

MINUTES FROM THE
REGULAR ANTWERP TOWNSHIP BOARD MEETING
Tuesday, May 14th, 2019

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, Gary Stock- Trustee, Bruce Cutting-Trustee

Board Members Absent:

Also, Present: Twenty -two guests

Motion by Cutting, second by Stock to approve agenda as submitted with the addition of item D. attorney proposal. All voted in favor. Motion carries.

Public Comment:

- Deputy Skinner- *VBC Sheriff*
 1. Deputy Skinner briefly went over his report for the month of April. There were 46 calls in the Township.
 2. Deputy is continuing to work on the few blight issues within the Township.

- Paul Schincariol- *Van Buren County Commissioner*

Commissioner Schincariol briefly went through things happening within the County.

 1. There are new faces within the County. We have a new County Treasurer, Trisha Nesbitt, and a new Accountant, Ryan Post.
 2. The County has re-approved the 911 surcharge with a rate of \$1.92. per device. This surcharge will help pay the cost of new software to assist with police and fire calls.
 3. The 2018 audit is complete. The County has an A+ rating.
 4. The County currently has a balance of \$7,349,093 in general fund. The balance is 28.5% of the annual budget.
 5. The State of Michigan just passed a law that seventeen- year old's will be charged as juveniles rather than adults.

Motion by Osborne, second by Stock to approve the April 9th, 2019 Township Board Regular Meeting Minutes as presented with one clerical correction in spelling on page 1 item # 3. All voted in favor. Motion carries.

Action on Planning Commission Recommendations:

- A. Special Land Use and Site Plan. Charles W. Brandt as Nightmare Realm, LLC, 23492 Red Arrow Highway (Parcel #80-02-001-017-02).**

Planning Commission is recommending approval with eleven conditions. Conditions include:

1. The special land use shall operate in accordance with the submitted operations plan.
2. The site plan shall indicate that the two-lane northbound option is available for entry.
3. The attraction shall be closed to the public after 1:00 AM.
4. The schedule of major events shall be provided annually for Township review.
5. All principal year-round use building shall require permanent restroom facilities.
6. Detailed shuttle service information and off-site parking location shall be provided to the Township prior to commencement of major events.

7. Parking and gateway attendants shall be present for all major events.
8. Upon Township notification of noise, light, and traffic complaints, the owner shall assess current practices and report back on possible solutions prior to the next weekend of events.
9. Install protective fencing prior to site disturbance.
10. Lighting plans shall be revised to comply with Section 12.2, Exterior Lighting Requirements.
11. Outside agency approvals shall be secured prior to site development:
 - A. Van Buren County Road Commission.
 - B. Van Buren County Health Department.
 - C. Van Buren County Drain Commission.
 - D. Mattawan Fire Department.

Mr. Brandt attended the meeting with his attorney, engineer, and several others to provide an update regarding the Planning Commission's recommendation. He has completed the requested fire lane recommendations from the Mattawan Fire Department. Chief McLean was in attendance and stated that his department is satisfied with the proposed fire lane. The Van Buren County Road Commission has conducted a traffic study based on the Phase 1 plans of the attraction. At this time, the Road Commission would like their consultant to review the traffic study that was conducted. The Board has concerns that the traffic study may result in changes in the site plan. After much discussion there was a motion by Stock, second by Cutting to table the recommendation of the Planning Commission until the review of the traffic study is complete by the Van Buren County Road Commission. All voted in favor. Motion carries.

Old Business:

Wage and Benefit Committee

- A. The committee met to review salaries for elected officials and trustees. The committee is recommending no change to the statutory salary of \$15,000 per year but an increase from \$52,000 to \$53,500 for office management duties. For the trustees, the committee is recommending no change to the \$200 per diem for meeting attendance but increasing the annual salary from \$4,800 to \$5,000.
- B. The committee met with the attorney regarding retiree health insurance. The attorney has sent a proposal to officially become our Township attorney and feels we should accept before we go any further with the plan. The proposal is item D. on the agenda.
- C. The committee feels that members should receive compensation for the time spent on wages and benefits. There was discussion about treating the committee like the Planning Commission and ZBA with a per diem pay.
- D. Ben Brousseau's contract needs to re-open to make Ben a Township employee per recommendation of the attorney. The committee is suggesting a \$500 per year salary to be an employee, with a remaining \$92,500 as a contractor. Motion by Reyna, second by Osborne to pay an annual salary of \$19,000 to Ben Brousseau as a Township employee and the remaining amount of the previous contract amount paid as a contractor minus FICA costs to the Township. Roll call vote; Ruzick-yes, Reyna-yes, Osborne-yes, Cutting-no, Stock-no. Motion carries.

New Business:

A. Resolution to Establish Salaries.

The elected officials' wages are currently being divided into a portion being paid for statutory requirements and the remainder being paid for office management. The committee has recommended the statutory amount remain the same for elected officials and the office management amount increase from \$52,000 annually to \$53,500 annually.

Motion by Stock, second by Cutting, to approve \$15,000 statutory salary and \$53,500 office management salary for Township Clerk position effective July 1, 2019.

Roll call vote; Reyna-yes, Osborne-yes, Cutting-yes, Stock-yes, Ruzick-yes. Motion carries.

Motion by Stock, second by Cutting to approve \$15,000 statutory salary and \$53,500 office management with MCAO license for Township Supervisor position effective July 1, 2019.

Roll call vote; Osborne-yes, Cutting-yes, Stock-yes, Ruzick-yes, Reyna-yes. Motion carries.

Motion by Stock, second by Cutting to approve \$15,000 statutory salary and \$53,500 office management salary for Township Treasurer position effective July 1,2019.

Roll call vote; Cutting-yes, Stock-yes, Ruzick-yes, Reyna-yes, Osborne-yes. Motion carries.

Motion by Stock, second by Cutting to approve \$5,000 statutory salary and a per diem at \$200 and \$60 for additional commission meetings for any appointed board position as an Antwerp Township Board representative effective July 1, 2019.

Roll call vote; Stock-yes, Ruzick-yes, Reyna-yes, Osborne-yes, Cutting-yes. Motion carries.

Motion by Osborne, second by Reyna to approve wage and benefit committee to be paid as a board representative with a per diem of \$60 per meeting.

Roll call vote; Ruzick-yes, Reyna-yes, Osborne-yes, Cutting-yes, Stock-yes. Motion carries.

B. Transfer station mowing bid.

Lawn Perfect presented a bid of \$65 per occurrence for mowing at the transfer station. Motion by Osborne, second by Cutting to award Lawn Perfect with the contract for mowing at the transfer station. Roll call vote; Reyna-yes, Osborne-yes, Cutting-yes, Stock-yes, Ruzick-yes. Motion carries.

C. Long Grove culvert replacement new price

As stated in last months minutes, the Board approved an amount of \$8,500 for the replacement and repairs to the Long Grove subdivision culverts and driveways. The Township thought it was necessary to use a larger culvert which resulted in an increase of price. The new pricing would be \$8,800. One resident sent a letter stating that they do not want their driveway culvert replaced. They feel their culvert is in proper working order. The Township will replace the two that have agreed to the work and will send a letter to the resident that is declining, stating that they will not be held responsible for any future costs that could arise with failure to the culvert.

Motion by Osborne, second by Cutting to approve the amount of two culvert replacements. All voted in favor.

Motion carries.

D. Proposal from Bauckham, Sparks, Thall, Seeber & Kaufman, P.C.

The Township has received a proposal with an hourly rate range of \$175 to \$200 per hour. Tax work will be billed at a rate of \$250 per hour. Motion by Stock, second by Cutting to retain Bauckham, Sparks Thall, Seeber & Kaufman, P.C. as the Township attorney. Roll call vote; Ruzick-yes, Reyna-yes, Osborne-yes, Cutting-yes, Stock-yes. Motion carries. Supervisor Ruzick will draft letter to attorney Schuitmaker informing them of our decision.

Correspondence:

- VBDL annual report
- Dick Godfrey County Commission report

Announcements:

- Budget hearing set for June 4th at 6:00 PM.

Reports:

Attorney

None

Treasurer- Bonnie Osborne

\$216,398.38 in the general fund

Building Activity- Chantel Reyna

Antwerp: 50 permits for April including Building, Electrical, Mechanical, and Plumbing with fees of \$7,812.01.
Almena: 27 permits for April including Building, Electrical and Mechanical with fees of \$7,566.

Van Buren District Library- Bruce Cutting
No report

Sunshine Branch Library- Bonnie Osborne
2019 summer reading programs with run from May 28, 2019 until August 17, 2019. Last month the library hosted 25 programs with 365 attendees.

Lawton Fire Department- Bruce Cutting
Short meeting. Paid bills.

Paw Paw Fire Department -Dan Ruzick
No report.

Mattawan Fire Department - Bonnie Osborne
Board member Kayla Dean was reelected. Chief McLean presented a letter asking for reallocation of some funds from one-line item to another for two-line items.

Mattawan Quick Response - Bonnie Osborne
Discussion on the merger with the fire department. Supervisor Ruzick will find out the process for the merger and what kind of time frame it will incur. The QR presented a letter requesting an increase in their budget from \$29,500 to \$50,050.

Cemeteries - Chantel Reyna
No burials in April

Planning Commission - Gary Stock
Meeting minutes are available online at www.antwerptownship.com.

Zoning Board of Appeals - Gary Stock
No meeting.
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 \$190,092.43.
Motion by Cutting, second by Stock to accept bills for payment. Roll Call Vote; Osborne-yes, Cutting-yes, Stock-yes, Ruzick-yes. Reyna-yes. Motion carries.

Motion by Osborne, second by Reyna to adjourn.
All voted in favor. Motion carries. Meeting adjourned at 9:48pm.

Respectfully submitted by,

Chantel Reyna