

MINUTES FROM THE  
REGULAR ANTWERP TOWNSHIP BOARD MEETING  
TUESDAY May 12, 2015 7:00 PM  
**approved (6.9.15)**

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

Board Members Absent & Excused: Ron Derhammer-Trustee.

Also Present: Three guests.

Motion by Cutting, second by Osborne to approve agenda as presented. All voted in favor. Motion carries.

Public Comment: Comment from Chris Ballingall on raises for the Township Board 1.6% seems too low. Chris feels the current board has a lot of responsibility and runs the office without any deputies which is rare for a township this size, board is doing a good job.

Motion by Osborne, second by Mitchell to approve April 14, 2015 minutes as presented. Four voted in favor, one abstention. Motion carries.

**Action on Planning Commission Recommendations:** None.

**New Business:**

**A. Resolution to Establish Salaries**

Each year the Township Board must establish salaries by resolution (MCL 41.95(3)). Current base salary for Supervisor, Clerk, and Treasurer is \$43,995. Each are also paid an additional \$13,000 for office duties in an attempt to separate office holder vs office worker and insulate the Township, if at any point in the future, an elected official does not choose to work in the office more than statutorily assigned days. Board feels wages are certainly fair, not high end nor low end, but with benefits, this job remains attractive for future participants.

A flat increase in wages assumes that base salary is correct. With the lack of raises for multiple years, the Board voted a 5% raise in 2014, however, consensus is that catch up is done and moving forward rate of inflation is appropriate.

Motion by Mitchell, second by Osborne to increase base salaries for Supervisor, Clerk, and Treasurer to \$44,700 and to increase trustee salary to \$5588 starting with fiscal year 2015-2016.

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

**B. Antwerp Township Personnel Policy**

Wage & Benefit Committee presented the Township Board with a new policy which has some additions and deletions. The Executive Summary was reviewed with respect to the major changes with the new policy; looking at a blending of the current and new policy inciting a grandfather clause.

Motion by Cutting, second by Osborne endorsing concept of adoption of the new personnel policy with fine tuning from attorney and Wage & Benefit Committee to be reviewed and voted on for final adoption at a later date.

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

**C. Antwerp Township Road Projects 2015-2016**

Reviewed proposed road projects for asphalt overlay and crack seal. County road tour is scheduled for week of May 18.

**D. Siegfried Crandall Engagement Letter**

Engagement letter from Siegfried Crandall for audit services for fiscal year ending June 30, 2015. Motion by Cutting, second by Osborne to authorize Supervisor Ruzick to sign on behalf of Township to confirm letter of understanding for audit services. All voted in favor. Motion carries.

**E. Demolition & Clean Up For Wentworth and M-40 Hwy Properties**

Antwerp Township is accepting bids for structure demolition and clean up at two (2) different addresses within Township.

1. 49710 Wentworth Ave. Antwerp Township has identified an unsafe property and is seeking quotes for demolition and site cleanup of a burnt structure.
2. 65010 M-40 Hwy. Antwerp Township has condemned three (3) structures. The site is blighted with refuse and debris. Seeking quotes for demolition, site cleanup and securing of entryways of an existing dwelling.

RFP is available by email, at the Township office, and from website. All proposals are due May 22, 2015.

Motion by Osborne, second by Cutting to have Clerk, Treasurer, & Supervisor review all proposals, accept lowest bidder, and begin process once deadline is here.

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

**Correspondence:** KCHHW 1<sup>st</sup> Qtr Report, Joanne Rossman resignation, VBDL 2014 Annual Report

**Announcements:** Budget hearing is Tuesday, June 2, 2015 at 6 p.m.

**Reports:**

*Ordinance Officer* Mark Hamre

Deputy Mark Hamre was present to review the April 2015 report for Antwerp Township. Total of 345.3 miles were driven in Township; added two (2) more properties to the blight list; reviewed stats for month.

*Van Buren County Road Commission* Al Svilpe

With Proposal 1 failing, legislature will be creating a plan B. Road tour will be next week and instead of township-by-township will be a county wide tour. Road Commission has switched to summer hours, four 10 hour work days, closed Fridays. KATS funding work will begin late spring for RAH from county line to CR 652 including a turn lane.

*Treasurer* Bonnie Osborne

\$118,587.59 in general fund checking. Village of Lawton taxes will now be included with the Antwerp Township summer bills. Treasurer Osborne will coordinate days for collection at the Village Hall in conjunction with water/sewer bills.

*Antwerp Township Senior Services* Dan Ruzick

Gilmore Trip is Wednesday, May 13. A big thank you to John & Sherry Huizenga for the use of the bus.

*Building Activity* Heather Mitchell

23 permits for April including Building, Electrical, Mechanical and Plumbing in the amount of \$3,717.00.

*Sunshine Branch Library* Bonnie Osborne

Summer Reading program will commence June 1 and will run through August 1. Thursday, June 14 from 1 pm - 3 pm is Tech Time.

*Lawton Fire Department* Bruce Cutting

Short meeting; paid bills; purchased some equipment. Trustee Nate Bitely is resigning. It was a welcomed sight to have Mr. Cornish back.

*Mattawan Fire Department* Bonnie Osborne

Board election, Andrew Martz is newest member. Meeting with Terron on thoughts for Paw Paw Fire Department options.

*Cemeteries* Heather Mitchell

Four (4) burials in April

*Mattawan Quick Response* Bonnie Osborne

Approved budget.

*Planning Commission* Heather Mitchell

Regional trail update, Master Plan discussion, and reviewed annual goals. Meeting minutes are available online at [www.antwerptownship.com](http://www.antwerptownship.com).

*Zoning Board of Appeals* Heather Mitchell

No meeting in April

**Public Comment:**

Recommendation from the committee on Antwerp Township, Mattawan Quick Response and Mattawan Fire Department bills in the amount of \$63,954.58.

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

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

Motion by Osborne, second by Mitchell to adjourn.

All voted in favor. Motion carried. Meeting adjourned at 9:40 pm.

Respectfully submitted by,

Heather Mitchell/Clerk