

MINUTES FROM THE  
REGULAR ANTWERP TOWNSHIP BOARD MEETING  
TUESDAY October 13, 2015 7:00 PM  
approved

Supervisor Ruzick called the Township Board meeting to order at 7:00 PM.

Pledge of Allegiance

Board Members Present: Daniel J. Ruzick-Supervisor, Bonnie Osborne-Treasurer, Heather Mitchell-Clerk, Bruce Cutting - Trustee, Ron Derhammer-Trustee.

Also Present: Two guests.

Motion by Osborne, second by Derhammer to approve agenda with addition of F. Movie Chairs and G. VBC Sheriff's Contract. All voted in favor. Motion carries.

Public Comment: None

Motion by Cutting, second by Osborne to approve September 8, 2015 minutes as mailed. All voted in favor. Motion carries.

**Action on Planning Commission Recommendations:**

**A. RedArrow Ministries Site Plan and Special Land Use**

Special land use and site plan to construct a modular classroom at 31133 Red Arrow Highway. Planning Commission recommends approval.

Motion by Derhammer, second by Cutting to approve special land use and site plan as presented and recommended by the Planning Commission. All voted in favor. Motion carries.

**New Business:**

**A. Paw Paw Quick Response Agreement**

Annual support of \$1500 continues to help provide services to Antwerp Township from Paw Paw Quick Response Team. John Redmond sent a letter detailing statistics from 2014-2015 fiscal year along with a request for continued financial support.

Motion by Cutting, second by Osborne to sign contract and provide \$1500 to Paw Paw Quick Response Team for the 2015-2016 fiscal year.

Roll Call Vote: Ruzick-yes, Mitchell-yes; Osborne-yes; Cutting-yes; Derhammer-yes. Motion carries.

**B. Richard Hamming Appointment**

Township received an application from resident Richard Hamming who is interested in filling any vacancy we would need on a committee or board. The Board of Review currently has a vacancy for the 2015-2016 cycle.

Motion by Cutting, second by Derhammer to appoint Richard Hamming to the Board of Review through end of 2016. All voted in favor. Motion carries.

**C. Antwerp Township Governmental Group Plan Compliance**

The IRS required retirement plan sponsors to restate their plan documents at regular intervals. We are currently in a mandated restatement cycle. The restatement brings the plan into compliance with the Pension Protection Act of 2006 and other legislative and regulatory changes.

Motion by Osborne, second by Mitchell to approve Governmental Non-ERISA retirement plan with one change under 'Pension Contributions-Formula' 4.e from 10% to 15%.

Roll Call Vote: Osborne-yes; Cutting-yes; Derhammer-yes; Ruzick-yes; Mitchell-yes. Motion carries.

**D. Kalamazoo County Hazardous Waste Agreement**

Current agreement requires funds to be in place for continued use for Antwerp Township residents. In order to meet demand for end of year waste, KCHHWC is requesting an additional \$500.

Motion by Cutting, second by Osborne to approve additional \$500 in funds.

Roll Call Vote: Cutting-yes; Derhammer-yes; Ruzick-yes; Mitchell-yes; Osborne-yes. Motion carries.

**E. Siegfried Crandall Audit Recommendations**

Two recommendations came from the 2015 audit performed by Siegfried Crandall; adoption of an Investment policy which includes senior services funds and an updated ACH resolution.

Examples were provided by the auditor and curtailed to Antwerp Township's needs.

Motion by Cutting, second by Osborne to adopt ACH resolution.

Roll Call Vote: Derhammer-yes; Ruzick-yes; Mitchell-yes; Osborne-yes; Cutting-yes. Motion carries.

Motion by Osborne, second by Cutting to adopt investment policy including directive for senior services funds.

Roll Call Vote: Derhammer-yes; Ruzick-yes; Mitchell-yes; Osborne-yes; Cutting-yes. Motion carries.

**F. Movie Chairs**

Examples of chairs and differing bids have come in from vendors on prices for chairs to use during movies for the Senior Services movie time. In an effort to provide more comfortable chairs, the advisory board needs approval to spend up to \$4300 on chairs.

Motion by Derhammer, second by Osborne to allocate up to \$4300 on chairs designated by senior services as appropriate for movie time.

Roll Call Vote: Derhammer-yes; Mitchell-yes; Osborne-yes; Cutting-yes; Ruzick-yes. Motion carries.

**G. Van Buren Sheriff's Contract**

Police Protection Agreement for calendar year 2016 was provided by the Van Buren County Sheriff's Department. The agreement dictates township funds to provide special police protection including enforcement of local township ordinances.

Motion by Mitchell, second by Derhammer to approve 2016 police protection agreement.

Roll Call Vote: Mitchell-yes, Osborne-yes; Cutting-yes; Derhammer-yes; Ruzick-yes. Motion carries.

**Correspondence:** None

**Announcements:** None

**Reports:**

*Ordinance Officer* Mark Hamre

Sheriff's department is currently installing new software; therefore no stats are available for September at this time. Reviewed current blight issues in Township.

*Van Buren County Road Commission* Al Svilpe

Taking advantage of weather and working on patching potholes and routine maintenance issues. Discussion on ownership rights in regards to Hamilton St.

*County Commissioner* Beth Griffin

New drop boxes for old medication are being installed in different pharmacies in the area. County passed a resolution to support Lake Michigan Trails Network which works at connecting all trails within the area. Meth

cleanup will soon be financed by DEA which will free up some finance for the county. Looking at adding two shifts to the South Haven courthouse for security officers.

*Treasurer Bonnie Osborne*  
\$141,315.50 in general fund checking.

*Building Activity Heather Mitchell*  
22 permits for September including Building, Electrical, Mechanical, and Plumbing with fees of \$4,489.00.

*Sunshine Branch Library Bonnie Osborne*  
November 28 Santa and Mrs. Claus will be making an appearance. Toddler time will start again soon.

*Lawton Fire Department Bruce Cutting*  
Todd Hackenberg was named as a trustee. Reviewing a workman's compensation issue.

*Mattawan Fire Department Bonnie Osborne*  
Two of the volunteers asked to be put on leave for the next year in order to keep current standing.

*Cemeteries Heather Mitchell*  
Zero burials in September.

*Mattawan Quick Response Bonnie Osborne*  
Paid bills.

*Planning Commission Ron Derhammer*  
Reviewed site plan and special land use for RedArrow Ministries. Discussion on corner lots and yard setbacks. Meeting minutes are available online at [www.antwerptownship.com](http://www.antwerptownship.com).

*Zoning Board of Appeals Heather Mitchell*  
Meeting to approve minutes from August. Meeting minutes are available online at [www.antwerptownship.com](http://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 \$ 62,869.46.

Motion by Derhammer, second by Cutting to accept bills for payment.

Roll Call Vote: Osborne-yes; Cutting-yes; Derhammer-yes; Ruzick-yes; Mitchell-yes. Motion carries.

Motion by Osborne, second by Mitchell to adjourn.

All voted in favor. Motion carries. Meeting adjourned at 8:27 pm.

Respectfully submitted by,

Heather Mitchell/Clerk