

MINUTES FROM THE
REGULAR ANTWERP TOWNSHIP BOARD MEETING
Tuesday, March 12th, 2020

Supervisor Ruzick called the Public Hearing to order at 6:30pm.

- Motion by Osborne, second by Cutting to act on merger of Fire and QR. Roll call vote; Ruzick-yes, Cutting-yes, Stock-yes, Osborne-yes, Reyna-yes. Motion carries.
- Clerk Reyna presented a Resolution to schedule a hearing for the tax assessment roll for Fire and QR. Motion by Stock, second by Osborne to adopt Resolution as presented. Roll call vote; Reyna-yes, Osborne-yes, Stock-yes, Cutting-yes, Ruzick-yes. Motion carries.
- Clerk Reyna presented a Resolution for final determination of special assessment district. Motion by Osborne, second by Reyna to adopt Resolution as presented. Roll call vote; Osborne-yes, Cutting-yes, Stock-yes, Ruzick-yes, Reyna-yes. Motion carries.

Public Hearing closed at 6:45 pm

Supervisor Ruzick called the board meeting to order at 6:45 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: Eleven guests

Motion by Osborne, second by Stock to approve agenda with the additions of items H. Library door repair, I. PAYS Program, and J. Cemetery Foundations. All voted in favor. Motion carries.

Public Comment:

- None

Motion by Osborne, second by Stock to approve previous minutes from February 11th, 2020 Regular Township Board Meeting. All voted in favor. Motion carries.

Action on Planning Commission Recommendations:

- A. **Consideration of Zoning Map amendment. Raymond Piecyk rezoning from General Commercial to Single Family Residential for western portion of property located at 65900 M-40 highway Lawton, MI 49065 (Parcel# 80-02-029-040-10).**

Planning Commission recommends approval of rezoning from GC to R-2.

Motion by Stock, second by Reyna to approve request for rezoning from General Commercial to Single Family Residential. All voted in favor. Motion carries.

Pending Business:

- None

New Business:

A. Antwerp Township/Almena Township Fire agreement

The contract is still being negotiated amongst the Townships. Supervisor Ruzick made a change to item #5 stating that the taxable value of property to be determined by Township Assessor.

Motion by Osborne, second by Cutting to send sign the contract with addition stated above on item #5. Roll call vote; Reyna-yes, Osborne-yes, Cutting-yes, Stock-yes, Ruzick-yes. Motion carries.

B. Election Inspector pay scale

Clerk Reyna called three surrounding jurisdictions to compare pay for election inspectors. Antwerp is on the lower end of the pay scale and has needed inspectors. Clerk Reyna is proposing a pay scale that she felt was comparable and competitive with surrounding areas.

Motion by Stock, second by Cutting to increase the rates for inspectors retroactive to February 1, 2020 in the amounts of:

Flat Rate Inspector 6:00 am – 10:00 pm - \$250

Flat Rate Chairperson 6:00 am – 10:00 pm - \$300

Hourly Rate after 10:00 pm - \$15.00 per hour

Flat Rate for training attended - \$50

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

C. Commercial Rehabilitation certificate Mattawan Commercial Properties

Mattawan Commercial Properties removed the building from the property and build a new building. The new building has not been constructed to date. Discussion about revoking the certificate due to no building being constructed.

Motion by Osborne second by Cutting to send paperwork revoking the rehabilitation certificate on the property. Roll call vote; Ruzick-yes, Reyna-yes, Osborne-yes, Cutting-yes, Stock-yes. Motion carries.

D. Postage Machine Proposal

Neopost recently became Quadient and they presented an upgrade that they deemed necessary. After discussion with sales representatives, it was found that the upgrade was not necessary.

E. Ben Brousseau contract for Assessing Services

Antwerp Township has a one-year contract with Ben for Assessing Services in the Township that will end on March 31, 2020. Ben is asking for a three-year renewal with a 3% increase for the three-year contract.

Motion by Stock, second by Cutting to sign a three-year contract with a 1% increase each year for the next three years. Roll call vote; Reyna-yes, Osborne-yes, Cutting-yes, Stock-yes, Ruzick-yes. Motion carries.

F. 56th and 58th Ave tree removal proposal

Supervisor Ruzick asked Van Buren County Road Commission for a proposal to clear three trees from an area on 56th and 58th Ave in Antwerp Township. The VBCRC presented a quote for the removal of three trees plus additional work in an amount over \$15,000. Supervisor Ruzick obtained an additional quote from JC and Sons tree service in the amount of \$3750 for the removal of three trees.

Motion by Reyna, second by Osborne to award the bid to JC and Sons in the amount of \$3750 for the removal of three trees. Roll call vote; Osborne-yes, Cutting-yes, Stock-yes, Ruzick-yes, Reyna-yes. Motion carries.

G. Brenna Reder Resignation

Brenna Reder, Senior Services Program Administrator, announced her resignation effective March 18, 2020. Due to the lack of time to train a new employee, the Township Board is trying to temporarily fill the position internally. Karol Chopp has been working for the Township in the Senior Program and the Board feels she would be a good fit to help fill the position at this time.

Motion by Cutting, second by Osborne to temporarily hire Karol Chopp at a rate of \$20 an hour to fill the position, After 90 days, an evaluation will be done to determine whether we will place the position out for hiring or hire Karol full time. Roll call vote; Cutting-yes, Stock-yes, Ruzick-yes, Reyna-yes, Osborne-yes. Motion carries.

H. Library Door repair quote

Record Doors has fixed the library door a few times and most recently stated that we will no longer be able to get parts to fix the dated door. Record presented a quote in the amount of \$1724.41.

Motion by Cutting, second by Osborne to accept the quote to repair the door. Roll call vote; Ruzick-yes, Reyna-yes, Osborne-yes, Cutting-yes, Stock-yes. Motion carries.

I. PAYS Program

Per House Bill No. 5124 dated March 2, 2020 allows County Treasurers to implement a delinquent tax reduction program for certain homeowners who have received poverty tax exemptions.

Motion by Stock, second by Osborne to opt into the PAYS program. All voted in favor, Motion carries.

J. Cemetery Foundations

Campbell Murch previously poured the Townships foundations at all cemeteries located in the Township. Campbell Murch was recently sold, and they will no longer be pouring foundations. Supervisor Ruzick talked to our current sexton, Ray Owsiany, to see if he would be willing to help until we are able to find someone. Ray agreed to pour foundations temporarily.

Motion by Reyna, second by Osborne to have Ray Owsiany pour foundations temporarily. All voted in favor. Motion carries.

Correspondence:

- Van Buren County Board Commissioners update
- Van Buren County Road Commission operations updates

Announcements:

- None
-

Reports:

Attorney

None

Treasurer- Bonnie Osborne

\$153,007.91 in the general fund

Building Activity- Chantel Reyna

Antwerp: 4 permits for February including Building, Electrical, Mechanical, and Plumbing with fees of \$546.00.

Almena: 1 permit for January including Building, Electrical and Mechanical with fees of \$225.00.

Van Buren District Library- Bruce Cutting

Updates will be done to the facility and the District is considering a new library in Gobles.

Sunshine Branch Library- Bonnie Osborne

Dr. Seuss event was held on March 7, 2020 with 31 attendees

Lawton Fire Department- Bruce Cutting

Budget was adopted.

Paw Paw Fire Department -Dan Ruzick

No report.

Mattawan Fire Department - Bonnie Osborne

Discussion on merger of Fire and QR. There is one new member. A 12-person committee was formed to establish new by laws.

Mattawan Quick Response - Bonnie Osborne

Discussion on merger.

Cemeteries - Chantel Reyna

Zero burials in February

Planning Commission - Gary Stock

Meeting minutes are available online at www.antwerptownship.com.

Zoning Board of Appeals - Gary Stock

No meeting.sd

Meeting minutes are available online at www.antwerptownship.com.

Public Comment:

Resident asked if Township could regulate where and who grows marijuana. The location in question does have a valid license to grow. Van Buren County drug enforcement team has verified the grow is legal.

Recommendation from the committee on Antwerp Township, Mattawan Quick Response, Mattawan Fire Department, and Senior Services bills in the amount of \$45,412.33.

Motion by Stock, second by Cutting to approve bills. 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 8:34pm.

Respectfully submitted by,

Chantel Reyna