


Sugar Creek Township, Wayne County Ohio

RECORD OF PROCEEDINGS

The minutes of the regular meeting on March 10, 2020.

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

- Jon Hofstetter called the meeting to order at 7:00 p.m.
- Jon Hofstetter made a motion to enter into executive session at 7:02 p.m. per ORC 121.22(g)(3) for a conference with an attorney concerning pending or imminent court action. Tom Gregory seconded.
A roll call vote was taken.
Jon Hofstetter – Yes
Tom Gregory – Yes Motion carried.
Jon Hofstetter made a motion to exit from executive session and reconvene our regular meeting at 11:02 pm. Tom Gregory seconded. Motion carried. Wayne County Prosecutor is working on a tentative agreement to be finalized between Sugar Creek Township and East Wayne Fire District. A tentative special meeting is scheduled for March 18th at 8:00 p.m. to finalize and announce final details. Upon the advice of our attorney, we are not to speak about the details of the agreement until the special meeting.
- A motion to approve February 11, 2020 regular meeting minutes was made by Jon Hofstetter and seconded by Tom Gregory. Motion carried.
- A motion to approve February 19, 2020 special meeting minutes was made by Tom Gregory and seconded by Jon Hofstetter. Motion carried.
- The Fiscal Officer presented the February 2020 Financial Reports. Jon Hofstetter made a motion to approve the financial reports for February 2020 as presented. Tom Gregory seconded. Motion carried.
- The Fiscal Officer presented the bank reconciliation from February 2020 for review. Jon Hofstetter made a motion to approve the February 2020 bank statement and reconciliation with Tom Gregory seconding. Motion carried.
- Payroll vouchers for road employees Kevin Hofstetter and Scott Feltis were signed by the trustees.
- The Fiscal officer presented then and now purchase orders #39-2020 through #44-2020 for a total of \$13,341.70. Jon Hofstetter moved to approve then and now purchase orders and Tom Gregory seconded. Motion carried.
- The Fiscal officer presented the payment listing for bills to be paid including #36-2020 through #44-2020 and #22041 through #22067 for a total of \$31,948.67. Tom Gregory moved to approve the bills to be paid for March 2020 and Jon Hofstetter seconded. Motion carried. See attached (A).
- Fiscal Officer presented an updated Fund Balance for March 2020. See attached (B).
- Jon Hofstetter made a motion to table the remaining agenda items due to the late hour. The items will be addressed at the next township meeting. Tom Gregory seconded. Motion carried.
- Jon Hofstetter made a motion to adjourn at 11:24 p.m. Tom Gregory seconded. Motion carried.



Jon Hofstetter, President



Anita Fisher, Fiscal Officer

A

Payment Listing

March 2020

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
36-2020	03/15/2020	03/04/2020	EW	OHIO DEFERRED COMPENSATION	\$170.00	0
37-2020	03/15/2020	03/04/2020	EW	SCHOOL DISTRICT INCOME TAX	\$75.07	0
38-2020	03/15/2020	03/04/2020	EW	STATE OF OHIO	\$202.87	0
39-2020	03/15/2020	03/04/2020	EW	UNITED STATES TREASURY	\$862.59	0
40-2020	03/31/2020	03/04/2020	EW	PUBLIC EMPLOYEES RETIREMENT SYSTE	\$2,673.02	0
41-2020	03/30/2020	03/10/2020	CH	COLUMBIA GAS	\$301.60	0
42-2020	03/10/2020	03/10/2020	CH	AMERICAN ELECTRIC POWER	\$335.24	0
43-2020	03/19/2020	03/10/2020	CH	OHIO EDISON	\$148.83	0
44-2020	03/19/2020	03/10/2020	CH	OHIO EDISON	\$480.38	0
22041	03/10/2020	03/04/2020	PR	ANITA J. FISHER	\$1,213.41	0
22042	03/10/2020	03/04/2020	PR	THOMAS M GREGORY	\$533.88	0
22043	03/10/2020	03/04/2020	PR	JONATHAN HOFSTETTER	\$895.00	0
22044	03/10/2020	03/04/2020	PR	SCOTT E WIDMER	\$635.21	0
22045	03/10/2020	03/09/2020	AW	ALBRIGHT WELDING SUPPLY CO., INC.	\$551.50	0
22046	03/10/2020	03/09/2020	AW	ARMSTRONG	\$49.95	0
22047	03/10/2020	03/09/2020	AW	Bain Enterprises	\$3,006.00	0
22048	03/10/2020	03/09/2020	AW	CareWorksComp	\$399.00	0
22049	03/10/2020	03/09/2020	AW	DON SMITH AUTO PARTS, INC.	\$444.77	0
22050	03/10/2020	03/09/2020	AW	GENERAL RENT-ALL	\$278.25	0
22051	03/10/2020	03/09/2020	AW	GERBER LUMBER AND HARDWARE	\$108.00	0
22052	03/10/2020	03/09/2020	AW	Tom Gregory	\$109.00	0
22053	03/10/2020	03/09/2020	AW	JON HOFSTETTER	\$553.31	0
22054	03/10/2020	03/09/2020	AW	KEVIN HOFSTETTER	\$347.14	0
22055	03/10/2020	03/09/2020	AW	LEROY KANDEL TRUCKING	\$4,370.70	0
22056	03/10/2020	03/09/2020	AW	LIL JOHN TRANSPORT, LLC	\$1,996.37	0
22057	03/10/2020	03/09/2020	AW	MAST-LEPLEY SILO, INC	\$42.94	0
22058	03/10/2020	03/09/2020	AW	MORNING HOPE SERVICES	\$3,425.00	0
22059	03/10/2020	03/09/2020	AW	PEL ELECTRIC, INC	\$74.85	0
22060	03/10/2020	03/09/2020	AW	RED ROVER	\$204.59	0
22061	03/10/2020	03/09/2020	AW	REED RECORDS MANAGEMENT	\$32.00	0
22062	03/10/2020	03/09/2020	AW	RENTWEAR, INC.	\$114.58	0
22063	03/10/2020	03/09/2020	AW	SANTMYER OIL CO., INC.	\$330.73	0
22064	03/10/2020	03/09/2020	AW	WOOSTER DAILY RECORD INC., LLC	\$38.70	0
22065	03/10/2020	03/09/2020	AW	LED Central	\$1,141.00	0
22066	03/10/2020	03/09/2020	AW	WAYNE COUNTY COMMISSIONERS	\$2,803.19	0
22067	03/10/2020	03/10/2020	AW	ATTORNEY ALFRED E. SCHRADER, LLC	\$3,000.00	0
Total Payments:					\$31,948.67	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$31,948.67	

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

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Fund Status

As Of 3/31/2020

Fund Number	Fund Name	% of Total Pooled	Fund Balance	Investments (Non-Pooled)	Checking & Pooled Investments (Pooled)
1000	General	2.692%	\$10,545.36	\$0.00	\$10,545.36
2011	Motor Vehicle License Tax	2.575%	\$10,086.47	\$0.00	\$10,086.47
2021	Gasoline Tax	19.040%	\$74,594.91	\$0.00	\$74,594.91
2031	Road and Bridge	0.097%	\$378.56	\$0.00	\$378.56
2231	Permissive Motor Vehicle License Tax	0.870%	\$3,407.63	\$0.00	\$3,407.63
2281	Fire and Rescue, Ambulance and EMS Se	43.441%	\$170,197.11	\$0.00	\$170,197.11
2401	Street Lighting	0.706%	\$2,764.78	\$0.00	\$2,764.78
4901	Miscellaneous Capital Projects	30.579%	\$119,800.00	\$0.00	\$119,800.00
All Funds Total			\$391,774.82	\$0.00	\$391,774.82
Pooled Investments					\$0.00
Secondary Checking Accounts					\$25,000.00
Available Primary Checking Balance					\$366,774.82