

MINUTES FROM THE  
RESCHEDULED ANTWERP TOWNSHIP BOARD MEETING  
Tuesday, November 26<sup>th</sup>, 2019  
draft

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: Four guests

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

The Honorable Judge Distefano presentation: postponed to a later date

**Public Comment:**

- Deputy Paul Graham – Van Buren County Sherriff Department

Deputy Graham introduced Deputy Felix Torres to the Board as a new employee of the Sherriff Department. Deputy Graham reviewed his monthly report of activity within the Township. There were 78 calls in the month of October. Deputy also provided a brief update of blight issues he is currently working on throughout the Township.

Motion by Osborne, second by Stock to approve previous minutes from October 8th, 2019 Regular Township Board Meeting. All voted in favor. Motion carries.

**Action on Planning Commission Recommendations:**

None

**Pending Business:**

None

**New Business:**

**A. Antwerp Township federal poverty guidelines for 2020**

Assessor Ben Brousseau presented the 2020 hardship guidelines with three items needing approval.

Motion by Osborne, second by Stock to approve the poverty guideline level with a 20% increase based off the chart provided. Roll call vote; Ruzick-yes, Reyna-yes, Osborne-yes, Cutting-yes, Stock-yes.

Motion by Cutting, second by Stock to approve the hardship exemption application as presented. All voted in favor. Motion carries.

Motion by Cutting, second by Osborne to set the asset level requirement at \$15,000. All voted in favor. Motion carries.

**B. Paw Paw Quick Response Team Renewal**

The Board received a renewal letter for Paw Paw QR services in the amount of \$1500 for the 2019-2020 year.

Motion by Cutting, second by Stock to renew the contract with a rate of \$1500 for the year. Roll call vote; Osborne-yes, Cutting-yes, Stock-yes, Ruzick-yes, Reyna-yes. Motion carries.

**C. Land Division procedure and process**

The state has recently changed the way land divisions are handled causing the Township to have to update its policy. Zoning and planning administrator, Dave Jirousek has presented updated applications for this process. The land division process will now include a form that must be completed by the County Treasurer verifying there are no outstanding taxes owed. If a land split is requested, a state certified survey must be provided.

Motion by Stock, second by Cutting to accept the applications and process presented. All voted in favor. Motion carries.

**D. Kalamazoo County Household Hazardous Waste amendment**

Kalamazoo County provided a 3<sup>rd</sup> Quarter update that included participation from the Township. Also included was a letter requesting additional funds for the program due to the Township exceeding the current allocation amount of \$7000.

Motion by Cutting, second by Osborne to contribute an additional \$1500 to the program for hazardous household waste, bringing the yearly allocation to \$9500. Roll call vote; Stock-yes, Ruzick-yes, Reyna-yes, Osborne-yes, Cutting-yes. Motion carries.

**E. Resolution to VBCRC opposing current allocation to Antwerp Township**

Antwerp Township generates around \$330,000 for one mill. The current millage for the VBCRC is .97350. The Township collects and disperses this money to Van Buren County Road Commission. Partial monies are redistributed from the VBCRC to the Mattawan and Lawton Villages which leaves the amount around \$230,000. Of that \$230,000, the Township is scheduled to be allocated around 35% or \$81,516 for primary roads.

Antwerp Township understands that as a larger Township within the County, we will always be supplementing smaller townships and does NOT expect 100% of funding to be allocated or even close to that. However, we feel the allocation method needs to and should be reviewed by the Van Buren County Road Commission and will go on record stating its' disagreement with the current allocation plan used by the VBCRC.

Motion by Osborne, second by Reyna to approve Resolution 1126-2019 stating our support of a county wide millage for the VBCRC; it's desire to work with the VBCRC; but feel the current allocation plan is flawed and request the VBCRC review and change the current allocation plan. Roll call vote; Ruzick-yes, Reyna-yes, Osborne-yes, Cutting-yes, Stock-yes. Motion carries.

**F. Paw Paw Fraternity of Eagles request for public Class C license**

Paw Paw Eagles Board members presented a resolution to be adopted by the Township Board as part of the licensing process to apply for the Class C liquor license with the State of Michigan. The Class C license would allow the Paw Paw Eagles to sell liquor to the general public. Currently, you must be a member in order to purchase alcohol from this facility.

Motion by Cutting, second by Reyna to approve resolution submitted for Class C liquor license. Roll call vote; Reyna-yes, Osborne-yes, Cutting-yes, Stock-yes, Ruzick-yes. Motion carries.

**G. Transfer Station recycling card**

It has been brought to the Boards attention that Best Way feels there are non-residents using the transfer station that is designated for Antwerp residents. The Board has provided a list of taxpayers for the employees to confirm that they are residents. After discussion, it was thought to be a good idea to provide a recycling card to residents to present when they enter the transfer station.

Motion by Cutting, second by Osborne to create recycling cards and present them to residents to be used. All voted in favor. Motion carries.

**H. Paw Paw Fire Agreement**

The Paw Paw Fire Department provided a resolution requesting a five-year contract with the department and a copy of the agreement they would like signed. The contract would include Village of Paw Paw, Paw Paw Township, Antwerp Township and Waverly Township.

Motion by Stock, second by Cutting to sign a three-year commitment with the option to renew for year four and five making it a five-year agreement with every intention of fulfilling the five years. Roll call vote; Osborne-yes, Cutting-yes, Stock-yes, Ruzick-yes, Reyna-yes. Motion carries.

**I. Wage and Benefit Committee**

The committee has been working diligently on a retiree benefits and after several attempts at working with numerous firms in creating a package, they believe they have found a firm that will be beneficial to all parties. The committee would like to hire Kushner & Company to help establish benefits. Trustee Cutting provided a proposal letter for services for the Board to review for the December meeting. Supervisor Ruzick had a conversation with Chris Veenstra from Watkins Ross who currently handles the Township OPEB reports, regarding retiree benefits and feels that the two firms could possibly work together to create a package. This topic will be tabled until December.

**J. Mark Boven refund request**

The Planning Commission is working on a more define fee structure for different types of applications. The approximate costs of Mark Boven's applications were \$437. Mr. Boven paid \$1000 for his permits and site plan review.

Motion by Stock, second by Osborne to refund Mr. Mark Boven \$500 for the overage collected. Roll call vote; Stock-yes, Ruzick-yes, Reyna-yes, Osborne-yes, Cutting-yes. Motion carries.

**Correspondence:**

- VBCRC weekly updates
- KCHHW 3<sup>rd</sup> Quarter update

**Announcements:**

- None

**Reports:**

*Attorney*

None

*Treasurer- Bonnie Osborne*

\$205,032.85 in the general fund

*Building Activity- Chantel Reyna*

Antwerp: 51 permits for October including Building, Electrical, Mechanical, and Plumbing with fees of \$9,424.00.

Almena: 24 permits for September including Building, Electrical and Mechanical with fees of \$4,807.00.

*Van Buren District Library- Bruce Cutting*

An evaluation was done on Dan Hutchins consisting of 15 components. All components evaluated were positive and supportive of Dan. Short meeting.

*Sunshine Branch Library- Bonnie Osborne*

The library hosted a photography fundraiser on November 9, 2019 and raised \$50. Of the \$50, \$25 went to the library.

*Lawton Fire Department- Bruce Cutting*

Short meeting. Paid the bills.

*Paw Paw Fire Department* -Dan Ruzick  
Revised agreement was presented.

*Mattawan Fire Department* - Bonnie Osborne  
Short meeting. Paid the bills.

*Mattawan Quick Response* - Bonnie Osborne  
Paid bills.

*Cemeteries* - Chantel Reyna  
Two burials in October.

*Planning Commission* - Gary Stock  
Meeting minutes are available online at [www.antwerptownship.com](http://www.antwerptownship.com).

*Zoning Board of Appeals* - Gary Stock  
No meeting.  
Meeting minutes are available online at [www.antwerptownship.com](http://www.antwerptownship.com).

**Public Comment:**

Recommendation from the committee on Antwerp Township, Mattawan Quick Response, Mattawan Fire Department, and Senior Services bills in the amount of \$67,215.07.  
Motion by Cutting, second by Stock to accept bills for payment. Roll Call Vote; Reyna-yes, Osborne-yes, Cutting-yes, Stock-yes, Ruzick-yes.

Motion by Osborne, second by Reyna to adjourn.  
All voted in favor. Motion carries. Meeting adjourned at 8:09 pm.

Respectfully submitted by,

Chantel Reyna