

MINUTES FROM THE  
REGULAR ANTWERP TOWNSHIP BOARD MEETING  
TUESDAY, January 9, 2018  
approved

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

Pledge of Allegiance

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

Board Members Absent: Ron Derhammer-Trustee

Also Present: Three guests

Motion by Osborne, second by Mitchell to approve agenda with three additions under New Business **D. Mattawan Fire Budget Amendment, E. Rezoning Greenop and F. Building Inspection Services Contract**. All voted in favor. Motion carries.

Motion by Osborne, second by Cutting to approve the December 19, 2017 Township Board Meeting Minutes as presented. All voted in favor. Motion carries

**Public Comment:** None

**Action on Planning Commission Recommendations:** None

**Pending Business:** None

**New Business:**

**A. Wage & Benefit Committee Personnel Policy**

Trustee Cutting gave a brief overview of the changes to the personnel policy. Attorney McCamman to review before final presentation to Township Board.

**B. Antwerp Township Senior Service with Almena Township**

Exploratory stages in conversations with Almena Township Board. With the millage increase being requested by VBCSS, Almena Township is entertaining an option to change vendors. A brief overview of our program has been requested at Almena's January 10 meeting.

**C. Hiring Full Time Employees**

Clerk Mitchell has appointed Chantel Reyna as deputy clerk and is asking the Township Board for compensation approval. Request from Clerk Mitchell is for deputy clerk position to be full time at \$22/hr.

Motion by Osborne, second by Mitchell to approve full time pay for deputy clerk at \$22/hr.

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

**D. Mattawan Fire Budget Amendment**

Chief McLean presented a budget amendment for the Mattawan Fire Budget. \$25,000 needs to be moved from account 206-336-931 (Buildings & Grounds) to 206-336-933 (Equipment Maintenance).

Motion by Osborne, second by Cutting to approve budget amendment.

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

**E. Rezoning Greenop**

Planning Commission and Township Board approved the rezoning of parcel 80-02-002-052-00 from R-2 to GC in October of 2017. However, the public notice that was required after the approval was not published in the local paper. Therefore, approval needs to be granted once more to meet statutory requirements of zoning changes.

Motion by Cutting, second by Mitchell to approve rezoning of Parcel 80-02-002-052-00 from R-2 to GC. All voted in favor. Motion carries.

**F. Building Inspection Services Contract**

Bill Henderson will be retiring in April of 2018. The current building inspection services contract in place with Texas Township does have a 60-day clause to withdraw. Texas Township has not appointed anyone, at this time, to take over the building inspections. Kevin Cardiff, alternate building inspector, has expressed interest in performing inspections for Antwerp Township. After much discussion, Antwerp Township believes it's best to keep options open with various directions for appointing a new building inspector.

Motion by Mitchell, second by Cutting to invoke the 60-day clause to end the Building Inspection Services Contract with Texas Township.

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

**Correspondence:** Van Buren County Board of Commissioners Update

**Announcements:** None

**Reports:**

*Van Buren County Road Commission* Al Svilpe

Road Commission has spent \$91,000 in four days with recent snowstorm. Reviewed policy for snowplowing. Board of Road Commissioners did review resolution passed by Antwerp Township asking for review of allocation for primary road funding and has decided to not change allocation methods. A letter from Larry Hummel will be forthcoming.

*Van Buren County Sheriff* Todd Skinner

Deputy Skinner introduced himself as our new ordinance officer. Reviewed 61 calls for December for Antwerp Township.

*County Commissioner* Paul Schincariol

Reviewed latest updates and decisions made by County Board of Commissioners.

*Treasurer* Bonnie Osborne

\$182,942 in general fund checking.

*Building Activity* Heather Mitchell

32 permits for December including Building, Electrical, Mechanical, and Plumbing with fees of \$7,604.

*Sunshine Branch Library* Bonnie Osborne

Library is holding a contest for a mascot. Lego Contest and Chili Cookoff will be held over the next month.

*Lawton Fire Department* Bruce Cutting

Special meeting will be held January 18. Generator is up and running. Taking open bids for a new fire truck.

*Mattawan Fire Department* Bonnie Osborne

Budget Amendment; Chief's meeting.

*Mattawan Quick Response* Bonnie Osborne  
Truck updates

*Cemeteries* Heather Mitchell  
One burial in December.

*Planning Commission* Ron Derhammer  
No meeting in January due to inclement weather. Meeting minutes are available online at [www.antwerptownship.com](http://www.antwerptownship.com).

*Zoning Board of Appeals* Heather Mitchell  
Approved a dimensional variance for 24182 Red Arrow Hwy. No meeting scheduled in January. Meeting minutes are available online at [www.antwerptownship.com](http://www.antwerptownship.com).

**Public Comment:**

Jonesy Jerome asked for schedule of meetings and general questions on taxes and assessments.

Recommendation from the committee on Antwerp Township, Mattawan Quick Response, Mattawan Fire Department, and Senior Services bills in the amount of \$27,318.08.

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 carries. Meeting adjourned at 8:20 pm.

Respectfully submitted by,

Heather Mitchell/Clerk