

SUGAR CREEK TOWNSHIP

Agenda for August 17, 2021

1. **Open the meeting.**
2. **Approve meeting minutes.**
 - a. July 13, 2021.
 - b. July 19, 2021.
3. **Office reports.**
 - a. Fiscal officer report.
 - i. Bank reconciliation.
 - ii. Payroll vouchers.
 - iii. Review monthly reports.
 - iv. Approve paying bills.
 - v. Any other correspondence the Fiscal Officer needs to present.
 - b. Road Supervisor reports.
 - i. Review the road inspection form.
 - ii. Review the monthly department report.
 - iii. Review progress from last month's decisions.
 1. Cemetery Grant.
 - a. Completed.
 - iv. OTARMA Grant.
 1. Review a Flammable cabinet.
 2. Did not have time this month as reflected by the road report.
 3. The garage has a fire department inspection coming up. We have requested help with items that will need to be stored in a fire-proof cabinet.
 4. Kevin will try again in September.
 - v. Discuss a request to start hauling 67 limestones into the yard.
 - vi. Review any matter that comes up between posting the agenda and meeting.
 - b. Fire department report.
 - i. Review any reports from EWJFD.
 1. Review July report.
 - ii. Review any reports from KVFD.
 - iii. Discuss Fire Prevention Officer.
 1. Township needs to appoint a Fire Prevention Officer and Deputy Fire Prevention Officer.
 2. EWJFD has suggested Ryan Sprunger.
 3. KVFD has suggested Troy Shaum.
 4. Pass a resolution appointing the FPO and deputy FPO.
4. **Unfinished business.**

- a. WCPO Matrix.
 - i. 330-2367 Handbook.
 - 1. Jon had a meeting with Barbara to review.
 - 2. The board will need to review between now and the next meeting.
 - 3. Barbara would like to see time cards with an audit concerning our method of compensation.
 - ii. 2021-GEN-0047 Street lighting.
 - 1. Wayne County Prosecutor has reviewed and suggestions have been sent to Ohio Edison
 - 2. The Wayne County Prosecutor has reviewed our request to use the General Fund to stabilize the Street Lighting Fund
- b. Review website information.
 - i. Jon changed the pictures on the home page and added a picture of the new mower.
 - ii. Consider placing our 2022 budget under the July 2021 meeting tab.
 - iii. Consider placing the letter to EWJFD under the Fire Department tab.
 - iv. Review online submissions.
- c. American Rescue Plan.
 - i. Update on HB168.
- d. Eckard Rd complaint.
 - i. Review pictures of the area.
 - ii. Jon will provide information from a phone call he had with the Wayne County Soil and Water personnel.
 - iii. Review a proposed letter to the landowner.

5. Tabled Business

- a. Storm Siren Grant.
 - i. Discuss having a project ready to go in case other grants open up.
- b. ODOT WAY-30 study inside of our township.

6. New Business.

- a. 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.

7. 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.

8. Sign financial documents.

9. Adjourn the meeting.

