

MINUTES FROM THE
REGULAR ANTWERP TOWNSHIP BOARD MEETING
Tuesday, December 14, 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, Gary Stock- Trustee, Bruce Cutting- Trustee

Board Members Absent: None

Also Present: Five guests

Motion by Stock, second by Osborne to approve the agenda as submitted with additions of item under pending business, Trailway update. All voted in favor. Motion carries.

Public Comment:

Andrea Walker – Van Buren County Sheriff Department

- Deputy Walker provided an update of activity within the Township for the month. There were 70 calls for service in Antwerp Township. Deputy announced that she would be going back to night shift with the Sherriff’s Department and introduced Deputy Tarnar as the new ordinance enforcement officer for the Township. Deputy Walker also provided an update on property located at 31955 66th Ave. Lawton, MI 49065. There has been progress on the clean up as Deputy Walker provided pictures from December 14, 2021.

Marilyn Murphy – Property Owner in Antwerp Township

- Marilyn Murphy addressed the Board regarding adult use marihuana in Derhammer Parkway and is asking that the Board consider adopting an ordinance to permit it. Currently the Township does permit medical in Derhammer but Ms. Murphy states that there is little to no demand for medical.

Motion by Osborne, second by Cutting to approve previous minutes from November 9, 2021, Regular Township Board Meeting with one change under item E. Change late fees to penalty. All voted in favor. Motion carries.

Action on Planning Commission Recommendations:

None

Pending Business:

A. Mattawan Fire – Shannon White

The wage and benefit committee met on December 13, 2021 to discuss wages and benefits for Shannon White. The committee is requesting approval from the Board to move forward with consulting firms to conduct a survey of wages and benefits for elected officials as well as hired employees. The Board approved the request.

B. Trailway update

Sam Leatch from Wightman presented a scope of work plan for the trailway including a timeline of events. Currently there is a conditional approval from MDOT for the project. Wightman is looking for authorization to continue forward with the project.

Motion by Stock, second by Reyna to authorize Supervisor Ruzick to sign the proposal for engineering services for the trail. Roll call vote; Ruzick-yes, Reyna-yes, Osborne-yes, Cutting-yes, Stock-yes. Motion carries.

New Business:

A. Kip Kerby – Derhammer Parkway

Mr. Kerby addressed the Board as a taxpayer in Derhammer Parkway as well as a member of Paw Paw Township Planning Commission Chair. Mr. Kerby feels it would be beneficial to the Township to authorize recreational adult use marihuana in Derhammer Parkway. Supervisor Ruzick asked some questions regarding how Paw Paw Township handles the applications received. After discussion, Trustee Stock will work with the Planning Commission to gather information and thoughts before presenting a recommendation to the Board.

B. Set 2022 Township Board, Planning Commission, and Zoning Board meeting schedule

Supervisor Ruzick presented a meeting schedule for Township Board, Planning Commission and Zoning Board meetings.

Motion by Osborne, second by Stock to approve the meeting schedule as submitted. All voted in favor. Motion carries.

C. Best Way Disposal Lease agreement -Transfer Station

Best Way presented a lease agreement in the amount of \$7500 per quarter for services provided. The amount is the same as last year.

Motion by Cutting, second by Stock to approve the presented lease in the amount of \$7500 per quarter. Roll call vote; Reyna-yes, Osborne-yes, Cutting-yes, Stock-yes, Ruzick-yes. Motion carries.

D. RFP Clean up 31955 66th Ave. Lawton, MI 49065

Clerk Reyna did not receive any bids for the clean at 31955 66th Ave. Deputy Walker to provide an update in her report regarding progress being made. She included pictures of the progress that has been made. At this time, the Board will table the RFP if there is continued progress with the cleanup.

E. Audit ending June 30, 2021

Siegfried Crandall provided the year end audit for review. Trustee Cutting touched on a few items within the report but otherwise feels the Township is in good financial health and recommends approval of audit.

Motion by Cutting, second by Stock to sign the representation letter submitted by Siegfried Crandall for audit ending June 30, 2021. Roll call vote; Osborne-yes, Cutting-yes, Stock-yes, Ruzick-yes, Reyna-yes. Motion carries.

F. ARPA funds revenue/loss calculations

Clerk Reyna met with the auditor from Siegfried Crandall to discuss the ARPA funds the Township has received. It was strongly recommended that the Township have Siegfried Crandall run a revenue/loss calculation to determine if ARPA funds can be spent under that category. The approximate cost to have Siegfried Crandall run the calculation is \$500.

Motion by Reyna, second by Osborne to authorize Siegfried Crandall to run the Townships revenue/loss calculation per the ARPA guidelines. Roll call vote; Cutting-yes, Stock-yes, Ruzick-yes, Reyna-yes, Osborne-yes. Motion carries.

G. Resolution for Lawton High School Football team

The Board discussed the Lawton Varsity Football team and their accomplishments on making it the MHSAA State Finals game on November 26, 2021 at Ford Field. The Board feels they should acknowledge these accomplishments in the form of a Resolution.

Motion by Cutting, second by Osborne to authorize Clerk Reyna to prepare a Resolution for approval to be sent to the Lawton Varsity Football team. All voted in favor. Motion carries.

H. Set 2022 Poverty Exemption level

Assessor Ben Brousseau presented the 2022 hardship guidelines with three items needing approval

Motion by Cutting, second by Osborne to approve the poverty guideline level with a 20% increase based off the chart provided. Roll call vote; Stock-yes, Ruzick-yes, Reyna-yes, Osborne-yes, Cutting-yes. Motion carries.

Motion by Cutting, second by Osborne to approve the hardship exemption application as presented. All voted in favor. Motion carries.

Motion by Cutting, second by Osborne to set the asset level requirement at \$15,000.00. All voted in favor. Motion carries.

Correspondence:

- Paw Paw Fire Department budget
- Van Buren County Commissioners report

Announcements:

- Mattawan Fire annual Christmas dinner December 17, 2021

Reports:

Attorney

None

Treasurer- Bonnie Osborne

\$448,936.15 in the general fund

Building Activity- Chantel Reyna

Antwerp: 33 permits for November including Building, Electrical, Mechanical, and Plumbing with fees of \$4933.00.

Almena: 13 permits for November including Building, Electrical and Mechanical with fees of \$4292.00.

Van Buren District Library- Bruce Cutting

No report

Sunshine Branch Library- Bonnie Osborne

Library donated to Lions Club Santa event being held on December 18, 2021.

Lawton Fire Department- Bruce Cutting

Short Meeting. Paid bills.

Paw Paw Fire Department -Dan Ruzick

Paid bills.

Mattawan Fire Department – Chief Brooks

Annual meeting will be held December 17th, 2021 at the Rock in Marcellus.

Cemeteries - Chantel Reyna

Two burials

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:

None

Recommendation from the committee on Antwerp Township, Mattawan Fire Department, and Senior Services bills to be paid.

Motion by Cutting, second by Stock to approve bills to be paid in the amount of \$149,555.34. Roll call vote; Ruzick-yes, Reyna-yes, Osborne-yes, Cutting-yes, Stock-yes. Motion carries.

Motion by Osborne, second by Reyna to adjourn.

All voted in favor. Motion carries. Meeting adjourned at 9:05 pm.

Respectfully submitted by,

Chantel Reyna