

MINUTES FROM THE  
REGULAR ANTWERP TOWNSHIP BOARD MEETING  
Tuesday, May 10, 2022

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: None

Also Present: 7 guests

Motion by Reyna, second by Stock to approve the agenda as submitted with the addition of item D. Antwerp/Almena fire agreement and item E. Transfer station clean up. All voted in favor. Motion carries.

**Public Comment:**

**Deputy Tarnier - Van Buren County Sherriff Department**

Deputy Tarnier stated there were 116 calls for service in the Township last month.

**Paul Schincariol - Van Buren County Commissioner**

- Veterans officer will attend Senior luncheon on May 11<sup>th</sup>, 2022 and will also be at Biggby on May 12<sup>th</sup>.
- There was discussion at the Commissioners meeting regarding letters from Van Buren County Road Commission to Van Buren County Board of Commissioners.
- Board of Commissioners will be looking at the current Van Buren County Road Commission allocation formula

**Scott Brooks - Mattawan Fire Chief**

- There were 51 calls for service in April
- By law amendments were approved at the last meeting
- Budget was approved by Fire Board
- New truck is on schedule for original delivery date
- Fire department needs to update radios to be compatible with other departments as well as the County.
- NFPA requires gear to be updated every ten years. The department will purchase four sets a year to stagger the renewal every ten years.
- The election was held for Board members.
  - a. Logan King - term ending June 1, 2024
  - b. Andrew Martz - term ending June 1, 2024
  - c. Scott Brooks - term ending June 1, 2023
  - d. Ken King - term ending June 1, 2023
  - e. Chris Gendron - term ending June 1, 2025

**Van Buren Conservation District - Kalli Marshall**

- Tire and electronic pick up on May 12 in Almena Township
- Tire and electronic pick up on June 11 at Van Buren County Mental Health
- Household waste, paper, and paper shred on September 8 at Village of Lawton
- Annual Meeting will be held on July 27<sup>th</sup>. Invites will be sent out

Motion by Osborne, second by Reyna to approve the agenda as submitted. All voted in favor. Motion carries.

**Consideration of previous minutes from the Township Board meeting April 12, 2022.**

Motion by Osborne, second by Stock to approve the minutes for the Township Board meeting on April 12, 2022 as submitted. Four voted yes and one abstained. Motion carries.

**Action on Planning Commission Recommendations:**

**A. Open Space Zoning Amendments**

The Planning Commission presented a Zoning Ordinance text amendment related to open space developments and large-scale developments.

Motion by Stock, second by Reyna to approve the presented ordinance related to open space developments and large-scale developments. All voted in favor. Motion carries

**B. Drive-Thru facilities Zoning Amendments**

The Planning Commission presented a Zoning Ordinance text amendment related to drive-through service in the Commercial Corridor Overlay District.

Motion by Stock, second by Reyna to approve the presented ordinance related to drive-through service in the Commercial Corridor Overlay District. All voted in favor. Motion carries.

**C. (GC)-General Commercial Zoning Amendments**

The Planning Commission presented a Zoning Ordinance text amendment related to allowable uses within the General Commercial (GC) Zoning District.

Motion by Stock, second by Reyna to approve the presented ordinance related to allowable uses within the General Commercial (GC) Zoning District. All voted in favor. Motion carries.

**Old Business:**

None

**New Business:**

**A. Wage and Benefit Committee Salaries for Clerk, Treasurer, Supervisor and Trustees**

Wage and Benefit committee are recommending tabling the establishment of salaries until the wage study that is being conducted is complete. At this time, the wages for Clerk, Treasurer, Supervisor and Trustees will remain what was adopted at the May 11, 2021 meeting and is subject to review by Board and Committee pending wage study and CPI figures. If changes in wages are made, they will be effective or retroactive on July 1, 2022.

Motion by Cutting, second by Stock to table the establishment of wages subject to review by Board and Committee pending wage study and CPI figures. Roll call vote; Ruzick-yes, Reyna-yes, Osborne-yes, Cutting-yes, Stock-yes. Motion carries.

**B. Electrical Inspector position - 2 applicants**

Antwerp/Almena Township's current Electrical Inspector, Leroy Bailey, has given notice that he will be retiring June 1, 2022. Antwerp Township had two applicants apply. After, interviews, reference checks, background checks and State licensing checks, it is recommended that the Township hire William Wilcox as the new Electrical Inspector.

Motion by Osborne, second by Cutting to hire William Wilcox on a one-year contract as the Antwerp/Almena Township Electrical Inspector. Roll call vote; Reyna-abstain, Osborne-yes, Cutting-yes, Stock-yes, Ruzick-yes. Motion carries.

**C. Letter from Van Buren County Road Commission to Van Buren County Board of Commissioners dated May 2, 2022**

The Board discussed the letter from the VBCRC to the VBCBC. The Van Buren County Board of Commissioners is looking into the allocation formula.

**D. Van Buren County Road Commission Facility Assessment 2021 request for facility in Antwerp Township**

Discussion on whether the Township would want to invest in a satellite facility in the Township to better serve the East side of the County. Supervisor Ruzick will draft a letter showing interest in a facility.

**E. Almena Township proposal from Antwerp Township for Building, Electrical and Mechanical permits**

Antwerp and Almena Township have an expired contract for building department services that needs to be renewed. Upon looking at the number of permits and time it takes Antwerp Township to complete the Almena Township permits, Antwerp would like to adjust the contract and ask for 100% of fees collected and a possible per permit fee. Almena Township is requesting a proposal to bring to their Board. Supervisor Ruzick and Clerk Reyna will put together a proposed contract to send to Almena.

**F. Silver Oaks paving topcoat**

Almena Township sent a letter dated April 20, 2022 asking Antwerp Township to support their request to pave Silver Oaks. Per the current agreement between the two Townships and Powell Custom Homes, Antwerp Township feels it is more cost effective to wait until 50% of the lots are complete to complete the final paving. Supervisor Ruzick will draft a letter to Almena Township stating our concerns with paving now vs. waiting.

**G. Community Survey**

David Jirousek provided a summary of the Community Survey that was conducted. The Board discussed the results. The survey summary can be found online at [www.antwerptownship.com](http://www.antwerptownship.com)

**Correspondence:**

VBCRC updates and Household Hazardous Waste

**Announcements:**

Budget Hearing June 7, 2022 at 6:00pm.

**Reports:**

*Attorney*

None

*Treasurer- Bonnie Osborne*

\$548,589.13 in the general fund

*Building Activity- Chantel Reyna*

Antwerp: 42 permits for April including Building, Electrical, Mechanical, and Plumbing with fees of \$6,136.00.

Almena: 24 permits for March including Building, Electrical and Mechanical with fees of \$3,707.00.

*Van Buren District Library- Bruce Cutting*

The evaluation of the District Director was complete. He obtained a good score.

*Sunshine Branch Library*- Bonnie Osborne

April 20<sup>th</sup> event had 371 attendees. April 15-16 there was a book sale that collected \$300.

*Lawton Fire Department*- Bruce Cutting

Short meeting. Paid the bills.

*Paw Paw Fire Department* -Dan Ruzick

Discussion on the County radio policies. Paid bills.

*Mattawan Fire Department* - Bonnie Osborne

Bylaw amendment made. Budget presented.

*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

No meeting.

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

**Public Comment:**

None

Recommendation from the committee on Antwerp Township, Mattawan Fire Department, and Senior Services bills to be paid.

Motion by Cutting, second by Stock to approve bills to be paid in the amount of \$114,061.51 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 9:40 pm.

Respectfully submitted by,

Chantel Reyna