

SUGAR CREEK TOWNSHIP

Agenda for January 11, 2022

1. **Open the meeting.**
2. **Approve meeting minutes.**
 - a. December 27, 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.
 - vi. Move to close business for 2021.
 - vii. The meeting is turned over to the Fiscal Officer for the election of board officers.
 1. Election of the Board President.
 2. Election of the Board Vice President.
 - viii. The fiscal officer reports beginning the business in 2022.
 - ix. Consider moving into executive session under ORC 121.22 (G)(1) for discussion of our employee's compensation in 2022.
 - x. Resume the meeting and make a decision based on our discussion.
 - b. Road Supervisor reports.
 - i. Review the road inspection form.
 - ii. Review the monthly department report.
 - iii. Review progress from last month's decisions.
 - iv. OTARMA Grant.
 1. Verify we have received the funds.
 - v. ODOT Township Stimulus Program.
 1. The township filed 3 requests with ODOT.
 2. ODOT asked us to pick our top priority.
 3. Kevin has chosen the Withrich road project as our top priority.
 - vi. Pallet racking project.
 1. Review the Road Supervisor's progress.
 - vii. Start to review the inventory list for the January reorganization meeting.
 - viii. Review any matter that comes up between posting the agenda and meeting.
 - b. Fire department report.
 - i. Review any reports from EWJFD.
 1. Review the December report.

2. Review EWFD letter concerning usage of settlement funds for training.
 - ii. Review any reports from KVFD.
 1. Review the December report.
- 4. Unfinished business.**
 - a. WCPO Matrix.
 - i. 330-2367 Handbook.
 1. Review the finished handbooks.
 2. Make board assignments to follow the handbook.
 - ii. 2021-GEN-0084 Fire Levies.
 1. The Board of Elections received them and the ballot language has been sent to Columbus for final review.
 - iii. 2021-GEN-0108 Indigent burial.
 1. The board will begin to work on paperwork for reimbursement.
 - b. Review website information.
 - i. Review online submissions.
 - ii. The website update will be worked on during the month of January.
 - c. One Ohio opioid settlement.
 - i. Online paperwork has been completed.
 - ii. We are waiting on an online response on the next steps.
- 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.
 - c. American Rescue Plan funding.
- 6. New Business.**
 - a. Review 2021 goals and set goals for 2022.
 - b. 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.**