

MINUTES FROM THE  
REGULAR ANTWERP TOWNSHIP BOARD MEETING  
TUESDAY May 13, 2014 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, Heather Mitchell-Clerk, Bonnie Osborne-Treasurer, Bruce Cutting - Trustee, and Ron Derhammer-Trustee.

Also Present: 12 guests.

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

Motion by Cutting, second by Osborne to approve minutes from April 8, 2014. Four voted in favor, Derhammer abstained. Motion carries.

**Public Comment:** Questions to the Board on Senior Services millage and reasoning for not continuing a relationship with Senior Services of Van Buren County that is carte-blanche.

**Action on Planning Commission Recommendations:**

- A. Munstead LLC** seeking approval for Special Land Use to operate a Physical Therapy Clinic, proposed special use is located within Commercial Overlay District at 23211 Red Arrow Highway Mattawan in Section 1, Antwerp Township. Applicant also seeking approval for a site-plan to operate a Physical Therapy Clinic located within the Commercial Overlay District, on property located at 23211 Red Arrow Highway, Mattawan, in Section 1, Antwerp Township. Planning Commission recommends approval with conditions.

Chris Nelson from Hansen Building & Design was present along with Kevin Lacey to answer questions specific to the application. Planning Commission did recommend approval with conditions laid out in their minutes from April 2, 2014 meeting. One area of concern to the Planning Commission is that the zoning ordinance doesn't separate uses of clinics for low versus high impact; requirements are the same for both uses.

Motion by Osborne, second by Derhammer to approve the Special Land Use for Munstead LLC as recommended with conditions set forth by Planning Commission on 4-2-14. All voted in favor. Motion carries.

Motion by Osborne, second by Derhammer to approve the Site Plan for Munstead LLC as recommended with conditions set forth by Planning Commission on 4-2-14. All voted in favor. Motion carries.

**Pending Business:** None.

**New Business:**

**A. Cemetery Bids**

Antwerp Township asked for bids for removing sand from Maple Grove Cemetery and replacing with top dirt for the next three (3) years. Two bids were received.

Jim Evans - \$750 annually and Ray Owsiany - \$500 annually

Jim Evans was present to answer questions on the bid that was submitted.  
Motion by Mitchell, second by Cutting to accept bid from Jim Evans for \$750 annually.  
Roll Call Vote: Ruzick-yes; Mitchell-yes; Cutting-yes; Osborne-yes; Derhammer-yes. Motion carries.

**B. Township Activity Center Generator**

Antwerp Township hired Byce & Associates to head a project finding a suitable contractor to install a 70 kw generator for the Antwerp Township Activity Center. Byce & Associates returned one bid from Esper Electric for \$57,500. Byce & Associates recommends including a time delay panel and vinyl fencing which makes a grand total of \$58,715.82.

Motion by Mitchell, second by Osborne to accept bid from Esper Electric to install 70 kw generator.  
Roll Call Vote: Mitchell-yes; Osborne-yes; Cutting-no; Derhammer-yes; Ruzick-yes. Motion carries.

**C. KATS Service Request**

At their February meeting, the KATS Policy Committee approved a schedule of contributed services to cover the local match needed for KATS operations. Local match will come from the value of contributed services that our consultants will be normally doing in 2015. Township does not receive federal funds directly through KATS, it benefits from operations and actions of KATS including road and bridge projects in township, public transit, and transportation projects.

Motion by Cutting, second by Derhammer to authorize Supervisor Ruzick to sign KATS agreement and provide a \$100 in-kind contribution for notifications and assurances.

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

**D. Antwerp Township Senior Survey**

Antwerp Township has placed proposal language on the August ballot for a senior services millage, similar to the millage placed on the ballot in 2010, the only difference being that the money will not be distributed directly to Senior Services of Van Buren County. Antwerp Township is currently collecting bids from outside research agencies in order to quantitatively and qualitatively gather information on seniors needs within Antwerp Township. While Antwerp Township is in full support of senior citizens, it also recognizes the need to be fiscally responsible with taxpayer dollars and therefore will be looking at all vendors to provide the services needed for this township. The Board is hopeful for a reciprocal agreement so that seniors living in Antwerp will be able to attend functions through Senior Services of Van Buren County and in no way does this Board wish to limit any experiences that will benefit and help our seniors. The Township is in a place where we do need more accountability and fiscal responsibility with vendors who are providing services to our residents and taxpayers.

Beth Griffin was present to define the reasons for her "no" vote to a county wide millage. Stating that Senior Services is doing great things, but Antwerp Township is asking some questions.

Antwerp Township and Senior Services of Van Buren County are all on the same side - seniors. However, Antwerp Township is asking for more transparency and fiscal responsibility so we know where our tax dollars are being spent. Survey will identify services needed and once in place accountability will be achieved.

Allocating dollars will be dependent on services provided.

**E. Resolution Establishing Salaries**

Wage and Benefits Committee doesn't have a recommendation at this time on salaries for the board. A report will be ready at the June budget hearing meeting. However, salary resolutions need to be passed prior to the annual meeting in June. It has been six (6) years since the Board has had a pay increase. Over that last two years, elected officials with healthcare transitioned to paying 20% of premiums in order to be comparable to the other industries. Discussion on reasons elected officials have pay broken down in categories instead of just one salary. Salaries have been set at \$41,900 with additional duties performed creating a total salary for Supervisor, Clerk and Treasurer at \$54,900. Explanation for breakdown is to insulate Township in case of an

elected official taking office who chooses not to work in the office; the Township has monies designated for office duties that won't be directed solely to that position but to the work completed in the office.

Motion by Derhammer, second by Mitchell to increase base salaries of Supervisor, Clerk and Treasurer by 5% for 2014-2015 budget year, with no change to Trustee pay.

Roll Call Vote: Ruzick-yes; Mitchell-yes; Osborne-yes; Cutting-no; Derhammer-yes. Motion carries.

**F. Antwerp Township Road Projects 2014-15**

Road Commission has submitted Engineer's Opinion of Costs for various projects throughout the Township. Supervisor Ruzick and Trustee Cutting will make a road tour on Thursday, May 28 to look at projects proposed.

**G. Antwerp Township Activity Center / Mattawan Lions Club**

Karol Chopp has been in conversation with Supervisor Ruzick on wanting to establish a headquarters for Mattawan Lions Club at the Antwerp Township Activity Center. Discussion on use and how this relationship could fuse together for the betterment of this community. Supervisor Ruzick will seek counsel on this issue.

**Correspondence:** Richard Crites resignation letter from Senior Services Board, KCHHW 1<sup>st</sup> Qtr report

**Announcements:** Annual budget hearing June 3 at 6 pm

**Reports:**

*Ordinance Officer* Mark Hamre

Update on blight status on 32<sup>nd</sup> St. Reviewed calls for April. A full report of all calls is available at the Township Hall.

*Van Buren District Library* Ryan Wieber

Ryan is the new director of VBDL. He gave the 2013 annual report, noting the successful activities specific to the Mattawan branch.

*County Commissioner* Beth Griffin

Discussion on Senior Services county wide millage vote.

*Attorney* Harold Schuitmaker

No report.

*Treasurer* Bonnie Osborne

\$189,325.69 in general fund checking.

*Building Activity* Heather Mitchell

37 permits for April including Building, Electrical, Mechanical and Plumbing.

*Sunshine Branch Library* Bonnie Osborne

Young adult area was created in the library. Annual report was presented by Ryan Wieber.

*Lawton Fire Department* Bruce Cutting

Reviewing insurance currently with MML. Presentation by VFIS.

*Mattawan Fire Department* Bonnie Osborne

Fire board members were nominated. Recommending replacement of one member. Appointments will be made at the June Township meeting.

*Cemeteries* Heather Mitchell

Zero (0) burials in April.

*Mattawan Quick Response* Bonnie Osborne

Budget hearing, 37 calls for April.

*Planning Commission* Ron Derhammer

Recommended approval of SLU and SP for Munstead LLC with conditions. Planning Commission will be reviewing requirements for low impact versus high impact clinics. Parks and Rec Plan is being reviewed again, looking at strip zoning and watershed projects. Meeting minutes are available in the Township hall or online at [www.antwerptownship.com](http://www.antwerptownship.com).

*Zoning Board of Appeals* Heather Mitchell

No meeting in April.

**Public Comment:** Supervisor Ruzick was given accolades for his efforts and work from audience members.

Recommendation from the committee on Antwerp Township, Mattawan Quick Response and Mattawan Fire Department bills in the amount of \$75,006.67.

Motion by Cutting, second by Derhammer 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 carried. Meeting adjourned at 10:02 pm.

Respectfully submitted by,

Heather Mitchell/Clerk