

MINUTES FROM THE
RESCHEDULED ANTWERP TOWNSHIP BOARD MEETING
Tuesday, December 10th, 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: Six guests

Motion by Osborne, second by Cutting to approve agenda with the addition of item K. Election Computers and item L. Long Grove Subdivision. All voted in favor. Motion carries.

Public Comment:

- Geoff Moffat – Van Buren County Road Commissioner

Commissioner Moffat presented his report from the Van Buren County Road Commission.

1. The hiring of a new Managing Director will take place on December 19th, 2019. There are two candidates remaining for the position.
2. Bids are being accepted for tree removal in the road right of way along C.R. 653 from Red Arrow Highway to I-94.
3. Red Arrow Highway from 26th St. to C.R. 657 will be a project in the upcoming year.
4. The State will be unrolling a new 5-year asset management plan for roads that the VBCRC will comply with.

- Paul Schincariol – Van Buren County Commissioner

Commissioner Schincariol presented his report from the County.

1. There will be three millage requests on the ballot. Van Buren County Road Commission, Public Transit renewal, and a Veterans millage.
2. There have been several Resolutions sent to Governor Whitmer to petition the Feds to declare a state of emergency for erosion along Lake Michigan. Currently Van Buren County has not drafted a Resolution but is considering it.
3. A County land bank has been created but is not currently active. This was formed to help with blighted properties within the County.
4. The locking mechanisms in eight jail cells have been replaced.
5. Southwest Michigan Solid Waste (tire) grant has been approved. Antwerp Township would like to be considered for a drop off location.
- 6.

Motion by Osborne, second by Cutting to approve previous minutes from November 26th, 2019 Regular Township Board Meeting. All voted in favor. Motion carries.

Action on Planning Commission Recommendations:

- A. **Special Land Use and Site Plan – Coffee shop with drive through window service. Marcon Ventures, LLC 23944 Red Arrow Highway, Mattawan, MI 49071 (parcel 80-02-001-028-01).**

Planning Commission recommends approval with five conditions including:

1. The perimeter curbing requirement around the parking area is waived, but bumper guards shall be installed in each space.
2. Install protective fencing prior to site disturbance.
3. Plans shall be revised to limit Red Arrow Highway access to right-in and right-out unless further limited by the Road Commission.
4. Lighting plans shall be revised to comply with Section 12.2, Exterior Lighting Requirements.
 - a. Provide light fixtures specification sheets.
 - b. Confirm that the parking area will be illuminated to minimum requirements.
5. 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
 - i. Stormwater plan
 - ii. SESC plan
 - d. Mattawan Fire Department

Motion by Sock, second by Osborne to approve the Special Land Use and Site Plan for Marcon Ventures with conditions listed by Planning Commission. All voted in favor. Motion carries.

Pending Business:

None

New Business:

A. Set 2020 Township Board Meeting schedule

Motion by Cutting, second by Stock to approve the 2020 meeting schedule with one change. August 13th, 2020 meeting will take place on Tuesday, August 11th, 2020. All voted in favor. Motion carries.

Motion by Cutting, second by Stock to approve the 2020 Planning Commission meeting schedule as presented. All voted in favor. Motion carries.

B. Review Van Buren County Road Commission 2019-2020 road project estimates

VBCRC presented 2019-2020 road projects with two options for Valleyview Subdivision.

Motion by Cutting, second by Osborne to approve option #1 in the amount of \$949,422.00 over the course of two budget years. Roll call vote; Ruzick-yes, Reyna-yes, Osborne-yes, Cutting-yes, Stock-yes. Motion carries.

Supervisor Ruzick presented a draft letter to the Road Commission informing them that Antwerp Township will be placing a millage request on the ballot for the upcoming March 10, 2020 Election.

C. Wage and Benefit Committee: Proposal

Chris Veenstra from Watkins Ross presented a proposal to help with creating a retiree benefit plan. The wage and benefit committee have questions for Chris. Chair Cutting will contact Chris with questions. Supervisor Ruzick also suggested we contact other municipalities to see what their plans look like. Treasurer Osborne asked if we presented information to firm the committee is recommending, would that lower the cost of services. Trustee Cutting will find out and report back at the January 14th, 2020 meeting. No action taken.

D. Resolution to VBCRC

A Resolution was adopted at the November 26th, 2019 Township Board Meeting, requesting the VBCRC to create a new formula for allocation of funds paid in by Antwerp Township Residents. The Resolution will be sent to the VBCRC.

E. Antwerp Township Road Ballot Proposal

Supervisor Ruzick presented ballot language for a new millage request to be placed on the ballot at the March 10, 2020 Election. The proposal is for four years requesting 1 mill to be levied with 100% of the monies being used on road within Antwerp Township only.

Motion by Cutting, second by Osborne to approve ballot language of proposal to be placed on March 10, 2020 ballot. Roll call vote; Osborne-yes, Cutting-yes, Stock-yes, Ruzick-yes, Reyna-yes. Motion carries.

F. Almena 5-year agreement

Supervisor Ruzick is talking with Almena regarding the fire contract with Mattawan Fire Department.

Currently Antwerp Township is levying 1.4 mills for the fire department whereas, Almena is just under 1 mill. Supervisor Ruzick is suggesting the exact same levy as Antwerp for the upcoming five-year contract.

Motion by Osborne, second by Reyna to accept five-year contract with 1.4 mills being levied from both Townships. Roll call vote; Cutting-yes, Stock-yes, Ruzick-yes, Reyna-yes, Osborne-yes. Motion carries.

G. Paw Paw Fire Agreement

Supervisor Ruzick reported to Paw Paw Fire Department that Antwerp would sign a three-year contract with the option to opt out in year four and five. Paw Paw Fire Department did not agree to the contract and is asking to sign for the full five years.

Motion by Cutting, second by Stock to agree to the five-year contract as presented by Paw Paw Fire Department. Roll call vote; Stock-yes, Ruzick-yes, Reyna-yes, Osborne-yes, Cutting-yes. Motion carries.

H. FOIA Request to VBCRC

Townships and Villages within the County are working together to submit a FOIA request to the VBCRC for information dating back to 1990. They would like to see work performed by the Road Commission within their jurisdiction. Antwerp Township is choosing to take no action currently.

I. Consumers Energy Electric Franchise agreement

Consumers Energy's current franchise agreement with a term of thirty years is expiring. Township attorney Seeber has drafted a more modern agreement with a term of ten years.

Motion by Cutting, second by Reyna to accept agreement as presented by attorney Seeber. Roll call vote; Stock-yes, Ruzick-yes, Reyna-yes, Osborne-yes, Cutting-yes. Motion carries.

J. Wightman GIS Cemetery proposal

Supervisor Ruzick and Clerk Reyna sat down with Wightman regarding mapping and record keeping for the cemeteries within the Township. Wightman presented a GIS mapping package. With the expansion of Harwick cemetery, Clerk Reyna thinks this would be a great addition to the cemetery management process.

Motion by Reyna, second by Cutting to accept Wightmans proposal and move forward with the upgrade on cemetery management. Roll call vote; Ruzick-yes, Reyna-yes, Osborne-yes, Cutting-yes, Stock-yes. Motion carries.

K. Election Computers

Effective January 1, 2020 Microsoft will no longer support Windows 7. With the upcoming Elections in 2020 the Bureau of Elections sent a hardware requirement list for electronic poll books. The current computers being used for elections do not comply with those requirements. Clerk Reyna presented three quotes for 6 laptop computers to be used for Elections.

Motion by Cutting, second by Osborne to accept the bid from Fast Tracks computers in the amount of \$3405.54 for six new laptops with the recommended requirements. Roll call vote; Ruzick-yes, Reyna-yes, Osborne-yes, Cutting-yes, Stock-yes. Motion carries.

L. Long Grove Subdivision

Van Buren County Drain Commission held a meeting at the Township office pertaining to Long Grove drain issues. Supervisor Ruzick provided details of the meeting. The drain committee tabled the issue. Supervisor Ruzick is suggesting the Township have Wightman provide a recommendation. Not action from the Township Board currently.

Correspondence:

- Van Buren County Board of Commissioners update

Announcements:

- None

Reports:

Attorney

None

Treasurer- Bonnie Osborne

\$166,882.99 in the general fund

Building Activity- Chantel Reyna

Antwerp: 37 permits for November including Building, Electrical, Mechanical, and Plumbing with fees of \$8,970.00.

Almena: 16 permits for September including Building, Electrical and Mechanical with fees of \$1,905.00.

Van Buren District Library- Bruce Cutting

No report

Sunshine Branch Library- Bonnie Osborne

The Sunshine library held 17 programs in November with 414 attendees. On December 7th, 2019 the library will take part in a Holiday Carnival held in the Antwerp Activity Center.

Lawton Fire Department- Bruce Cutting

Short meeting. Paid the bills.

Paw Paw Fire Department -Dan Ruzick

Discussion on fire agreement.

Mattawan Fire Department - Bonnie Osborne

Short meeting. Paid the bills. Chief McLean would like to burn the house on the corner of Red Arrow and 24th, where the new coffee shop will be as practice.

Mattawan Quick Response - Bonnie Osborne

Paid bills. There are two new members.

Cemeteries - Chantel Reyna

Two burials in November.

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:

Recommendation from the committee on Antwerp Township, Mattawan Quick Response, Mattawan Fire Department, and Senior Services bills in the amount of \$91,365.94.

12/10/2019 minutes cont.

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 carries.

Motion by Osborne, second by Reyna to adjourn.
All voted in favor. Motion carries. Meeting adjourned at 9:47 pm.

Respectfully submitted by,

Chantel Reyna