

MINUTES FROM THE  
REGULAR ANTWERP TOWNSHIP BOARD MEETING  
TUESDAY, September 11, 2018

Supervisor Ruzick called the Public Hearing to order at 6:00 pm.

- Mattawan Fire Department: 1.4 mills for an estimated \$322,905.57 for 2018 tax year
- Lawton Fire Department: 1.4 mills for an estimated \$121,231.68 for 2018 tax year
- Paw Paw Fire Department: 1.4 mills for an estimated \$63,125.64 for 2018 tax year
- Mattawan Quick Response: .1295 mills for an estimated \$29,905.76 for 2018 tax year

Public Hearing closed at 6:26 pm.

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, Gary Stock- Trustee

Also Present: Eleven guests.

Motion by Osborne, second by Cutting to approve agenda with addition of M. Planning Commission member, Phil Tarchala, training under New Business. All voted in favor. Motion carries.

**Public Comment:**

- Randall Pete- Republican nomination for County Commission introduced himself as well as handed out literature explaining who he was.
- Charles Brandt- thanked the Township for consideration of Amusement Park possibly coming into Township.

Motion by Osborne, second by Cutting to approve the August 14th, 2018 Township Board Regular Meeting Minutes as presented. All voted in favor. Motion carries.

**Action on Planning Commission Recommendations:**

A. Site Plan Review. CopperMags, LLC 29063 Red Arrow Hwy, parcel #80-02-009-012-00.

Planning Commission recommends approval contingent on:

1. Installation of protective fencing prior to site development.
2. Compliance with minimum parking lot and lighting requirements.
3. Approval from following agencies.
  - a. Drain Commission (stormwater)
  - b. Road Commission (driveway)
  - c. Health Department (sufficient septic for commercial use)
  - d. Fire Department.

Township received approval from Van Buren County Road Commission as well as Van Buren County Health Department prior to meeting.

Motion by Cutting, second by Osborne to approve site plan.

Roll Call Vote: Ruzick-yes; Osborne-yes; Cutting-yes; Reyna-yes; Stock-yes. All voted in favor. Motion carries.

- B. Zoning Ordinance Amendments. Section 2.5- General Amusement Attraction; Table 6-1 Table of Uses – General Amusement Attraction; Section 9.10 Cemetery; Section 9.20 General Amusement Attraction (New); Renumbering section references 9.20 and above.

Board recommends approval contingent on two amendments

1. Section 9.20 C. Hours of Operation to read: Hours may be restricted during special land use and site plan review to further protect neighboring property from potential disturbance and also based on the nature of the proposal.
2. Section 9.20 D. Sound and Noise to read: Amplified sound and other non-amplified noise generated from the attraction shall not present a nuisance.

Motion by Stock, second by Cutting to approve with amendments.

Roll Call Vote: Osborne-yes; Reyna-yes; Cutting-yes; Stock-yes; Ruzick-yes. All voted in favor. Motion carries.

### **New Business:**

#### **A. AEP request for telecom fiber optic line**

Chris Adams wanted to address issues she had with the letter drafted by Schuittmaker’s Law Office. She feels that the easement that AEP has only pertains to power or source of power and that fiber optic is not power. She asked that her name be removed from the letter since there are others affected as well. She also pointed out that there are more than 4 existing lines already on the pole in question. It was further discussed that the letter be redrafted asking AEP to submit a letter stating that their line will not be used for public use and that if it ever does become a public line, it shall be removed from the pole and buried underground at the expense of AEP or any future assignees.

Motion by Osborne, second by Cutting to have Supervisor Ruzick and Trustee Stock draft letter.

Roll Call Vote: Reyna-yes; Osborne-yes; Stock-yes; Cutting-yes; Ruzick-yes. All voted in favor. Motion carries.

#### **B. Antwerp Township Planner/Zoning Administrator Proposals**

Proposal was received from David Jirousek, who was previously employed with Williams and Works, to become our Planner through his new company, Horizon Community Planning. There was recommendation from the Planning Commission to retain David as our planner and contract with Horizon Community Planning.

Motion by Stock, second by Osborne to accept David Jirousek’s proposal with Horizon Community Planning.

Roll Call Vote: Cutting-yes; Reyna-yes; Osborne-yes; Ruzick-yes; Stock-yes. All voted in favor. Motion carries.

#### **C. Appointment to Zoning Board of Appeals**

There was a vacancy to the Zoning Board of Appeals left by Heather Mitchell as Township representative that needed to be filled. Trustee Stock stepped down as Chair and expressed interest in being the Township representative.

Motion by Ruzick, second by Osborne to appoint Gary Stock to the Zoning Board of Appeals Board as Township representative. All voted in favor. Motion carries.

#### **D. Appointment to Planning Commission**

There was a vacancy on the Planning Commission left by Ron Derhammer. Trustee Stock expressed interest in being on the Planning Commission.

Motion by Cutting, second by Osborne to appoint Gary Stock Township representative to the Planning Commission. All voted in favor. Motion carries.

#### **E. Mattawan Fire Special Assessment**

Public hearing held at 6:00 pm. Assessment is for 1.4000 mills for the 2018 tax year for an estimated \$322,905.57 in tax revenue. The assessment will be levied on real property only.

Motion by Osborne, second by Cutting to approve 1.4000 mills for the Mattawan Fire Special Assessment.

Roll Call Vote: Reyna-yes; Osborne-yes; Stock-yes; Cutting-yes; Ruzick-yes. All voted in favor. Motion carries.

**F. Lawton Fire Special Assessment**

Public hearing held at 6:25 pm. Assessment is for 1.4000 mills for the 2018 tax year for an estimated \$121,231.68 in tax revenue. The assessment will be levied on real property only.

Motion by Cutting, second by Osborne to approve 1.4000 mills for the Lawton Fire Special Assessment.

Roll Call Vote: Stock-yes; Ruzick-yes; Reyna-yes; Osborne-yes; Cutting-yes. All voted in favor. Motion carries.

**G. Paw Paw Fire Special Assessment**

Public hearing held at 6:20 pm. Assessment is for 1.4000 mills for the 2018 tax year for an estimated \$63,125.64 in tax revenue. The assessment will be levied on real property only.

Motion by Osborne, second by Reyna to approve 1.4000 mills for the Paw Paw Fire Special Assessment.

Roll Call Vote: Ruzick-yes; Stock-yes; Cutting-yes; Osborne-yes; Reyna-yes. All voted in favor. Motion carries.

**H. Mattawan Quick Response Special Assessment**

Public hearing held at 6:10 pm. Assessment is for .1295 mills for the 2018 tax year for an estimated \$29,905.76 in tax revenue. The assessment will be levied on real property only.

Motion by Cutting, second by Osborne to approve .1295 mills for the Mattawan Quick Response Special Assessment.

Roll Call Vote: Reyna-yes, Osborne-yes, Ruzick-yes, Stock-yes, Cutting-yes. All voted in favor. Motion carries.

**I. Activity Center cabinets for bathrooms**

Woodsmiths has presented a quote in the amount of \$1,030.00 for cabinets in both the men and women's bathrooms of the Activity Center for storage of additional supplies.

Motion by Osborne, second by Cutting to approve Woodsmiths quote for cabinets.

Roll Call Vote: Osborne-yes, Stock-yes, Reyna-yes, Ruzick-yes, Cutting-yes. All voted in favor, Motion carries.

**J. Antwerp Township Group Pension plan**

The Township group pension plan needs to be updated to reflect the new personnel policy adopted on August 14, 2018.

Motion by Cutting, second by Stock to accept the changes to the pension plan.

Roll Call Vote: Stock-yes, Cutting-yes, Ruzick-yes, Osborne-yes, Reyna-yes. All voted in favor, Motion carries.

**K. Part time position vacancy**

The Township has been working with Robert Half to fill the vacancy left by Chantel Reyna to help with clerk duties. Currently, Kristina Henderson is working 15-20 a week. Clerk Reyna would like for Kristina to be able to work up to 30 hours a week and after 120 days the option to hire as a Township employee.

Motion by Reyna, second by Osborne to allow up to 30 hours a week and ability to hire after 120 days.

All voted in favor. Motion carries.

**L. Resolution to VBCRC for speed study**

Township is requesting the VBCRC conduct a speed study on C.R. 364 from the village limits to C.R. 657 due to increase traffic over the last two years with the new neighborhood and school.

Motion by Cutting, second by Stock to send resolution requesting speed study to VBCRC.

Roll Call Vote: Reyna-yes, Osborne-yes, Cutting-yes, Ruzick-yes, Stock-yes. All voted in favor. Motion carries.

**M. MSU Extension Community Planner training**

Phil Tarchala, Planning Commission member is wanting to attend this training from September 20<sup>th</sup> - September 22<sup>nd</sup> in Grand Rapids in the amount of \$630.00. The board thinks this will be very beneficial to the Planning Commission.

Motion by Cutting, second by Stock to allow Phil Tarchala to attend.

All voted in favor. Motion carries.

**Correspondence:**

- None

**Announcements:**

- None

**Reports:**

*Van Buren County Road Commission Al Svilpe*

1. 63<sup>rd</sup> Ave is still closed. Road Commission is waiting on permits to be issued by the DEQ.
2. 25<sup>th</sup> Street still has water issues. Road Commission states that is a Drain Commission issue.
3. Red Arrow Hwy in front of Cask & Keg is crumbling. Road Commission believes that is due to water issues.
4. Supervisor Ruzick asked if the intersection of M-40 and C.R. 653 will be looked at.
5. Supervisor Ruzick asked if there were any changes made to the language that would be on the ballot in November regarding the requested millage from the Road Commission. Svilpe was not sure of the answer.

*Van Buren County Sheriff Todd Skinner*

Reviewed 74 calls for August for Antwerp Township and current blight situations.

*VBC Commissioner Paul Schincariol*

1. Commissioner Schincariol informed us that there hasn't been much change in the language to the Road Commissions millage request.
2. Van Buren County Elections clerk is retiring January 4<sup>th</sup>, 2019.
3. Van Buren County has given its blessing on a lake trail project that is in the works.
4. Van Buren County is in the early stages of developing a plan for off road vehicles to be on the roads.
5. Van Buren County approved a budget of \$24,675,000.
6. Van Buren County has approved MSU extension budget.
7. September 12, 2018 will be the first Soldiers and Sailors committee meeting.

*Treasurer Bonnie Osborne*

\$214,736.82 in general fund checking. Treasurer Osborne will be in the office Friday September 14, 2018 from 9:00 am- 5:00 pm for the last day of tax payment collection.

*Building Activity Chantel Reyna*

Antwerp: 44 permits for August including Building, Electrical, Mechanical, and Plumbing with fees of \$8,159.00  
Almena: 19 permits for August including Building, Electrical and Mechanical with fees of \$3,755.30.

*Sunshine Branch Library Bonnie Osborne*

Story time started last week, and the new clerk did great with the children. Library was present at both Elementary School open houses and passed out over 100 calendars. Two new programs starting in September. Annual book sale will be September 27<sup>th</sup> - 29<sup>th</sup>.

*Lawton Fire Department Bruce Cutting*

Short meeting, paid bills. Made last payment on generator.

*Paw Paw Fire Department Dan Ruzick*

Discussion regarding Almena and Waverly. They have until December 2018 to decide if they will stay with Paw Paw Fire Department.

*Mattawan Fire Department Bonnie Osborne*

Paid bills. Discussion on removing concrete behind the station due to a broken line. Powell's will pay for the cost of this. Chief McLean will be attending a training class. \$5600.00 had to be spent on replacing a pipe split on the ladder truck.

*Mattawan Quick Response* Bonnie Osborne  
One new member

*Cemeteries* Chantel Reyna  
One burial in August.

*Planning Commission* Gary Stock  
Reviewed site plan for CopperMags, LLC. Discussion on project behind Activity Center. Meeting minutes are available online at [www.antwerptownship.com](http://www.antwerptownship.com).

*Zoning Board of Appeals* Gary Stock  
No meeting in 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 \$75,681.65.

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

Roll Call Vote: Osborne-yes; Ruzick-yes; Cutting-yes; Reyna-yes; Stock-yes. All voted in favor. Motion carries.

Motion by Osborne, second by Reyna to adjourn.

All voted in favor. Motion carries. Meeting adjourned at 9:38 pm.

Respectfully submitted by,

Chantel Reyna