

MINUTES FROM THE
REGULAR ANTWERP TOWNSHIP BOARD MEETING
TUESDAY, October 9, 2018

Supervisor Ruzick called the board meeting to order at 6:30 pm.

Pledge of Allegiance

Board Members Present: Daniel J. Ruzick-Supervisor, Bonnie Osborne-Treasurer, Chantel Reyna-Clerk, Bruce Cutting- Trustee, Gary Stock- Trustee

Also Present: Eleven guests. 8 guests

Motion by Cutting, second by Osborne to approve agenda with addition of H. Audit recommendations and I. AEP letter. All voted in favor. Motion carries.

Public Comment:

- Al Svilpe- *Van Buren County Road Commission*
 1. There is a meeting being held on October 18, 2018 at 11:00 am to discuss the millage in the upcoming election. This meeting will be held at the Van Buren ISD Conference Center.
 2. VBCRC had 17 complaints for service such as debri, mowing, signs, limbs or stumps. Six of those are still unresolved. One of them is on the agenda to be resolved.
 3. There is nine miles of County Road 374 that will be rubblized after the first of the year.
 4. Svilpe states that Van Buren County has more paved roads than any other county which is why the expenses are so high in Van Buren.
 5. Dan applauded VBCRC for having the meeting regarding final coat in Silver Oaks neighborhood.
- Beth Griffin- Beth gave an update on a few bills that she is watching closely. They are currently out of session until after the election.
 1. Small cell bill – bill working toward increasing wifi strength. The bill has moved from the energy committee and will hit the floor soon.
 2. Personal Septic systems bill- bill will update requirements for installing and maintaining a personal septic system.
 3. Assessor bill- this bill will update assessment regulations.
- Paul Schincariol- Paul touched on a few things that are going on in the County.
 1. Van Buren County Health has asked for a large budget increase. The commission denied the request at this time but does see an increase in the near future.
 2. Van Buren County restructured the IT department. They have eliminated intern positions and created a new full time position to keep costs down.
 3. New plat books are available from Land Services.
 4. MSU extension approved no changes in the budget.
 5. Trees for Troops will be November 26th at 10:00 am at Wahmhoff Farms.
 6. Security at the courthouse is improving. There are a few part time positions that were eliminated to create full time positions. There is additional cost of approximately \$23,000. Commission feels this will create a more secure facility with less shift changes.
 7. VBCRC is requesting that all inquiries be made directly to them so that they are aware of what is happening throughout the County.
 8. Drain commission approved a \$449,000 levy with addresses previous year issues.

Motion by Osborne, second by Cutting to approve the September 11th, 2018 Township Board Regular Meeting Minutes as presented. All voted in favor. Motion carries.

Action on Planning Commission Recommendations:

None

New Business:

A. VBCRC proposal at 66543 26th St. Lawton

Resident at above address states there are drainage issues near her driveway. VBCRC says the driveway is washed out because of berm on edge of the road. VBCRC will spend one full day deberming 260 feet of area near driveway as well as hydroseed the area. The estimate to repair this issue is \$4,447.39 Trustee Stock thinks there is a clerical error in the address on the estimate received from VBCRC.

Motion by Cutting, second by Osborne to approve estimate submitted upon clarification of address needing work. All voted in favor. Motion carries.

B. Hearing for Ackley Lake Special Assessment District

Ackley Lake Association would like to renew the special assessment for the eradication or control of aquatic leaves and plants for the portion of Ackley Lake that is in Antwerp Township. The association reached out to all twelve residents for feedback and had eight reply with yes, one verbal approval and no reply from the others. The Township received a letter of one person opposing the special assessment. The assessment would be paid over six years beginning with the year 2019 winter tax bill and would be in the amount of \$207.41 dollars per year through 2024, with any unpaid balance to carry interest at the rate of 6% per annum.

Motion by Cutting, second by Osborne to set the public hearing for November 13, 2018. All voted in favor. Motion carries.

C. Interlocal Agreement for Building, Mechanical, Electrical Inspection Service with Almena Township

Antwerp Township has been overseeing Almena Township's building, mechanical, and electrical inspections. Almena Township's attorney has presented a contract to continue the agreement we currently have.

Motion by Osborne, second by Reyna to proceed with keeping the process going and to formalize it with a contract pending review by Antwerp Townships attorney. All voted in favor. Motion carries.

D. Resolution opposing VBCRC road millage request on November's ballot

The Township Board of Trustees is opposing the ballot proposal request from the VBCRC until changes occur that better serve the residents of Antwerp Township along with Van Buren County residents and furthermore that the Road Commission review its policies for expenditures and allocation methods that are more representative of each municipalities contributions.

Motion by Osborne, second by Reyna to approve resolution opposing millage increase. All voted in favor. Motion carries.

E. RFP for property demolition and clean-up at 29731 Dennis Sweet Dr. Lawton

The Township received three sealed bids for the demolition of 29731 Dennis Sweet Dr. The first bid was from Balkema Construction. Their bid included demolition (removal and disposal) of existing mobile home, junk and debri. It also included removal of existing well, pump out and remove existing septic tank, furnish and install 100 ton of class II fill dirt, furnish and install 100 ton of top dirt and seed disturbed areas. The total amount for this bid was \$22,156.39. The second bid the Township received was from Powell Custom Homes. Their bid included demolition, removal and disposal; of all debri on entire lot including structures loaded into dumpsters and taken to landfill. It also included removal of septic and well. The total amount of this bid was \$7,950.00 The third bid that was received was from Aleksich Excavating. This bid included demolition of trailer, including foundation. It also included, removal and clean-up of excess debri. The total amount of their bid was \$4,000.00. Supervisor Ruzick has also reached out to an attorney who specializes in condemnation and demolition. The cost for the attorney to obtain a document to have utilities disconnected is approximately \$1,200.00.

Motion by Cutting, second by Osborne to award Aleksich Excavating the job with clarification from the Van Buren County Health Department that all health requirements will be met regarding the septic and well and to include the \$1,200.00 fee from the attorney in the amount that will be added to the tax bill.

Roll Call Vote: Ruzick-yes, Reyna-yes, Osborne-yes, Stock-yes, Cutting-yes. All voted in favor. Motion carries.

F. Resolution for final Asphalt cap in Silver Oaks with VBCRC

Supervisor Ruzick met with VBCRC and Almena Township Supervisor regarding final asphalt for Silver Oaks. Antwerp Township feels that there would be more longevity in our roads if the Road Commission allows the developer to proceed with 2 ½ base coat as outlined in the VBCRC specifications and the final cap of 1 ½ asphalt to be finalized at the time 50% of lots that have home occupancy permits and or 3 years, whichever is in the best interest of Antwerp Township determined by the Van Buren County Road Commission.

Motion by Reyna, second by Cutting to approve proposed resolution. All voted in favor. Motion carries.

G. Zoning Board of Appeals appointment to fill vacancy left by Heather Mitchell

Antwerp Township received one application for appointment from Douglas Cultra.

Motion by Osborne, second by Stock to approve Douglas Cultra’s application for appointment to the Zoning Board of Appeals.

Roll Call Vote: Reyna-yes, Osborne-yes, Stock-yes, Ruzick-yes, Cutting-yes. All voted in favor. Motion carries.

H. Audit Recommendations

The Township just completed its annual audit with Siegfried and Crandall. During the audit we were informed that per GASB standards, our funds should be in a trust rather than a CD. Treasurer Osborne states that the CD matures in January 2019. At that time, she will get the funds move into a trust. Siegfried Crandall recommends MERS of Michigan for help with setting up the trust.

Motion by Cutting, second by Stock to approve moving funds to trust after the maturity of CD in January 2019.

All voted in favor. Motion carries.

BS&A Financial Management sent information regarding our Chart of Accounts and the required implementation of the new chart. Siegfried and Crandall has quoted approximately \$620.00 to help with the conversion which will be required in 2019.

Motion by Cutting, second by Osborne to approve Siegfried Crandall in facilitating the conversion. Four voted in favor. One opposed. Motion carries.

I. AEP Letter

The Township received the requested letter from AEP regarding fiber optic lines within the Township. Chris Adams did not feel that the letter was what we had asked for and still thinks that AEP should be required to bury the lines. Supervisor Ruzick reached out to a few attorneys that specialize in the METRO application and found that it would be \$200-\$400 per hour to have an attorney review this case. It was also suggested that the Planning Commission become involved in this issue. There are a few things that we would like legal counsel to address.

Motion by Cutting, second by Osborne to appoint Trustee Stock to address this issue with legal counsel, regarding METRO act and easement in place. All voted in favor, Motion carries.

Correspondence:

- None

Announcements:

- None

Reports:

Attorney

None.

Treasurer Bonnie Osborne

\$118,880.22 in the general fund

Building Activity Chantel Reyna

Antwerp: 36 permits for September including Building, Electrical, Mechanical, and Plumbing with fees of \$6,863.
Almena: 20 permits for September including Building, Electrical and Mechanical with fees of \$3,645.30.

Sunshine Branch Library Bonnie Osborne

The library is now hosting two story times due to the number of kids showing up. They offer a junior scientist program, and a babies and books program. Library still would like to use the meeting room for their events.

Lawton Fire Department Bruce Cutting

Short meeting, paid bills. Purchased new pagers and inspections on ladders and hoses passed.

Paw Paw Fire Department Dan Ruzick

Short meeting. Paid bills.

Mattawan Fire Department Bonnie Osborne

Paid bills. The air pack grant that the department had applied for did not get approved. There was some damage done to a fire truck with estimated repairs of \$6,500.00. Still talks of fire department and QR merging.

Mattawan Quick Response Bonnie Osborne

Talks of merging with fire department

Cemeteries Chantel Reyna

Four burials in September

Planning Commission Gary Stock

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

Zoning Board of Appeals Gary Stock

No meeting in September. 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 \$33,756.55.

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

Roll Call Vote: Osborne-yes; Ruzick-yes; Cutting-yes; Reyna-yes; Stock-yes. All voted in favor. Motion carries.

Motion by Osborne, second by Reyna to adjourn.

All voted in favor. Motion carries. Meeting adjourned at 9:02 pm.

Respectfully submitted by,

Chantel Reyna