

SUGAR CREEK TOWNSHIP

Agenda for September 14, 2021

1. **Open the meeting.**
2. **Approve meeting minutes.**
 - a. August 17, 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.
 - iv. Review fire inspection performed on the road garage.
 - v. OTARMA Grant.
 1. Review a Flammable cabinet.
 2. The garage had a fire department inspection. EWJFD provided help with items that will need to be stored in a fire-proof cabinet.
 3. Kevin and I found a cabinet. EWJFD has reviewed the proposed cabinet.
 - 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 the August report.
 2. Continue to review information from an anonymous letter and our contract with EWJFD for violations.
 - ii. Review any reports from KVFD.
 1. Review the August report.
4. **Unfinished business.**
 - a. WCPO Matrix.
 - i. 330-2367 Handbook.
 1. Jon had a meeting with Barbara to review.
 2. Discuss any issues with the handbook.
 3. Barbara would like to see time cards with an audit concerning our method of compensation. We will turn them over for review.
 - ii. 2021-GEN-0047 Street lighting.

1. Township is still working on differences between the Wayne County Prosecutor and Ohio Edison's proposed contract.
- b. Review website information.
 - i. Review a letter from our provider.
 - ii. Review online submissions.
- c. American Rescue Plan.
 - i. Review receipt of our award.
- d. Eckard Rd. complaint.
 - i. The letter was sent and the landowner replied that he would talk to the farmer about planting a grass strip this fall or next spring.
- 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.**