT:** Weimer **MOTION CARRIED**

7. Consideration of authorizing the Information Systems Department to accept the quote from SHI International Corporation of Somerset, New Jersey in the amount of \$7,114.05 for renewal of Action1 Remote Monitoring and Management services.

Councilmember Nelson moved, **Councilmember Bertschy** seconded to authorize the Information Systems Department to accept the quote from SHI International Corporation of Somerset, New Jersey in the amount of \$7,114.05 for renewal of Action1 Remote Monitoring and Management services.

ROLL CALL: YEA: Nelson, Thompson, Boggs, Bertschy, Koebel, Rogers, McAfee
NAY: None **ABSENT:** Weimer **MOTION CARRIED**

8. Consideration of authorizing the Information Systems Department to accept the quote from SHI International Corporation of Somerset, New Jersey in the amount of \$23,441.28 for renewal of network hardware and security maintenance subscriptions.

Councilmember Thompson moved, **Councilmember Nelson** seconded to authorize the Information Systems Department to accept the quote from SHI International Corporation of Somerset, New Jersey in the amount of \$23,441.28 for renewal of network hardware and security maintenance subscriptions.

ROLL CALL: YEA: Thompson, Boggs, Bertschy, Koebel, Rogers, McAfee, Nelson

NAY: None **ABSENT:** Weimer **MOTION CARRIED**

9. Consideration of authorizing the Information Systems Department to accept the quote from FSS Technologies of Mishawaka, Indiana in the amount of \$24,400.00 for the purchase of building access control systems upgrades.

Councilmember Bertschy moved, **Councilmember Boggs** seconded to authorize the Information Systems Department to accept the quote from FSS Technologies of Mishawaka, Indiana in the amount of \$24,400.00 for the purchase of building access control systems upgrades.

ROLL CALL: YEA: Boggs, Bertschy, Koebel, Rogers, McAfee, Nelson, Thompson

NAY: None **ABSENT:** Weimer **MOTION CARRIED**

10. Consideration of accepting the quote from Quik Carts of North Judson, Indiana in the amount of \$8,560.00 for 50 golf cart batteries for use at Plym Park.

Councilmember Bertschy moved, **Councilmember Rogers** seconded to accept the quote from Quik Carts of North Judson, Indiana in the amount of \$8,560.00 for 50 golf cart batteries for use at Plym Park.

ROLL CALL: YEA: Bertschy, Koebel, Rogers, McAfee, Nelson, Thompson, Boggs

NAY: None **ABSENT:** Weimer **MOTION CARRIED**

11. Consideration of approving a three-year contract with Abell Pest Control of Waterford, Michigan at an annual cost of \$6,150.00 for services at various city buildings and authorize the Mayor to sign the contracts.

Councilmember Rogers moved, **Councilmember Bertschy** seconded to approve a three-year contract with Abell Pest Control of Waterford, Michigan at an annual cost of \$6,150.00 for services at various city buildings and authorize the Mayor to sign the contracts.

ROLL CALL: YEA: Thompson, Boggs

NAY: Koebel, Rogers, McAfee, Nelson, Bertschy **ABSENT:** Weimer **MOTION DENIED**

Councilmember Bertschy moved, **Councilmember Rogers** seconded to approve a three-year contract with Armor Pest Control, Inc. of Dowagiac, Michigan at an annual cost of \$8,831.00 for services at various city buildings and authorize the Mayor to sign the contracts.

ROLL CALL: YEA: Koebel, Rogers, McAfee, Nelson, Bertschy

NAY: Thompson, Boggs **ABSENT:** Weimer **MOTION CARRIED**

12. Consideration of approving a commitment through MiDeal for 1000 tons of bulk rock salt at a price that is unknown at this time for the 2026-2027 winter season and authorize the Interim Public Works Director to sign the commitment.

Councilmember Thompson moved, **Councilmember Rogers** seconded to approve a commitment through MiDeal for 1000 tons of bulk rock salt at a price that is unknown at this time for the 2026-2027 winter season and authorize the Interim Public Works Director to sign the commitment.

ROLL CALL: YEA: McAfee, Nelson, Thompson, Boggs, Bertschy, Koebel, Rogers

NAY: None **ABSENT:** Weimer **MOTION CARRIED**

13. Consideration of authorizing Industrial Door of South Bend, Indiana to make repairs to the overhead garage door at the Dart parking garage at a cost of \$3,377.00 and authorize the Mayor to sign the proposal.

Councilmember Bertschy moved, **Councilmember Boggs** seconded to authorize Industrial Door of South Bend, Indiana to make repairs to the overhead garage door at the Dart parking garage at a cost of \$3,377.00 and authorize the Mayor to sign the proposal.

ROLL CALL: YEA: Nelson, Thompson, Boggs, Bertschy, Koebel, Rogers, McAfee

NAY: None **ABSENT:** Weimer **MOTION CARRIED**

14. Consideration of authorizing the Utilities Department Water Division to purchase two Clow Fire Hydrants from Ferguson Waterworks of South Bend, Indiana in the amount of \$8,300.00.

Councilmember Thompson moved, **Councilmember Nelson** seconded to authorize the Utilities Department Water Division to purchase two Clow Fire Hydrants from Ferguson Waterworks of South Bend, Indiana in the amount of \$8,300.00.

ROLL CALL: YEA: Thompson, Boggs, Bertschy, Koebel, Rogers, McAfee, Nelson

NAY: None **ABSENT:** Weimer **MOTION CARRIED**

15. Consideration of authorizing the Utilities Department Water Division to accept the quote from Peerless Midwest of Mishawaka, Indiana for well rehabilitation (cleaning) of Western Well at an approximate cost of \$22,400.00.

Councilmember Thompson moved, **Councilmember Bertschy** seconded to authorize the Utilities Department Water Division to accept the quote from Peerless Midwest of Mishawaka, Indiana for well rehabilitation (cleaning) of Western Well at an approximate cost of \$22,400.00.

ROLL CALL: YEA: Boggs, Bertschy, Koebel, Rogers, McAfee, Nelson, Thompson

NAY: None **ABSENT:** Weimer **MOTION CARRIED**

16. Consideration of authorizing the Utilities Department Water and Wastewater Divisions to accept the bid from Excel Roofing of Grand Rapids, Michigan in the amount of \$591,994.40 for repairs to roofs at both departments and authorize the Mayor to sign the contract.

Councilmember Bertschy moved, **Councilmember Koebel** seconded to authorize the Utilities Department Water and Wastewater Divisions to accept the bid from Excel Roofing of Grand Rapids, Michigan in the amount of \$591,994.40 for repairs to roofs at both departments and authorize the Mayor to sign the contract.

ROLL CALL: YEA: Bertschy, Koebel, Rogers, McAfee, Nelson, Thompson, Boggs

NAY: None **ABSENT:** Weimer **MOTION CARRIED**

17. Consideration of authorizing the Utilities Department Electric Division to accept the proposal from SAM Analytic Solutions of Durham, North Carolina in the amount of \$66,400.00 for engineering services to modify the 34.5 kV recloser system as part of the I&M/AEP Substation Upgrade Project and authorize the Utilities Manager to sign the proposal.

Councilmember Rogers moved, **Councilmember Thompson** seconded to authorize the Utilities Department Electric Division to accept the proposal from SAM Analytic Solutions of Durham, North Carolina in the amount of \$66,400.00 for engineering services to modify the 34.5 kV recloser system as part of the I&M/AEP Substation Upgrade Project and authorize the Utilities Manager to sign the proposal.

ROLL CALL: YEA: Koebel, Rogers, McAfee, Nelson, Thompson, Boggs, Bertschy

NAY: None **ABSENT:** Weimer **MOTION CARRIED**

18. Consideration of authorizing the Utilities Department Water Division to accept the quote from Peerless Midwest of Mishawaka, Indiana in the amount of \$4,960.00 for well/pump service and testing of Decker Well.

Councilmember Nelson moved, **Councilmember Bertschy** seconded to authorize the Utilities Department Water Division to accept the quote from Peerless Midwest of Mishawaka, Indiana in the amount of \$4,960.00 for well/pump service and testing of Decker Well.

ROLL CALL: YEA: Rogers, McAfee, Nelson, Thompson, Boggs, Bertschy, Koebel

NAY: None **ABSENT:** Weimer **MOTION CARRIED**

19. Consideration of granting two right-of-way easements to Indiana Michigan Power of Fort Wayne, Indiana on two separate city parcels and authorize the Mayor to sign the agreements.

Councilmember Rogers moved, **Councilmember Thompson** seconded to grant two right-of-way easements to Indiana Michigan Power of Fort Wayne, Indiana on two separate city parcels and authorize the Mayor to sign the agreements.

ROLL CALL: YEA: McAfee, Nelson, Thompson, Boggs, Bertschy, Koebel, Rogers

NAY: None **ABSENT:** Weimer **MOTION CARRIED**

20. Consideration of authorizing the emergency purchase from H&G Services of Mishawaka, Indiana by the Utilities Department Electric Division in the amount of \$28,538.18 to restore the primary power feed to Corewell Health Lakeland Niles Hospital.

Councilmember Bertschy moved, **Councilmember Boggs** seconded to authorize the emergency purchase from H&G Services of Mishawaka, Indiana by the Utilities Department Electric Division in the amount of \$28,538.18 to restore the primary power feed to Corewell Health Lakeland Niles Hospital.

ROLL CALL: YEA: Nelson, Thompson, Boggs, Bertschy, Koebel, Rogers, McAfee

NAY: None **ABSENT:** Weimer **MOTION CARRIED**

21. Consideration of extending a \$500.00 water usage allotment to Niles Community Gardens, Inc. for years 2026 and 2027.

Councilmember Nelson moved, **Councilmember Bertschy** seconded to extend a \$500.00 water usage allotment to Niles Community Gardens, Inc. for years 2026 and 2027.

ROLL CALL: YEA: Boggs, Bertschy, Koebel, Rogers, McAfee, Nelson

NAY: Thompson **ABSENT:** Weimer **MOTION CARRIED**

22. Consideration of authorizing the Utilities Department Electric Division to accept the quote from Spicer Group of Saginaw, Michigan in the amount of \$27,000.00 for engineering services related to the 3rd and Broadway Traffic Signal Project and authorize the Mayor to sign the contract.

Councilmember Rogers moved, **Councilmember Thompson** seconded to authorize the Utilities Department Electric Division to accept the quote from Spicer Group of Saginaw, Michigan in the amount of \$27,000.00 for engineering services related to the 3rd and Broadway Traffic Signal Project and authorize the Mayor to sign the contract.

ROLL CALL: YEA: Boggs, Bertschy, Koebel, Rogers, McAfee, Nelson, Thompson

NAY: None **ABSENT:** Weimer **MOTION CARRIED**

23. Consideration of authorizing the Utilities Department Electric, Water, and Wastewater Divisions to contract with Utility Financial Solutions, LLC of Leland, Michigan at a cost of \$51,200.00 to perform a collection of financial projections and rate design studies and authorize the Mayor to sign the proposal.

Councilmember Bertschy moved, **Councilmember Nelson** seconded to authorize the Utilities Department Electric, Water, and Wastewater Divisions to contract with Utility Financial Solutions, LLC of Leland, Michigan at a cost of \$51,200.00 to perform a collection of financial projections and rate design studies and authorize the Mayor to sign the proposal.

ROLL CALL: YEA: Bertschy, Koebel, Rogers, McAfee, Nelson, Thompson, Boggs

NAY: None **ABSENT:** Weimer **MOTION CARRIED**

24. Consideration of approving the Substantial Amendments to the CDBG PY24 and PY25 Annual Action Plans and redirect \$85,000.00 to the Home Repair Program.

Councilmember Nelson moved, **Councilmember Bertschy** seconded to approve the Substantial Amendments to the CDBG PY24 and PY25 Annual Action Plans and redirect \$85,000.00 to the Home Repair Program.

ROLL CALL: YEA: Koebel, Rogers, McAfee, Nelson, Boggs, Bertschy

NAY: Thompson **ABSENT:** Weimer **MOTION CARRIED**

25. Consideration of approving the City of Niles 2026 Public Participation Plan.

Councilmember Rogers moved, **Councilmember Koebel** seconded to approve the City of Niles 2026 Public Participation Plan.

ROLL CALL: YEA: Rogers, McAfee, Nelson, Thompson, Boggs, Bertschy, Koebel

NAY: None **ABSENT:** Weimer **MOTION CARRIED**

26. Consideration of adopting a Resolution authorizing the Community Development Director to apply for the Department of Natural Resources, Recreation Passport Grant in the amount of \$150,000 with a local match of 25% to be funded with CDBG funds.

Councilmember Nelson moved, **Councilmember McAfee** seconded to adopt a Resolution authorizing the Community Development Director to apply for the Department of Natural Resources, Recreation Passport Grant in the amount of \$150,000 with a local match of 25% to be funded with CDBG funds.

ROLL CALL: YEA: McAfee, Nelson, Thompson, Boggs, Bertschy, Koebel, Rogers

NAY: None **ABSENT:** Weimer **MOTION CARRIED**

RESOLUTION #2026-03/2251 DECLARED ADOPTED

27. Consideration of authorizing the Community Development Department to accept the quote from Abonmarche Consultants, Inc. of Goshen, Indiana in the amount of \$49,500.00 to review and update the City of Niles Master Plan and authorize the Mayor to sign the contract.

Councilmember Nelson moved, **Councilmember Rogers** seconded to authorizing the Community Development Department to accept the quote from Abonmarche Consultants, Inc. of Goshen, Indiana in the amount of \$49,500.00 to review and update the City of Niles Master Plan and authorize the Mayor to sign the contract.

ROLL CALL: YEA: Nelson, Boggs, Bertschy, Koebel, Rogers, McAfee

NAY: Thompson **ABSENT:** Weimer **MOTION CARRIED**

APPOINTMENTS:

28. Consideration of appointing Jill Haboush to an unexpired term ending on December 31, 2027 on the Downtown Development Authority.

Councilmember Rogers moved, **Councilmember Nelson** seconded to appoint Jill Haboush to an unexpired term ending on December 31, 2027 on the Downtown Development Authority.

YEA: 7 NAY: 0 MOTION CARRIED

29. Consideration of appointing Sandy Williams to an unexpired term ending December 31, 2027 on the Niles Public Art Commission.

Councilmember Bertschy moved, **Councilmember Boggs** seconded to appoint Sandy Williams to an unexpired term ending December 31, 2027 on the Niles Public Art Commission.

YEA: 7 NAY: 0 MOTION CARRIED

CITY ATTORNEY'S REPORT:

COUNCILMEMBER'S REPORT:

Councilmember Boggs: Stated how nice the concert at the library was on Sunday.

Councilmember Rogers: Cass County Board of Commissioners will offer an informational Data Center program in person and online.

Councilmember McAfee: Offered advice to not go cold turkey on Pepsi.

Councilmember Nelson: Will be attending the informational Data center meeting.

Councilmember Thompson: Oil price is up to \$170 a barrel, chances of gas prices going down are close to zero.

MAYOR'S REPORT:

Mayor Shelton: Thank you to the city staff and crews, they are doing an incredible job taking care of our community. Currently they are working on leaf and brush pickup.

ADJOURNMENT:

Councilmember Nelson moved to adjourn 6:59 p.m.

Jennifer Dewey, Deputy Clerk

Approved by City Council April 13, 2026