

MINUTES FROM THE
REGULAR ANTWERP TOWNSHIP BOARD MEETING
Tuesday, January 9th, 2024

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

Pledge of Allegiance

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

Board Members Absent:

Also Present: Seven guests

Motion by Tarchala, second by Osborne to approve the agenda as submitted with the addition of item 8. Cemetery bid and item 9. Valley View Trees. All voted in favor. Motion carries.

Public Comment:

Deputy Scotty Borah – Van Buren County Sheriff Department

- 79 calls in Antwerp Township for the month of December.

Suzie Burk – Resident

- Suzie addressed the Board with concerns regarding burning in and around her neighborhood. The fire department will be notified since open burn is illegal in the State of Michigan and the Township does not have an ordinance pertaining to burning.

Motion by Tarchala, second by Osborne to approve previous minutes from Regular Scheduled Township Board Meeting on December 12, 2023. All voted in favor. Motion carries.

Action on Planning Commission Recommendations:

- A. Consideration of Special Land Use and Site Plan. Bosch Architecture on behalf of Yoder’s Portable Buildings, LLC. Requests special land use and site plan approval for outdoor display, sales, and storage for the property located at 24401 Red Arrow Highway, Mattawan, MI 49071 (Parcel #80-02-002-013-15). Planning Commission recommends approval with conditions.
 1. Install protective fencing prior to site disturbance. The limits of disturbance should be tightly bound around the area of construction. Protective fencing must be installed to delineate preserved areas prior to site development.
 2. Demonstrate that the square footage of glass area, doors, and open area is at least 33 percent of the front of the building elevation.
 3. Update plans to pave the entire front parking area forward of the office building.
 4. Provide a light fixture specification sheet to confirm compliance with down-lit and cut-off fixture requirements and demonstrate compliance with the color temperature maximum of 3,000k.
 5. Revise plans to ensure that no more than 20 percent of the total trees or shrubs used on a site are of a single species.
 6. Secure the following approvals prior to site development and building permitting.
 - a. Drain Commission
 - b. Road Commission

- c. Health Department
- d. Fire Department

Motion by Tarchala, second by Cutting to approve the special land use and site plan request for Yoder' Buildings, LLC with conditions listed above. Roll call vote; Ruzick-yes, Reyna-yes, Osborne-yes, Cutting-yes, Tarchala-yes. Motion carries.

Pending Business

None

New Business:

A. Antwerp Township Planning Commission Annual Report

Zoning and Planning Administrator, David Jirousek, provided an annual report for approval. The Planning Commission held 11 meetings in 2023 with 1 of them being Text Amendments, 1 of them being Site Plans, 5 of them being Special Land Uses, 1 of them being Plats, and 1 of them being Rezoning. The discussion that took place in 2023 were as follows:

- 1. Wellhead protection
- 2. Environmental regulations
- 3. Trail project
- 4. Mixed-use buildings in General Commercial

2024 Goals

- 1. Environmental regulations
- 2. Zoning text amendments
- 3. Other?

Motion by Osborne, second by Reyna to accept the annual report submitted. All voted in favor. Motion carries.

B. Antwerp Township Board, Planning Commission and ZBA meeting dates

The 2024 schedule of meeting was presented for approval.

Motion by Reyna, second by Osborne to approve the proposed meeting schedule for 2024. All voted in favor. Motion carries.

C. Antwerp Township Hall / Senior Center Wightman and Associates discussion on project

Supervisor Ruzick signed a contract with Wightman and Associates in April of 2023 for predesign and schematic design of a new Township hall and Senior Services Center. The representative assigned to our project has had poor communication and failed to meet deadlines. Supervisor Ruzick is looking for direction on how to proceed. After discussion, the Board would like Supervisor Ruzick to reach out to Wightman and ask for another representative to be assigned to the project.

D. Antwerp and Midwest Energy ARPA fund agreement and disbursement schedule

Midwest provided the contract for broadband within the Township based off the study that was done by the County. There were discrepancies in some of the addresses that were brought to Midwest's attention. They are currently revising the parcel count and will resubmit for approval.

Motion by Tarchala, second by Osborne to authorize Supervisor Ruzick to sign the contract once it has been revised and reviewed by legal counsel. Roll call vote; Osborne-yes, Cutting-no, Tarchala-yes, Ruzick-yes, Reyna-no. Motion carries.

E. MCM proposal for Activity Center make-up air unit

Mall City Mechanical provided a proposal for make-up air unit for the Activity Center in the amount of \$56,107.20 for a new make-up air unit. After discussion it was decided that Supervisor Ruzick would get more bids before the Board decides.

F. Van Buren County Road Commission Revenue Share policy

Van Buren County Road Commission submitted their revenue share policy for approval. The Township has voiced concerns in the past and continues to do so regarding the formula used to determine the amount allocated to the Township. The Board feels the amount allocated is not sufficient based on the amount submitted to the Road Commission.

Motion by Cutting, second by Reyna to reluctantly accept the revenue share policy submitted by the Van Buren County Road Commission. Roll call vote; Cutting-yes, Tarchala-yes, Ruzick-yes, Reyna-yes, Osborne-yes. Motion carries.

G. Wellhead Protection Overlay District ordinance

This ordinance was discussed at the December meeting and approved. However, it was not published in a timely manner. Therefore, it needs to be approved again.

Motion by Cutting, second by Osborne to approve the Wellhead Protection Overlay District ordinance. Roll call vote; Tarchala-yes, Ruzick-yes, Reyna-yes, Osborne-yes, Cutting-yes. Motion carries.

H. Lawn Maintenance bid for cemeteries

The Township had a contract with Lawn Perfect for lawn services that unexpectedly ended. The Board asks Supervisor Ruzick to place a publication requesting bids for the contract.

I. Valley View Subdivision tree bid

Residents in Valley View neighborhood have addressed concerns with dead trees near the entrance of the subdivision. The Van Buren County Road Commission will not handle the removal of the trees. J.C. and Sons provided a quote in the amount of 2800.00 for the removal of two dead trees.

Motion by Cutting, second by Tarchala to approve the bid in the amount of \$2800.00 for the removal of two dead trees in Valley View subdivision. Roll call vote; Ruzick-yes, Reyna-yes, Osborne-yes, Cutting-yes, Tarchala-yes. Motion carries.

Correspondence:

VBCBC report

Announcements

None.

Reports:

Attorney

None

Treasurer- Bonnie Osborne

\$197,366.60 in general fund

Building Activity- Chantel Reyna

Antwerp: 15 permits for December including Building, Electrical, Mechanical, and Plumbing with fees of \$4,445.00.

Almena: 18 permits for December including Building, Electrical and Mechanical with fees of \$6,223.00.

Van Buren District Library- Bruce Cutting
No meeting. No report

Sunshine Branch Library- Bonnie Osborne
Story time is Wednesday and Thursday at 10:30.

Lawton Fire Department- Bruce Cutting
No report.

*Paw Paw Fire Department -*Dan Ruzick
Almena Township is requesting to be put back on the Fire Board.

Mattawan Fire Department – Bonnie Osborne/Chief Brooks
964 calls for 2023 with 227 being for fire. New garage door openers have been installed.

Cemeteries - Chantel Reyna
One burial in December.

Planning Commission -
Meeting minutes are available online at www.antwerptownship.com.

Zoning Board of Appeals -
Meeting minutes are available online at www.antwerptownship.com.

Public Comment:

Two Fox Creek residents asked questions regarding the letter sent for streetlights within the neighborhood.

Recommendation from the committee on Antwerp Township, Mattawan Fire Department, and Senior Services bills in the amount of \$201,614.62

Motion by Cutting, second by Tarchala to pay the bills in the amount of \$201,614.62. Roll call vote; Reyna-yes, Osborne-yes, Cutting-yes, Tarchala-yes, Ruzick-yes. Motion carries.

Motion by Osborne, second by Reyna to adjourn.
All voted in favor. Motion carries. Meeting adjourned at 8:36pm.

Respectfully submitted by,

Chantel Reyna