

MINUTES FROM THE  
REGULAR ANTWERP TOWNSHIP BOARD MEETING  
Tuesday May 11th, 2021

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

Pledge of Allegiance

Board Members Present: Daniel J. Ruzick-Supervisor (attending from Antwerp Township Hall), Bonnie Osborne-Treasurer (attending from Antwerp Township Hall), Chantel Reyna-Clerk (attending via zoom from Vicksburg, MI), Gary Stock- Trustee (attending from residence in Antwerp Township)

Board Members Absent: Bruce Cutting

Also Present: Nine guests

Motion by Stock, second by Osborne to accept the agenda as submitted with the addition of item F. Cemetery Sexton contract with Ray Owsiany. All voted in favor. Motion carries.

**Public Comment:** Gretchen Evans from the Paw Paw District Library introduced herself and shared information regarding the Paw Paw Library. They will be celebrating their 101-year anniversary this summer.

Motion by Osborne, second by Stock to approve previous minutes of April 13, 2021 Township Board Meeting. All voted in favor. Motion carries.

**Action on Planning Commission Recommendations:**

- 1. Consideration of Special Land Use and Site Plan for home-based catering business, Ken Paul, 26360 Red Arrow Highway Mattawan, MI 49071 (parcel # 80-02-003-012-20)**

Planning Commission recommends approval of the special land use and site plan as requested.

Motion by Osborne, second by Reyna to approve special land use and site plan as recommended by the Planning Commission. Roll call vote; Ruzick-yes, Reyna-yes, Osborne-yes, Stock-yes. Motion carries.

**Pending Business:**

None

**New Business:**

**A. Set workshop date for ordinance for Mattawan Fire and EMS**

Supervisor Ruzick provided a brief update as to where we are in the process. There was discussion between the Township Board and Mattawan Fire members regarding the ordinance that the Township would like to adopt. The ordinance is in the beginning phases of being constructed which is why there is a workshop date needed. It was decided that the workshop date is set for June 15, 2021, at 6:00 pm.

**B. Antwerp Township Zoning Ordinance Amendments Variance Standards**

The Planning Commission held a public hearing on January 6, 2021, to propose an amendment to the Zoning Ordinance to revise the standards for granting variances. The proposed changes are intended to better reflect Michigan case law and to provide further guidance on what constitutes "unique circumstances" and "self-

created problems.” There were no public comments at the hearing. Planning Commission voted to recommend the text amendments on April 7, 2021. The Van Buren County Planning Commission concurred.

Motion by Reyna, second by Osborne to approve the text amendment for the Zoning Ordinance regarding Variance Standards. Roll call vote; Osborne-yes, Stock-yes, Ruzick-yes, Reyna-yes. Motion carries.

**C. Billie Redmon request for cleanup on property 28879 49<sup>th</sup> Ave. Paw Paw, MI 49079**

The Township has previously dealt with blight issues at the property located next door to 28879 49<sup>th</sup> Ave that were resolved. Billie Redmond contacted the Township to state that the blight had pushed from the property next door to the back of her property. Supervisor Ruzick will go inspect the property to see exactly what kind of issue we are dealing with. There was discussion of allowing Billie to have a pass to the transfer station to dispose of the blight, or if the issue was bigger, having a contractor go out to provide a quote and split the cost with Ms. Redmond. Supervisor Ruzick will report back.

**D. Resolution to Establish Salaries**

The Supervisor, Treasurer and Clerk’s wages are currently being divided into a portion being paid for statutory requirements and the remainder being paid for office management duties. After review, the Committee is making a recommendation of 2.5% increase in both statutory wages, office management wages, and trustee wages rounding the amount to the nearest 50 whole dollars. The recommendation would increase the current statutory wage from \$15,250 per year to \$15,650 per year. The recommendation would increase the current office management wage from \$54,350 per year to \$55,750 per year. The recommendation would also increase the trustee statutory wages from \$5100 per year to \$5250 per year. The per diem rates paid for meeting attendance will remain the same.

Motion by Stock, second by Osborne to approve \$15,650 statutory salary and \$55,750 office management salary for Township Clerk position effective July 1, 2021. Roll call vote; Stock-yes, Ruzick-yes, Reyna-yes, Osborne-yes. Motion carries.

Motion by Stock, second by Osborne to approve \$15,650 statutory salary and \$55,750 office management salary for Township Supervisor position effective July 1, 2021. Roll call vote; Stock-yes, Ruzick-yes, Reyna-yes, Osborne-yes. Motion carries

Motion by Stock, second by Osborne to approve \$15,650 statutory salary and \$55,750 office management salary for Township Treasurer position effective July 1, 2021. Roll call vote; Stock-yes, Ruzick-yes, Reyna-yes, Osborne-yes. Motion carries

Motion by Stock, second by Osborne to approve \$5250 statutory salary and \$200 per diem salary for Township Trustees position effective July 1, 2021. Roll call vote; Stock-yes, Ruzick-yes, Reyna-yes, Osborne-yes. Motion carries.

**E. General Discussion regarding opening**

Effective June 1, 2021, the COVID-19 restrictions will begin to loosen. At that time, the Township offices will reopen Monday through Thursday from 8:00 am to 4:00 pm. The office will not be occupied by all employees at any given time but rather a rotating schedule of all employees. This schedule will be effective for the month of June and the Board will reevaluate the case counts in the month of July.

**F. Cemetery Sexton Contract**

Ray Owsiany is currently the Township Cemetery Sexton with a contract that is currently expired. Ray will present and updated contract to the Township Board for approval.

**Correspondence:**

- VBCRC weekly updates
- Dick Godfrey County Commission Report
- Paw Paw Proposed Fire Station Bond Facts

**Announcements:**

- Budget Hearing set for June 1, 2021, at 6:00pm.

**Reports:**

*Attorney*

None

*Treasurer- Bonnie Osborne*

\$191,304.95 in the general fund

*Senior Services-* Drive thru lunches have reopened. Average weekly attendance is 130.

*Building Activity-* Chantel Reyna

Antwerp: 71 permits for April including Building, Electrical, Mechanical, and Plumbing with fees of \$18,177.00.

Almena: 17 permits for April including Building, Electrical and Mechanical with fees of \$2,358.00.

*Van Buren District Library-* Bruce Cutting

No Report

*Sunshine Branch Library-* Bonnie Osborne

No Report

*Lawton Fire Department-* Bruce Cutting

No Report

*Paw Paw Fire Department -*Dan Ruzick

Bond proposal discussion. Paid bills.

*Mattawan Fire Department -* Bonnie Osborne

Board appointments and elections were held.

*Mattawan Quick Response -* Bonnie Osborne

Board appointments and elections were held.

*Cemeteries -* Chantel Reyna

Two burials in April

*Planning Commission -* Gary Stock

Meeting minutes are available online at [www.antwerptownship.com](http://www.antwerptownship.com).

*Zoning Board of Appeals -* Gary Stock

No meeting.

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**Public Comment:**

Recommendation from the committee on Antwerp Township, Mattawan Quick Response, Mattawan Fire Department, and Senior Services bills in the amount of \$382,787.62.

Motion by Stock, second by Osborne to accept bills for payment. Roll call vote; Ruzick-yes, Reyna-yes, Osborne-yes, Stock-yes. Motion carries.

Motion by Osborne, second by Reyna to adjourn.  
All voted in favor. Motion carries. Meeting adjourned at 8:28pm.

Respectfully submitted by,

Chantel Reyna