

MINUTES FROM THE
REGULAR ANTWERP TOWNSHIP BOARD MEETING
Tuesday, September 13th, 2022

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

- Mattawan Fire Department: 1.5 mills for an estimated \$449,237.16 for the 2022 tax year.
- Lawton Fire Department: 1.4 mills for an estimated \$145,743.37 for the 2022 tax year.
- Paw Paw Fire Department: 1.4 mills for an estimated \$82,505.78 for the 2022 tax year.

Public Hearing closed at 6:26 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: Three guests

Motion by Osborne, second by Stock to approve the agenda as submitted with addition of item K. Construction Board of Appeals appointment of members. All voted in favor. Motion carries.

Public Comment:

Deputy Turner - *Van Buren County Sherriff*

- There were 120 complaints in the Township for the month of September.

Scott Brooks - *Mattawan Fire Department Chief*

- There were 97 calls for the department with 75 of them being medical calls.
- New truck scheduled to be complete June of 2023
- Training burn on house on 24th of September in the Village of Mattawan.
- Department looking at house on 64th for training burn.
- Committee has been formed for potential off-road vehicle if trail way project proceeds.
- Committee has been formed for department building updates and upgrades.

Motion by Osborne, second by Stock to approve previous minutes from August 9th, 2022, Regular Township Board Meeting. All voted in favor. Motion carries.

Action on Planning Commission Recommendations:

A. Light Industrial Zoning District Amendments

A public hearing was held on August 3, 2022 and the Planning Commission voted to recommend approval of the text amendment ordinance with a vote of 5-0. The industrial dimensional requirement changes would be as follows:

- Increase the minimum lot size from 20,000 square feet to one (1) acre.
- Increase minimum lot width from 100 feet to 150 feet.
- Decrease the minimum front setback from 150 feet to 50 feet.

- Increase the minimum rear setback from 30 feet to 50 feet when adjacent to a non-residential zoning district.
- Increase the minimum rear setback from 50 feet to 100 feet when adjacent to a residential zoning district.

Motion by Reyna, second by Stock to accept the Planning Commissions recommendation for a text amendment ordinance for Light Industrial Zoning District. All voted in favor. Motion carries.

Old Business

None

New Business:

A. Lawton Fire Special Assessment

Public Hearing held at 6:00 pm. Assessment is for 1.4000 mills for the 2022 tax year for an estimated \$145,743.37 in tax revenue. The assessment will be levied on real property only.

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

B. Paw Paw Fire Special Assessment

Public Hearing held at 6:00 pm. Assessment is for 1.4000 mills for the 2022 tax year for an estimated \$82,505.78 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.

C. Mattawan Fire Special Assessment

Public Hearing held at 6:00 pm. Assessment is for 1.5000 mills for the 2022 tax year for an estimated \$4449,237.16 in tax revenue. The assessment will be levied on real property only.

Motion by Osborne, 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-no. Motion carries.

D. Paw Paw Schools request for sewer extension

Supervisor Ruzick has attended meetings to discuss potential sewer extension out to Paw Paw Schools. Supervisor Ruzick stated that the Township is open to the extension but is still not interested in the annexation of the portion of the Township that would receive the extension. Market Van Buren stated that there were new members on the Township Board and asked that it be discussed at our meeting. After discussion, the Township Board is still not interested in annexation.

E. Furkis Architectural Consulting Proposal for Activity Center code review

After discussion of an expansion on the Activity Center, it was discussed as to whether the building would need a sprinkler system due to increased capacity. Supervisor Ruzick has worked with Furkis Architectural Consulting and it has been determined that with the proposed expansion, the building would need a sprinkler system. Supervisor Ruzick will get quotes for a sprinkler system to determine how the project will proceed.

F. Devon Title property search for Trailways

A property owner near the proposed trail way believes he owns property where the trail way will run. After discussion, it was determined that a property search should be conducted to determine the owner. Devon Title sent a proposal for \$500.

Motion by Osborne, second by Stock to authorize Devon Title to conduct the property search of the property in question. Roll call vote; Osborne-yes, Stock-yes, Ruzick-yes, Reyna-yes. Motion carries.

G. ARPA fund planning meeting

There have been several requests for Township ARPA funds. The Board feels a special meeting should be held to determine whether the Township will keep the funds and if so, prioritize the requests received. Supervisor Ruzick will send potential dates for the meeting.

H. Utility Conduit proposal for Activity Center

The Township received one proposal for conduit to be ran to the Activity Center for high speed internet. The proposal was from SWT excavating in the amount of \$21,955.50. After discussion, the Board would like to table the proposal to obtain additional quotes.

I. Almena/Antwerp Township Building Contract

Antwerp and Almena Township have agreed to a contract to allow Antwerp Township to control 100% of Almena Townships building department including, Building, Mechanical and Electrical permits. The contract will expire on March 31, 2023.

Motion by Osborne, second Stock to authorize Clerk Reyna and Supervisor Ruzick to sign the contract between Almena and Antwerp Township. All voted in favor, Motion carries.

J. Robyn Thatcher hire for assistant clerk part/full time position

Robyn was temporarily hired through Robert Half to provide assistant clerk duties in the Township. Clerk Reyna would like to buy Robyn out from Robert Half and employ her as a full-time employee through the Township.

Motion by Osborne, second by Reyna to buy Robyn from Robert Half and hire her as a full-time assistant clerk for \$20.00 an hour effective immediately with a 90-day review to follow. Roll call vote; Stock-no, Ruzick-yes, Reyna-yes, Osborne-yes. Motion carries.

K. Construction Board of Appeals Board Member appointments

Current Board Members needing to be reappointed are:

- Randy Powell, Builder
- Nick Barnitz, Engineer
- Paul Schram, Engineer

Motion by Reyna, second by Osborne to appoint the current member with a term ending in 2024 to the Construction Board of Appeals. All voted in favor. Motion carries.

Correspondence:

- VBCRC weekly updates
- Market Van Buren annual report

Announcements:

- None

Reports:

Attorney
None

Treasurer- Bonnie Osborne

\$332,225.51 in the general fund

Building Activity- Chantel Reyna

Antwerp: 52 permits for August including Building, Electrical, Mechanical, and Plumbing with fees of \$9,074.80.

Almena: 31 permits for August including Building, Electrical and Mechanical with fees of \$5,260.00.

Van Buren District Library- Bruce Cutting

No Report

Sunshine Branch Library- Bonnie Osborne

Third Saturday of each month will be a craft day

Lawton Fire Department- Bruce Cutting

No Report

*Paw Paw Fire Department -*Dan Ruzick

Pd bills. Discussion on 911 radios. Tentative move in date for the new fire department is November 24th, 2022.

Mattawan Fire Department - Bonnie Osborne

Report given during public comment by Chief Brooks.

Cemeteries - Chantel Reyna

One burial 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 Fire Department, and Senior Services bills in the amount of \$210,569.72.

Motion by Stock, second by Osborne to approve the bills in the amount of \$210,569.72 to be paid. 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 8:48pm.

Respectfully submitted by,

Chantel Reyna