

MINUTES FROM THE
REGULAR ANTWERP TOWNSHIP BOARD MEETING
Tuesday July 13th, 2021

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

Board Members Absent:

Also Present: Three guests

Motion by Stock, second by Osborne to accept the agenda as submitted with the addition of item O. Appointment of Election Inspectors. All voted in favor. Motion carries.

Motion by Cutting, second by Osborne to approve previous minutes of June 8th, 2021, Township Board Meeting. All voted in favor. Motion carries.

Motion by Cutting, second by Osborne to approve previous minutes of June 1st, 2021, Budget Hearing Meeting. All voted in favor. Motion carries.

Public Comment:

Deputy Andrea Walker – *Van Buren County Sherriff Department*

Deputy Walker provided a report of calls within Antwerp Township for the month of June. There were 72 calls for service.

Action on Planning Commission Recommendations:

A. Request by Mattawan Landscaping Supply 26333 Red Arrow Highway (parcel # 80-02-003-023-22) to rezone parcel.

The parcel is currently dual-zoned Agricultural and Open Space Residential (AG) and General Commercial District (GC). Mattawan Landscape is requesting the parcel be rezoned to General Commercial District (GC) in its entirety. The Planning Commission recommends approval of rezoning unanimously. The Van Buren County Planning Commission also recommends approval.

Motion by Osborne, second by Stock to approve Mattawan Landscaping Supply's request to rezone the parcel to General Commercial District (GC) in its entirety. Roll call vote; Ruzick-yes, Reyna-yes, Osborne-yes, Cutting-yes, Stock-yes. Motion carries.

Pending Business:

At the Regular Antwerp Township Meeting on June 8, 2021, item I. Maple Grove Cemetery water lines was tabled. At this time, the Township still has not received bids for the project. The item will be tabled until August 10, 2021, Antwerp Township Board Meeting.

New Business:

A. List of Financial Institutions for Antwerp Township

Treasurer Osborne presented a list of financial institutions for the Township. The institutions included on the list were:

- a. Kalamazoo County State Bank
- b. Mercantile Bank of Michigan
- c. Consumers Credit Union
- d. Fifth Third Bank
- e. 1st Source One
- f. Chemical Bank
- g. First National Bank of Michigan

Motion by Cutting, second by Stock to approve the requested list of financial institutions for the Township. All voted in favor. Motion carries.

B. Policy over/under \$3 for tax bills

Treasurer Osborne would like to institute a \$3 over/under policy for the 2021 tax year. The policy allows for anyone underpaying within \$3 will not have to receive a balance due notice and anyone overpaying within \$3 will not have to be sent a refund check.

Motion by Cutting, second by Stock to approve Treasurer Osborne’s policy request of over/under \$3. Roll call vote; Reyna-yes, Osborne-yes, Cutting-yes, Stock-yes, Ruzick-yes. Motion carries

C. Blue Cross Blue Shield renewal beginning September 2021.

The wage and benefit committee are still looking at the renewal and would like to table it until the August 10, 2021, Antwerp Township Board Meeting.

D. Formalize Mattawan Fire/EMS with Antwerp Township

On June 15, 2021, the Antwerp Township Board held a workshop to discuss formalizing the relationship with the Mattawan Fire Department. It was suggested by the Township attorney that we establish a resolution stating the expectations of each party. After discussion, the Township Board has decided they would like the attorney to draw up the Resolution to be signed and adopted.

Motion by Cutting, second by Reyna to authorize Supervisor Ruzick to have the attorney draft a Resolution to formalize the existing relationship between Mattawan Fire and Antwerp Township. Roll call vote; Osborne-yes, Cutting-yes, Stock-yes, Ruzick-yes, Reyna-yes. Motion carries.

E. Trailway budget and commitment

Sam from Wightman provided an update on the status of the application that was submitted to the State. The application was submitted with 80% of construction to be paid by the State and the remaining 20% to be paid by the Township which is the highest percentage you can request. The initial review of the application came back suggesting that the State would like to see the Township increase the percentage to closer to 33% of construction cost. This would require a commitment from the Township Board of additional funds estimated to be around \$500,000. Wightman will obtain an updated Resolution from the County as well as need one from the Antwerp Township Board if the Board decides to commit to the additional funds.

F. Van Buren County Conservation District letter dated June 3, 2021.

Van Buren Conservation District sent a letter requesting Antwerp Township to sign an agreement and pledge funds to the County Recycling program. The Township currently has contracts with Best Way at the transfer station as well as Kalamazoo County Hazardous Waste for this type of service.

Motion by Cutting, second by Stock to decline to participate in the program and return the letter to the Conservation District. All voted in favor. Motion carries.

G. Resolution supporting solid waste part 115.

Emily from the Van Buren County Conservation District provided a sample Resolution to be used to support the updating of part 115 of Michigan’s Solid Waste Law.

Motion by Stock, second by Cutting to adopt the Resolution supporting Part 115 to be updated in the Michigan Solid Waste Law. All voted in favor. Motion carries.

H. Demolition RFP: 61023 C.R. 657 Lawton, MI 49065

The Township received one bid from Aleksich Excavating in the amount of \$15,100.00 to demolish the house and contents including foundation; remove debris, remove septic system, disconnect electrical connections, backfill, grade and seed building site.

Motion by Stock, second by Osborne to award the bid to Aleksich Excavating in the amount of \$15,100 to demolish the house and all other work included in the bid. Roll call vote; Stock-yes, Ruzick-yes, Reyna-yes, Osborne-yes, Cutting-yes. Motion carries.

I. Demolition RFP: 22272 72nd Ave Lawton, MI 49065

The Township received one bid from Aleksich Excavating in the amount of \$11,185.00 to demolish the burnt house including foundation, removal of debris, removal of septic system, disconnection of electrical connections, backfill, grade and seed building site.

Motion by Osborne, second by Reyna to award the bid to Aleksich Excavating in the amount of \$11,185 to demolish the house and all other work included in the bid. Roll call vote; Ruzick-yes, Reyna-yes, Osborne-yes, Cutting-yes, Stock-yes. Motion carries.

J. George Neuhaus estate 29624 Jewells Dr Lawton request for extension

The Township has started the condemnation process for the property at 29624 Jewells Dr Lawton. Mr. Neuhaus’s daughter and widow submitted a letter asking for an extension on cleaning the property up. Upon inspection, there has been progress made on the cleanup. Due to the pandemic the Courts have not been open for them to get the deed switched so that a more thorough clean up can be done.

Motion by Stock, second by Osborne to extend the deadline for clean up to September 14, 2021. The property will be inspected at that time to determine whether the condemnation process will continue. All voted in favor. Motion carries.

K. Lawn Perfect Contract 1 year with automatic renewal for 2 years both parties agree.

Lawn Perfect submitted a contract renewal for lawn maintenance at the cemeteries and transfer station. The amount for spring and fall clean up has increased approximately \$1000 for the year.

Motion by Stock, second by Osborne to authorize Supervisor Ruzick to sign the contract with Lawn Perfect for lawn services. Roll call vote; Reyna-yes, Osborne-yes, Cutting-yes, Stock-yes, Ruzick-yes. Motion carries.

L. Appointment for Planning Commission Jamie Kneeshaw term ending 2024.

The Township Board has received one application and letter of interest to fill the vacancy on the Planning Commission Board.

Motion by Cutting, second by Osborne to appoint Jamie Kneeshaw to the Planning Commission with term ending 2024. All voted in favor. Motion carries.

M. Snelling services Robert Reyna for maintenance position

The Township Board contracted with Snelling Services to hire a maintenance person for the Activity Center. Robert Reyna applied for the position.

Motion by Osborne, second by Stock to hire Robert Reyna as the maintenance person for the Township. Roll call vote; Osborne-yes, Cutting-yes, Stock-yes, Ruzick-yes, Reyna-yes. Motion carries.

N. Aunalytics Proposal

Aunalytics provided a new proposal for services. They no longer provide features that we currently have. Trustee Stock will look at the proposal and contact Aunalytics for a more thorough breakdown of our new plans and services.

Motion by Stock, second by Reyna to table the proposal until Trustee Stock gets an explanation for the new plan or finds a new service provider.

O. Election Inspector appointments

Clerk Reyna and the Election Commission met on July 13, 2021, to appoint Election Inspectors for the August 3, 2021, election. All inspectors are certified inspectors who have previously worked for the Township.

Motion by Osborne, second by Stock to approve the inspectors appointed by the Election Commission at their July 13, 2021, meeting. All voted in favor. Motion carries.

Announcements:

None

Reports:

Attorney

None

Treasurer- Bonnie Osborne

\$227,813.23 in the general fund

Building Activity- Chantel Reyna

Antwerp: 55 permits for June including Building, Electrical, Mechanical, and Plumbing with fees of \$8,976.00.

Almena: 31 permits for June including Building, Electrical and Mechanical with fees of \$5,243.00.

Van Buren District Library- Bruce Cutting

Short meeting. Paid bills.

Sunshine Branch Library- Bonnie Osborne

Summer reading program has 358 children and 70 adults signed up. July 17, 2021, they will host the book sale.

Lawton Fire Department- Bruce Cutting

Short meeting, pd bills.

Paw Paw Fire Department -Dan Ruzick

Paid bills. Reviewed plans for upcoming bond proposal.

Mattawan Fire Department - Bonnie Osborne

Committee was formed for a new truck. Committee formed for a new sign. July 31st, 2021, picnic will be held.

Mattawan Quick Response – Bonnie Osborne

As of September 15, 2021, Mattawan Quick Response will be dissolved and merged with Mattawan Fire Department.

Cemeteries - Chantel Reyna

Five burials in June.

Planning Commission - Gary Stock

Meeting minutes are available online at www.antwerptownship.com.

Zoning Board of Appeals - Gary Stock

No meeting.

Meeting minutes are available online at www.antwerptownship.com.

Public Comment:

Recommendation from the committee on Antwerp Township, Mattawan Quick Response, Mattawan Fire Department, and Senior Services bills in the amount of \$115,646.86.00

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