

Sugar Creek Township, Wayne County Ohio

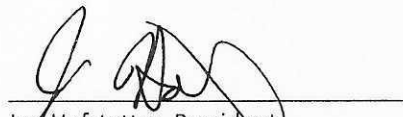
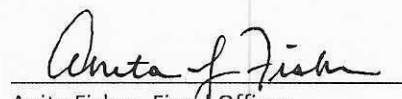
RECORD OF PROCEEDINGS

The minutes of the Year-end meeting on December 29, 2020.

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

- Jon Hofstetter called the meeting to order at 7:00 p.m.
- A motion to approve the December 8, 2020 regular meeting minutes was made by Jon Hofstetter and seconded by Scott Widmer. Motion carried.
- The Fiscal Officer presented the December 2020 Preliminary Financial Reports. These are preliminary because the December bank statement has not been reconciled yet due to the month not being complete. Jon Hofstetter made a motion to approve the preliminary financial reports for December 2020 as presented. Scott Widmer seconded. Motion carried.
- Payroll vouchers for road employees Kevin Hofstetter and Scott Feltis were signed by the trustees.
- The Fiscal Officer presented the following purchase orders for approval:
-Jon Hofstetter moved to approve then & now purchase orders #83-2020 through #87-2020 for a total of \$3,370.58 in township expenses. Tom Gregory seconded. Motion carried.
- The Fiscal Officer presented the payment listing for bills to be paid including #199-2020 through #214-2020 and #22282 through #22313 for a total of \$150,393.56. Jon Hofstetter moved to approve the bills to be paid for December 2020 and Scott Widmer seconded. Motion carried. See attached (A).
- The Fiscal officer presented the temporary appropriations resolution for the fiscal year ending December 31, 2021 and discussed the process for preparing the temporary appropriations. Jon Hofstetter moved to approve Resolution 2020-12-29-01 to provide for the current expenses and other expenditures of the township in 2021. Tom Gregory seconded.
A roll call vote was taken:
Jon Hofstetter – Yes
Scott Widmer – Yes
Tom Gregory – Yes Motion carried.
- Discussion was had regarding the Capital Projects Fund and how much to transfer and upcoming capital expenditures that the township has. Jon Hofstetter moved to approve Resolution 2020-12-29-02 and transfer \$60,000 out of 2021-910-910. Scott Widmer seconded.
A roll call vote was taken:
Jon Hofstetter -Yes
Scott Widmer – Yes
Tom Gregory – Yes Motion carried.
- Discussion was had on renewing the Road Improvement Levy. This is a 4-year levy. Jon Hofstetter moved to approve Resolution 2020-12-29-03 to approve Scott Widmer the point of contact with the Wayne County Prosecutors office regarding the renewal of our road improvement levy. Tom Gregory seconded.
A roll call vote was taken:
Jon Hofstetter – Yes
Scott Widmer – Yes
Tom Gregory – Yes Motion carried.
- Work on Handbook is tabled for now.
- Continued work is being done on the Cares Act Projects. Ron Taylor from Kidron Volunteer Fire Department (KVFD) gave an update on their projects.

- Discussion on the 2021 Fire Contracts was had. We have received the contract from Orrville Fire Department for review. The quality assurance changes for the KVFD and East Wayne Fire District (EWFD) contracts discussed in the prior meeting were reviewed and Jon Hofstetter read the verbiage to potentially be added. Scott Widmer suggested changing "quality assurance" to "constructive feedback". Quality assurance implies action to be taken. Jon Hofstetter's goal with this is to allow the trustees to act upon potential concerns that the residents may have. Additional questions from the Wayne County Prosecutor regarding the contracts were reviewed. The Fire Prevention Officer (FPO) issue was also discussed and the requirements of the Ohio Revised Code (ORC). Jon Hofstetter will update the Matrix with our changes regarding the contracts. After changes are made a draft copy will be sent to the departments.
- No update on the electrical aggregation.
- Jon Hofstetter provided an update on the ODOT study of US 30. Several other parties have expressed interest in being kept in the loop of what is happening.
- Jon Hofstetter mentioned starting to prepare for next years reorganizational meeting and to be thinking of possible changes.
- Jon Hofstetter made a motion to continue the practice of having the employees pay 20% of Health Insurance, with a pre-tax option. Tom Gregory seconded. Motion carried. Scott Widmer abstained.
- Jon Hofstetter made a motion to continue using the Per Diem method. Scott Widmer seconded. Motion carried.
- Jon Hofstetter made a motion to continue having the township meetings on the 2nd Tuesday of the month. Tom Gregory seconded. Motion carried.
- Scott Widmer and Tom Gregory made a motion to adjourn at 8:33 p.m. Jon Hofstetter seconded. Motion carried.


Jon Hofstetter, President
Anita Fisher, Fiscal Officer

Payment Listing

UAN v2020.4

12/29/2020 to 12/31/2020

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
199-2020	12/31/2020	12/07/2020	EW	PUBLIC EMPLOYEES RETIREMENT SYSTE	\$2,268.70	O
209-2020	12/31/2020	12/27/2020	EW	OHIO DEFERRED COMPENSATION	\$140.00	O
210-2020	12/31/2020	12/27/2020	EW	SCHOOL DISTRICT INCOME TAX	\$103.83	O
211-2020	12/31/2020	12/27/2020	EW	STATE OF OHIO	\$242.02	O
212-2020	12/31/2020	12/27/2020	EW	UNITED STATES TREASURY	\$1,421.82	O
213-2020	12/31/2020	12/27/2020	EW	PUBLIC EMPLOYEES RETIREMENT SYSTE	\$1,914.81	O
214-2020	12/31/2020	12/27/2020	CH	FARMERS NATIONAL BANK	\$15.00	O
22282	12/29/2020	12/27/2020	PR	ANITA J. FISHER	\$1,254.04	O
22283	12/29/2020	12/27/2020	PR	THOMAS M GREGORY	\$380.71	O
22284	12/29/2020	12/27/2020	PR	JONATHAN HOFSTETTER	\$852.87	O
22285	12/29/2020	12/27/2020	PR	SCOTT E WIDMER	\$752.57	O
22286	12/29/2020	12/28/2020	AW	C.W. Production + Design	\$2,370.00	O
22287	12/29/2020	12/28/2020	AW	DALTON HARDWARE	\$49.29	O
22288	12/29/2020	12/28/2020	AW	DMS REPAIR SERVICES	\$1,371.28	O
22289	12/29/2020	12/28/2020	AW	GENERAL RENT-ALL	\$253.09	O
22290	12/29/2020	12/28/2020	AW	GERBER LUMBER AND HARDWARE	\$729.65	O
22291	12/29/2020	12/28/2020	AW	GVS SAFETY SUPPLIES	\$358.50	O
22292	12/29/2020	12/28/2020	AW	HANLEY PRINT & PROMOTIONS	\$219.54	O
22293	12/29/2020	12/28/2020	AW	LIL JOHN TRANSPORT, LLC	\$286.98	O
22294	12/29/2020	12/28/2020	AW	MAGIC GARAGE DOOR INC	\$84.00	O
22295	12/29/2020	12/28/2020	AW	Prestige Plumbing, LLC	\$23,130.00	O
22296	12/29/2020	12/28/2020	AW	RENTWEAR, INC.	\$114.58	O
22297	12/29/2020	12/28/2020	AW	SANTMYER OIL CO., INC.	\$444.19	V
22297	12/29/2020	12/28/2020	AW	SANTMYER OIL CO., INC.	-\$444.19	V
22298	12/29/2020	12/28/2020	AW	Shetler Excavating, Inc	\$1,550.00	V
22298	12/29/2020	12/28/2020	AW	Shetler Excavating, Inc	-\$1,550.00	V
22299	12/29/2020	12/28/2020	AW	WAYNE COUNTY COMMISSIONERS	\$2,803.19	V
22299	12/29/2020	12/28/2020	AW	WAYNE COUNTY COMMISSIONERS	-\$2,803.19	V
22300	12/29/2020	12/28/2020	AW	WINTER EQUIPMENT COMPANY, INC.	\$1,033.26	V
22300	12/29/2020	12/28/2020	AW	WINTER EQUIPMENT COMPANY, INC.	-\$1,033.26	V
22301	12/29/2020	12/28/2020	AW	EAST WAYNE FIRE DISTRICT	\$95,992.76	V
22301	12/29/2020	12/28/2020	AW	EAST WAYNE FIRE DISTRICT	-\$95,992.76	V
22302	12/29/2020	12/28/2020	AW	AKRON TRACTOR & EQUIPMENT INC	\$898.00	V
22302	12/29/2020	12/28/2020	AW	AKRON TRACTOR & EQUIPMENT INC	-\$898.00	V
22303	12/29/2020	12/28/2020	AW	Steiner Trenching & Excavating, LLC	\$825.00	V
22303	12/29/2020	12/28/2020	AW	Steiner Trenching & Excavating, LLC	-\$825.00	V
22304	12/29/2020	12/28/2020	AW	KIDRON VOLUNTEER FIRE DEPARTMENT	\$8,533.88	V
22304	12/29/2020	12/28/2020	AW	KIDRON VOLUNTEER FIRE DEPARTMENT	-\$8,533.88	V
22305	12/29/2020	12/28/2020	AW	SANTMYER OIL CO., INC.	\$444.19	O
22306	12/29/2020	12/28/2020	AW	Shetler Excavating, Inc	\$1,550.00	O
22307	12/29/2020	12/28/2020	AW	WAYNE COUNTY COMMISSIONERS	\$2,803.19	O
22308	12/29/2020	12/28/2020	AW	WINTER EQUIPMENT COMPANY, INC.	\$1,033.26	O
22309	12/29/2020	12/28/2020	AW	EAST WAYNE FIRE DISTRICT	\$95,992.76	O
22310	12/29/2020	12/28/2020	AW	AKRON TRACTOR & EQUIPMENT INC	\$898.00	V
22310	12/29/2020	12/28/2020	AW	AKRON TRACTOR & EQUIPMENT INC	-\$898.00	V
22311	12/29/2020	12/28/2020	AW	Steiner Trenching & Excavating, LLC	\$825.00	O

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12/29/2020 to 12/31/2020

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
22312	12/29/2020	12/28/2020	AW	KIDRON VOLUNTEER FIRE DEPARTMENT	\$8,533.88	O
22313	12/29/2020	12/28/2020	AW	AKRON TRACTOR & EQUIPMENT INC	\$898.00	O
Total Payments:					\$150,393.56	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$150,393.56	

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.