

MINUTES FROM THE
REGULAR ANTWERP TOWNSHIP BOARD MEETING
Tuesday, September 14th, 2021

Supervisor Ruzick called the Public Hearing to order at 6:00 pm.

- Mattawan Fire Department: with the merger of Mattawan Quick Response 1.5 mills for an estimated \$424,177.91 for the 2021 tax year.
- Lawton Fire Department: 1.4 mills for an estimated \$136,243.15 for the 2021 tax year.
- Paw Paw Fire Department: 1.4 mills for an estimated \$77,009.12 for the 2021 tax year.

Public Hearing closed at 6:27 pm.

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

Board Members Absent: Bruce Cutting- Trustee

Also Present: Six guests

Motion by Stock, second by Osborne to approve the agenda as submitted with the additions of item J. 29624 Jewells Drive and item K. Senior Services Millage Resolution. All voted in favor. Motion carries.

Public Comment:

None

Motion by Stock, second by Osborne to approve previous minutes from August 10th, 2021, Regular Township Board Meeting with the time updated for the Special Assessment Hearing which was also misprinted on the previous month's agenda. All voted in favor. Motion carries.

Action on Planning Commission Recommendations:

None

Old Business:

A. Aanalytics Proposal

After discussion with other IT providers, it was determined that IT Right could potentially serve the Township offices better than Aanalytics due to the relationship IT Right has with BSA which is the software that the Township uses for day-to-day functions. The proposal from IT Right will also save the Township money on the month-to-month service fees.

Motion by Reyna, second by Osborne to cancel services with Aanalytics and sign the proposal for new service with IT Right. Roll call vote; Ruzick-yes, Reyna-yes, Osborne-yes, Stock-yes. Motion carries.

New Business:

A. Resolution Mattawan Fire/Quick Response merger

A sample Resolution was presented to both the Township Board as well as Mattawan Fire for approval. Chief Brooks stated that he would like the name to read Mattawan Fire District on the Resolution. The Board agreed to update the Resolution to read Mattawan Fire Department/District and Quick Response.

Motion by Stock, second by Osborne to update the Resolution to read Mattawan Fire Department/District within the proposed Resolution. Roll call vote; Reyna-yes, Osborne-yes, Stock-yes, Ruzick-yes. Motion carries.

B. Lawton Fire Special Assessment

Public Hearing held at 6:00 pm. Assessment is for 1.4000 mills for the 2021 tax year for an estimated \$136,243.15 in tax revenue. The assessment will be levied on real property only.

Motion by Reyna, second by Stock to approve 1.4000 mills for the Lawton Fire Special Assessment. Roll call vote; Stock-yes, Ruzick-yes, Reyna-yes, Osborne-yes. Motion carries.

C. Paw Paw Fire Special Assessment

Public Hearing held at 6:00 pm. Assessment is for 1.4000 mills for the 2021 tax year for an estimated \$77,009.12 in tax revenue. The assessment will be levied on real property only.

Motion by Osborne, second by Reyna to approve 1.4000 mills for Paw Paw Fire Special Assessment. Roll call vote; Ruzick-yes, Reyna-yes, Osborne-yes, Stock-yes. Motion carries.

D. Mattawan Fire Special Assessment

Public Hearing held at 6:00 pm. Assessment is for 1.5000 mills for the 2021 tax year for an estimated \$424,177.91 in tax revenue. The assessment will be levied on real property only.

Motion by Reyna, second by Stock to approve 1.5000 mills for the Mattawan Fire and Mattawan Quick Response Special Assessment. Roll call vote; Reyna-yes, Osborne-yes, Stock-yes, Ruzick-yes. Motion carries.

E. Paw Paw Grad Bash Resolution for gaming license

Paw Paw High School Grad Bash committee submitted a Resolution to be signed by the Township Board for approval to host a raffle to raise money.

Motion by Reyna, second by Osborne to adopt the Resolution submitted for the gaming license needed to conduct a raffle. Roll call vote; Stock-yes, Ruzick-yes, Reyna-yes, Osborne-yes. Motion carries.

F. D.L. Gallivan Solutions copier machine proposal

D.L. Gallivan conducted their annual inspection of our current copier and submitted a proposal to update the current machine we have. The current copier is no longer be produced and parts for repair are becoming obsolete. The proposal would include a new copier/fax machine with color copy options, faster print speed, software to scan documents to Word as well as pdf and two more paper trays. The cost of the new machine is \$5880.51 which includes all toner and full-service maintenance contract.

Motion by Osborne, second by Stock to sign the proposal submitted for the new copier/fax machine in the amount of \$5880.51. Roll call vote; Reyna-yes, Osborne-yes, Stock-yes, Ruzick-yes. Motion carries.

G. VBCRC Hickory Point and Woodhenge bids

At the Regular Scheduled Township Board Meeting held on June 8th, 2021, the Board voted for approval on a bid from the VBCRC in the amount of \$54,222.50 for drainage improvements and ditch cleanout. The VBCRC placed the project out for bid and received only one bid in the amount of \$73,693.00 from Compton, Inc.

Motion by Stock, second by Reyna to approve the cost of \$73,693.00 for the project to be complete. Roll call vote; Osborne-yes, Stock-yes, Ruzick-yes, Reyna-yes. Motion carries.

H. CTS Proposal for phone upgrade

CTS provided a proposal to update the phone systems at the Township while providing phone service at a lower price than the Township is currently receiving through Frontier. The proposal submitted would have a monthly reoccurring charge of \$289.62.

Motion by Stock, second by Osborne to switch service providers from Frontier to CTS for phone systems. Roll call vote Ruzick-yes, Reyna-yes, Osborne-yes, Stock-yes. Motion carries.

I. IT Right Proposal

IT Right provided a proposal to provide IT support to the Township. After discussion with other IT companies and the current company Aanalytics, it was determined that the Township would like to use IT Right instead of Aanalytics.

Motion by Reyna, second by Osborne to accept IT Right’s proposal for new IT support. Roll call vote; Ruzick-yes, Reyna-yes, Osborne-yes, Stock-yes. Motion carries.

J. 29624 Jewells Drive, Lawton MI 49065

The Township Board voted at the Regular Scheduled Meeting on July 13, 2021, to give the homeowner until September 14, 2021, to clean up the property located at 29624 Jewells Drive. There has been some progress on clean up. The Township Board feels that we should move forward with placing the RFP on the property which would give the homeowner more time to do the cleanup while the job is out for bid.

Motion by Stock, second by Reyna to move forward with the RFP on the property located at 29624 Jewells Drive. All voted in favor. Motion carries.

K. Senior Services Millage Renewal

Currently the Village of Lawton chooses to opt out of contributing to the Antwerp Township Senior Services millage and use Van Buren County Senior Services. Residents of the Village of Lawton have been attending lunches through Antwerp Township and have been asked to pay the \$6.00 fee to attend. There is confusion from these residents as to why they pay their taxes to the Township, but the money does not remain in the Antwerp Township Senior program. Supervisor Ruzick has addressed this with the Village of Lawton however they wish to remain with Van Buren County Senior Services. The Antwerp Township millage renewal will be on the ballot in August of 2022 and Supervisor Ruzick is looking for direction as to whether we should keep the language the same and disperse the funds to the Village like we have been or if we exclude the Village of Lawton and have them place a millage for Van Buren Senior Services on their ballots. Supervisor Ruzick will seek legal counsel from the Township attorney on how the matter should be handled and report back to the Board.

Correspondence:

- VBCRC weekly updates
- VBCRC annual report
- Van Buren County Commission monthly update

Announcements:

- None

Reports:

Attorney

None

Treasurer- Bonnie Osborne

\$287,231.13 in the general fund

Building Activity- Chantel Reyna

Antwerp: 31 permits for August including Building, Electrical, Mechanical, and Plumbing with fees of \$5,770.00.
Almena: 28 permits for August including Building, Electrical and Mechanical with fees of \$5,128.00.

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

There will be a groundbreaking ceremony on September 26th for the new fire station. Pd bills

Mattawan Fire Department - Bonnie Osborne

Discussion on new fire truck with estimated cost of \$800,000. There will be a controlled burn on September 26th on Main Street. Chief Brooks asked the wage and benefit committee to consider benefits for Shannon White who has been with the department for ten years.

Mattawan Quick Response - Bonnie Osborne

The department dissolved as of September 1, 2021

Cemeteries - Chantel Reyna

Three burials in August.

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 Quick Response, Mattawan Fire Department, and Senior Services bills in the amount of \$287,518.87

Motion by Stock, second by Osborne to approve the bills in the amount of \$287,518.87 to be paid. Roll call vote; Stock-yes, Ruzick-yes, Reyna-yes, Osborne-yes. Motion carries.

Motion by Osborne, second by Reyna to adjourn.

All voted in favor. Motion carries. Meeting adjourned at 8:05pm.

Respectfully submitted by,

Chantel Reyna