

MINUTES FROM THE
REGULAR ANTWERP TOWNSHIP BOARD MEETING
WEDNESDAY November 9, 2016 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, Ron Derhammer-Trustee.

Also Present: Two guests

Motion by Cutting, second by Osborne to approve agenda with addition G. 30th St Tree Removal under New Business. All voted in favor. Motion carries.

Public Comment: None.

Motion by Cutting, second by Derhammer to approve October 11, 2016 minutes as mailed. All voted in favor. Motion carries.

Action on Planning Commission Recommendations: None

New Business:

A. Antwerp Township Federal Poverty Guidelines 2017

Federal government determines income levels for poverty guidelines. Townships adopt these guidelines in order to grant hardship exemptions. Municipalities can increase guidelines, but cannot lower them. Each year Township Board has extended the guidelines by an additional 20% in order to benefit more taxpayer who might need the hardship exemption. Along with income guidelines, applicants must fill out an application in full itemizing income, debt, and other monthly expenses. An asset test of \$15,000 must also be met.

Motion by Mitchell, second by Cutting to approve hardship exemption application, set poverty guidelines with an additional 20% and set asset test at \$15,000.

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

B. Snowplowing & Salting Renewal Contracts

Township received a renewal contract from Ray Owsiany for plowing at \$100 for each plow. Township also received a renewal contract from Tom Aleksich for salting at \$175 each time. Both contracts would renew at same rate from 2016.

Motion by Osborne, second by Derhammer to approve the plowing contract from Ray Owsiany at \$100 and salting contract from Tom Aleksich at \$175.

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

C. Kalamazoo County Hazardous Waste Allocation

Recycling for hazardous materials continues to be used by resident of Antwerp Township. Discussion on conservation millage which passed this year and what that means for possible hazardous recycling within Van Buren County. At this time, Antwerp Township has run out of funds and the KCHCSD is asking for an allocation of \$1500 to ensure residents can continue to use this service through the end of the year without interruption.

Motion by Osborne, second by Cutting to allocate \$1500 to the Kalamazoo County Health and Community Services Department for hazardous recycling through end of 2016.

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

D. Van Buren County Sheriff Department Renewal Contract

Annually, the VBC Sheriff's Department provides a contracted service to Antwerp Township through enforcement of our ordinances through a deputy. The Police Protection Agreement details the Township's authorization to call upon the Sheriff of the county to provide special police protection for the township including enforcement of local township ordinances. Contract is for \$26,646.

Motion by Osborne, second by Cutting to approve 2017FY contract and authorize Supervisor Ruzick to sign the 2017 police protection agreement on behalf of Antwerp Township Board.

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

E. Zoning Administrator/Planner Approval

Antwerp Township was made aware that LSL Planning would be closing their Grand Rapids office and Dave Jirousek would be leaving. Request for quotes went out to several local planning firms and a special committee consisting of Leslie Cronenwett, John Paquin, Ben Brousseau, and Dan Ruzick was asked to review bids received. McKenna Associates and Williams and Works both submitted bids.

The committee made a recommendation to contract with Williams & Works for our zoning administrator, as our current administrator, David Jirousek, joined their firm.

Motion by Derhammer, second by Osborne to accept contract from Williams & Works for our zoning administrator and planning needs.

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

F. Zoning Text Amendments

Planning Commission is recommending approval of zoning text amendments including definitions, boarding houses, temporary housing, low impact development, and fences. The amendments have been reviewed by VBC Planning Commission. It should be noted that the County Planning Commission extended a complement to our planning commission on their work with low impact development, stating it serves as a model for other communities.

Motion by Derhammer, second by Mitchell to approve all zoning text amendments recommended by the Planning Commission at their October 5, 2016 meeting. All voted in favor. Motion carries.

G. 30th Street Tree Removal

Antwerp Township will be working in conjunction with Van Buren County Road Commission and Almena Township in 2017 for repaving and partial reconstruction (Almena Township boundaries) of 30th St running north of Red Arrow Highway to M-43 Hwy. In efforts to prepare for this project, the Van Buren County Road Commission wants to start tree trimming and removal of dead trees along 30th St. The cost for this start-up to Antwerp Township is \$10,800.

Motion by Derhammer, second by Mitchell to approve cost of tree trimming at \$10,800.

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

Correspondence: None

Announcements: None

Reports:

Van Buren County Road Commissioner Al Svilpe
Reviewed current projects.

Ordinance Officer Marcus Hamre

Reviewed blight report and calls within Antwerp Township.

Treasurer Bonnie Osborne

\$162,470.85 in general fund checking. Current IFT for Formula K on Derhammer parkway is set to expire at the end of 2017; however, Township has not received payment on the IFT for 2 years.

Motion by Derhammer, second by Osborne to revoke IFT certificate for Formula K.

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

Building Activity Heather Mitchell

14 permits for October including Building, Electrical, Mechanical, and Plumbing with fees of \$5,278.

Sunshine Branch Library Bonnie Osborne

New programming is starting and Mr. & Mrs. Claus are set to make an appearance on November 26th.

VBDL Board Bruce Cutting

Reviewed finances.

Lawton Fire Department Bruce Cutting

Paid bills. Short meeting. Grant will most likely pay for entire cost of generator.

Mattawan Fire Department Bonnie Osborne

61 calls total. Three new members, which two were cadets. Total of 34 on roster with 3 on the waiting list.

Cemeteries Heather Mitchell

One (1) burial in October.

Mattawan Quick Response Bonnie Osborne

QR Board has been reviewing costs for a new chassis. Bids were received from 3 vendors ranging from \$97,000 to \$189,000.

Motion by Cutting, second by Derhammer to accept bid from McDonald Emergency for \$97,376.50 as recommended by the Mattawan Fire Board.

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

Planning Commission Heather Mitchell

No meeting in November. Meeting minutes are available online at www.antwerptownship.com.

Antwerp Township Senior Services Dan Ruzick

Attendance of 76 today. Continue to see numbers increase.

Zoning Board of Appeals Heather Mitchell

No meeting in October. Meeting minutes are available online at www.antwerptownship.com.

Public Comment: None

Recommendation from the committee on Antwerp Township, Mattawan Quick Response, Mattawan Fire Department, and Senior Services bills in the amount of \$42,474.08

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

Roll Call Vote: Derhammer-yes; 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 7:53 pm.

Respectfully submitted by,
Heather Mitchell/Clerk