

MINUTES FROM THE
REGULAR ANTWERP TOWNSHIP BOARD MEETING
Tuesday, June 10th, 2025

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

Pledge of Allegiance

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

Board Members Absente:

Also, Present: 4 guests

Public Comment:

Deputy Zach Hathaway – Van Buren County Sheriff Department
179 calls in Antwerp Township for the month of May.

Wayne Nelson – Van Buren County Road Commission
Mowing in Antwerp Township will begin Wednesday June 11, 2025.
The red light at Red Arrow Hwy and C.R. 652 is being worked on.

Scott Brooks – Mattawan Fire Chief
96 calls for the month of May
Site plan for training prop has been approved
12-14 weeks for window replacement
8 weeks for doors
Fire Board is making a recommendation to the Township Board to hire Kay Reynolds

Motion by Reyna, second by Osborne to approve the agenda as submitted with the addition of item L. VC3 computer quote. All voted in favor. Motion carries.

Motion by Osborne, second by Tarchala to approve previous minutes from Township Board Meeting held on May 13th, 2025. One abstained. Four voted in favor. Motion carries.

Motion by Tarchala, second by Osborne to approve previous minutes of Township Budget hearing held on June 3rd, 2025. One abstained. Four voted in favor. Motion carries.

Action on Planning Commission Recommendations: None

Old Business: None

New Business:

A. Mattawan Fire Position

After an interview process, the Mattawan Fire Board made a recommendation to the Township Board to hire Kay Reynolds as the new administrative assistant.

Motion by Osborne, second by Reyna to hire Kay Reynolds as the new administrative assistant with a full-time salary of \$20 per hour. Roll call vote; Ruzick-yes, Reyna-yes, Osborne-yes, Cutting-no, Tarchala-yes. Motion carries.

B. Antwerp Township 2025-2026 budget

Proposed budget was discussed at budget hearing. Brief recap includes 5% salary increase for all Township employees and board members, Capital outlay added to Senior services budget to make improvements to the program as it continues to grow, budgeting done for the Township parking lot to be done and computers with the new windows 11 have been budgeted for.

Motion by Cutting, second by Tarchala to approve the 2025-2026 budget. Roll call vote; Reyna-yes, Osborne-yes, Cutting-yes, Tarchala-yes, Ruzick-yes. Motion carries.

C. Antwerp Township and Mattawan Fire budget amendments 2024-2025

Clerk Reyna presented a list of budget amendments to the Board for approval. The amendments were to cover capital improvements for the Senior Services program.

Motion by Osborne, second by Reyna to authorize Treasurer Osborne to make the proposed budget amendments to the 2024-2025 budget. Roll call vote; Osborne-yes, Cutting-yes, Tarchala-yes, Ruzick-yes, Reyna-yes. Motion carries.

D. Fee Schedule and permit fee schedule 2025-2026

The fee schedule and permit fee schedule did not change from 2024-2025.

Motion by Tarchala, second by Osborne to approve the 2025-2026 fee schedule and permit schedule. Roll call vote; Cutting-yes, Tarchala-yes, Ruzick-yes, Reyna-yes, Osborne-yes. Motion carries.

E. Board Appointments

- a. **Mattawan Fire Board** – Chris Gendron term ending June 2028.
- b. **Zoning Board of Appeals** – Douglas Cultra and Daniel Siebert term ending June 2028.
- c. **Planning Commission** – Denise Schultz and Kalli Marshall term ending June 2028.
- d. **Board of Review**- Elizabeth Stephenson, Amy Brausch, Mollie Barkovich and alternate Kathy Barnitz term ending 2026.
- e. **Lawton Fire Board** – Joe Mayne term ending 2028.

Motion by Osborne, second by Reyna to appoint Chris Gendron to the Mattawan Fire Board with term ending 2028. All voted in favor. Motion carries

Motion by Tarchala, second by Cutting to appoint Douglas Cultra and Daniel Siebert to the ZBA board with term ending 2028. All voted in favor. Motion carries.

Motion by Tarchala, second by Cutting to appoint Denise Schultz and Kalli Marshall to the Planning Commission board with term ending 2028. All voted in favor. Motion carries.

Motion by Cutting, second by Tarchala to appoint Elizabeth Stephenson, Amy Brausch, Mollie Barkovich, and alternate Kathy Barnitz to the Board of Review board with term ending 2026. All voted in favor. Motion carries.

Motion by Cutting, second by Osborne to appoint Joe Mayne to the Lawton Fire Board with term ending 2028. All voted in favor. Motion carries.

F. Blue Cross Blue Shield Insurance Renewal

Insurance agent presented the proposal for health insurance with an 8.11% increase of premiums. The reasons stated for increases include; high cost of prescription drugs, higher utilization of behavioral health services and higher provider reimbursements.

Motion by Cutting, second by Tarchala to approve the quote presented for health insurance. Roll call vote; Tarchala-yes, Ruzick-yes, Reyna-yes, Osborne-yes, Cutting-yes. Motion carries.

G. Transfer Station electrical and pole setting for 2 cameras

Bids were received for electrical and the pole setting for the 2 cameras needed at the transfer station. Juriga contracting presented a quote in the amount of \$3200.00 for electrical service, Aleksich Excavating presented a quote in the amount of \$1960.00 to set two poles for the cameras and Hi-Tech Electric presented a quote in the amount of \$27,785.00 to bore for the poles and run electrical service.

Motion by Tarchala, second by Osborne to approve the two bids submitted for electrical service and poles at the transfer station for a total amount of \$5160.00 from Juriga Contracting and Aleksich Excavating. Roll vote Reyna-yes, Osborne-yes, Cutting-yes, Tarchala-yes., Ruzick-yes. Motion carries.

H. Vineyard Classic Bicycle Tour Resolution

Van Buren County Road Commission is requesting a letter of approval or Resolution for a bicycle tour that will run through Antwerp Township on September 7, 2025.

Motion by Reyna, second by Osborne to send letter of approval or Resolution for bicycle tour. All voted in favor. Motion carries.

I. Maple Grove tree removal /fence repairs

Justice Fence provided a quote to repair fencing at Maple Grove from the recent storm in the amount of \$1380.00 and a quote to repair the fencing at the transfer station in the amount of \$1315.00. Abraham Solis submitted a bid in the amount of \$7000.00 to removal trees and stumps at Maple Grove cemetery.

Motion by Cutting, second by Osborne to accept the bids from Justice Fence and Abraham Solis to remove trees and stumps and repair all fencing damaged by storm in the amount of \$9695.00. Roll call vote; Osborne-yes, Cutting-yes, Tarchala-yes, Ruzick-yes, Reyna-yes. Motion carries.

J. Authorization for Supervisor to dispose of 2015 F350 Ford fire truck

2015 F350 fire truck was recently struck by a tree during storm and was determined to be totaled by insurance company. The Township would like to purchase the totaled vehicle back from the insurance company and sell outright.

Motion by Tarchala, second by Cutting to purchase the truck from the insurance company and sell outright with a minimum bid of \$5500.00. Roll call vote; Ruzick-yes, Reyna-yes, Osborne-yes, Cutting-yes, Tarchala-yes. Motion carries.

K. Insurance renewal

BHS insurance proposed a renewal in the amount of \$42,743.00 for insurance for Antwerp Township and Mattawan Fire.

Motion by Cutting, second by Osborne to approve the quote from BHS insurance in the amount of \$42,743.00 for insurance. Roll call vote; Osborne-yes, Cutting-yes, Tarchala-yes, Ruzick-yes, Reyna-yes. Motion carries.

L. VC3 computer proposal

Clerk Reyna presented a quote from VC3 for the purchase of new computers for the office with Windows 11 on them. The bid is in the amount of \$15,000.70.

Motion by Tarchala, second by Osborne to accept the bid from VC3 as is or up to \$16,000.00 if Clerk Reyna choses a different make of computer. Roll call vote; Cutting-yes, Tarchala-yes, Ruzick-yes, Reyna-yes. Motion carries.

Announcements: None

Correspondence: None

Reports:

Attorney

None

Treasurer- Bonnie Osborne
\$251,430.92 in general fund

Building Activity- Chantel Reyna
Antwerp: 52 permits for May including Building, Electrical, Mechanical, and Plumbing with fees of \$11,743.00
Almena: 30 permits for May including Building, Electrical and Mechanical with fees of \$5,913.00.

Van Buren District Library- Bruce Cutting
VB District Library is holding off on Antwerp request due to a federal lawsuit.

Sunshine Branch Library- Bonnie Osborne
New branch manager. Adult cookbook club had largest crowd ever. 500+ kids registered for book club

Lawton Fire Department- Bruce Cutting
Garage door issues

Paw Paw Fire Department - Daniel Ruzick
Paid bills. Over 100 calls for fire service last month

Mattawan Fire Department – Bonnie Osborne
Paid bills.

Cemeteries – Chantel Reyna
One burial

Planning Commission -
Meeting minutes are available online at www.antwerptownshipmi.gov

Zoning Board of Appeals -
Meeting minutes are available online at www.antwerptownshipmi.gov

Public Comment:

Supervisor Ruzick had a conversation with Texas Township regarding the use of the Transfer Station. The Board had discussion regarding pricing that we would offer to Texas Township.

Motion by Tarchala, second by Cutting to allow Texas Township residents to use the Transfer Station for a \$200 deposit per year on a key fob for recycling. Roll call vote; Cutting-yes, Tarchala-yes, Ruzick-yes, Reyna-yes, Osborne-yes. Motion carries.

Recommendation from the committee on Antwerp Township, Mattawan Fire Department, and Senior Services bills in the amount of \$122,761.35.

Motion by Cutting, second by Tarchala to pay the bills in the amount of \$122,761.35. Roll call vote; Tarchala-yes, Ruzick-yes, Reyna-yes, Osborne-yes, Cutting-yes. Motion carries.

Motion by Osborne, second by Reyna to adjourn.

All voted in favor. Motion carries. Meeting adjourned at 8:31 pm.

Respectfully submitted by,

Chantel Reyna