

**VILLAGE OF SCHOOLCRAFT
COUNCIL PROCEEDINGS
October 6, 2025**

The Regular Meeting of the Village Council held at 442 N. Grand Street, was called to order by President Rochholz.

The Prayer and Pledge of Allegiance to the Flag of the United States of America were led by President Rochholz.

ROLL CALL:

Present: President Rochholz, Trustees Mastenbrook, Beck, Bergland, Doorn, Carlin and Rance.
Absent: None.
Also Present: Village Manager Cheri Lutz, Village Clerk Theresa O'Leary, DPW Superintendent Rob Coffman, Water Operator Dan Lewis, Equipment and Grounds Emily Munson, Bert Gale, Nick Keck, Brian Julian, Phyllis Rose, Kim Parker, Mike Noora, Adam Gersthauer, Greg Vlietstra, Jennifer Sportel and Errol Matthews.

APPROVAL OF AGENDA:

Motion by Mastenbrook, seconded by Doorn to approve the agenda with the following change:
Add: 11. Closed Session. All Aye.

APPROVAL OF CONSENT AGENDA:

Motion by Carlin seconded by Rance, to approve the Consent Agenda as presented.
By Roll Call, all aye.

CITIZEN'S ON NON-AGENDA ITEMS:

Mr. Bert Gale from Associated Government Services, informed the Council that Mr. Nick Keck will be the Building Official.

At the next Council meeting, a Resolution will be adopted to appoint Mr. Nick Keck as Building Official.

PUBLIC HEARINGS:

None.

UNFINISHED BUSINESS:

None.

TABULATION OF BIDS:

None.

NEW BUSINESS:

- a) Mr. Greg Vlietstra from Metro Transit provided an update on program services.
- b) The memorandum from Water Operator Dan Lewis regarding the water tower maintenance was discussed. Mr. Lewis made the following statements:
 - He stated the total cost of the water tower maintenance is \$235,000. This will be included in the 2026-27 budget.
 - He stated it is advisable to purchase a Variable Frequency Drive (VFD), meter, and pumps prior to the maintenance of the water tower.
 - He stated a VFD is easier on the equipment because it has a softer start and finish when regulating the water level.
 - He stated that in this fiscal year, the pumps should be overhauled.
 - He stated the cost for the VFD, parts and overhaul is \$61,000.

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Motion by Rance, seconded by Doorn to approve the cost of \$61,000 for the VFD and overhaul for this fiscal year. By Roll Call, all aye.

- c) The memorandum from Village Manager Cheri Lutz regarding a text amendment request by Mr. Errol Matthews to allow chickens within the Village of Schoolcraft.

Motion by Doorn, seconded by Rance to refer this request to the Planning Commission.
All aye.

- d) The memorandum from Village Manager Cheri Lutz regarding Resolution 2025-12. A Resolution to Approve Charitable Gaming. This resolution would allow the 4th of July Committee to have 50/50 raffles.

Motion by Mastenbrook, seconded by Rance to adopt Resolution 2025-12 as presented. By Roll Call, all aye.

- e) The memorandum from Village Manager Cheri Lutz regarding Water Project Financing was discussed.

Motion by Doorn, seconded by Carlin to begin the application process with USDA. By Roll Call:

Rochholz	Aye
Mastenbrook	Aye
Carlin	Aye
Doorn	Aye
Beck	Aye
Bergland	Nay
Rance	Aye
Motion Passed 6-1.	

COMMUNICATIONS:

None.

STATEMENTS FROM CITIZENS AND MUNICIPAL OFFICIALS

President Mike Rochholz made the following statement:

- He stated the Department of Public Works is in the process of repairing sidewalks all around the Village of Schoolcraft.
- He stated he received an email from Kalamazoo County Commissioner Wendy Mazer stating the Village of Schoolcraft is in the list of top ten organizations to receive grant money from Kalamazoo County. Commissioner stated Village of Schoolcraft's application was one of the strongest among those that entered. The Village Council commended and thanked Village Manager Lutz on her work to receive this grant.

Village Manager Cheri Lutz made the following statements:

- She stated Canadian National Railroad has a \$25,000 grant available that can go toward playground and/or a covered picnic area in the park.
 - Motion by Beck, seconded by Doorn to approve of Village Manager Lutz to apply for this grant.
By Roll Call, all aye.
- She stated at the October 13, 2025 meeting of the Planning Commission, the site plan for a spa at 531 N. Grand will be reviewed. The Planning Commission will recommend to give it to the Council for approval.

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- She stated the Finance Committee will meet October 20, 2025 at 6:00 p.m. Members of the Finance Committee are President Rochholz, Trustees Mastenbrook and Bergland, Village Manager Lutz and Village Clerk O'Leary.

OTHER BUSINESS:

Trustee Mastenbrook made the following statements:

- She stated she attended the 4th of July ad hoc committee meeting.
- She provided an update of the South Kalamazoo County Fire Authority activities.

Trustee Beck made the following statements:

- He stated that the Council should look into offering text alerts for Village residents.
- He stated there should be a place where residents can get free Wi Fi.

CLOSED SESSION:

Motion by Mastenbrook, seconded by Rance to convene into Closed Session to discuss personnel matters at 8:16 p.m. By Roll Call, All aye.

Reconvened into open session at 9:11 p.m.

Motion by Rance, seconded by Mastenbrook to approve the minutes of the Closed Session. All Aye.

ADJOURNMENT

The meeting was adjourned at 9:12 p.m.

Michael J. Rochholz, President

Theresa O'Leary, Village Clerk