

MINUTES FROM THE
REGULAR ANTWERP TOWNSHIP BOARD MEETING
Tuesday, February 13th, 2024

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

Pledge of Allegiance

Board Members Present: Daniel J. Ruzick-Supervisor, Chantel Reyna-Clerk, Bruce Cutting-Trustee, Bonnie Osborne-Treasurer, Phil Tarchala-Trustee

Board Members Absent:

Also Present: Seven guests

Motion by Reyna, second by Osborne to approve the agenda as submitted with the addition of item F. Kalamazoo County Hazardous Household Waste contract and move item A. to item D. and item D. to item A. All voted in favor. Motion carries.

Public Comment:

Deputy Scotty Borah – Van Buren County Sheriff Department

- 84 calls in Antwerp Township for the month of January.

Dan Hutchins-Van Buren District Library

- Dan presented the millage request that the District Library is putting on the ballot in May. There will be a .4 millage levy request. This will help fund existing programs, salaries, building maintenance and other items.

Andrew Martz-Mattawan Fire Department

- There were 96 calls for the month of January.

Motion by Osborne, second by Cutting to approve previous minutes from Regular Scheduled Township Board Meeting on January 9th, 2024. All voted in favor. Motion carries.

Action on Planning Commission Recommendations:

A. Rezoning to Planned Unit Development, and a Preliminary Condominium Plan. Randall J. Baas of Morningstar Development requests approval of a 39-lot residential development for the property located on C.R. 657 Paw Paw, MI 49079 (Parcel80-02-010-016-41). The property has no address but is located behind 55223 C.R. 657. The Planning Commission recommends approval of preliminary Planned Unit Development (PUD) concept plan, rezoning to Planned Unit Development, and a preliminary condominium plan for a 39-unit residential site condominium development with the following conditions.

1. Revise parallel plan to adhere to AG zoning requirements.
2. Provide stormwater basin landscaping plans per Section 8.7 C.
3. Minimize tree removal north of the northwest stormwater basin.
4. Include one (1) canopy tree per front yard.
5. Include walking paths throughout common open space and a connection to the Antwerp Township Trail way.

- 6. Include a sidewalk along one (1) of all public roads per Section 5.9 A.10 of the Subdivision Design Standards.

Motion by Tarchala, second by Cutting to approve the rezoning to Planned Unit Development, Preliminary Planned Unit Development, and preliminary condominium plan for a 39-unit residential site condominium with conditions listed above. All voted in favor. Motion carries.

Pending Business

A. Antwerp Township Activity Center makeup air unit

Clerk Reyna received three (3) bids:

- 1. R.W. LaPine, Inc. in the amount of \$47,931.00.
- 2. W. Soule in the amount of \$46,820.00.
- 3. RJO Mechanical in the amount of \$27,750.00.

Motion by Tarchala, second by Cutting to approve the bid from RJO in the amount of \$27,750.00 pending Antwerp Township inspector approval. Roll call vote; Ruzick-yes, Reyna-yes, Osborne-yes, Cutting-yes, Tarchala-yes. Motion carries.

New Business:

A. Proposal for Transfer Station design improvements

Clerk Reyna received two (2) bids:

- 1. Nick Barnitz, LLC, PE in the amount of \$3,200.00.
- 2. Wightman and Associates in the amount of \$4,600.00.

Motion by Cutting, second by Osborne to accept the bid from Wightman and Associates in the amount of \$4,600.00. Roll call vote; Reyna-yes, Osborne-yes, Cutting-yes, Tarchala-yes, Ruzick-no. Motion carries.

B. Antwerp Meeting Room electric lighting proposals

Clerk Reyna received two (2) bids:

- 1. W.A. Wilcox Electric in the amount of \$1,400.00
- 2. Fuller Electric in the amount of \$1,000.00

Motion by Osborne, second by Tarchala to approve the bid submitted by Fuller Electric in the amount of \$1,000.00. Roll call vote; Osborne-yes, Cutting-yes, Tarchala-yes, Ruzick-yes, Reyna-yes. Motion carries.

C. Appraisal Plus Group 2-year contract

Assessor, Ben Brousseau, submitted a 2-year contract renewal with a 5% increase for the two-year term.

Motion by Cutting, second by Osborne to accept the 2-year contract from Appraisal Plus Group with a 5% increase for the two-year term. Roll call vote; Cutting-yes, Tarchala-yes, Ruzick-yes, Reyna-yes, Osborne-yes. Motion carries.

D. Election Absent Counting Board Resolution

Clerk Reyna submitted a new Resolution to reflect new election law from the passing of proposal 2 in 2022 authorizing Antwerp Township to preprocess and tabulate Absent Voter Ballots before election day.

Motion by Cutting, second by Tarchala to adopt the Resolution submitted to authorize Antwerp Township to establish an AVCB that preprocesses and tabulates Absent Voter Ballots before election day. Roll call vote; Tarchala-yes, Ruzick-yes, Reyna-yes, Osborne-yes, Cutting-yes. Motion carries.

E. Treasurer request for policy for late tax payments after Feb. 14th due date

Treasurer Osborne is requesting a policy to be implemented allowing her to waive the 3% penalty for tax payments received after the due date of February 14th until the end of February.

Motion by Cutting, second by Osborne to implement a policy to waive the 3% penalty for tax payments received after February 14th until the end of the month effective immediately. Roll call vote; Ruzick-yes, Reyna-yes, Osborne-yes, Cutting-yes, Tarchala-yes. Motion carries.

F. Kalamazoo County Hazardous Household Waste contract

KCHHW sent a renewal contract to be signed.

Motion by Reyna, second by Osborne to sign the renewal contract with a contribution of \$6,000. Roll call vote; Reyna-yes, Osborne-yes, Cutting-yes, Tarchala-yes, Ruzick-yes. Motion carries.

Correspondence:

VBCBC report
KCHHW 4th Quarter report

Announcements

None.

Reports:

Attorney
None

Treasurer- Bonnie Osborne
\$114,438.47 in general fund

Building Activity- Chantel Reyna
Antwerp: 14 permits for January including Building, Electrical, Mechanical, and Plumbing with fees of \$2,661.00.
Almena: 17 permits for January including Building, Electrical and Mechanical with fees of \$4,417.00.

Van Buren District Library- Bruce Cutting
Millage discussion

Sunshine Branch Library- Bonnie Osborne
No report

Lawton Fire Department- Bruce Cutting
Discussion on changes to QR. Supervisor Ruzick will attend next meeting

*Paw Paw Fire Department -*Dan Ruzick
Discussion on Almena Township.

Mattawan Fire Department - Bonnie Osborne
Department looking into health screening for members

Cemeteries - Chantel Reyna
One burial in January.

Planning Commission -
Meeting minutes are available online at www.antwerptownship.com.

Zoning Board of Appeals -

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

Public Comment:

None

Recommendation from the committee on Antwerp Township, Mattawan Fire Department, and Senior Services bills in the amount of \$111,762.29.

Motion by Tarchala, second by Cutting to pay the bills in the amount of \$111,762.29. Roll call vote; Cutting-yes, Tarchala-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 8:22pm.

Respectfully submitted by,

Chantel Reyna