

MINUTES FROM THE  
REGULAR ANTWERP TOWNSHIP BOARD MEETING  
Tuesday, January 14th, 2020

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 Reyna to approve agenda as presented. 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. New managing Director was hired. The position was awarded to Dan Bishop who is the current Village of Lawton Manager. He will begin work with the Road Commission on February 3<sup>rd</sup>, 2020.
2. A new Chair for the Commission has been awarded to Greg Kinney.
3. Road Commission has obtained new legal council with Miller Canfield.
4. Road projects along Red Arrow from 26<sup>th</sup> St to 28<sup>th</sup> St. will begin as soon as the weather breaks.
5. C.R. 653 from Red Arrow to I-94 project will be complete by April 1, 2020.
6. There will be public information meetings pertaining to the road millage renewal.

- Paul Schincariol – Van Buren County Commissioner

Commissioner Schincariol presented his report from the County.

1. The yearly audit was conducted and passed.
2. Goals for 2020 include obtaining financial stability and future planning.
3. Previously there were talks of a new building. As of now, the current buildings will remain open.
4. A full time Veterans officer position has been put into the general budget.
5. VBISD and VBCDHS are expanding their campus in Lawrence.
6. There has been 2.5% growth in the County from property tax levied.

- Deputy Paul Graham- Van Buren County Sherriff Department

Deputy Graham provided a brief report of the 44 calls received during the month of December.

- Paul DeYoung – Van Buren County Register of Deeds

Paul DeYoung gave a presentation of what exactly the Register of Deeds does.

1. The Register of Deeds is the official record of real estate.
2. The Register records over 16,000 documents per year.
3. The record retention for the Register is forever.
4. The Register is in the process of digitizing their index books for record look up.
5. Register Paul DeYoung presented the Board with a map of Van Buren County that dates back to the 1940's.

Motion by Osborne, second by Cutting to approve previous minutes from December 10th, 2019 Regular Township Board Meeting. All voted in favor. Motion carries.

**Action on Planning Commission Recommendations:**

None

**Pending Business:**

Wage and Benefit Committee

Committee Chair Cutting had a conversation with attorney Mary Bauman from Miller Johnson. Chair Cutting asked for a meeting with the remaining members of the Committee and will provide an update at the February 11, 2020 meeting.

**New Business:**

**A. Antwerp Township/Almena Township Fire agreement**

Antwerp Township has provided a contract to Almena requesting 1.4 mills to be levied for fire services.

Almena has not accepted nor declined the contract.

Motion by Cutting, second by Stock to send the original contract requesting 1.4 mills for 5 years to be levied for services and also stating that Mattawan fire will continue to service Almena with no contract. Roll call vote; Ruzick-yes, Reyna-yes, Osborne-yes, Cutting-yes, Stock-yes. Motion carries.

**B. Wightman and Associates**

**a. Long Grove Subdivision**

Van Buren County Drain Commission along with Kalamazoo County Drain Commission is working on a long term solution to the water issue in Long Grove. In the meantime, Antwerp Township has asked Wightman to help the Township with finding a solution. Wightman has gathered some information from the two county drain commissions and will need some time to investigate further. Wightman presented a plan for preliminary engineering with a cost of \$5000.

Motion by Stock, second by Osborne to obtain Wightman and Associates for preliminary engineering with costs not to exceed \$5000. Roll call vote; Reyna-yes, Osborne-yes, Cutting-yes, Stock-yes, Ruzick-yes. Motion carries.

**b. Trailways**

Wightman and Associates has been working on the Trailway project. Due to the location of the trail and the proximity of I-94 ROW, there are several permits that need to be obtained. Wightman will work with all necessary entities to obtain all required permits, easements, and grants for the project. Wightman provided a timeline in which items will occur throughout the process. Estimated date of completed construction is 2024.

**c. Road Projects**

Antwerp Township is placing a millage request on the ballot in the March Primary Election. This millage would generate revenue for road projects solely in Antwerp Township. Wightman presented a quote to help facilitate a ten year plan for road projects should the millage pass.

Motion by Cutting, second by Stock to accept the quote of \$8,500.00 for Wightman to facilitate the plan. Roll call vote; Osborne-yes, Cutting-yes, Stock-yes, Ruzick-yes, Reyna-yes. Motion carries.

**C. Audit Report for year end June 30, 2019**

After review of audit report, the Township is in a solid financial situation and Trustee Cutting thanks Siegfried Crandall as well as Treasurer Osborne for obtaining clean thorough books.

Motion by Cutting, second by Reyna to accept audit report as submitted by Siegfried Crandall. All voted in favor. Motion carries.

**D. Indiana Michigan Power LED upgrade**

The State of Michigan has requested that Indiana Michigan Power change all existing street lights to LED lights. None of the cost of this conversion will be paid by the Township. Participation in the program will result in a new contract with Indiana Michigan Power.

Motion by Osborne, second by Cutting to participate in the program and sign a new contract pending review by the Township attorney. Roll call vote; Cutting-yes, Stock-yes, Ruzick-yes, Reyna-yes, Osborne-yes. Motion carries.

**Correspondence:**

- Van Buren County Road Commission report dated 1/2/2020

**Announcements:**

- Public information meeting will be held regarding new road millage request on February 26<sup>th</sup>, 2020 at 6:30.

**Reports:**

*Attorney*

None

*Treasurer- Bonnie Osborne*

\$181,979.13 in the general fund

*Building Activity- Chantel Reyna*

Antwerp: 31 permits for December including Building, Electrical, Mechanical, and Plumbing with fees of \$4,163.00.

Almena: 12 permits for December including Building, Electrical and Mechanical with fees of \$3,218.00.

*Van Buren District Library- Bruce Cutting*

No report

*Sunshine Branch Library- Bonnie Osborne*

The library held 16 programs with 556 attendees.

*Lawton Fire Department- Bruce Cutting*

Addressed some billing issues. Paid the bills.

*Paw Paw Fire Department -Dan Ruzick*

Discussion on fire agreement.

*Mattawan Fire Department - Bonnie Osborne*

No report

*Mattawan Quick Response - Bonnie Osborne*

No report

*Cemeteries - Chantel Reyna*

Two burials in December.

*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:**

Resident attended that received a notice of violation for blight and asked that we have our enforcement officer and zoning administrator use stationary from the Township. Supervisor Ruzick will see that this happens.

Recommendation from the committee on Antwerp Township, Mattawan Quick Response, Mattawan Fire Department, and Senior Services bills in the amount of \$109,401.74.

Motion by Cutting, second by Stock to accept bills for payment. Roll Call Vote; Cutting-yes, Stock-yes, Ruzick-yes, Reyna-yes, Osborne-yes. Motion carries.

Motion by Osborne, second by Reyna to adjourn.

All voted in favor. Motion carries. Meeting adjourned at 8:45pm.

Respectfully submitted by,

Chantel Reyna