

MINUTES FROM THE
REGULAR ANTWERP TOWNSHIP BOARD MEETING
TUESDAY, November 14, 2017 6:30 PM
approved

Clerk Mitchell called board meeting to order at 6:30 pm.

Pledge of Allegiance

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

Also Present: Eleven guests

Motion by Osborne, second by Cutting to approve agenda as presented. All voted in favor. Motion carries.

Motion by Osborne, second by Cutting to approve the October 10, 2017 Township Board Meeting Minutes as presented. All voted in favor. Motion carries

Public Comment: None

Action on Planning Commission Recommendations:

A. Special Land Use and Site Plan Review for RedArrow Ministries, 31133 Red Arrow Hwy.

Application submitted requesting approval of a special land use permit and site plan for an expansion to the RedArrow Ministries building. Places of worship are considered Special Land Uses in the R-1 Zoning District. The proposal includes a 5,534-square foot addition with new 138 space parking lot with landscaping, lighting and storm water infiltration area.

Jeff Paulson, Hurley-Stewart, gave a brief presentation on scope of project. Inform Architects and representative from RedArrow Ministries were also present to answer questions.

Planning Commission recommends approval of the Special Land Use and Site Plan with conditions.

Motion by Osborne, second by Cutting to approve the Special Land Use application by RedArrow Ministries with the following conditions 1. Protective fencing shall be installed prior to site development 2. A compliant lighting plan will be submitted and approved by the Zoning Administrator prior to site development 3. Increase parking lot evergreen screening along the west property line where parking is adjacent to residential property, from retention area to the parking lot peninsula. Revised landscaping plans must be provided and approved by the Zoning Administrator.

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

Motion by Cutting, second by Osborne to approve the Site Plan for RedArrow Ministries with conditions.

Conditions include fencing, lighting, and landscaping as referenced in the Special Land Use approval.

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

Pending Business: Bruce Cutting provided a brief update on the Wage & Benefits Committee. Will schedule a workshop between committee and Township Board prior to December meeting.

New Business:

A. Antwerp Township Federal Poverty Guidelines for 2018

Resolution 17-1114(3) was read aloud by Clerk Mitchell. The resolution detailed Antwerp Township's policy and guidelines for the assessor/supervisor and Board of Review to follow for the 2018 tax year.

Motion was offered by Trustee Cutting and was supported by Treasurer Osborne to approve.

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

B. Snowplowing & Salting Renewal Contracts

Ray Owsiany offered a continuance for snowplowing contract for 2017-2018 winter season for the Township Hall parking lot. Price per plow will remain at \$100. Increase will include \$25 - \$35 for shoveling in front of 6 entrances including Activity Center and Library depending on depth of snow.

Aleksich Excavating has also offered a continuance at \$170 for salting for the 2017-2018 winter season.

Motion by Cutting, second by Osborne to accept continuation of snowplowing contract with Owsiany.

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

Motion by Osborne, second by Cutting to accept continuation of salting contract with Aleksich Excavating for the 2017-2018 winter season.

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

C. Advisory Board Resignation & Appointments

Debbie May offered a letter of resignation to the Antwerp Township Senior Services Advisory board. Since appoint Marcia Shaneyfeldt-Niles as an alternate last month, she has been asked to become a full-time member. Ellie Curtis submitted a letter of interest to fill the alternate position to the Advisory Board. We are so very thankful to Debbie May for her contributions, time and efforts to the Advisory Board.

Motion by Cutting, second by Osborne to accept Deb May's resignation, appoint Marcia Shaneyfeldt-Niles as a full-time member and appoint Ellie Curtis as an alternate to the Antwerp Township Senior Services Advisory Board. All voted in favor. Motion carries.

D. Hearing Loop System

Ken Hagen provided an estimate to purchase and install a hearing induction loop system in the Activity Center. The estimate is \$2429. The technology is designed to interact with our current sound system and transmit sound electromagnetically. The signal can then be picked up in the telecoil in the hearing aid or cochlear implant.

Motion by Osborne, second by Cutting to accept bid of \$2429 from Ken Hagen.

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

E. Parks & Recreation Plan 2017

Planning Commission held public hearing on November 1, 2017 and later recommended approval to the Township Board. The update to the Parks and Recreation Plan is necessary every five years.

Motion by Osborne, second by Cutting to adopt the Antwerp Township Parks and Recreation Plan 2017. All voted in favor. Motion carries.

F. PTA Resolution

Resolution presented to the Board pertaining to waiving penalties and fees for not filing a Property Transfer Affidavit within 45 days after a transfer.

Motion by Osborne, second by Cutting to adopt PTA Resolution 2017-1114 resolving that the assessor shall not impose any fees, penalties or interest for not filing a Property Transfer Affidavit within 45 days after the date of transfer.

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

G. Paw Fire Agreement 2-year extension

Current Paw Area Fire Board and Protection Agreement became effective on December 14, 2012 and continued through December 1, 2017. With unanimous consent of the Units, the agreement may be continued for an additional term of two years.

Motion by Cutting, second by Osborne to approve a two-year extension for the Paw Area Fire Board and Protection agreement.

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

H. New printer for Treasurer

After pricing several new printers, Treasurer Osborne has decided on a Lexmark 810 model. The cost is \$615. Motion by Cutting, second by Mitchell to authorize purchase of Lexmark printer and toner cartridge.

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

Correspondence: KCHHW 3rd Qtr. Report

Announcements: None

Reports:

Van Buren County Road Commission Al Svilpe

Continuing work on a new system which tracks calls and categorizes by municipality and category. Working on road maintenance as weather allows.

Van Buren County Sheriff Marcus Hamre

Reviewed call log from October 1 – October 31 for Antwerp Township. Blight overview.

Treasurer Bonnie Osborne

\$154,715.76 in general fund checking.

Building Activity Heather Mitchell

31 permits for October including Building, Electrical, Mechanical, and Plumbing with fees of \$8,837.

Sunshine Branch Library Bonnie Osborne

Open house will be held at the Decatur library branch on December 19 from 2:00pm – 4:00pm to welcome new director, Dan Hutchins. Santa & Mrs. Claus will visit the Antwerp Sunshine library on Saturday, November 25 at noon. Crafts will run from 11 am – 1:00pm.

Lawton Fire Department Bruce Cutting

Generator is being installed. Continuing to conversate on a satellite building in Porter Township for the Lawton Fire District. Paid bills.

Mattawan Fire Department Bonnie Osborne

Three new cadets. December 16 is the annual December meeting.

Mattawan Quick Response Bonnie Osborne

Three new members. Paid bills.

Cemeteries Heather Mitchell

No burials in October.

Planning Commission Ron Derhammer

Reviewed site plan and special land use for RedArrow Ministries. Continuing to work on text amendments for ordinances. Held a public hearing for Parks and Recreation. Meeting minutes are available online at www.antwerptownship.com.

Senior Services Bonnie Osborne

Quilting group was able to purchase a cutting board for public use after sales of their product. Currently averaging 90-100 people weekly for luncheons.

Zoning Board of Appeals Heather Mitchell

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

Public Comment:

Nate Phillips, Thomas Corpus, David Cook, and Dave Cook shared a brief introduction to the company they would like to start within Antwerp Township.

Recommendation from the committee on Antwerp Township, Mattawan Quick Response, Mattawan Fire Department, and Senior Services bills in the amount of \$73,687.04

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

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

Motion by Osborne, second by Mitchell to adjourn.

All voted in favor. Motion carries. Meeting adjourned at 7:35 pm.

Respectfully submitted by,

Heather Mitchell/Clerk