

Sugar Creek Township, Wayne County Ohio

RECORD OF PROCEEDINGS

The minutes of the regular meeting on May 12, 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 April 21, 2020 regular meeting minutes was made by Jon Hofstetter and seconded by Scott Widmer. Motion carried.
- A motion to table the May 6, 2020 special meeting minutes until the next meeting was made by Scott Widmer and seconded by Tom Gregory. Motion carried.
- The Fiscal Officer presented the April 2020 Financial Reports. Jon Hofstetter made a motion to approve the financial reports for April 2020 as presented. Scott Widmer seconded. Motion carried.
- The Fiscal Officer presented the bank reconciliation from April 2020 for review. Jon Hofstetter made a motion to approve the April 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 the payment listing for bills to be paid including #69-2020 through #81-2020 and #22095 through #22113 for a total of \$33,894.24. Jon Hofstetter moved to approve the bills to be paid for May 2020 and Scott Widmer seconded. Motion carried. See attached (A).
- The Fiscal Officer presented an updated Fund Balance for May 2020. See attached (B).
- The Fiscal Officer presented Resolution 2020-05-12-01 to reallocate funds from one account to another within the same fund, in the amount of \$1,000.00 to allow for OPERS expense. Jon Hofstetter moved to approve the resolution with Scott Widmer seconding. See attached (C).
A roll call vote was taken.

Jon Hofstetter – Yes

Scott Widmer – Yes

Tom Gregory -Yes

Motion carried.

- Jon Hofstetter presented the road supervisor reports for April 2020. Jon Hofstetter made a motion to approve the reports. Tom Gregory seconded. Motion carried. See attached (D).
- Jon Hofstetter reviewed the Melway Paving chip and seal bid. Jon Hofstetter has contacted the Wayne County Auditor and as of now the second half collection is scheduled as normal. We could possibly see a 20% decrease though. Jon Hofstetter made a motion to table the discussion until additional numbers are reviewed with the road supervisor Kevin Hofstetter. Scott Widmer seconded. Motion carried. See attached (E).
- Jon Hofstetter reviewed the East Wayne Fire District (EWFD) run reports for April 2020. Jon Hofstetter made the motion to add the report to the meeting minutes and Scott Widmer seconded. Motion carried. See attached (F).
- Tom Gregory gave an update on Kidron Volunteer Fire Department (KVFD) information. He is waiting to hear from KVFD for the Fire Prevention Officer suggestion as well as their MABAS system changes.
- Jon Hofstetter gave an update on the Proclamation on the Eckard Rd. rescue. Work will continue on this.
- We are currently waiting on additional information for creating two fire districts in the township. Some of the questions still to be answered are: a dollar amount both fire departments will need; what the names of the districts would be; how would Orrville Fire Department be included; how would the Village of Dalton be included; since EWFD is a tax district should they run their own levy;

what millage is fair; what will the most people support; is there time to get all this accomplished in time for the next election; would a "bridge levy" be a way to go; how can we get this right? There seems to be wide support toward splitting the township into two districts, one covering the northern part and one for the southern part. Jon Hofstetter made a motion to open the floor to allow members of the community to talk. Scott Widmer seconded. Motion carried. Several community members spoke. Blake Nussbaum would like to see two fire districts only, with the Village of Dalton being included in the northern district. Dennis Finley mentioned that the vision committee was the first meeting with people being unified. Reunifying the community is important and moving forward is key. He would like to see whatever needs to be happen to move forward for both communities. Additional discussion was had. Jon Hofstetter made a motion to approve Resolution 2020-05-12-02 creating two fire districts, defined by territory using the 911 GIS map. One in the south part of the township and one in the north part. The northern fire district will include the 911 GIS map of the EWFD response area in both the incorporated and unincorporated area of the township. The southern fire district will include the 911 GIS map for the Kidron Volunteer Fire Department response area as well as the City of Orrville Fire Department response area. These districts will be named at a later date. Scott Widmer seconded.

A roll call vote was taken.

Jon Hofstetter – Yes

Scott Widmer – Yes

Tom Gregory – Yes Motion carried.

Scott Widmer moved to approve Jon Hofstetter as point of contact with Wayne County Auditor GIS department to clarify borders of the response areas in Sugar Creek Township. Tom Gregory seconded. Motion carried.

- Jon Hofstetter provided an update on the creation of a township handbook. He has uploaded the information to the Wayne County Prosecutor's office. Legal representation on this is secondary to the fire districts.
- Scott Widmer reported that Attorney Alfred Schrader is willing to take a reduced final payment of \$24,000.00. This will be paid as soon as the General Fund balance allows for it.
- A special meeting will be planned for May 28th to meet with KVFD and EWFD to continue discussion on the Fire Districts.
- Tom Gregory mentioned the good response we received from OTARMA regarding information we needed for renting equipment.
- Our next regular meeting will be June 9, 2020 at the township garage.
- Jon Hofstetter made a motion to adjourn at 9:10 p.m. Scott Widmer seconded. Motion carried.


Jon Hofstetter, President


Anita Fisher, Fiscal Officer

Payment Listing

UAN v2020.2

May 2020

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
69-2020	05/08/2020	05/06/2020	EP	SCOTT K FELTIS	\$1,144.22	O
70-2020	05/08/2020	05/06/2020	EP	KEVIN M HOFSTETTER	\$1,633.54	O
73-2020	05/15/2020	05/08/2020	EW	OHIO DEFERRED COMPENSATION	\$140.00	O
74-2020	05/15/2020	05/08/2020	EW	SCHOOL DISTRICT INCOME TAX	\$82.43	O
75-2020	05/15/2020	05/08/2020	EW	STATE OF OHIO	\$216.80	O
76-2020	05/15/2020	05/08/2020	EW	UNITED STATES TREASURY	\$953.25	O
77-2020	05/31/2020	05/08/2020	EW	PUBLIC EMPLOYEES RETIREMENT SYSTE	\$2,705.72	O
78-2020	05/28/2020	05/08/2020	CH	COLUMBIA GAS	\$135.02	O
79-2020	05/08/2020	05/08/2020	CH	AMERICAN ELECTRIC POWER	\$397.46	O
80-2020	05/15/2020	05/08/2020	CH	OHIO EDISON	\$121.51	O
81-2020	05/18/2020	05/08/2020	CH	OHIO EDISON	\$471.81	O
22095	05/12/2020	05/08/2020	PR	ANITA J. FISHER	\$1,254.04	O
22096	05/12/2020	05/08/2020	PR	THOMAS M GREGORY	\$693.39	O
22097	05/12/2020	05/08/2020	PR	JONATHAN HOFSTETTER	\$852.87	O
22098	05/12/2020	05/08/2020	PR	SCOTT E WIDMER	\$514.11	O
22099	05/12/2020	05/09/2020	AW	ARMSTRONG	\$49.95	O
22100	05/12/2020	05/09/2020	AW	DON SMITH AUTO PARTS, INC.	\$52.54	O
22101	05/12/2020	05/09/2020	AW	GERBER LUMBER AND HARDWARE	\$40.88	O
22102	05/12/2020	05/09/2020	AW	GVS SAFETY SUPPLIES	\$385.50	O
22103	05/12/2020	05/09/2020	AW	LIL JOHN TRANSPORT, LLC	\$907.11	O
22104	05/12/2020	05/09/2020	AW	LEROY KANDEL TRUCKING	\$16,490.00	O
22105	05/12/2020	05/09/2020	AW	Wayne County Township Association	\$180.00	O
22106	05/12/2020	05/09/2020	AW	RED ROVER	\$79.39	O
22107	05/12/2020	05/09/2020	AW	RENTWEAR, INC.	\$114.58	O
22108	05/12/2020	05/09/2020	AW	SANTMYER OIL CO., INC.	\$422.27	O
22109	05/12/2020	05/09/2020	AW	STONY POINT HARDWARE, LLC	\$555.41	O
22110	05/12/2020	05/09/2020	AW	Weaver's Shoe Shop	\$213.65	O
22111	05/12/2020	05/09/2020	AW	WOOSTER DAILY RECORD INC., LLC	\$170.72	O
22112	05/12/2020	05/09/2020	AW	WAYNE COUNTY COMMISSIONERS	\$2,803.19	O
22113	05/12/2020	05/09/2020	AW	ANITA J. FISHER	\$112.88	O
Total Payments:					\$33,894.24	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$33,894.24	

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

UAN v2020.2

As Of 5/31/2020

Fund Number	Fund Name	% of Total Pooled	Fund Balance	Investments (Non-Pooled)	Checking & Pooled Investments (Pooled)
1000	General	2.263%	\$11,664.14	\$0.00	\$11,664.14
2011	Motor Vehicle License Tax	1.594%	\$8,217.62	\$0.00	\$8,217.62
2021	Gasoline Tax	15.185%	\$78,263.57	\$0.00	\$78,263.57
2031	Road and Bridge	36.521%	\$188,230.31	\$0.00	\$188,230.31
2231	Permissive Motor Vehicle License Tax	1.138%	\$5,863.31	\$0.00	\$5,863.31
2281	Fire and Rescue, Ambulance and EMS Se	18.290%	\$94,265.22	\$0.00	\$94,265.22
2401	Street Lighting	1.765%	\$9,094.46	\$0.00	\$9,094.46
4901	Miscellaneous Capital Projects	23.244%	\$119,800.00	\$0.00	\$119,800.00
All Funds Total			\$515,398.63	\$0.00	\$515,398.63
Pooled Investments					\$0.00
Secondary Checking Accounts					\$26,382.50
Available Primary Checking Balance					\$489,016.13

Last reconciled to bank: 04/30/2020 – Total other adjusting factors: \$0.13

Appropriation Supplemental

May 2020

Post Date	Transaction Date	Account Code	Amount	Resolution Number	Type	Purpose	Budgetary Correction
05/12/2020	05/08/2020	2021-110-211-0000	\$1,000.00	2020-05-12-01	Permanent	Reallocate appropriations within a fund to allow for OPERS	No
05/12/2020	05/08/2020	2021-330-420-0000	-\$1,000.00	2020-05-12-01	Permanent	Reallocate appropriations within a fund to allow for OPERS	No

YEAR: 2020

Month: April

ACTION PERFORMED

MAINTNANCE:

Performed on Machinery

Performed on Buildings

AGGREGATE STOCK PILED

#67	756
#8	
SAND	
SALT	
OTHER 411	19.3

SEE ROAD INSPECTION

SNOW REMOVAL

Number of days removing snow

Number of days checking

OTHER

We assisted with a Culvert on Cochran St.

We stock piled Salt for Orrville.

Road	Date	Road Surface	Ditch condition	Sign condition	Culvert condition	Tree branches	All OK	Repairs needed	Repair complete
Kohler Road (North of US 30)	4-17-20						X		
Bair Road	4-17-20						X		
Pre Vannes Drive	4-17-20						X		
Kurzen Road (North of US 30)	4-17-20						X		
Kurzen Road (South of US 30)	4-17-20						X		
Old Lincoln Way (Kidron Rd and Kohler Rd)	4-17-20						X		
Kohler Road (US30 to Hackett)	4-17-20						X		
Kohler Road (Hackett to the end of the township)	4-17-20		Cleaned 4/10, 4/14, 4/15, 4/29, and 4/30				X	Needs to have the berm cut back	4/23/2020
Berg Road	4-17-20		Cleaned 4/26 and 4/29				X	Needs to have the berm cut back	4/24/2020
Arnold Road (Wenger to Kidron)	4-17-20						X		
Arnold Road (Kidron to the end of the township)	4-17-20						X		
Wenger Road (North of US 30)	4-17-20						X		
Rudy Road (Wenger to 94)	4-17-20						X		
Rudy Road (94 to Foxlake)	4-17-20						X		
Zuercher Road (Wenger to Withrich)	4-17-20						X		
West Lebanon Road (105)	4-17-20						X		
Krug Road	4-17-20						X		
Blosser Road	4-17-20						X		
Davis Road	4-17-20						X		
Wecht Road	4-17-20						X		
Eckard Road	4-17-20						X		
Withrich Road (94 to West Lebanon)	4-17-20						X		
Withrich Road (West Lebanon to Deerfield)	4-17-20						X		
Goudy Road (Deerfield to West Lebanon)	4-17-20						X		
Goudy Road (West Lebanon to 94)	4-17-20						X		
Moser Road	4-17-20						X		
Amstuz Road	4-17-20						X		
Goudy Road (Moser to Wenger)	4-17-20						X	Needs a hole next the edge of the road repaired.	4/13/2020
Goudy Road (Wenger to Zuercher)	4-17-20						X		
Goudy Road (Zuercher to Kidron)	4-17-20		Cleaned 4/8 and 4/9				X		
Goudy Road (Kidron to Kohler)	4-17-20						X		
Hackett Road	4-17-20						X		

Farhni Road	4-17-20						X		
Lustic Road	4-17-20						X		
Baumgartner Rd	4-17-20		Clean 4/2				X		
Emerson Road	4-17-20						X		
Sommers Road	4-17-20		Clean 4/1				X		
Nussbaum Road	4-17-20						X		
Zuercher Road (Hackett to the county line)	4-17-20		Clean 4/7 and 4/8		X		X	There is a hole in the culvert	4/27/2020
Alpine Road	4-17-20						X		
Steinwood Drive	4-17-20						X		
Bluebird Lane	4-17-20						X		
Dreamwood Drive	4-17-20						X		
	4-17-20						X		
LAKE HARMONY ALLOTMENT	4-17-20						X		
Hillside Drive	4-17-20						X		
Lakefield Drive	4-17-20						X		
N. Highview Drive	4-17-20						X		
Lake Drive	4-17-20						X		
Myers Drive	4-17-20						X		



"Asphalt Paving Contractors Since 1964"

7571 State Route 83 · Holmesville, OH 44633

PH: 330.279.9000 · FAX: 330.279.9002

Sugar Creek Township

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Invoices will reflect actual quantities used.

Thank you for the opportunity to submit these prices. If you have any questions, please do not hesitate to call our office.

Sincerely,

MELWAY PAVING CO., INC.

A handwritten signature in black ink, appearing to read "Phil Schlabach".

Phil Schlabach
Vice President

PS/dr

NOTE: If the Township has a delay in receiving its tax revenues due to the COVID-19 pandemic, then Melway agrees to delay the due date of the payment until such time as the Township receives its revenues.



'Asphalt Paving Contractors Since 1964'

7571 State Route 83 · Holmesville, OH 44633

PH: 330.279.9000 · FAX: 330.279.9002

May 7, 2020

Sugar Creek Township Trustees
PO Box 213

Dalton OH 44618

We are pleased to present the following estimates for work to be done on your Township roads:

Roads	Length	Width	SY	App Rate	Gal/Oil	Ton/Stone	Total
Goudy Rd	16,300	19	34,411	0.46	15,829	602	\$ 47,803.92
Kohler Rd	5,350	19	11,294	0.45	5,083	198	\$ 15,349.15
Berg Rd	5,700	19	12,033	0.47	5,656	211	\$ 17,080.11
Emerson Rd from Zuercher Rd to Wenger Rd	6,400	19	13,511	0.46	6,215	236	\$ 18,769.64
Zuercher Rd	10,700	20	23,778	0.47	11,176	416	\$ 33,750.18
Nussbaum Rd	4,500	18	9,000	0.47	4,230	158	\$ 12,774.60
Sommers Rd	2,600	18	5,200	0.47	2,444	91	\$ 7,380.88
Baumgartner Rd	10,900	20	24,222	0.47	11,384	424	\$ 34,381.02
Lustig Rd	7,200	18	14,400	0.48	6,912	252	\$ 20,874.24
Totals							\$ 208,163.73

The above estimates are priced with #57

Roads	Length	Width	SY	App Rate	Gal/Oil	Ton/Stone	Total
Lake Harmony	9,000	20	20,000	0.35	7,000	350	\$ 21,140.00
Alpine Dr	600	17	1,133	0.35	397	20	\$ 1,197.93
Emerson Rd from Jericho Rd to Zuercher Rd	3,700	20	8,222	0.3	2,467	144	\$ 7,449.33
Totals							\$ 29,787.27

The above estimates are priced with #8

On the Melway quote for chip and seal. For Lake Harmony they quoted \$21,140.00 to chip and seal everything using our #8 limestone. If we want to use slag it will cost an extra \$12,250.00 bringing the total to \$33,390. The advantage to slag is there will be less dust, less loose stone, less bleeding and a little better wear. Disadvantage is cost.

(F)

EWFD REPORT FOR SC TWP TRUSTEES

MONTH: April

DATE	TIME	TYPE CALL / GENERAL AREA	JURISDICTION
4/30/2020	13:56	EMS - 100 Block Church St	Dalton
4/30/2020	11:37	EMS - 400 Block Dalton Fox Lake	Sugar Creek
4/30/2020	8:42	EMS - 200 Block Lincolnview Dr	Dalton
4/29/2020	19:24	EMS - 15000 Block Arnold Rd	Sugar Creek
4/29/2020	10:56	EMS - 17000 Block E Old Lincoln Way	Sugar Creek
4/26/2020	17:43	EMS- 100 Block NW Lebanon Rd	Sugar Creek
4/25/2020	13:20	EMS - 2600 Block Moser Rd	Sugar Creek
4/22/2020	12:27	EMS -500 Block Burnett Ave	Dalton
4/21/2020	18:10	EMS - 400 Block E Main	Dalton
4/20/2020	8:21	EMS - 20th Block E Main	Dalton
4/20/2020	2:19	EMS - 200 Block Greenbriar	Dalton
4/19/2020	19:57	EMS - 300 Block Buckeye	Dalton
4/18/2020	9:06	EMS - 30th Block Stuart St	Dalton
4/17/2020	16:48	FIRE - 2000 Block S Kansas Rd (MA TO KVFD's AREA)	Sugar Creek
4/17/2020	11:18	FIRE - 200 Block N Church St (Alarm)	Dalton
4/15/2020	23:19	EMS - 15000 Block E Old Lincolnway (Shady Lawn)	Dalton
4/14/2020	0:13	FIRE - 100 Block NW Lebanon Rd (Smoke investigate)	Sugar Creek
4/13/2020	15:16	EMS - 15000 Block E Old Lincolnway (Shady Lawn)	Dalton
4/12/2020	3:33	FIRE - 18000 Block Davis Rd (Wires sparking)	Sugar Creek
4/9/2020	21:16	FIRE - 200 Block N Kurzen Rd (Alarm)	Sugar Creek
4/9/2020	11:34	EMS - 200 Block Heritage Pt	Dalton
4/8/2020	20:20	FIRE - 200 Block N Kurzen (Alarm)	Sugar Creek
4/8/2020	15:21	MISC - 30th Block Stewart St (Lockout)	Dalton
4/8/2020	11:52	EMS - 15000 Block Old Lincoln Way	Sugar Creek
4/8/2020	1:25	MISC - Maple & Schultz (Tree down)	Dalton
4/5/2020	8:02	EMS - 50th Block S Cochran	Dalton
4/4/2020	17:28	FIRE - 9000 Block McQuaid (MA on Barn fire)	East Union
4/4/2020	10:05	MISC - 100 Block Hillside (CO)	Sugar Creek
4/2/2020	18:32	EMS - 30th Block Stuart St	Dalton
4/1/2020	13:22	EMS - 100 Block NW Lebanon Rd	Sugar Creek
4/1/2020	11:56	EMS - 30th Block Stuart St	Dalton
4/1/2020	5:32	EMS -30 & Kurzen	Dalton
4/1/2020	4:58	EMS - Kurzen & Rt 30 (MVC)	Dalton

49 Total EWFD Calls for April:

19 Calls Incorporated Area SC Twp
 13 Calls Unincorporated Area SC Twp
 1 Call MA to East Union Twp (Barn Fire)
 1 Call MA to KVFD (Structure Fire)
 16 Additional EWFD Coverage Area

Emailed: 5/6/2020