



Dear New Resident:

On behalf of the Village Council, staff, and fellow citizens, I would like to welcome you as new residents of the Village of Baroda. We are proud of our small community and its small-town atmosphere. We sincerely hope that you will enjoy living here.

This packet of information has been prepared to familiarize you with various aspects of our community. Within these pages you will find the history of our Village, governmental organization and the services we provide, as well as a directory of our municipal staff, a list of community groups and more. Please keep this handy as it will provide a reference and answers to most of your questions.

With this brief note, I want to express the appreciation we have that you chose the Village of Baroda as your new home.

Best Wishes,

Robert Getz
Village President

9091 First Street / P.O. Box 54 / Baroda, MI 49101 / (Phone) 269-422-1779 / (Fax) 269-422-2990
www.BarodaVillage.org

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History of the Village of Baroda

Baroda, Michigan, incorporated in 1907, has a rich and full history. The Village was originally platted in 1860 when Michael Hauser, a pioneer from the Midwest, came to Michigan and staked out 240 acres with the hopes of establishing a town.

Baroda is nestled in the center of Berrien County in southwest Michigan, amidst farmland, wineries and antiques and is a rural treasure. The Village is home to just under 900 residents. Our quaint brick main street reminds you of an era long ago, when life wasn't so busy.

Baroda is home to beautiful parks. The Village Park is located along Hickory Creek and offers public tennis courts, basketball courts and playground equipment. There is also a picnic pavilion.

Where once there were 12 Tool and Die companies in our Village, the downfall of the industry back in 2008 forced all but three of them to close their doors. We had to revitalize and recreate this community and with the growth and appreciation of the agri-tourism industry, we have marketed our area around it! We sit in the heart of some of the most beautiful and bountiful agriculture in Southwest Michigan. From produce and farmland to grapes and hops. People come from hundreds of miles around to see what is so special about this little hidden gem.

The Village has also set aside over fourteen acres for the development of a Commercial/Industrial Park. Located on the south end of our main corridor, with access from both the Township and the Village, it is a perfect location for industry! Our future plan includes a continuation of our streetscape from the downtown business district, through the industrial park so that walkers, runners, residents and tourists alike can easily access the Village and have more walking area! For more information on the industrial park, contact the Village office.

Though our community is small and quaint, we have nearly everything you need to conduct business as well as having a great breakfast, lunch or dinner, or enjoying a night out ... and that includes one of the few Post Offices that still does passports! Check out ilovebaroda.com for more of area businesses!

Just outside the Village limits, you will appreciate the transformation to the beautiful country and you will find many farm stands and u-pick orchards offering the best fruits and vegetables around! Baroda area is home to over nine wineries and three microbrews. You are sure to find something to please your palette. Nothing beats the smell of ripening grapes in the fall!

Governmental Structure



You are served by a seven-member Village Council who are elected for a four-year term with elections every two years. The Village president is elected for a two-year term. Our village hires a Clerk and Treasurer to provide leadership roles for day-to-day administration in the office, and carry out our policies.

The official business of the Village is conducted through Council meetings held on the first Monday of each month which are public, and residents are welcome to attend. A listing of these meetings can be found at our Village office and on the Village website.

Our Municipal Building is located at 9091 First Street, Baroda, MI 49101. It houses both the Village and Township Administrative offices, as well as the meeting room for our council meetings. The Department of Public Works is located at 9205 First Street. Our business hours are 8:00am-4:00pm Monday through Thursday.

Communications

The Village continues to strive to improve our methods of communication with you. Our website, www.barodavillage.org, provides great information for our citizens and businesses. We also provide residents with our official newsletter that keeps you up to date about what's going on in the Village.

Our phone number is 269-422-1779. When you call you will be greeted by our Clerk, if unavailable, by our Treasurer. Below you will find a list of contact information of our staff.

Description	Staff Member Name	Phone	Email
President	Robert Getz	269-422-1779	president@barodavillage.org
Clerk	Tina Boehm	269-422-1779	clerk@barodavillage.org
Treasurer	Barbi Hammond	269-422-1779	treasurer@barodavillage.org
DPW	Tony Cochran	269-930-8846	anthonycochran1211@gmail.com

Serving Our Residents

The Village has multiple services for its residents through several departments. The following is a brief description of our various departments and the services that are provided. This will assist you in determining where you would direct your efforts when contacting our offices.

Village Clerk

The Village Clerk certifies and records ordinances, resolutions and actions of the Village and keeps them on file for public record. The Village Clerk, Tina Boehm, attends all meetings for the Village, keeping permanent record of all its proceedings. The Clerk is also the custodian of all papers, documents, records, and the Village seal. Services provided through this office are as follows:

ELECTIONS: All regular elections are held in November to coincide with state and federal elections. If you live in Baroda Township or the Village of Baroda, you may register to vote at the Township Clerk's office. The Village Council passed a resolution on January 3, 2012 to consolidate future village elections with Baroda Township. Elections are conducted by the Baroda Township Clerk. Qualified electors must be a resident of Michigan and the city or township where you are applying to vote, a citizen of the United States of America, and at least 18 years of age. Absentee ballots are also available for those who are not able to be here on election day. You may qualify to vote by absentee ballot if you are 60 years of age or older, physically unable to come to the polls, cannot attend the polls because of religious tenets, expect to be absent from the community the entire time the polls are open on election day, or if you are in jail awaiting arraignment or trial. When voting at the polls it is required to present your valid driver's license or State issued Photo ID to the election workers to verify that you are registered in the Township, Village or School district. Concealed Carry permits are currently not a valid form of photo ID. For further information go to barodatownship.org.

BUILDING DEPARTMENT PERMITS: The following licenses and permits are required and can be obtained at the Village Office: building, demolition, and electrical permits; sewer and water tap applications and water connection applications. Mechanical and plumbing

permits may be obtained through the State. Permits must be obtained prior to the commencement of any work permit. If you have a contractor doing work for you, please make sure to ask if they have obtained the necessary permits. This will help avoid any problems with the Village, and will guarantee that inspections are conducted to insure the work being done is pursuant to code requirements. All contractors doing work in the Village must be licensed. Please make sure that any contractor doing work for you has registered through the State of Michigan and that they have obtained a permit from the Village to do the work. Building permits are required for additions or alterations to your home. Any questions concerning permits and licenses can be answered by our building inspector Ross Rogein at 269-277-8573.

GARAGE SALE PERMITS: Prior to any garage sale, the Village has regulations governing these sales. You must obtain a permit from the Village. There is no fee for a garage sale permit.

ZONING BOARD OF APPEALS APPLICATIONS: Requesting a variance from the Village’s zoning ordinance may be required if the Village’s Building Official has denied you building permit request.

DOG LICENSES: Dog licenses are required for dogs over four months of age, for newly purchased or acquired dogs, and for those dogs just becoming a Michigan resident. From December 1st to February 28th most area vets and township/city offices sell our license tags. You may also purchase them at the County Clerk's Office (Niles location only) and the County Treasurer's Office. After February 28th, you can only purchase your tags from Animal Control. Some area vets will sell licenses year-round for new puppies getting first licenses. Please check with your vet to see if they participate. Listed below are the costs for licensing your dog.

	On time (12/1-2/28)	Delinquent (3/1)	3- Year License
Non-Altered Male	\$25	\$45	\$70
Non-Altered Female	\$25	\$45	\$70
Altered	\$10	\$30	\$25

Dogs which are licensed are guaranteed to be free of rabies. Additionally, your dog's license number allows you to be identified and notified if your dog should stray and be picked up by Animal Control Officers. Licensed dogs are held longer in the Animal Shelter if they are picked up stray. By licensing your dog on time, you pay the lowest possible licensing fees, and avoid potential fines for failing to license your dog. Finally, you should license your dog because it is the law.

Village Treasurer

The treasurer is responsible for the collection of all village taxes, assessments, other revenue and is the custodian of all funds coming into the Village. Our current Treasurer is Barbi Hammond. The Treasurer maintains a system of accounts for all Village departments, regulates disbursements of funds, and maintains all records of investments, retirement funds and payroll. The Treasurer also coordinates the Village's required annual audit.

Village residents are also required to pay Baroda Township summer and winter taxes. Summer taxes are due September 14th of each year and winter taxes are due February 14th. For more information about these taxes you can go to the Baroda Township website and look under property tax information at barodatownship.org.

All tax bills become delinquent after March 1st and are turned over to the Berrien County Treasurer for collection. Any questions relative to your tax bill should be directed to the Village Treasurer at treasurer@barodavillage.org or you can call the Village office at (269) 422-1779.

Code Enforcement

The Village of Baroda attracts people who appreciate a charming, welcoming atmosphere and together, the village and its residents take responsibility for carrying out this tradition and will continue to add to this growing community. The following information will help you in understanding many of the common codes that apply to your daily lives. Becoming acquainted with these codes will help avoid a visit or violation notice from our Enforcement Officer. For any questions feel free to call the Village office, or to reach our Enforcement Officer, Bill Tucker, directly. You can call him at 269-326-6154 or email him at barodaordinance@gmail.com.

Animal Control: Pets must be kept in your own yard or on a leash when taking them for walks. Be sure to be courteous of others and clean up after your pet. Barking dogs are disruptive to neighbors and should be kept under control. Animal control questions should be directed to our Enforcement Officer, Bill Tucker, at 269-326-6154 or at barodaordinance@gmail.com.

Automobile Parking and Storage: No parking on the street between the hours of 3:00 am and 6:00 am. Vehicles should not be parked in the grassy area between the sidewalk and street. Owners of automobiles should be considerate of those who use the sidewalks by not parking vehicles across the sidewalk.

Property Maintenance: The Village has a strict property maintenance code to ensure that lasting beauty of our housing stock. Your cooperation is essential to ensure that your home remains in good repair. Peeling paint, broken shutters, etc. detract from the unique beauty that defines the Village. Please consider this when looking at your home.

Sidewalks/hedges: A common complaint from residents is that sidewalks are blocked by overgrown hedges or trees. Please use good judgement when maintaining your landscaping so that it does not interfere with pedestrian traffic.

Vehicle Storage: There are a few types of vehicles that are not permitted to be stored in the Village. The first of which are vehicles which are legally or mechanically inoperable (unlicensed, unregistered, and those with flat tires, no engine, etc.). Also, commercial vehicle parking is strictly prohibited in residential zones. Those persons owning and/or driving vehicles identified as commercial use vehicles should remove them from the premises or store them in a closed garage.

Code enforcement requires cooperation from all residents. Your good care will assure that the Village remains a great place to call home. Remember, Village codes are “the law” and are in place to protect the long-lasting beauty of our community. While more than 90% of all violations are quickly corrected, some are not as easily remedied. Violations that are not corrected in a timely fashion are punishable by fines and in extreme cases jail through the court system. Your Enforcement Officer, Bill Tucker, available to answer questions during regular business hours. Please call 269-326-6154 or email barodaordinance@gmail.com.

Department of Public Works

The Department of Public Works has the responsibility for the operation and maintenance of our streets, water system, storm and sanitary sewers and park maintenance. We currently have a staff of two who provide all of our public services. To contact the department during normal business hours (7:00 am-3:30 pm), Monday through Friday, please call the village office. If you have an after-hour water emergency, you can contact our DPW Supervisor, Tony Cochran, at 269-930-8846.

Brush and Branches are to be placed at the curbside and must not be any larger than 6” in diameter and no longer than 12 feet in length. All brush and branches must be placed at curbside with the cut ends facing the street. Small twigs are not considered brush and should be placed with yard waste, tied and bundled and cannot weigh more than 40 pounds. Branches and brush placed correctly by the curb will be picked up.

The following will be picked up from the curb:

- Brush and branches cut 4 to 4 ½ feet long and bundled
- Logs cut to 2 feet long or less and bundled

Curb side leaf collection is provided to the Village annually beginning mid-October and will continue as long as weather allows. During the program you do not have to bag any leaves; we only ask that leaves be raked to the front yard immediately adjacent to the road. Our Public Works employees use large leaf vacuums to pick up your leaves. We remind residents to keep their piles free of grass clippings, sticks, and other debris that can damage the vacuums.

Refuse and recyclables are collected on Thursday and should be placed at the curb by 5:00 am on collection day. Carts are provided by Michiana Recycling. Instructions for recycling are included with the bags. Recycling and refuse bins should be brought in as soon as possible after pick up and stored in a location outside public view. Waste collection is provided by Baroda Township and is paid by user fee on township taxes.

When you move into your home, you should have a waste bin. The bins must stay with the property. If you do not find a bin, please give the Township Office a call at 269-422-2300.

Streets are mostly maintained by the DPW Staff. DPW maintains approximately 5 miles of roads in the Village including asphalt patching, grading and dust control for unpaved roads, snow removal, and ice control.

Large trash pickup: The Township and Village large trash pick-up, not including Baroda Estates, are on the 2nd Thursday of April and October. No building materials, yard waste, appliances containing Freon, large cans of paint, or tires.

Water service is provided through our Department of Public Works in partnership with Lake Township. The DPW repairs and replaces water meters, repair water main breaks and clean sewers with a sewer jet. Sewer service is maintained by the Village DPW.

Water and sewer bills are based on the amount of water you have used in a given month collected by our Village Treasurer. Water and sewer bills are mailed to your home each month and can be paid via cash, check, or internet payment. Billing questions or problems should be directed to the Clerk/utility billing. For your convenience there is a drop box located on the North side of the Village office for during and after hours.

Public Safety

The Baroda-Lake Township Police Department is located at 3169 Shawnee Rd. in Bridgman. Lead by our Chief of Police, Shawn Martin, the department currently has 3 sworn full-time officers and 13 sworn part-time officers. The department makes about 2000 service calls a year. The dedication and experience of the staff help keep us safe and knowing we will be taken care of if the need arises. If you need to contact the office for a non-emergency issue,

you may call the office at (269) 465-3258. Office hours are Monday-Thursday 8:00 am-4:00 pm. and Friday 8:00am-3:30 pm. You may also contact the police department via email at baroda_police@hotmail.com.

Our local fire department is a shared service between the Village of Baroda and Baroda Township. Our Chief is Larry Klug. The Baroda Fire Department is a volunteer fire department. They are proud of the men and women on the Fire Department who spend many hours per month training on equipment and learning the latest technology and methods of fighting fires. If you are interested in serving your community by becoming a firefighter, please contact Chief Klug, Doug deBest, or pick up an application and information at the Baroda Township office. There is a total of 20 volunteers serving on our local fire department. As always, for any police, medical, or fire emergencies, call 911.

Parks and Receptions

Baroda is also home to two beautiful parks. The Village Park is located at 1500 W Lemon Creek Rd along Hickory Creek and offers public tennis courts, basketball courts and playground equipment. There is also a picnic pavilion. Park rental is \$25 for village residents. Outside of the village there is a \$50.00 fee. A \$20 refundable key deposit is required for anyone renting the park.

Join us on the 4th Sunday in June, July and August for our Music in the Park event. Pack some snacks or a picnic (non-alcoholic beverages only please) and come enjoy a great time in our beautiful Village park. There are picnic tables available, or feel free to bring chairs and blankets! Kick back, relax and enjoy! The concerts run from 6:00 pm-7:30pm.

The Township Park is located at 640 W. Lemon Creek Rd., Baroda. The park offers a pavilion, fishing pier, walking/biking trail, soccer field, baseball field, and toddler playground as well as a nature trail. Rental is for the pavilions only. The playgrounds, ball fields, walking/biking trail, nature trail and fishing pier are available on a first come-first served basis.

Reservations for both Village and Township parks will be taken beginning of the first business day of the New year at 9:00 a.m. at either the Township Office, 9091 First St., Baroda, or by phone (269) 422-2300 or at 8:00 am or at the Village of Baroda, 9091 First St, 269-422-1779.

Community Resources

Public Safety

Emergencies- 911

Berrien County Dispatch- 269-983-7141 ext. 7200

bcsheriff.org

Baroda-Lake Township Police Office- 269-465-3258 (Non-emergencies)

Fire Dept.- 269-422-6900 / 269-422-2300 (Non-emergencies)

Utilities

AEP/Indiana Mi Power- 1-800-311-4634

indianamichiganpower.com

Comcast- 1-(800) 934-6489

Comcast.com

Direct TV- 1-888-489-3591

directv.com

Frontier- 1.855.903.0444

internet.frontier.com

Michigan Gas Utilities- 1-800-401-6402

accel.michigangasutilities.com

Surf Air Wireless- 219.326.5252

surfairwireless.com

Other Local Services

Baroda Township- 269-422-2300

Barodatownship.org

Berrien County Government- 269-983-7111

berriencounty.org

Berrien County Health Dept.- 269-926-7121

bchdmi.org

Berrien County Recycling- 269-983-7111 ext. 8234

berriencounty.org/recycle

Lakeland Regional Health (Hospital)- 269-983-8300

lakelandhealth.org

Lakeshore Public Schools- 269-428-1400

Lakeshoreschools.k12.mi.us

Lincoln Township Library- 269-429-9575

lincolntownshiplibrary.org

U.S. Post Office (Baroda)- 269-422-1888

Usps.com

Higher Education

Andrews University- 269-471-7771

andrews.edu

Lake Michigan College- 269-927-3571

Lakemichigancollege.edu

Siena Heights University at LMC- 269-927-6711

sienaheights.edu/Locations/BentonHarbor.aspx

Southwestern Michigan College- 269-782-1000

Swmich.edu

Western Michigan University- (269) 387-1000

wmich.edu

Community Service Organization

Baroda Area Business Association, Helping Grow Local Businesses- 269-422-1779

President- Tina Boehm Email: info@ilovebaroda.com

Baroda Lions Club- 269-876-8416

President: Jeff Gaul Email: gaultoni05@gmail.com

Lakeshore Chamber of Commerce- 269-429-1170

Lakeshorechamber.org

Baroda Area Churches

Baroda Bible Church- 269-422-1731

barodabiblechurch.org

Baroda Church of God- 269-428-2264

barodachurchofgod.org

St. Johns Evangelical Lutheran Church- 269-422-1449

stjohnsbaroda.com

Zion United Church of Christ- 269-422-1590

zionuccbaroda.org

Print News/Media-

Berrien County Record- 269-695-3878

bcrnews.net

Herald Palladium- 269-429-2400

heraldpalladium.com

Journal Era- 269-473-5421

thejournalera.com

Mailmax- 269-934-7522

mailmaxonline.com