

MINUTES FROM THE
REGULAR ANTWERP TOWNSHIP BOARD MEETING
Tuesday, February 14th, 2023

Trustee Stock called the board meeting to order at 6:30 pm

Pledge of Allegiance

Board Members Present: Chantel Reyna-Clerk, Bruce Cutting-Trustee, Gary Stock- Trustee

Board Members Absent: Daniel Ruzick-Supervisor, Bonnie Osborne-Treasurer

Also Present: Eleven guests

Motion by Reyna second by Cutting to approve the agenda as submitted. All voted in favor. Motion carries.

Public Comment:

Susan Creager – Resident

- Susan introduced herself as a resident of Antwerp Township and active volunteer for Citizen’s Climate Lobby which is a national nonprofit and nonpartisan organization. Susan explained how the organization is working toward using electrification in communities to make a safer, healthier and more affordable place for residents and businesses. She provided handouts to the audience for more information on the organization.

Motion by Cutting, second by Stock to approve previous minutes from January 10h, 202 Regular Township Board Meeting. All voted in favor. Motion carries.

Action on Planning Commission Recommendations:

None

Pending Business

A. Wage and Benefit Committee Study update

Trustee Cutting stated that the study has not been received by the committee from Rahmberg Stover and that he would email them asking for a completion date. Mattawan Fire Chief Brooks asked if the committee would give Rahmberg a deadline to complete the study considering this issue has been ongoing for several months. Chief Brooks asked why the committee will not sit down with him and/or the administrative assistant to discuss duties performed daily. The committee stated that they do not interview employees in regard to their day to day duties. The committee is stating that based off of the job description provided when the study began, they do not feel the position is a full-time position. Since, Chief Brooks has provided a more detailed description of the duties that the administrative assistant is responsible for. The administrative assistant stated that she asked about receiving benefits as a full-time employee and that she was told that she did not qualify. She is asking why she doesn’t qualify but all other full-time employees of the Township do. Chief Brooks stated that if the position is reduced to a part time position, the department will make a request to be a paid on-call department to complete the duties normally handled by the full-time position. Captain Martz addressed the Board and stated that if the committee is considering termination of reduction in hours that the committee should make it a point to do their own evaluation of the position rather than rely on a company for feedback. The committee recommended tabling the previous recommendation until the study is received.

Motion by Cutting, second by Reyna to table the recommendation made by the committee until the study is received. All voted in favor. Motion carries.

New Business:

A. Alma Township notice of termination for Building Services

Supervisor VanTassel from Alma Township delivered a letter dated January 23, 2023 to the Township stating as of March 31, 2023, Alma Township would like to cancel their interlocal government contract for building services. The letter was provided to the Board for informational purposes only.

B. Election Source purchase

Clerk Reyna is requesting an exchange on previously ordered ballot storage containers to different containers with an increase in price by approximately \$18 for nineteen containers.

Motion by Cutting, second by Stock to approve the exchange with costs not to exceed \$2000. Roll call vote; Cutting-yes, Stock-yes, Reyna-yes. Motion carries.

C. Kalamazoo County Hazardous Household Waste Contract dated January 1, 2023 – December 31, 2023

Kalamazoo County Hazardous Waste submitted a contract renewal for the Township. The Township previously has pledged \$7500 to the program but has made amendments to add additional funds in years past.

Motion by Stock, second by Reyna to authorize Supervisor Ruzick to sign the contract presented pledging \$8500.00. Roll call vote; Stock-yes, Reyna-yes, Cutting-yes. Motion carries.

D. J.C. and Sons tree removal at Maple Grove cemetery

J.C. and Sons provided a quote in the amount of \$1600.00 to remove a dead oak tree and mulberry tree near an outbuilding at Maple Grove cemetery.

Motion by Cutting, second by Reyna to accept the bid in the amount of \$1600.00 from J.C. and Sons to remove dead trees at the cemetery. Roll call vote; Reyna-yes, Cutting-yes, Stock-yes. Motion carries.

E. Cobalt quote for tire collection spring 2023

Cobalt provided a quote for a trailer for tire collection with a price of \$1000.00 for the trailer. It was suggested that the cost once full would be near \$2500.00

Motion by Reyna, second by Cutting to authorize Supervisor Ruzick to sign the contract with an amount not to exceed \$2500.00 Roll call vote; Cutting-yes, Stock-yes, Reyna-yes. Motion carries.

F. Van Buren County Road Commission Revenue Sharing allocations for 2023

Van Buren County Road Commission provided the allocations to Antwerp Township for 2023 in the amount of \$100,581.87.

G. Policy for Personal Property Tax from the Assessor

Assessor Brousseau provided a policy for the Board to adopt pertaining to personal property tax consideration, review, and rescission and revocation. After discussion the Board feels the policy should be adopted.

Motion by Cutting, second by Stock to adopt the policy presented for personal property taxes. All voted in favor. Motion carries.

H. ASSA Abloy quote for all Antwerp automatic door closures

ASSA Abloy provided an annual service maintenance contract for all automatic door closures within the Township, Library, and Activity Center in the amount of \$1,230.66 for five years. After discussion it was decided to table the contract until Supervisor Ruzick can see if we can sign a one-year contract.

I. Van Buren County Road Commission road projects 2023-2024

VBCRC provided a project sheet with estimated costs for repair. The three projects recommended are Autumn's Vineyard neighborhood Phase I and Phase II, 26th Street from Red Arrow Highway to the Village of Mattawan limits, and 26th Street from 66th Ave to C.R. 358 with estimated costs totaling \$793,825.00. Once approval is given, VBCRC will place the projects out for bid and notify the Township of the actual cost.

Motion by Cutting, second by Reyna to approve the suggested projects with the option to opt out if the actual bids are not comparable to the estimate provided. Roll call vote; Reyna-yes, Cutting-yes, Stock-yes. Motion carries.

J. RFP for clean-up 49621 24th Street Mattawan, MI 49071

An RFP was placed on property located at 49621 24th Street, Mattawan, MI 49071. Clerk Reyna received one bid from Aleksich Excavating in the amount of \$3900.00 for clean-up, clear junk and debris and all unsightly material from property, work with blight officer on day of clean up regarding material needing to be removed, machine time, disposal costs, mobilization and labor.

Motion by Cutting, second by Reyna to award Aleksich Excavating the project for clean up at 49621 24th Street, Mattawan, MI 49071 to Aleksich Excavating in the amount of \$3900.00. Roll call vote; Stock-yes, Reyna-yes, Cutting-yes. Motion carries.

K. Treasurer request for policy to waive late fee for taxes paid after February 14, 2023

Treasurer Osborne is requesting a policy be put into place for her to waive the late fee for taxes paid after February 14, 2023 until February 28, 2023.

Motion by Cutting, second by Stock to authorize the policy for the late fee to be waived for taxes paid after February 14th, 2023 until February 28th, 2023. All voted in favor. Motion carries.

L. Set Workshop date for ARPA funds

The Board would like to set a date of March 8th, 2023 for a workshop to discuss all ARPA funds request.

M. Proposal for building design and feasibility study

Tower Pinkster met with the office staff to observe the current buildings and prepare a quote for services. Supervisor Ruzick has not received an update or proposal. This matter will be tabled until next month.

N. Best Way Disposal contract for Transfer Station

Best Way Disposal provided a contract renewal for services at the transfer station in the amount of \$7500.00 beginning April 1, 2023 and ending March 31, 2024.

Motion by Stock, second by Cutting to authorize Supervisor Ruzick to sign the contract in the amount of \$7500.00 for the year. Roll call vote; Reyna-yes, Cutting-yes, Stock-yes. Motion carries.

Public Comment:

Deputy Tarner - *Van Buren County Sherriff Department*

There were 71 complaints in the Township for the month of January.

Correspondence:

- Van Buren County Road Commission weekly updates

- KCHHW 4th Quarter report

Announcements

None

Reports:

Attorney

None

Treasurer- Bonnie Osborne

No Report

Building Activity- Chantel Reyna

Antwerp: 17permits for January including Building, Electrical, Mechanical, and Plumbing with fees of \$1,958.00.

Almena: 15 permits for January including Building, Electrical and Mechanical with fees of \$3,357.00.

Van Buren District Library- Bruce Cutting

Paid bills. Elected officers in January. Will be minor changes.

Sunshine Branch Library- Bonnie Osborne

No Report

Lawton Fire Department- Bruce Cutting

Short meeting. Paid the bills.

Paw Paw Fire Department -Dan Ruzick

No Report

Mattawan Fire Department – Chief Brooks

80 calls in the month of January with 66 of them being medical. New hose was purchased for the new truck as well as an existing one. ISO rating has been updated and changed from a 4.0 down to a 3.0 due to errors in the initial report. Shannon has applied for two grants with the funds being used for extraction equipment, hose, and flow test kits. Thermal imaging camera has been purchased.

Cemeteries - Chantel Reyna

No burials in January.

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 \$78,043.99.

Motion by Cutting, second by Stock to approve the bills in the amount of \$174,434.02 to be paid. Roll call vote; Stock-yes, Reyna-yes, Cutting-yes. Motion carries.

Motion by Reyna, second by Stock to adjourn.

02/14/2023 minutes cont.

All voted in favor. Motion carries. Meeting adjourned at 8:30pm.

Respectfully submitted by,

Chantel Reyna