

**CHIPPEWA TOWNSHIP  
BOARD OF SUPERVISORS  
MINUTES  
of the  
JANUARY 17, 2024  
REGULAR MONTHLY MEETING**

The Chippewa Township Board of Supervisors held their monthly Regular Meeting on Wednesday, January 17, 2024 at 6:30 p.m. Present were Chairman Dan Woodske, Supervisor Bryan Wright, Manager Mark Taylor, Solicitor Shannon Steele, Code Enforcement Officer Dawna Pella, and Administrative Assistant Cindy Clark. Supervisor Bouril and Assistant Manager Lauren Doyle did not attend.

Chairman Woodske called the meeting to order.

**VISITORS**

Chief Hermick attended.

**MINUTES**

Chairman Woodske had the following minutes for review:

1. December 13, 2023 Supervisors' Agenda Meeting
2. December 20, 2023 Supervisors' Regular Meeting

There were no additions or corrections.

**MR. WRIGHT MOVED TO APPROVE** the December minutes as presented. Mr. Woodske seconded the motion and with no further discussion the motion carried.

The Supervisors acknowledged the minutes of the following meetings:

1. November 14, 2023 Planning Commission Meeting
2. October 16, 2023 Sanitary Authority Meeting

**ITEMS TO BE ACTED ON**

None.

## REPORTS

Supervisor Woodske had the following reports for review:

1. Financial Report
2. Police Department Report
3. Road Report
4. Wage Tax/OPT Report
5. Real Estate Tax Report
6. Zoning Report
7. Code Enforcement Officer's Report
8. Fire Report

## MANAGER'S REPORT

Manager Taylor had the following items for discussion:

1. Approval to open a Fire Escrow Account at Huntington Bank:

Manager Taylor said this is regarding a house that burned on Park Road.

**MR. WRIGHT MOVED TO APPROVE** the opening of a Fire Escrow Account at Huntington Bank. Mr. Woodske seconded the motion and with no further discussion the motion carried.

2. Brenna Boyd Resignation from the Planning Commission:

Mr. Taylor said that he had provided the Supervisors with a copy of the e-mail from Ms. Boyd. He said that she was not able to attend many of the meetings so she decided to resign. Mr. Woodske asked if a replacement had been chosen and was told by Manager Taylor that there had not been. The Manager said that he will check with others who had expressed interest in serving in this type of capacity in the past. If he finds no one who is interested in taking Ms. Boyd's seat, he will advertise on social media and on the Township web site.

3. Chippewa Trails Subdivision Revision #24:

The Manager said that this is a 4-unit building. The Planning Commission has approved this with no contingencies.

Mr. Woodske had a few questions regarding the recreation plan which Manager Taylor addressed.

**MR. WRIGHT MOVED TO APPROVE** Chippewa Trails Subdivision Revision #24. Mr. Woodske seconded the motion and with no further discussion, the motion carried.

4. Approval for Lauren Doyle to attend the PRPS Conference:

Mr. Taylor explained that the cost of the conference is \$500 and the room fee is \$700 for three nights. He said that Lauren would like to go on Monday because the first item being discussed on Tuesday morning at 8 is grant writing for recreation.

**MR. WRIGHT MOVED TO APPROVE** of Lauren Doyle attending the PRPS Conference. Mr. Woodske seconded the motion and with no further discussion the motion carried.

5. 2023 Office Visit Statistics:

Office visits have been tracked for two years in hopes of improving on-line service to the community. Many things can now be done on-line and Manager Taylor said that he is hoping that in the future additional building permit procedures can be completed on-line. He would like to eventually go with a system that would allow those wanting building permits to pay on-line. He also said that money has been saved by shutting down the reception room for lunch from 12 to 1 on Wednesdays.

6. Camera and Key Fob Quote:

Manager Taylor explained that he is getting camera and key fob quotes and explained the reasons for this. He said that the police need more space in the basement. He is considering having the election board use the upstairs main meeting room for voting purposes in the future.

**PAYMENT OF BILLS**

Chairman Woodske had the December 2023 bills for review

**MR. WRIGHT MOVED TO APPROVE** payment of the December 2023 bills. The motion was seconded by Mr. Woodske and with no further discussion the motion carried.

**SOLICITOR'S BUSINESS**

None.

**SUPERVISORS' BUSINESS**

None.

**ADJOURNMENT/MEETING DATES**

With nothing further to come before the Board, Chairman Woodske adjourned the meeting at 6:43 p.m.

The scheduled meeting dates for February 2024 are: Agenda meeting: Wednesday, February 14, at 10 a.m.; Regular Monthly Meeting: Wednesday, February 21, at 6:30 p.m.

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Secretary

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Chairman

