

MINUTES FROM THE
REGULAR ANTWERP TOWNSHIP BOARD MEETING
TUESDAY, October 10, 2017 6:00 PM
approved

Supervisor Ruzick called board meeting to order at 6:30 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: Three guests.

Public Hearing Called to Order at 6:31 pm.

Approval of Commercial Rehabilitation Certificate at 24401 Red Arrow Highway. The old Hong Kong Palace is being demolished and a new 8500 sq. ft. medical facilities building will be erected. The certificate will be issued to Mattawan Properties LLC, Mitch Fannon as main contact point.

Public Hearing Closed at 6:33 pm.

Motion by Derhammer, second by Osborne to approve agenda with one addition H. Building Inspector Extension Contract under New Business. All voted in favor. Motion carries.

Motion by Osborne, second by Cutting to approve the September 12, 2017 Township Board Meeting Minutes with one correction. All voted in favor. Motion carries

Public Comment:

Action on Planning Commission Recommendations:

- A. Zoning Map Amendment: Gary Greenop, Single Family Residential (R-2 to General Commercial (GC). 25590 East Red Arrow Highway (Parcel #80-02-002-052-00) County and Township Planning Commission recommend approval.**

Applicant submitted a rezoning application on July 18, 2017 asking for a change in zoning from R-2 to GC for parcel 80-02-002-052-00. The change would allow additional storage units to be placed on property. The Planning Commission recommended approval at their September 6, 2017 meeting as the rezoning meets all requirements under current zoning ordinance. County Planning Commission concurred unanimously at their September 27, 2017 meeting.

Motion by Derhammer to approve rezoning of Parcel 80-02-002-052-00 from R-2 to GC, second by Cutting. Roll Call Vote: Ruzick-yes; Mitchell-yes; Osborne-yes; Cutting-yes; Derhammer-yes. Motion carries.

New Business:

- A. Appointment to Senior Advisory Board**

Barb Farris was serving as an alternate to the Senior Advisory Board and has submitted a letter of resignation. Marcia Shaneyfeldt-Niles has submitted a letter of interest to serve on the Board. We are thankful to Barb for her time of service.

Motion by Osborne, second by Mitchell. All voted in favor. Motion carries.

B. Activity Center Painting Proposal

The Township requested bids for painting a portion of the walls that had been damaged in the Activity Center. We tabled the matter in September since we only received one bid. No other company has submitted a bid in the last month.

Motion by Cutting, second by Osborne to accept the bid from CP Quality Painting & design for \$980.00.
Roll Call Vote: Mitchell-yes; Osborne-yes; Cutting-yes; Derhammer-yes; Ruzick-yes. Motion carries.

C. Metro Act Approval Everstream GLC

A METRO act permit application form was submitted for access to and ongoing use of public ways by telecommunications providers under METRO Act.

Motion by Cutting, second by Mitchell to approve application for Everstream GLC.
Roll Call Vote: Osborne-yes; Cutting-yes; Derhammer-yes; Ruzick-yes; Mitchell-yes. Motion carries.

D. Appointment for Mechanical Inspector

Rich Healy has submitted a letter of resignation effective November 1. Kevin Cardiff has submitted a letter of interest to be Antwerp's Mechanical Inspector. We have received verification that Kevin is a certified inspector registered with the State of Michigan. Rich Healy will stay on as alternate inspector.

Motion by Cutting, second by Osborne to approve Kevin Cardiff as mechanical inspector with a starting date of November 1, 2017.
Roll Call Vote: Cutting-yes; Derhammer-yes; Ruzick-yes; Mitchell-yes; Osborne-yes. Motion carries.

E. Resolution for Commercial Rehabilitation Certificate

Public Hearing was held this evening with no public comment being offered. The district was established April 11, 2017. The exemption certificate application will be granted for 10 years for a portion of the initial investment to be recuperated and to promote economic growth within Antwerp Township.

Resolution was offered by Clerk Mitchell asking for approval for the certificate. Once approved on the local level, the application will be forwarded to the State Tax Commission for approval.

Motion by Cutting to adopt resolution establishing a commercial rehabilitation certificate for 24401 Red Arrow Hwy located within the Red Arrow Highway Commercial Rehabilitation District #1, second by Derhammer.
All voted in favor. Motion carries.

F. Activity Center Cleaning Proposal

Too Clean Inc has been asked to provide pricing for annual deep cleaning to the Activity Center floors. An email to Supervisor Ruzick indicated they would continue services in 2018 at the same rates as 2017. The cost was \$1980. Cleaning included stripping and resealing the floor, all equipment and supplies were provided by the vendor.

Motion by Osborne, second by Cutting to continue floor cleaning agreement with Too Clean Inc for 2018 at same rates as 2017.
Roll Call Vote: Derhammer-yes; Ruzick-yes; Mitchell-yes; Osborne-yes; Cutting-yes. Motion carries.

G. Robert Half Buyout: Brenna Reder

Brenna Reder was hired in June 2017 to act as Senior Services Program Administrator. She has done an outstanding job. Supervisor Ruzick and Clerk Mitchell reached out to Robert Half (staffing agency) asking for details on buying Brenna's contract out from Robert Half to hire her a part time employee of Antwerp Township. Carrie Powell sent over documentation indicating it would cost \$3,000 to buyout the contract. The standard fee is 35% of first years starting salary, a \$2600 discount was given based on the amount of time Robert Half included her on their payroll. Brenna would be hired as a part time employee for Antwerp Township starting at \$20/hr to work 20 hours a week.

Motion by Cutting, second by Derhammer to buyout contract with Robert Half at \$3,000 and hire Brenna Reder as a part time employee at \$20/hr.
Roll Call Vote: Mitchell-yes; Osborne-yes; Cutting-yes; Derhammer-yes; Ruzick-yes. Motion carries.

H. Texas Township Building Services Contract

The current contract to provide Building Inspection Services is set to expire 12/31/17. There is a provision for one more year extension.

Motion by Ruzick to extend Building Inspection Services for another year providing a new expiration date of 12/31/2018. All voted in favor. Motion carries.

Correspondence: None

Announcements: None

Reports:

Van Buren County Road Commission Al Svilpe

Tree crew is out again with nicer weather holding on; road maintenance continues throughout county; reviewing call log and remedying issues that have not been solved; Brian Cornish was let go – reorganization is still in works for area coverage. Dan will be meeting with two road commissioners this week to review current Township issues.

Treasurer Bonnie Osborne

\$214,580.95 in general fund checking.

Building Activity Heather Mitchell

52 permits for September including Building, Electrical, Mechanical, and Plumbing with fees of \$12,977.

Sunshine Branch Library Bonnie Osborne

- Excited to have hired a new library director, Dan Hutchins. Mr. Hutchins is set to begin on Dec 1.
- On a somber note, Dave Tate's wife passed away. Mr. Tate was a library director for many years.
- GeekFest is scheduled for November 3

Lawton Fire Department Bruce Cutting

Workers compensation issue has been resolved and closed. Porter Township is in preliminary discussions of building a public safety building. The location makes sense as there volunteers near the location. They are looking into putting a well and hydrant in order to make it feasible. Operations will be determined at a later date.

Mattawan Fire Department Bonnie Osborne

A new grass rig will be purchased to replace the 1998 grass rig. Cost is \$27,600.

Mattawan Quick Response Bonnie Osborne

Brian Begeman moved to equipment captian, three new people have joined, chassis will be installed soon on truck.

Cemeteries Heather Mitchell

Three burials in September.

Planning Commission Ron Derhammer

Public Meeting for Parks and Recreation will be at 6:15 pm on November 1. Continuing review of ordinance text. Meeting minutes are available online at www.antwerptownship.com.

Zoning Board of Appeals Heather Mitchell

Welcomed new member Daniel Seibert. Meeting minutes are available online at 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 \$64,042.75.

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

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

Motion by Osborne, second by Mitchell to adjourn.

All voted in favor. Motion carries. Meeting adjourned at 7:27 pm.

Respectfully submitted by,

Heather Mitchell/Clerk