

MINUTES FROM THE  
REGULAR ANTWERP TOWNSHIP BOARD MEETING  
TUESDAY July 14, 2015 7:00 PM  
Approved

Supervisor Ruzick called the Township Board meeting to order at 7:00 PM.

Pledge of Allegiance

Board Members Present: Daniel J. Ruzick-Supervisor, Bonnie Osborne-Treasurer, Heather Mitchell-Clerk, Bruce Cutting - Trustee

Board Members Absent & Excused: Ron Derhammer-Trustee.

Also Present: Nine guests.

Motion by Mitchell, second by Osborne to approve agenda with the addition of E. MFD Budget Amendment under New Business. All voted in favor. Motion carries.

Public Comment: Concern over excess speeding on 23<sup>rd</sup> St.

Motion by Cutting, second by Osborne to approve June 9, 2015 minutes as presented. All voted in favor. Motion carries.

Motion by Mitchell, second by Osborne to approve June 23, 2015 minutes as presented. Three voted in favor, one abstention. Motion carries.

**Action on Planning Commission Recommendations:** None.

**New Business:**

**A. Architect Bid Specifications: Men's Restroom & Activity Center Painting**

Women's restroom in library was remodeled and brought to ADA specs in 2014. Township has budgeted to remodel men's restroom in 2015. Capital outlay also includes repainting the exterior of the Activity Center. After speaking with different vendors, various suggestions have come forward as to how to handle the repainting of the cement block.

Motion by Cutting, second by Osborne to request bid specifications from architects in order to accurately bid remodeling and painting project.

Roll Call Vote: Ruzick-yes, Mitchell-yes, Osborne-yes, Cutting-yes. Motion carries.

**B. Financial Institutions: Treasurer's List**

Treasurer Osborne presented a list of qualifications of financial institutions in order to keep township funds protected. Request was also made by Treasurer Osborne to allow a \$3+/- leeway for tax collection.

Motion by Cutting, second by Mitchell to approve all FDIC insured banks, NCUA insured credit unions, CDARS, and ICS savings with Michigan based banks and to allow a \$3+/- allowance for tax collection. All voted in favor, motion carries.

**C. Capital Improvements 2015**

**a. Projection TV & Microphone Headsets**

Two quotes were obtained from Farrell Audio & Video and from Best Buy. Discussion on quality and best fit for Activity Center. TV would be a tool for elections, meetings, weddings, senior activities in Activity Center. Farrell Audio also provided a bid for wireless headsets (microphones) and two additional speakers for the Activity Center.

Motion by Mitchell, second by Osborne to accept bid from Farrell Audio & Video for BenQ Digital Projector and two wireless headsets including additional speakers for the Activity Center not to exceed \$7900.

Roll Call Vote: Osborne-yes; Cutting-yes; Ruzick-yes; Mitchell-yes. Motion carries.

**b. Ice Cuber & Popcorn Machine**

Quote obtained from Great Lakes West for ice cuber with bin, popcorn popper, and installation for \$4371.34. Additional research was done and it was noted that same machinery could be found online at similar prices, however, the Board feels it's more responsible to order from a local vendor versus online, especially one in the Township itself. Comments from audience were ice cuber machines generate an immense amount of heat and bagged ice could be provided at a cost for renters of the Activity Center in efforts to limit access.

Motion by Cutting, second by Mitchell to accept bid of \$4371.34 for ice cuber, popcorn popper, and installation from Great Lakes West.

Roll Call Vote: Cutting-yes; Ruzick-yes; Mitchell-yes; Osborne-yes. Motion carries.

**c. Utility Carts**

Prices were obtained for utility carts, stainless steel and plastic to be available for the Activity Center and Board Room. Stainless steel carts are \$127.99 and plastic carts are \$63.75.

Motion by Osborne, second by Cutting to approve expenditure for two (2) stainless steel carts and one (1) plastic cart for a total cost of \$319.73.

Roll Call Vote: Ruzick-yes; Osborne-yes; Mitchell-yes; Cutting-yes. Motion carries.

**d. Smoke & Carbon Monoxide Alarms**

Brandon Griner, Menards Inc., provided a price for 100 carbon monoxide/smoke detectors. Combination alarm is \$32.63/each. Local fire departments have agreed to install for individuals who are physically unable to do that. Detectors will have a 10 year battery and will be offered to township residents over the age of 60 at no charge as part of Project Senior Safe.

Motion by Mitchell, second by Cutting to approve expenditure of \$3,263.00 for combination detectors from Menards.

Roll Call Vote: Osborne-yes; Cutting-yes; Ruzick-yes; Mitchell-yes. Motion carries.

**D. VBCRC RAH Primary Funding Request**

Letting for project is just now starting; actual work will be completed next year. Item will be table until then.

**E. MFD Budget Amendment**

~~Capital Outlay~~ Building & Grounds account needs to be increased from \$36,000 to \$72,000 because of roof replacement.

Motion by Osborne, second by Cutting to approve capital outlay budget amendment of \$36,000 for Mattawan Fire Department.

Roll Call Vote: Cutting-yes; Ruzick-yes; Mitchell-yes; Osborne-yes. Motion carries.

**Correspondence:** VBC News; VBC District Library 2014 annual report

**Announcements:** July 22 is Picnic in the Park at noon

**Reports:**

*Ordinance Officer* Mark Hamre

Report for June is available at the township office.

Letting for the Red Arrow Hwy project will be August, which will push the actual work to next year.

*Treasurer* Bonnie Osborne

\$272,309.32 in general fund checking, Mattawan Schools will levy 3.57 mills on winter tax bill.

*Building Activity* Heather Mitchell

21 permits for June including Building, Electrical, Mechanical and Plumbing with fees of \$4,407.00.

*Sunshine Branch Library* Bonnie Osborne

313 kids enrolled in summer reading program. There is a job opening at the library.

*Lawton Fire Department* Bruce Cutting

Short meeting; paid bills, working with Wightman & Associates to investigate grant availability for funding for a generator which would service the fire hall, village hall, police hall, and library. Costs would be split with village.

*Mattawan Fire Department* Bonnie Osborne

Reviewing bids for a new roof on the fire department, discussed burn camp.

*Paw Paw Fire Department* Daniel Ruzick

PPFD looking into expanding current building versus new construction; will be working with Village of Paw Paw.

*Cemeteries* Heather Mitchell

Three (3) burials in June.

*Mattawan Quick Response* Bonnie Osborne

Paid bills including new chassis.

*Planning Commission* Heather Mitchell

June meeting cancelled due to lack of agenda. Meeting minutes are available online at

[www.antwerptownship.com](http://www.antwerptownship.com).

*Zoning Board of Appeals* Heather Mitchell

No meeting in June. Will be scheduling meeting in August or September to approve December 2014 meeting minutes.

**Public Comment:** Chris Ballingall asked about security cameras for the Activity Center now that additional improvements and equipment is being purchased. Board will look into security including brighter lights illuminating parking lot. Discussion on Mattawan Schools and new superintendent. Dr. Buchler seems eager to partner with Antwerp Township in anything that will be reaching out to the community, especially seniors and alumni association.

Recommendation from the committee on Antwerp Township, Mattawan Quick Response, Mattawan Fire Department, and Senior Services bills in the amount of \$44,416.28.

Motion by Cutting, second by Osborne to accept bills for payment.

Roll Call Vote: Ruzick-yes; Mitchell-yes; Osborne-yes; Cutting-yes. Motion carries.

Motion by Osborne, second by Mitchell to adjourn.

All voted in favor. Motion carries. Meeting adjourned at 8:04 pm.

Respectfully submitted by,

7/14/15 minutes con't

Heather Mitchell/Clerk