

# SUGAR CREEK TOWNSHIP

## *Agenda for October 13, 2020*

1. **Open the meeting.**
2. **Approve meeting minutes.**
  - a. September 8, 2020.
3. **Office reports.**
  - a. Fiscal officer report.
    - i. Bank reconciliation.
    - ii. Payroll vouchers.
    - iii. Review monthly reports.
    - iv. Approve paying bills.
    - v. Review the amounts and rates as determined by the budget commission and authorize the necessary tax levies.
    - vi. Any other correspondence the Fiscal officer needs to present.
  - a. Road Supervisor reports.
    - i. Review the road inspection form.
    - ii. Review the monthly department report.
    - iii. Review progress from last month's decisions.
    - iv. Review information for selling our tractor.
      1. Review correspondence from the Wayne County Prosecutor.
      2. Review a flyer to post or handout.
      3. Discuss where to advertise.
    - v. Review any matter that comes up between posting of the agenda and meeting.
  - b. Fire department report.
    - i. Review the EWFD 2020 information required by the contract.
    - ii. Review the KVFD 2020 information required by the contract.
    - iii. Begin contract discussion amongst the board.
    - iv. Update on the proclamation.
      1. Review proclamation
      2. Report on the desire of the Village of Dalton.
4. **Unfinished business.**
  - a. WCPO Matrix.
    - i. 330-2367 Handbook.
      1. Update on progress.
        - a. None.
    - ii. 330-2447 Annexation request.
      1. Update on any progress.
        - a. Review drafts and act upon as needed.
  - b. Website update.

- i. Jon has added a Fire department tab to our website.
      - 1. Discuss content
    - ii. Jon has added a Road department tab to our web.
    - iii. Discuss costs associated with changing our website.
  - c. Storm warning siren.
    - i. Scott has been informed the old tornado/noon siren in Kidron is no longer working.
      - 1. Review any information on funding new sirens for the township.
  - d. Public records disposal
    - i. Tom, Anita, and Jon were able to identify approximately 800 lbs of documents for destruction.
    - ii. The records were destroyed on October 1, 2020.
- 5. New Business.**
  - a. Electric aggregation.
    - i. Review information from a company wishing to provide aggregation.
  - b. Cemetery Grant.
    - i. Review award.
  - c. CARES Act
    - i. Revisit Cares act amount available.
    - ii. Review potential needs and applications of CARES Act funding.
  - d. Any other items that come to our attention between the agenda's posting and our meeting.
    - i. If an item needs immediate attention, act upon it.
    - ii. If an item does not need immediate attention, the board can discuss and table the item for our next meeting.
- 6. Public Comments.**
  - a. The board will allow comments if time allows.
  - b. Forms for participation will be located near the Fiscal Officer.
  - c. Comments should be relevant to the items discussed at the meeting.
  - d. Items for discussion outside of the meeting topics can be brought to any member of the board at any time outside of the meeting.
- 7. Sign financial documents.**
- 8. Adjourn the meeting.**