

MINUTES FROM THE
REGULAR ANTWERP TOWNSHIP BOARD MEETING
Tuesday, May 9th, 2023

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, Bruce Cutting-Trustee

Board Members Absent:

Also Present: Ten guests

Public Comment:

Doug Cultra – Resident

Doug addressed the Board showing support for Dan Seibert who submitted his letter of interest for the vacancy in the Trustee position on the Township Board.

Jon Barrows – Resident

Jon addressed the Board showing support for Dan Seibert who submitted his letter of interest for the vacancy in the Trustee position on the Township Board.

Motion by Reyna second by Osborne to approve the agenda as submitted with the addition of item B. Kitchen Rezoning in Action on Planning Commission and item I. Transfer Station attendant position and item J. Village of Paw Paw water and sewer request for services from Alan Smaka proposal. All voted in favor. Motion carries.

Motion by Osborne, second by Reyna to approved previous minutes from Regular Scheduled Township Board Meeting on April 11th, 2023. All voted in favor. Motion carries.

Action on Planning Commission Recommendations:

- A. **Ken Paul requests approval of dwelling and accessory building for establishment of a home business (catering operation) for the property located at 26360 Red Arrow Hwy, Mattawan, MI 49071 (Parcel 80-02-003-12-20).**

Applicant request special land use and site plan approval for a home-based business operation (catering). The property is zoned Rural Estate Residential (R-1) and is also within the Commercial Corridor Overlay District (CO). The parcel is 2.7 acres in size. The Planning Commission recommends approval of the application (4-0).

Motion by Reyna, second by Osborne to accept the Planning Commission's recommendation of the request for special land use at parcel 80-02-003-12-20. All voted in favor. Motion carries.

- B. **Michele Kitchen rezoning request from Rural Estate Residential (R-1) to General Commercial (GC) at property located on Red Arrow Hwy, Paw Paw, MI 49079 (Parcel 80-02-009-029-05).**

Applicant requests the rezoning of a parcel from R1-Rural Estate Residential to GC-General Commercial. The property is approximately 6.9 acres in size. A public hearing was held on April 5, 2023 and there were no public comments. Materials were sent to the Van Buren County Planning Commission for review. The Planning Commission is recommending approval of the request for rezoning.

Motion by Cutting, second by Osborne to accept the Planning Commission's recommendation of the rezoning request at parcel 80-02-009-029-05. All voted in favor. Motion carries.

Introduction by Candidates for the Trustee position – 5-minute limit

Supervisor Ruzick thanked all 6 applicants for their interest in fulfilling the vacancy as Township Trustee and offered five minutes for each applicant to introduce themselves and address the Board. The applicants are listed below:

- William Schultz
- Robert Brooks
- Kalli Marshall
- Mark Lefkes
- Dan Seibert
- Phil Tarchala

Pending Business

None

New Business:

A. Selection to fill Trustee position

Supervisor Ruzick thanked each of the candidates for submitting letters of interest and explained how each of them could be an asset to the Board. There was discussion amongst the crowd.

Motion by Cutting, second by Osborne to appoint Phil Tarchala to fill the vacancy on the Antwerp Township Board as a Trustee until term ending 2024. Roll call vote; Ruzick-yes, Reyna-yes, Osborne-yes, Cutting-yes. Motion carries.

Clerk Reyna swore Phil Tarchala in as an Antwerp Township Board of Trustee's trustee for term ending 2024. Trustee Tarchala took his seat on the Board to becoming part of the meeting.

B. Salaries for Clerk, Treasurer, Supervisor and Trustees

The salaries for elected officials are discussed at the May meeting with a recommendation from the wage and benefit committee. The committee historically makes its recommendation from current CPI numbers which at this time are roughly 5% for time period March 2022 – March 2023. The committee does not have an official recommendation at this time.

Motion by Osborne, second by Tarchala to increase the Clerk, Treasurer, Supervisor and Trustee salaries by 5% for period beginning July 1, 2023 through June 30, 2024. Roll call vote; Reyna-yes, Osborne-yes, Cutting-yes, Tarchala-yes, Ruzick-yes. Motion carries.

C. Wage and Benefit Committee and Salary Compensation Board discussion

There is discussion of disassembling the current wage and benefit committee to recreate a committee consisting of five electors of the Township per MTA recommendations. Supervisor Ruzick along with the current committee will seek legal counsel on the best options for the committee.

D. Antwerp Township 2023-24 Road projects

Van Buren County Road Commission received bids for the following projects.

489.3135: 26th Street; Village of Mattawan to Red Arrow Hwy – Crush, Shape, Pave in the amount of \$101,424.40.

489.3136: Autumn's Vineyard Subdivision – Mill and Pave in the amount of \$554,121.00.

489.3137: 26th Street; C.R. 358 to 66th Ave. – 2" HMA Overlay in the amount of \$136,100.60.

489.3138: 26th Street; 66th Ave to 63rd Ave. – Tree Removal, Wedge Paving, Sealcoat, Fog Seal, and Pavement Markings in the amount of \$121,085.32.

Motion by Osborne, second by Tarchala to accept the bids for the projects listed above in the total amount of \$912,731.32. Roll call vote; Osborne-yes, Cutting-yes, Tarchala-yes, Ruzick-yes, Reyna-yes. Motion carries.

E. Summit proposal for security system upgrades

Summit Fire Protection provided a quote for security cameras throughout the building and additional security upgrades in the amount of \$29,809.00.

Motion by Reyna, second by Cutting to accept the proposal in the amount of \$29,809.00 to Summit Fire Protection for security upgrades at the Township Office. Roll call vote; Cutting-yes, Tarchala-yes, Ruzick-yes, Reyna-yes, Osborne-yes. Motion carries.

F. Rahmberg Stover final billing

Supervisor Ruzick addressed the Board’s concerns regarding the invoiced amount for the wage study that was done with Jeff Rahmberg. Mr. Rahmberg stated that the last invoice in the amount of \$2540.00 could be thrown out if the Board chose to do so.

Motion by Osborne, second by Reyna to not pay the final bill in the amount of \$2540.00 to Rahmberg Stover for the study due to multiple issues with the study conducted. Four voted in favor. One abstained. Motion carries.

G. Replacement of pole building overhead door at Maple Grove Cemetery

Two bids were received to replace the overhead door in the amount of \$1060.00 and \$950.00. Mallory Pole Building recently replaced the siding to the building. It was suggested that we ask Mallory to match the \$950.00 price for door replacement.

Motion by Tarchala, second by Osborne to authorize Supervisor Ruzick to ask Mallory Pole Building to match the proposal for \$950.00 to replace the overhead door at Maple Grove Cemetery outbuilding. If not, accept the bid in the amount of \$1060.00 for the replacement of the door. Roll call vote; Tarchala-yes, Ruzick-yes, Reyna-yes, Osborne-yes, Cutting-yes. Motion carries.

H. Set Budget Hearing date of June 6, 2023 at 6:00 PM

Supervisor Ruzick provided the notice that will be published for the budget hearing with a date of June 6, 2023 at 6:00 pm.

I. Transfer Station attendant

The Township is now offering tire and electronic recycling at the transfer station on different Saturday’s throughout the month and is looking for an attendant to work the days as well as grounds keeping and handyman duties at the Township offices for a total of 15-20 per week. After discussion, Supervisor Ruzick will post the opening and Clerk Reyna will begin accepting letters of interest and or resumes.

J. Alan Smaka proposal for guidance on Village of Paw Paw water and sewer request.

The Village of Paw Paw is requesting meetings regarding the expansion of water and sewer along Red Arrow Hwy to benefit upgrades that will be done at the Paw Paw High School. Alan Smaka provided a proposal to aid in this process.

Motion by Cutting, second by Osborne to hire Alan Smaka at the hourly rate specified in his proposal initially then as things progress, if needed switch to the retainer option on the proposal to navigate the water and sewer expansion project. Roll call vote; Ruzick-yes, Reyna-yes, Osborne-yes, Cutting-yes, Tarchala-yes. Motion carries.

Correspondence:

- Paw Paw Fire Department Ribbon Cutting and Tour May 20th, 2023 12:00 pm – 2:00 pm.
- Kalamazoo County Household Hazardous Waste 1st Quarter report

Announcements

Budget hearing June 6, 2023 at 6:00pm

Reports:

Attorney

None

Treasurer- Bonnie Osborne

\$323,722.05 in general fund

Building Activity- Chantel Reyna

Antwerp: 25 permits for April including Building, Electrical, Mechanical, and Plumbing with fees of \$3,575.20.

Almena: 21 permits for April including Building, Electrical and Mechanical with fees of \$3,267.00.

Van Buren District Library- Bruce Cutting

No Report

Sunshine Branch Library- Bonnie Osborne

Book sale was held on April 29, 2023. Summer reading program will begin soon.

Lawton Fire Department- Bruce Cutting

Short meeting. Paid bills.

*Paw Paw Fire Department -*Dan Ruzick

Paid bills. Department is getting a new truck.

Mattawan Fire Department – Chief Brooks/Bonnie Osborne

66 calls for the month of April. Update on truck- July delivery date. Chief Brooks was reelected as Chief. Justin McLean is now the Treasurer. Logan King is now 1st Lieutenant. Ryan Moyle is now 2nd Lieutenant.

Cemeteries - Chantel Reyna

Four burials in April.

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:

None

Recommendation from the committee on Antwerp Township, Mattawan Fire Department, and Senior Services bills in the amount of \$182,142.61

Motion by Cutting, second by Osborne to pay the bills in the amount of \$182,142.61. Roll call vote; Reyna-yes, Osborne-yes, Cutting-yes, Tarchala-yes, Ruzick-yes. Motion carries.

Motion by Osborne, second by Reyna to adjourn.

05/09/2023 minutes cont.

All voted in favor. Motion carries. Meeting adjourned at 9:33pm.

Respectfully submitted by,

Chantel Reyna