

Sugar Creek Township, Wayne County Ohio

RECORD OF PROCEEDINGS

The minutes of the regular meeting on August 11, 2020.

PRESENT WERE JON HOFSTETTER, TOM GREGORY, SCOTT WIDMER; AND FISCAL OFFICER ANITA FISHER.

- Jon Hofstetter called the meeting to order at 7:00 p.m.
- A motion to approve the July 14, 2020 regular meeting minutes was made by Jon Hofstetter and seconded by Scott Widmer. Motion carried.
- A motion to approve the July 20, 2020 special meeting minutes was made by Jon Hofstetter and seconded by Scott Widmer. Motion carried.
- A motion to approve the August 1, 2020 special meeting minutes was made by Jon Hofstetter and seconded by Scott Widmer. Motion carried.
- Jay Sell from Aspen Energy Corp. was present to discuss the electrical aggregation and the current energy rates and the contract with Dynegey. He is working to get the rates down as low as possible for the long term, but he is not able to get any lower than 5.4 per kwh. The load factor also helps determine the rate and our community has a larger on peak usage. Fortunately, the opt out with no fees option exists for those who wish to do that. One thing to keep in mind is that this was voted on by the residents back in the beginning. August 2021 is our next renewal date.
- The Fiscal Officer presented the July 2020 Financial Reports. Jon Hofstetter made a motion to approve the financial reports for July 2020 as presented. Scott Widmer seconded. Motion carried.
- The Fiscal Officer presented the bank reconciliation from July 2020 for review. Jon Hofstetter made a motion to approve the July 2020 bank statement and reconciliation and Tom Gregory seconded. Motion carried.
- Payroll vouchers for road employees Kevin Hofstetter and Scott Feltis were signed by the trustees.
- Purchase Order #55-2020 for the Wooster Daily Record for \$44.44 was presented for approval. Jon Hofstetter moved to approve and Scott Widmer seconded. Motion carried
- Purchase Order #54-2020 for Armstrong Cable for \$250.00 was presented for approval. Jon Hofstetter moved to approve and Tom Gregory seconded. Motion carried.
- The Fiscal Officer presented the payment listing for bills to be paid including #124-2020 through #132-2020 and #22149 through #22169 for a total of \$16,699.64. Jon Hofstetter moved to approve the bills to be paid for August 2020 and Tom Gregory seconded. Motion carried. See attached (A).
- The Fiscal Officer presented an updated Fund Balance for August 2020. See attached (B).
- Jon Hofstetter presented the road supervisor reports for July 2020. Scott Widmer seconded. Motion carried. See attached (C).
- Jon Hofstetter presented an update on the jobs currently being worked on by the road supervisor. The road supervisor also mentioned that our new tractor has possibly arrived at the dealership. We need to now determine our best option for selling the old tractor. Our options for selling it include sealed bids, Govdeals, or a classified ad on the Ohio Township Association. Scott Widmer made a motion to approve Resolution 2020-08-11-01 to make Jon Hofstetter the point of contact with the Wayne County Prosecutor regarding the sale of the old tractor. Seconded by Tom Gregory.
A roll call vote was taken:
Jon Hofstetter – Yes
Scott Widmer – Yes
Tom Gregory – Yes Motion carried.
- Jon Hofstetter reviewed the East Wayne Fire District (EWFD) run reports for July 2020 and added them to the minutes (D).

- Jon Hofstetter provided an update on the Fire Prevention Officer (FPO). Tom Gregory has been in contact with Orrville Fire Department (OFD) regarding the FPO for the Orrville coverage area. OFD is fine with the EWFD FPO covering their area. Jon Hofstetter moved to approve Resolution 2020-08-11-02 to appoint Chief Kyle Nussbaum, a state certified inspector, of the EWFD as the FPO for the EWFD and OFD coverage area for the calendar year 2020. And also, to appoint Chief Jon Peters as the FPO for the Kidron Volunteer Fire Department (KVFD) coverage area for the calendar year 2020, with Chief Kyle Nussbaum as the Deputy FPO. Scott Widmer seconded.

A roll call vote was taken:

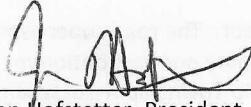
Jon Hofstetter – Yes

Scott Widmer – Yes

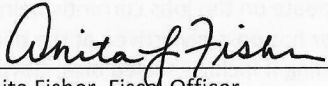
Tom Gregory – Yes

Motion carried.

- Jon Hofstetter gave an update on the Eckard Rd. Proclamation. Firefighter Ryan Sprunger has received the State of Ohio Valor award for this call. We are waiting for additional information from the State.
- All resolutions regarding the levies have been turned in to the Board of Elections.
- Jon Hofstetter presented an update on changes being made to the website. Maps have been added as well as a dedicated fire department area.
- Jon Hofstetter presented an update on the township handbook. Work will continue on this.
- Jon Hofstetter presented an update on the annexation. Jon attended a meeting recently and it appears that the stakeholders are ready to move forward.
- The electrical aggregation issue was discussed. It appears that we are in a holding stage right now and we will know more information by October.
- Scott Widmer provided information regarding a tornado siren in Kidron, which has not been active since the cheese house was to torn down. He has been in contact with Joe Villegas with the Wayne County Emergency Management Agency (EMA). The estimated price put in a siren would run around \$20-\$25k right now, plus ongoing monthly expenses. We could possibly look for private grants that would cover this, start a fund to assist with this, or if there is a business that would want to partner with us. We also may want to work with a professional grant writer to see what other grants are out there. Work will continue on this.
- Jon Hofstetter submitted information for a \$1,000 Cemetery Grant through the Ohio Township Association (OTA). This was submitted on July 30th. We are waiting to hear back.
- The Cares Act Funding was discussed. The pros and cons were discussed regarding the funds and what it would take to get and track them. It was determined to not proceed with this at this point.
- Tom Gregory mentioned that we may need to upgrade the Webex subscription if the format of our monthly meeting changes due to Covid-19.
- Our next regular meeting will be September 8, 2020 at the Kidron Community Center at 7:00 p.m.
- Jon Hofstetter made a motion to adjourn at 8:42 p.m. Scott Widmer seconded. Motion carried.



Jon Hofstetter, President



Anita Fisher, Fiscal Officer

Payment Listing

August 2020

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
124-2020	08/15/2020	08/08/2020	EW	OHIO DEFERRED COMPENSATION	\$210.00	O
125-2020	08/15/2020	08/08/2020	EW	SCHOOL DISTRICT INCOME TAX	\$93.23	O
126-2020	08/15/2020	08/08/2020	EW	STATE OF OHIO	\$259.37	O
127-2020	08/15/2020	08/08/2020	EW	UNITED STATES TREASURY	\$1,074.54	O
128-2020	08/31/2020	08/08/2020	EW	PUBLIC EMPLOYEES RETIREMENT SYSTE	\$2,364.73	O
129-2020	08/26/2020	08/08/2020	CH	COLUMBIA GAS	\$35.54	O
130-2020	08/11/2020	08/08/2020	CH	AMERICAN ELECTRIC POWER	\$401.33	O
131-2020	08/17/2020	08/08/2020	CH	OHIO EDISON	\$102.58	O
132-2020	08/20/2020	08/08/2020	CH	OHIO EDISON	\$488.79	O
22149	08/11/2020	08/08/2020	PR	ANITA J. FISHER	\$1,254.04	O
22150	08/11/2020	08/08/2020	PR	THOMAS M GREGORY	\$533.88	O
22151	08/11/2020	08/08/2020	PR	JONATHAN HOFSTETTER	\$680.12	O
22152	08/11/2020	08/08/2020	PR	SCOTT E WIDMER	\$555.75	O
22153	08/11/2020	08/10/2020	AW	ARMSTRONG	\$49.95	O
22154	08/11/2020	08/10/2020	AW	DON SMITH AUTO PARTS, INC.	\$164.92	O
22155	08/11/2020	08/10/2020	AW	CITY OF ORRVILLE	\$400.00	O
22156	08/11/2020	08/10/2020	AW	REED RECORDS MANAGEMENT	\$32.00	O
22157	08/11/2020	08/10/2020	AW	RENTWEAR, INC.	\$114.58	O
22158	08/11/2020	08/10/2020	AW	STERLING FARM EQUIPMENT	\$38.96	O
22159	08/11/2020	08/10/2020	AW	TRAIL TIRE LLC	\$408.00	O
22160	08/11/2020	08/10/2020	AW	WAYNE COUNTY COMMISSIONERS	\$2,803.19	O
22161	08/11/2020	08/10/2020	AW	WAYNE COUNTY HEALTH DEPARTMENT	\$125.00	O
22162	08/11/2020	08/10/2020	AW	WOOSTER DAILY RECORD INC., LLC	\$44.44	O
22163	08/11/2020	08/10/2020	AW	KYMAR LAWN CARE	\$900.00	O
22164	08/11/2020	08/10/2020	AW	LEROY KANDEL TRUCKING	\$972.02	O
22165	08/11/2020	08/10/2020	AW	MARLBORO SUPPLY	\$1,637.30	O
22166	08/11/2020	08/10/2020	AW	RED ROVER	\$209.95	O
22167	08/11/2020	08/10/2020	AW	SANTMYER OIL CO., INC.	\$413.32	O
22168	08/11/2020	08/10/2020	AW	SCHLABACH ENGINE	\$54.95	O
22169	08/11/2020	08/10/2020	AW	STONY POINT HARDWARE, LLC	\$277.16	O
Total Payments:					\$16,699.64	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$16,699.64	

Type: AM - Accounting Manual Warrant, AW - Accounting Warrant, IM - Investment Manual Warrant, IW - Investment Warrant, PM - Payroll Manual Warrant, PR - Payroll Warrant, RW - Reduction of Receipt Warrant, SW - Skipped Warrant, WH - Withholding Warrant, WM - Withholding Manual, WS - Special Warrant, CH - Electronic Payment Advice, IL - Investment Loss, EP - Payroll EFT Voucher, CV - Payroll Conversion Voucher, SV - Payroll Special Voucher, EW - Withholding Voucher, POS ADJ - Positive Adjustment, NEG ADJ - Negative Adjustment, POS REAL - Positive Reallocation, NEG REAL - Negative Reallocation

Status: O - Outstanding, C - Cleared, V - Voided, B - Batch

* Asterisked amounts are not included in report totals. These transactions occurred outside the reported date range but are listed for reference.

Fund Status

As Of 8/31/2020

Fund Number	Fund Name	% of Total Pooled	Fund Balance	Investments (Non-Pooled)	Checking & Pooled Investments (Pooled)
1000	General	3.538%	\$18,814.78	\$0.00	\$18,814.78
2011	Motor Vehicle License Tax	2.547%	\$13,543.96	\$0.00	\$13,543.96
2021	Gasoline Tax	15.869%	\$84,382.40	\$0.00	\$84,382.40
2031	Road and Bridge	34.493%	\$183,400.85	\$0.00	\$183,400.85
2231	Permissive Motor Vehicle License Tax	1.841%	\$9,791.49	\$0.00	\$9,791.49
2281	Fire and Rescue, Ambulance and EMS Se	17.962%	\$95,506.84	\$0.00	\$95,506.84
2401	Street Lighting	1.220%	\$6,486.91	\$0.00	\$6,486.91
4901	Miscellaneous Capital Projects	22.530%	\$119,800.00	\$0.00	\$119,800.00
All Funds Total			\$531,727.23	\$0.00	\$531,727.23
Pooled Investments					\$0.00
Secondary Checking Accounts					\$27,315.42
Available Primary Checking Balance					\$504,411.81

Last reconciled to bank: 07/31/2020 – Total other adjusting factors: \$0.00

YEAR: 2020
MONTH: July

ACTION PERFORMED

MAINTNANCE:

Performed on Machinery new front tires on mowing tractor

Performed on Buildings

AGGREGATE STOCK PILED

#67

#8

SAND

SALT

OTHER 45 tons #9 limestone

SEE ROAD INSPECTION

SNOW REMOVAL

Number of days removing snow

Number of days checking

OTHER

Choke the roads as needed

Performed the second mowing of the ditches

Road	Date	Road Surface	Ditch condition	Sign condition	Culvert condition	Tree branches	All OK	Repairs needed	Repair complete
Kohler Road (North of US 30)	7-6-20						x		
Bair Road	7-6-20						x		
Pre Vannes Drive	7-6-20						x		
Kurzen Road (North of US 30)	7-6-20						x		
Kurzen Road (South of US 30)	7-6-20						x		
Old Lincoln Way (Kidron Rd and Kohler Rd)	7-6-20						x		
Kohler Road (US30 to Hackett)	7-6-20						x		
Kohler Road (Hackett to the end of the township)	7-6-20						x		
Berg Road	7-6-20						x		
Arnold Road (Wenger to Kidron)	7-6-20						x		
Arnold Road (Kidron to the end of the township)	7-6-20						x		
Wenger Road (North of US 30)	7-6-20						x		
Rudy Road (Wenger to 94)	7-6-20						x		
Rudy Road (94 to Foxlake)	7-6-20						x		
Zuercher Road (Wenger to Withrich)	7-6-20						x		
West Lebanon Road (105)	7-6-20						x		
Krug Road	7-6-20						x		
Blosser Road	7-6-20						x		
Davis Road	7-6-20						x		
Wecht Road	7-6-20						x		
Eckard Road	7-6-20						x		
Withrich Road (94 to West Lebanon)	7-6-20						x		
Withrich Road (West Lebanon to Deerfield)	7-6-20						x		
Goudy Road (Deerfield to West Lebanon)	7-6-20						x		
Goudy Road (West Lebanon to 94)	7-6-20						x		
Moser Road	7-6-20						x		
Amstuz Road	7-6-20						x		
Goudy Road (Moser to Wenger)	7-6-20						x		
Goudy Road (Wenger to Zuercher)	7-6-20						x		
Goudy Road (Zuercher to Kidron)	7-6-20						x		
Goudy Road (Kidron to Kohler)	7-6-20						x		
Hackett Road	7-6-20						x		

Farhni Road	7-6-20						X	
Lustic Road	7-6-20						X	
Baumgartner Rd	7-6-20						X	
Emerson Road	7-6-20						X	
Sommers Road	7-6-20						X	
Nussbaum Road	7-6-20						X	
Zuercher Road (Hackett to the county line)	7-6-20						X	
Alpine Road	7-6-20						X	
Steinwood Drive	7-6-20						X	
Bluebird Lane	7-6-20						X	
Dreamwood Drive	7-6-20						X	
LAKE HARMONY ALLOTMENT								
Hillside Drive	7-6-20						X	
Lakefield Drive	7-6-20						X	
N. Highview Drive	7-6-20						X	
Lake Drive	7-6-20						X	
Myers Drive	7-6-20						X	

