

MINUTES FROM THE  
REGULAR ANTWERP TOWNSHIP BOARD MEETING  
MEETING HELD VIA ZOOM  
Tuesday, June 9<sup>th</sup>, 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: Five guests

Motion by Reyna, second by Osborne to approve agenda with the additions of item L. CTS contract renewal. All voted in favor. Motion carries.

**Public Comment:**

- Kevin - *Resident*

Resident joined into meeting viz zoom to address the Board on their take with recreational marihuana. The Board still stands to opt out of recreational. The Board offered the option to take the issue to the voters.

- Paul Schincariol - *Van Buren County Commissioner*

Commissioner Schincariol provided an update from the County. There is a truth in taxation meeting on June 23<sup>rd</sup>, 2020. The court renovations that were scheduled to take place will be put on hold this fiscal year. Elected officials' salaries have been established for the fiscal year. The determination was figured from 8 comparable counties. The Veterans Health Care Services program is up and running. A flyer is available at the Township office. The drain assessment final numbers will ready soon. If a resident has questions regarding the assessment, they can contact Kelly Cowgill at 269.657.8200 ext. 2213. Some County employees are back to work, while the remainder that can still work remotely, are doing so.

- Terron McLean - *Mattawan Fire Chief*

Chief McLean announced to the Board that effective July 1, 2020, Scott Brooks, will take over as fire chief. Terron thanked the Board for over 20 years of working together. Terron plans to remain on the fire department. The Board thanked Terron for all his hard work and time over the years as Chief.

- Scott Brooks - *Mattawan Fire Chief*

Scott Brooks introduced himself as the new Mattawan fire Chief. He is grateful. For the opportunity to continue traditions that have been set. He is excited to see things move forward within the department.

Motion by Osborne, second by Cutting to approve previous minutes from May 26th, 2020 Regular Township Board Meeting. All voted in favor. Motion carries.

**Action on Planning Commission Recommendations:**

None

**Old Business:**

None

**New Business:**

**A. Antwerp Township Zoning Text Amendments – Mini Storage/Self Storage**

The Planning Commission held a public hearing concerning proposed amendments to Section 9.30 Mini-Warehouses/Self-Storage on May 20, 2020. The Planning Commission voted 7-0 to recommend the changes. The Van Buren County Planning Commission voted unanimously in support of the amendments. The amendments address individual building height, size, and design:

- Section 9.30 E. Increases allowable building height from 14 feet to 25 feet.
- Section 9.30 F. Increases maximum individual building size from 7,500 square feet to 9,000 square feet.
- Section 9.30 adds paragraph I to exempt building from the fenestration requirements of Section 6.6 C. 1 a&b and building material requirements for secondary frontages on corner lots required by Section 6.6.C.3.

**B. Antwerp Township 2020-2021 Budget**

Public Hearing was held on Tuesday, June 2, 2020. Budget highlights are detailed in minutes dated June 2, 2020.

Motion by Cutting, second by Reyna to approve the 2020-2021 budget as presented. Roll call vote; Ruzick-yes, Reyna-yes, Osborne-yes, Cutting-yes, Stock-yes. Motion carries.

**C. Fee Schedule and Permit Fee Schedule 2020-2021**

The fee schedule will remain the same with the exception of:

- adding a charge for a construction board of appeals meeting. The cost of the meeting was presented with a \$250 fee to cover publishing of notices and compensation of Board members.
- The cost of land split was presented with a \$200 fee and land boundary/adjustment with a fee of \$75.
- A new cost of graves. Each new grave in the newly developed section of Harwick cemetery will include a foundation. The proposed cost would be \$600 per grave and 4 graves \$2300. There is no longer a nonresident option to purchase graves due to the deed restrictions when the Township obtained the land. The new plots will include the foundation in the cost. There is a proposed \$50 foundation inspection at time of stone setting.
- A proposed change to the mechanical permit to include a \$30 fee for generator installations.

Motion by Osborne, second by Reyna to accept the fee structure with changes noted above for the 2020-2021 fiscal year. Roll call vote; Reyna-yes, Osborne-yes, Cutting-yes, Stock-yes, Ruzick-yes. Motion carries.

**D. Board Appointments**

**a. Mattawan Fire Board**

Jon Johnson

Motion by Osborne, second by Stock to appoint Jon Johnson to the Mattawan Fire Board with term ending 2021. All voted in favor. Motion carries.

Scott Brooks

Motion by Osborne, second by Stock to appoint Scott Brooks to the Mattawan Fire Board with term ending 2023. All voted in favor. Motion carries.

Ken King

Motion by Osborne, second by Stock to appoint Ken King to the Mattawan Fire Board with term ending 2023. All voted in favor. Motion carries.

**b. Zoning Board of Appeals**

Gary Stock

Motion by Cutting, second by Osborne to appoint Gary Stock to the ZBA with term ending 2024. All voted in favor. Motion carries.

Ron Stoyhoff

Motion by Cutting, second by Osborne to appoint Ron Stoyhoff to the ZBA with term ending 2023. All voted in favor. Motion carries.

**c. Board of Review**

Virg Hendrickson

Motion by Osborne, second by Reyna to appoint Virg Hendrickson to the BOR with term ending 2023. All voted in favor. Motion carries.

Linda Fruin

Motion by Osborne, second by Reyna to appoint Linda Fruin to the BOR with term ending 2023. All voted in favor. Motion carries.

Leigh Schincariol

Motion by Osborne, second by Reyna to appoint Leigh Schincariol to the BOR with term ending 2023. All voted in favor. Motion carries.

**d. Lawton Fire Board**

Bruce Cutting

Motion by Osborne, second by Reyna to appoint Bruce Cutting to the Lawton Fire Board with term ending 2024. All voted in favor. Motion carries.

Dan Ruzick

Motion by Osborne, second by Reyna to appoint Dan Ruzick as an alternate to the Lawton Fire Board with term ending 2024. All voted in favor. Motion carries.

**e. Planning Commission**

Zachary Morris

Motion by Osborne, second by Reyna to appoint Zachary Morris to the Planning Commission with term ending 2023. All voted in favor. Motion carries.

Gary Stock

Motion by Osborne, second by Reyna to appoint Gary Stock to the Planning Commission with term ending 2024. All voted in favor. Motion carries.

John Paquin

Motion by Osborne, second by Reyna to appoint John Paquin to the Planning Commission with term ending 2023. All voted in favor. Motion carries.

Leslie Cronenwett

Motion by Osborne, second by Reyna to appoint Leslie Cronenwett to the Planning Commission with term ending 2023. All voted in favor. Motion carries.

**E. Resolution to impose Property Tax Administrative Fee**

Board adopted a resolution in 2017 which set the administrative fee a 1%. Board agrees to continue to leave the rate at 1%.

Motion by Osborne, second by Cutting to continue with 1% in accordance with adopted resolution in 2017. All voted in favor. Motion carries.

**F. Proposal by Siegfried and Crandall PC for audit year ended June 30, 2020.**

Siegfried & Crandall mailed the customary engagement letter to secure interest in audit of fiscal year ending June 30, 2020.

Motion by Osborne, second by Cutting to authorize Clerk Reyna to sign the letter accepting Siegfried Crandall for the audit year ending June 30, 2020. All voted in favor. Motion carries.

**G. BCBS Insurance Renewal**

Burnham & Flower presented the BCBS renewal policy for health insurance. The wage and benefit committee would like some time to review the renewal. No action taken.

**H. Bid Proposal Long Grove Subdivision Drain Area**

Clerk Reyna presented one bid for the project.

1. Aleksich Excavating placed a bid with work consisting of providing all labor, equipment, and materials necessary as shown on plans (clearing, ditching and check dams including restoration) in the amount of \$16,900.00.

Motion by Osborne, second by Reyna to accept the bid presented by Aleksich Excavating in the amount of \$16,900. Roll call vote; Cutting-yes, Stock-yes, Ruzick-yes, Reyna-yes, Osborne-yes. Motion carries.

**I. Bid Proposal for judgement at 66786 26<sup>th</sup> Street Lawton MI, Patricia Strand**

Civil judgment dated March 3, 2020 that authorized the Township to complete demolition and clean up of said property with all costs incurred to be passed on to the property owner. The Township placed the project out of bid and Clerk Reyna presented two bids.

1. McDonald's Towing and Rescue submitted a bid to remove and dispose of items including one camper, one motorhome, and one vehicle with a fee of \$750.00.

Motion by Osborne, second by Cutting to accept the bid from McDonald's in the amount \$750. Roll call vote; Stock-yes, Ruzick-yes, Reyna-yes, Osborne-yes, Cutting-yes. Motion carries.

2. Aleksich Excavating submitted a bid to remove the collapsed building, backfill, level and seed as well as clean up services, including removal of debris, rubbish, junk, vehicle parts, and materials from site in the amount of \$5,500.

Motion by Reyna, second by Osborne to accept the bid presented from Aleksich Excavating in the amount of \$5,500. Roll call vote; Ruzick-yes, Reyna-yes, Osborne-yes, Cutting-yes, Stock-yes. Motion carries.

**J. Proposal for cape seal with four alternatives**

Wightman and Associates presented potential locations to test the cape seal on within the Township. After discussion with Wightman associate Sam, the Board decided that if the PASER rating of 60<sup>th</sup> Street from Whitewood to County Road 657 was a 5-7, we would want to cape seal it. The Board also would like to include Two Oaks Circle depending on the PASER rating.

Motion by Cutting, second by Osborne to cape seal the above said roads within the Township depended on the PASER rating. Roll call vote; Reyna-yes, Osborne-yes, Cutting-yes, Stock-yes, Ruzick-yes. Motion carries.

**K. Extension on Violation for Summer Paradise 29579 64<sup>th</sup> Ave Lawton, MI 49065**

Currently there is an order to have this property cleaned up and free of all debris, litter, and vehicles by July 1, 2020. Summer requested an extension on the cleanup. After inspection from Deputy Graham, it has been noted that there has been progress at the property.

Motion by Reyna, second by Stock to give Summer until September 1, 2020 to have the property clean. Deputy Graham will conduct another inspection at that time. All voted in favor. Motion carries.

**L. CTS Renewal**

CTS presented a renewal contract for 24 months with no increase in rates but with increased speeds of service.

Motion by Stock, second by Cutting to sign the renewal. Roll call vote; Osborne-yes, Cutting-yes, Stock-yes, Ruzick-yes, Reyna-yes. Motion carries.

**Correspondence:**

- Dick Godfrey County Commission report

**Announcements:**

- None

**Reports:**

*Attorney*

None

*Treasurer- Bonnie Osborne*

\$112,976.52 in the general fund

*Building Activity- Chantel Reyna*

Antwerp:26 permits in the month of May including Building, Electrical, Mechanical, and Plumbing with fees of \$5236.00.

Almena: 18 permits in the month of March including Building, Electrical and Mechanical with fees of \$3589.00

*Van Buren District Library- Bruce Cutting*

Paid bills.

*Sunshine Branch Library- Bonnie Osborne*

No report

*Lawton Fire Department- Bruce Cutting*

The equipment room floor has been resurfaced. Short meeting. Paid bills.

*Paw Paw Fire Department -Dan Ruzick*

No report.

*Mattawan Fire Department - Bonnie Osborne*

No report

*Mattawan Quick Response - Bonnie Osborne*

No report

*Cemeteries - Chantel Reyna*

Two burials

*Planning Commission - Gary Stock*

Meeting minutes are available online at [www.antwerptownship.com](http://www.antwerptownship.com).

*Zoning Board of Appeals - Gary Stock*

Meeting minutes are available online at [www.antwerptownship.com](http://www.antwerptownship.com).

**Public Comment:**

None

Recommendation from the committee on Antwerp Township, Mattawan Quick Response, Mattawan Fire Department, and Senior Services to table until next month. No action taken.

Motion by Osborne, second by Reyna to adjourn.

All voted in favor. Motion carries. Meeting adjourned at 8:19 pm.

Respectfully submitted by,

Chantel Reyna