

MINUTES FROM THE
REGULAR ANTWERP TOWNSHIP BOARD MEETING
TUESDAY June 10, 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: 18 guests.

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

Motion by Osborne, second by Cutting to approve minutes from May 13, 2014. All voted in favor.
Motion carries.

Motion by Derhammer, second by Osborne to approve minutes from June 3, 2014. All voted in favor.
Motion carries.

Public Comment: Chris Ballingall asked the board to continue to look into the creation of a Farmer's Market at Antwerp Township activity center. Chris gave statistics on the success of Texas' Township Farmer's Market and has provided information on feasibility for the board to begin their initial investigation.

Action on Planning Commission Recommendations: None.

Pending Business: None.

New Business:

A. Insurance Bids

Annually, Antwerp Township Board accepts proposals on liability insurance which covers the Mattawan Fire Department and Antwerp Township. Berends Hendricks Stuit submitted a proposal for \$20,078 and South Haven Insurance for \$24,716. Melissa Skiendziel present for BHS and David Bellingar present for EMC/South Haven Insurance. Each representative highlighted strong points of their proposals and cited specific examples of how each company could benefit Antwerp Township.

Motion by Cutting, second by Osborne to accept proposal from South Haven Insurance for \$24,716 for annual liability insurance.

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

Motion by Mitchell, second by Derhammer to accept proposal from BHS for \$20,078 for annual liability insurance.

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

B. Antwerp Township Budget 2014-15

Annual budget hearing was held Tuesday, June 3. Supervisor Ruzick reviewed anticipated revenues (\$1,160,750) and expenditures (\$1,157,407) for 2014-2015 fiscal year, including \$150,000 for capital outlay for various projects with Antwerp Township Activity Center, parking lot, fence at Harwick Cemetery, and women's bathroom in Sunshine Library. Anticipating carryover of \$300,000 from 13-14 budget. Raises were given this year for office staff including Supervisor, Treasurer and Clerk for 5%. Concern from one audience member was raised on the percentage for the raise. Supervisor Ruzick explained that raises have not been given for six (6) years and with the change to insurance to 80/20, staff has actually taken a pay cut.

Motion by Cutting, second by Mitchell to adopt the 2014-15 budget.

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

C. Fee Schedule 2014-15

Bill Henderson, building inspector, made recommendations for the building permit fee schedule. Currently, there are rates for a pole barn @ \$.20/sq ft and detached garage @ \$.25/sq ft, considering the fact that there is no difference in the inspection process, a combination into one rate for an outbuilding to be set @ \$.22/sq ft. A second change for commercial/industrial permits would be to charge permits based on valuation, use group, and type of construction. Antwerp Township currently charges a per sq ft rate @ \$.25. Reviewing a few examples, consensus is that switching to this process would more than double charges; therefore, a suggestion was made to continue with sq ft rate, changing the current rate of \$.25/sq ft to \$.50/sq ft.

Motion by Derhammer, second by Cutting to accept fee schedule for 2014-15 fiscal year with changes to outbuilding and commercial/industrial permit fees.

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

D. Board Appointments

• **Planning Commission**

Leslie Cronenwett, John Paquin, Zach Morris all currently serve on the Planning Commission and have terms that are expiring in June 2014. All have expressed interest to serve again.

Motion by Ruzick, second by Osborne to appoint Leslie Cronenwett, John Paquin, and Zach Morris to Planning Commission with terms ending June 2017. All voted in favor. Motion carries.

• **Mattawan Fire Board**

Mattawan Fire Board made recommendations to the Antwerp Township Board to reappoint Terron McLean and appoint Ken King to the Fire Board with a term ending June 2017.

Motion by Osborne, second by Mitchell to accept recommendations of Terron McLean and Ken King to the Mattawan Fire Board with terms ending June 2017. All voted in favor. Motion carries.

• **Zoning Board of Appeals**

Gary Stock and Ron Stoyhoff currently serve on the Zoning Board of Appeals with terms ending June 2014. Both have expressed interest in continuing to serve.

Motion by Cutting, second by Osborne to reappoint Gary Stock and Ron Stoyhoff to the Zoning Board of Appeals with terms ending June 2017. All voted in favor. Motion carries.

E. EMS Budget Amendments

The purpose of the budget is to approve expenditures and to control expenditures. Due to a need for new equipment and personnel added, the EMS budget is going to exceed original amounts adopted. Therefore, amendments are needed within capital outlay of \$10,000 and \$6,000 to the 651 department. Monies will be transferred from the fund balance of \$85,406. Amendments were recommended from the May 12, 2014 Mattawan Quick Response meeting.

Motion by Derhammer, second by Osborne to approve EMS budget amendments for 2013-2014 budget. Roll Call Vote: Cutting-yes; Derhammer-yes; Ruzick-yes; Mitchell-yes; Osborne-yes. Motion carries.

F. Mattawan Fire Budget Amendments

A support vehicle was recommended and approved not to exceed \$60,000 during the 2013-14 budget cycle and payment is needed which will exceed original appropriations approved for capital outlay. Mattawan Fire Board at their June 9 meeting recommended approval of a \$60,634.47 budget amendment to capital outlay in order to account for support vehicle and air packs that are being purchased. After amendments MFD still anticipates a carryover around \$20,000. Trustee Derhammer commented to the incredible all volunteer fire department that Mattawan is lucky enough to have. The entire Township Board commends

Motion by Derhammer, second by Cutting to approved budget amendment for \$60,634.47 to capital outlay for Mattawan Fire Department.

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

G. Antwerp Township Road Projects 2014-15

Supervisor Ruzick & Trustee Cutting went on a road tour with Brian Cornish from Van Buren County Road Commission to review proposed road projects for Antwerp Township. Projects include:

- 2014-16: Dead end off of 56th Ave, HMA overlay estimated at \$11,715
- 2014-13: 60th Ave/30th St, tree trimming & removal and 1.5" HMA overlay estimated at \$137,867
- 2013-9.1: 33rd St, survey and tree removals estimated at \$30,000 for remainder from 2013 approved project
- 2014-10: Meadow Oak Trail, Ultrathin overlay with shoulder gravel and restoration estimated at \$98,979.50

Motion by Cutting, second by Derhammer to approve project numbers 2014-16, 2014-13, 2013-9.1, and 2014-10 in the amount of \$278,561.50 for 2014.

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

H. Van Buren County Tax Reverted Property

Karen Makay, Van Buren County Treasurer, provided the Board with a list of properties acquired through the tax reversion process. A written response is required to provide proof that these properties were offered and refused. Properties purchased must be used for public purpose. Discussion on reviewing properties in future for possible expansion for Pathways Plan.

Motion by Mitchell, second by Osborne to send letter of refusal for listing of tax reverted properties. All voted in favor. Motion carries.

I. Senior Services Survey Discussion

Antwerp Township received two proposals for completing an in depth research and survey compilation for senior services from Advantage Research Services, Inc. (\$11,085 Phase 1 and \$17,100 Phase 2) and Dr. Whitney Gunter with the Department of Sociology at Western Michigan University (\$13,619).

Antwerp Township is hesitant to spend that amount of money since there is an atmosphere being perpetuated that our seniors should be voting "no" to the Antwerp Township August 5 ballot proposal, that Supervisor Ruzick is evil and is somehow spearheading different townships to pull funding. Board members have heard those things directly, but were happy to hear members in the audience saying no one has told them that, so we are hopeful that those falsehoods will be stopped.

As Commissioner Griffin pointed out earlier, the majority of Senior Services Board recently went on record supporting the Antwerp Township ballot proposal even though language includes tax

dollars collected being disbursed by Antwerp Township to a vendor of our choosing, rather than directly to Senior Services of Van Buren County. At the same time, Antwerp Board would like seniors to understand that tax dollars disbursed will be for senior activities and events, not on management within Antwerp Township or even completing a needs assessment, something that has not been completed by anyone at this point. The survey proposed will be paid from general fund. It should be understood that Antwerp Township and Senior Services of Van Buren County are all on the same side and want what's best for seniors. The difference being that we see different visions in getting to the same end result.

Concerns were raised as many feel passionate about Senior Services and the work that they do for seniors and that with Antwerp Township pulling out funding, it is intentional to cripple a program and "reinvent the wheel." Paw Paw Lions Club is a more feasible facility to use, with full service kitchen and its location and that Antwerp Activity Center is too rural and activities don't get participation.

Clerk Mitchell read an informational letter to be sent out, once approved by legal counsel, to all registered voters over the age of 60 in efforts to dispel misinformation that is circulating about the ballot proposal. Suggestions were taken in ways to improve the letter.

Question was asked on distributing money from Village of Lawton, and although a township millage, the Village of Lawton has gone on record saying they want their portion to be directed to Van Buren Senior Services, and the Board will recognize that request and adhere to it.

Antwerp Township is requiring accountability and fiscal responsibility and will demand that of any vendor who is disbursed tax money collected from our residents, as we are elected to be financial stewards of taxpayer's money. The board is not looking to duplicate services provided that are working for our residents, only looking to complete a needs assessment to determine what our residents needs and wants are over the age of 60. A standard program from South Haven to Mattawan doesn't work; individual programs need to be developed in certain areas. Concerns have been voiced to Senior Services board and were not considered. The board is not counting Senior Services out as a vendor, on the contrary, will be asking them to work with us in order to create a program that works including reciprocal agreements, as our obligation is not to 20-30 seniors who use the program but over 1600 seniors who live in Antwerp Township and should have programs suited to their needs. Antwerp Township board and Senior Services need to work together to find that niche.

J. Robyn Wilson Fireworks Display Application

Antwerp Township received an application from Robyn Wilson (Peake) for fireworks display permit for July 5.

Motion by Derhammer, second by Osborne to grant approval of the application pending receipt of an insurance binder. All voted in favor. Motion carries.

Correspondence: None.

Announcements: None.

Reports:

Ordinance Officer Mark Hamre

Deputy Hamre reported on 49 complaints received in May and statistics including miles driven. A full report of all calls is available at the Township Hall.

County Commissioner Beth Griffin

Construction project at courthouse is running on time and on budget. Attended May meeting of Senior Services of Van Buren County in efforts to promote the understanding that Antwerp Township is on the same side with Senior Services – Seniors! Senior Services Board was asked to take a position on ballot language that was approved by Antwerp Township Board which includes monies not being directly

disbursed to their organization. Every board member, except one, was supportive of Antwerp Township. Change in ballot language is a result of needing more accountability from administration, not to exclude monies from Senior Services.

Attorney Harold Schuitmaker
No report.

Treasurer Bonnie Osborne
\$118,391.91 in general fund checking.
Motion by Derhammer, second by Mitchell to change the current over/under amount for tax monies from \$5 to \$3. All voted in favor. Motion carries.

Building Activity Heather Mitchell
35 permits for May including Building, Electrical, Mechanical and Plumbing.

Sunshine Branch Library Bonnie Osborne
Summer reading program has begun. Ms. Lisa Ballerina will be here on Wednesday June 18 at 10:30 am.

Wage & Benefits Committee Bruce Cutting
A new personnel policy was presented to the Board at the June 3 Budget hearing and will be discussed at the July meeting. Trustee Cutting wanted to again publicly thank Gary Stock and Bob Lambert for their commitment to this committee and the tireless hours they gave in bringing about recommendations that have been presented to the board. This board thanks all three, Bob, Bruce, and Gary and appreciate your hard work and dedication to the taxpayers of this township.

Lawton Fire Department Bruce Cutting
Changed insurance to VFIS.

Mattawan Fire Department Bonnie Osborne
Support vehicle will be ready by end of month. Budget adjustments recommended for approval for Antwerp Board.

Cemeteries Heather Mitchell
Five (5) burials in May.

Mattawan Quick Response Bonnie Osborne
Paid bills and constructed budget amendments.

Planning Commission Ron Derhammer
Parks and Rec Plan reviewed, along with watershed including ways to incorporate conservation into site plan checklists and environmental overlay. Planning Commission would like to make sure that site plans aren't being presented for recommendations without being nearly or all the way complete. It's difficult to make recommendations when a long list of conditions has to be attached to the recommendation. The planner and township staff will present a more definite date for applicants, and if met, they will be added to agenda, if not, they will wait another month. Meeting minutes are available in the Township hall or online at www.antwerptownship.com.

Zoning Board of Appeals Heather Mitchell
No meeting in May.

Public Comment: None.

6/10/14 minutes con't

Recommendation from the committee on Antwerp Township, Mattawan Quick Response and Mattawan Fire Department bills in the amount of \$96,253.17.

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

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

Motion by Osborne, second by Mitchell to adjourn.

All voted in favor. Motion carried. Meeting adjourned at 9:28 pm.

Respectfully submitted by,

Heather Mitchell/Clerk