

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

**Monday, April 22, 2024**

**PRESENT:** Council Members: Georgia Boggs, Gretchen Bertschy, Timothy Rogers, Charlie McAfee, William Weimer, John DiCostanzo, Michael Thompson, and Mayor Nick Shelton

**ABSENT:** Amanda Dunnem

**STAFF:** Huff, Bergman, Dunlap, McCauslin, Millin, Ray, Young

**REGULAR COUNCIL MEETING**

The regular Niles City Council meeting was called to order by Mayor Shelton at 6:00 p.m. April 22, 2024. The Pledge of Allegiance was led by Mayor Nick Shelton.

**APPROVAL OF THE AGENDA**

**Councilmember Rogers** moved, **Councilmember Bertschy** seconded to approve the agenda as submitted.

**ROLL CALL: YEA:** DiCostanzo, Thompson, Boggs, Bertschy, Rogers, McAfee, Weimer

**NAY:** None **ABSENT:** Dunnem **MOTION CARRIED**

**PUBLIC HEARING:**

**CITIZEN PARTICIPATION: (PUBLIC COMMENTS)**

**Justin Flagel** of 1720 N 11<sup>th</sup> St., gave an update for Niles Main Street. He shared a few upcoming events including the Mac & Cheese Crawl June 1<sup>st</sup> and the Niles Home Grown Market every Sunday June through August. Justin also announced that 2nd & Main opened a commissary kitchen to prepare they're own menu items as well allowing others to prepare food.

**George McManus** of 3825 E Burton Ave., Benton Harbor, announced that he is running for Berrien County Drain Commissioner. He introduced himself to Council and stated that there are projects in the City of Niles that he will be working on if elected.

**PRESENTATIONS:**

**CONSENT AGENDA:**

1. Consideration of approving the minutes of April 8, 2024.
2. Consideration of approving the list of bills dated April 17, 2024.

**Councilmember Rogers** moved, **Councilmember McAfee** seconded to approve the consent agenda as submitted.

**ROLL CALL: YEA:** Thompson, Boggs, Bertschy, Rogers, McAfee, Weimer, DiCostanzo

**NAY:** None **ABSENT:** Dunnem **MOTION CARRIED**

**CITY ADMINISTRATOR'S REPORT:**

3. Consideration of approving a five-year lease with Pitney Bowes for a postage meter to be used by City Hall and a folder/sorter machine for use by the Finance Department at a monthly rate of \$483.96 to be split 50/50 between the Utilities Department and the General Fund.

**Councilmember Bertschy** moved, **Councilmember Boggs** seconded to approve the consideration of approving a five-year lease with Pitney Bowes for a postage meter to be used by City Hall and a folder/sorter machine for use by the Finance Department at a monthly rate of \$483.96 to be split 50/50 between the Utilities Department and the General Fund.

**ROLL CALL: YEA:** Boggs, Bertschy, Rogers, McAfee, Weimer, DiCostanzo, Thompson

**NAY:** None **ABSENT:** Dunnem **MOTION CARRIED**

4. Consideration of awarding the contract to Great Lakes Chloride, Inc. of Grand Haven, Michigan for the 2024 liquid calcium chloride application at a cost of \$1.146 per gallon and charge the cost to the General Fund.

**Councilmember Rogers** moved, **Councilmember Bertschy** seconded to approve the consideration of awarding the contract to Great Lakes Chloride, Inc. of Grand Haven, Michigan for the 2024 liquid calcium chloride application at a cost of \$1.146 per gallon and charge the cost to the General Fund.

**ROLL CALL: YEA:** Bertschy, Rogers, McAfee, Weimer, DiCostanzo, Thompson, Boggs

**NAY:** None **ABSENT:** Dunnem **MOTION CARRIED**

5. Consideration of accepting the quote from Battery Systems of Elkhart, Indiana in the amount of \$3,249.26 for the purchase of four sets (20 batteries) for golf carts at Plym Park Golf Course and charge the expense to the Other Equipment-Maintenance Account.

**Councilmember DiCostanzo** moved, **Councilmember Thompson** seconded to approve the consideration of accepting the quote from Battery Systems of Elkhart, Indiana in the amount of \$3,249.26 for the purchase of four sets (20 batteries) for golf carts at Plym Park Golf Course and charge the expense to the Other Equipment-Maintenance Account.

**ROLL CALL: YEA:** Rogers, McAfee, Weimer, DiCostanzo, Thompson, Boggs, Bertschy

**NAY:** None **ABSENT:** Dunnem **MOTION CARRIED**

6. Consideration of authorizing the emergency purchase of repair parts from JGM Valve Corporation of Commerce, Michigan for use at the Wastewater Treatment Plant to repair the Vaughan Chopper Pump in the amount of \$6,670.25 and charge the expense to Wastewater Treatment Division, Maintenance- Plant Equipment.

**Councilmember Rogers** moved, **Councilmember Thompson** seconded to approve the consideration of authorizing the emergency purchase of repair parts from JGM Valve Corporation of Commerce, Michigan for use at the Wastewater Treatment Plant to repair the Vaughan Chopper Pump in the amount of \$6,670.25 and charge the expense to Wastewater Treatment Division, Maintenance- Plant Equipment.

**ROLL CALL: YEA:** McAfee, Weimer, DiCostanzo, Thompson, Boggs, Bertschy, Rogers

**NAY:** None **ABSENT:** Dunnem **MOTION CARRIED**

7. Consideration of authorizing the purchase of two (2) additional concurrent licenses for Caselle Financial Software from Civic Systems of Madison, Wisconsin in the amount of \$4,000.00, charge the expense to the Electric, Water and Wastewater Division, Computer Equipment and Supplies and authorize the Mayor to sign the agreement.

**Councilmember DiCostanzo** moved, **Councilmember Bertschy** seconded to approve the consideration of authorizing the purchase of two (2) additional concurrent licenses for Caselle Financial Software from Civic Systems of Madison, Wisconsin in the amount of \$4,000.00, charge the expense to the Electric, Water and Wastewater Division, Computer Equipment and Supplies and authorize the Mayor to sign the agreement.

**ROLL CALL: YEA:** Weimer, DiCostanzo, Thompson, Boggs, Bertschy, Rogers, McAfee

**NAY:** None **ABSENT:** Dunnem **MOTION CARRIED**

8. Consideration of accepting the quote from Power Line Supply of Reed City, Michigan in the amount of \$8,914.28 for the purchase of four electric cabinets for the Utilities Department, charge the expense to the Electric Division, Maintenance – Field Equipment, and authorize the Utilities Manager to sign the purchase order.

**Councilmember Rogers** moved, **Councilmember Boggs** seconded to approve the consideration of accepting the quote from Power Line Supply of Reed City, Michigan in the amount of \$8,914.28 for the purchase of four electric cabinets for the Utilities Department, charge the expense to the Electric Division, Maintenance – Field Equipment, and authorize the Utilities Manager to sign the purchase order.

**ROLL CALL: YEA:** DiCostanzo, Thompson, Boggs, Bertschy, Rogers, McAfee, Weimer

**NAY:** None **ABSENT:** Dunnem **MOTION CARRIED**

9. Consideration of accepting the quote from Mid County Lawn and Garden of St. Joseph, Michigan in the amount of \$10,170.00 for the purchase of one Toro zero turn 74035 mower for use at the Fire Department.

**Councilmember DiCostanzo** moved, **Councilmember McAfee** seconded to approve the consideration of accepting the quote from Mid County Lawn and Garden of St. Joseph, Michigan in the amount of \$10,170.00 for the purchase of one Toro zero turn 74035 mower for use at the Fire Department.

**ROLL CALL: YEA:** Thompson, Boggs, Bertschy, Rogers, McAfee, Weimer, DiCostanzo

**NAY:** None **ABSENT:** Dunnem **MOTION CARRIED**

10. Consideration of approving the proposed CDBG Code Enforcement and Procedure Manual.

**Councilmember DiCostanzo** moved, **Councilmember Bertschy** seconded to approve the consideration of approving the proposed CDBG Code Enforcement and Procedure Manual.

**ROLL CALL: YEA:** Boggs, Bertschy, Rogers, McAfee, Weimer, DiCostanzo, Thompson

**NAY:** None **ABSENT:** Dunnem **MOTION CARRIED**

11. Consideration of approving the request of the American Legion Larue Messenger Post #26 to hold the Memorial Day parade on May 27, 2024, as presented.

**Councilmember Bertschy** moved, **Councilmember Rogers** seconded to approve the consideration of approving the request of the American Legion Larue Messenger Post #26 to hold the Memorial Day parade on May 27, 2024, as presented.

**Councilmember Bertschy** moved, **Councilmember Rogers** seconded to amend the previous motion approve the consideration of approving the request of the American Legion Larue Messenger Post #26 to hold the Memorial Day parade on May 27, 2024, as presented.

**ROLL CALL: YEA:** Bertschy, Rogers, McAfee, Weimer, Boggs

**NAY:** Thompson **ABSENT:** Dunnem **MOTION CARRIED**

#### **APPOINTMENTS:**

#### **CITY ATTORNEY'S REPORT:**

#### **COUNCILMEMBER'S REPORT:**

**Councilmember DiCostanzo** apologized for missing the previous meeting. He stated that he received quite a bit of emails in opposition of closing 2<sup>nd</sup> Street. He would've been a no vote if he would've been in attendance.

**Councilmember Bertschy** moved, **Councilmember Thompson** supported to excuse Councilmember DiCostanzo from the last Council meeting.

**AYES: 7      NAYS: 0      MOTION CARRIED**

**Councilmember Bertschy** added that she has heard from several people that Plym Park looks great.

**Councilmember McAfee** reported that she received a few calls wanting to know why the name change from the NODE to the FORGE. Lisa replied that a final decision has not yet been made.

**MAYOR'S REPORT:**

**Mayor Shelton** shared that he gave a proclamation declaring March 16<sup>th</sup>, Brandywine Bobcat Day in the City to celebrate the success of the winter sports program for Brandywine which included State Basketball Championship, 2 State Championship Wrestlers, a State Runner-up, Girls Basketball Team State qualifying, and Women's Bowling Team.

**CLOSED SESSION:**

**ADJOURNMENT**

Councilmember Weimer moved to adjourn at 6:22 p.m.

Tina Bergman, Niles City Clerk

Approved by City Council May 13, 2024.