

# CHESTER TOWNSHIP MINUTES

November 13, 2023

Clerk Dietrich asked for a motion to elect a member of the township board to act as moderator in the absence of Supervisor Meerman. Motion by Denhof to elect Dunnuck. Second by Goodno, motion carries.

Trustee Dunnuck called the meeting to order at 7:00 p.m. with the pledge of allegiance. Board members present: Helen Dietrich, Troy Goodno and Lisa Denhof. The meeting was available to residents remotely via zoom. Fire Chief Sheridan and attorney Reddick were also present.

## Agenda Approval-

Motion by Goodno to approve the agenda with the addition of sewer contract, snow shovel contract, quote for CAD services. Second by Denhof, motion carries.

## Public Comment-

Sarah Matwiejczyk is running for county prosecutor. She gave an overview of her qualifications and answered questions from the audience.

## Consent Agenda

Motion by Goodno to approve the consent agenda. Second by Denhof, motion carries.

Approval of Minutes from October 9, 2023 and Special Meeting of October 16, 2023. Financial Report/Payment of checks 18171-18198 and ACH transactions 1233-1246 and Direct Deposit Payroll DD4789-DD4827 and tax payment/dues totaling \$33,671.79

Budget Amendment:

Cash checking grant:	206-000-001.201	\$10,000
Capital outlay grant:	206-256-975.201	\$10,000
Unearned revenue grant:	206-000-339.201	\$10,000
Federal grant:	206-000-502.201	\$10,000

## Township Reports-

Community Policing-The October report was read. 31 calls. One lockdown drill.

Fire Department-Chief Sheridan reported there were 12 calls in October. Rob Haack is the new training officer. All equipment paid for from grant monies has been received. Two new rescue suits and 2,000 ft of rope has been purchased. Trucks have been serviced. Santa is coming to Conklin on December 9<sup>th</sup> from 10am-12pm.

Planning Commission-A public hearing for the master plan was held. The master plan was approved and sent to the township board for adoption. Discussion of length of accessory buildings.

Zoning Board of Appeals-No meeting.

Senior Services-Report provided. A senior luncheon is planned for December 4<sup>th</sup>. It will include Christmas entertainment.

Zoning Department-Report provided.

Water Resources Manager, Joe Bush-There is a petition to clean the Rexford intercounty drain and add Ottawa County to the drain system. Meeting on Nov 14. Dietrich will attend.

## Unfinished Business-

Appeal-David Hyde presented his case. The Hyde's attorney, Eric Brant explained why the Hyde's should not have to pay the additional escrow costs. Attorney Redick explained why the cost for the hearing were so high. Motion by Dietrich to keep zoning fees at \$2203. A second was not received. Motion by Goodno to only charge an additional \$500 with a discount of \$703. A second was not received. Motion by Dunnuck to charge a total of \$1800. Second by

Goodno. Roll call vote: Denhof yes; Dietrich no; Dunnuck yes; Goodno yes. Motion carries.  
Bleacher inspection-Mike will contact company

**New Business-**

Sewer Contract-Motion by Denhof supported by Goodno to approve the Novation Agreement relating to the real property located at 3790 and 3774 Miller Street and to authorize and direct the Township Supervisor (or Clerk) to execute and deliver the Novation Agreement on behalf of the township with the Treasurer having the ability to insert the amount due into the contract. Motion carries.

Library Board Report-Sue Rasch and Kathy Waldecker shared information about the opportunities available to residents through the library. The library board is asking residents to respond to the strategic planning survey which will direct and guide the library for future community needs.

Assessor Report-No report

Master Plan Resolution-Motion by Dunnuck to adopt the 2023 Master Plan. Second by Goodno. Roll call vote: Denhof, yes; Dietrich, yes; Dunnuck, yes; Goodno, yes; Motion carries.

Credit Card policy-Motion by Dunnuck to raise the credit card limit to \$10,000 on both the fire department and the township credit card. Second by Dietrich. Motion carries.

Meeting Schedule-Motion by Goodno, second by Dunnuck to approve the Chester Township Meeting Schedule with the change of elimination of the February Planning Commission meeting due to the primary election being held the next day. Also change the January Planning Commission meeting to January 22. Motion carries.

CVTRS submitted-the CVTRS report was submitted in a timely manner.

Snow Shovel Contract-Motion by Dunnuck to accept the quote from Urban Service LLC to shovel the snow on the sidewalks and doorways at the township hall. Second by Goodno, motion carries.

CAD Services quote- Motion by Goodno second by Dietrich to accept the quote from FULLScale CAD Services to provide drawing of proposed parking in downtown Conklin. Motion carries.

**Public Comment-** A resident commented on the timing of the Master Plan adoption.

**Board Member Discussion-**

Dietrich reported that the Ottawa County Election Commission voted to approve four locations as early voting centers. Polkton Township, Georgetown Township, Grand Haven Township and Macatawa Room in Holland. Also asked about Archive Social Services company quote to archive social media. No interest.

**Adjournment-**Motion by Goodno to adjourn at 8:44 p.m.

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Helen Dietrich  
Chester Township Clerk

*(Any document referenced in these minutes is on file in the Clerk's office)*