

Sugar Creek Township, Wayne County Ohio

RECORD OF PROCEEDINGS

The minutes of the regular meeting on November 5, 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 October 13, 2020 regular meeting minutes was made by Jon Hofstetter and seconded by Tom Gregory. Scott Widmer abstained. Motion carried.
- A motion to approve the October 22, 2020 special meeting minutes was made by Jon Hofstetter and seconded by Scott Widmer. Motion carried.
- A motion to approve the October 28, 2020 special meeting minutes was made by Jon Hofstetter and seconded by Scott Widmer. Motion carried.
- The Fiscal Officer presented the October 2020 Financial Reports. Jon Hofstetter made a motion to approve the financial reports for October 2020 as presented. Tom Gregory seconded. Motion carried.
- The Fiscal Officer presented the bank reconciliation from October 2020 for review. Jon Hofstetter made a motion to approve the October 2020 bank statement and reconciliation and 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:
 - Purchase Order #63-2020 to East Wayne Fire District for \$75,000.00. Tom Gregory seconded. Motion carried.
 - Purchase Order #64-2020 to Kidron Volunteer Fire Department for \$65,500.00. Scott Widmer seconded. Motion carried.
- The Fiscal Officer presented the payment listing for bills to be paid including #175-2020 through #187-2020 and #22207 through #22222 for a total of \$157,878.34. Jon Hofstetter moved to approve the bills to be paid for November 2020 and Scott Widmer seconded. Motion carried. See attached (A).
- The Fiscal Officer presented an updated Fund Balance for November 2020. See attached (B).
- Jon Hofstetter presented the road supervisor reports for October 2020 and moved to approve and add to the minutes. Scott Widmer seconded. Motion carried. See attached (C).
- Jon Hofstetter reviewed the East Wayne Fire District (EWFD) run reports for October 2020 and moved to add to the minutes. Scott Widmer seconded. Motion carried. See attached (D).
- Jon Hofstetter gave an update on the Eckard Rd. Proclamation. The event happened last night with the various parties involved.
- Work on the Handbook is tabled for now.
- Jon Hofstetter presented a brief history on the Annexation project with Dalrho, LLC and the process that we have gone through. Scott Widmer mentioned that some information is missing from the annexation petition and does not feel comfortable signing it if incomplete. The various documents were reviewed and discussed. Dallas Steiner representing Dalrho LLC was in attendance as well. The plot map presented in a previous meeting was obtained and reviewed by Dallas Steiner as being accurate. This appropriately satisfied Scott Widmer's objection. Jon Hofstetter read the corresponding resolution #2020-11-05-01 and moved to adopt this resolution. Tom Gregory seconded.

A roll call vote was taken:

Jon Hofstetter – Yes


Scott Widmer – Yes

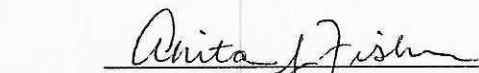
Tom Gregory – Yes

Motion carried.

A notary was on hand to notarize the signatures on the Annexation project.

- Jon Hofstetter presented an update on the CARES Act projects and certain procedures were discussed on how to proceed. The Subgrant agreements were handed out to Kidron Volunteer Fire Department (KVFD) and EWFD for them to review with their legal counsel. Jon Hofstetter made a motion to release the November 4, 2020 2020-2592 Legal Opinion from Wayne County Prosecutor as a public document. Scott Widmer seconded. Motion carried. This document was passed out for review. Project approval by the Prosecutor is key to the projects being approved by the board. The Fiscal Officer mentioned having talked to the Local Government Services department in Columbus as well and they reiterated that legal approval was important. Tom Gregory provided quotes on the Wi-Fi upgrade to the garage, the WebEx annual subscription, as well as the webcams for computers. Scott Widmer moved to authorize Tom Gregory to contact Armstrong Cable about upgrading our internet speed. Jon Hofstetter seconded. Motion carried. The total dollar amount for the Township Cares Act projects was discussed and is around \$35,698.00 for the Township projects. Jon Hofstetter made a motion to enter into an agreement with Prestige Plumbing for the garage project in the amount of \$23,130.00 and Tom Gregory seconded. Motion carried. Tom Gregory moved to approve the quote for the WiFi upgrade for the township garage, purchase an annual subscription for Webex, and to purchase three cameras in the amount of \$2,945.40 and Jon Hofstetter seconded. Motion carried. Jon Hofstetter made a motion to have the Road Supervisor enter into an agreement for a porta pot for a month. Scott Widmer seconded. Motion carried.
- Our tractor sale is next Tuesday the 10th of November at the Township garage. The specifics of the sale were reviewed.
- Discussion was had regarding the upcoming 2021 Fire Contracts. Steve Gasbarre from the County GIS has been in contact with the trustees about reviewing the boundaries of the fire districts. Jon Hofstetter made a motion to give guidance that the GIS maps should reflect the map the board of elections used for the election. Trustee Hofstetter will be in charge of carrying out the boards motion. Final copies will be retained by the township and presented to EWFD and KVFD for jurisdiction reference. Scott Widmer seconded. Motion carried. We need to make sure that the boundaries of the Kidron/Orrville areas are understood as well.
- A thank you letter to the township residents for the passing of the levies was discussed. Jon Hofstetter moved to put a thank you on the website and in Dalton Gazette. Scott Widmer seconded. Motion carried.
- No update on the Cemetery Grant.
- Our next regular meeting will be Tuesday December 8, 2020 at the Kidron Community Center at 7:00 p.m.
- Jon Hofstetter made a motion to adjourn at 8:59 p.m. Scott Widmer seconded. Motion carried.


Jon Hofstetter, President


Anita Fisher, Fiscal Officer

Payment Listing

November 2020

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
175-2020	11/15/2020	11/01/2020	EW	OHIO DEFERRED COMPENSATION	\$140.00	O
176-2020	11/15/2020	11/01/2020	EW	SCHOOL DISTRICT INCOME TAX	\$74.44	O
177-2020	11/15/2020	11/01/2020	EW	STATE OF OHIO	\$199.26	O
178-2020	11/15/2020	11/01/2020	EW	UNITED STATES TREASURY	\$847.71	O
179-2020	11/30/2020	11/01/2020	EW	PUBLIC EMPLOYEES RETIREMENT SYSTE	\$2,596.52	O
180-2020	11/18/2020	11/01/2020	CH	OHIO EDISON	\$112.60	O
181-2020	11/19/2020	11/01/2020	CH	OHIO EDISON	\$488.96	O
183-2020	11/24/2020	11/03/2020	CH	COLUMBIA GAS	\$67.23	O
184-2020	11/06/2020	11/04/2020	EP	SCOTT K FELTIS	\$1,080.00	O
185-2020	11/06/2020	11/04/2020	EP	KEVIN M HOFSTETTER	\$1,633.54	O
187-2020	11/24/2020	11/04/2020	CH	AMERICAN ELECTRIC POWER	\$419.51	O
22207	11/05/2020	11/01/2020	PR	ANITA J. FISHER	\$1,254.04	O
22208	11/05/2020	11/01/2020	PR	THOMAS M GREGORY	\$333.88	O
22209	11/05/2020	11/01/2020	PR	JONATHAN HOFSTETTER	\$895.83	O
22210	11/05/2020	11/01/2020	PR	SCOTT E WIDMER	\$456.91	O
22211	11/05/2020	11/03/2020	AW	AKRON TRACTOR & EQUIPMENT INC	\$2,032.50	O
22212	11/05/2020	11/03/2020	AW	ARMSTRONG	\$49.95	O
22213	11/05/2020	11/03/2020	AW	DON SMITH AUTO PARTS, INC.	\$43.17	O
22214	11/05/2020	11/03/2020	AW	LOWE & YOUNG	\$106.00	O
22215	11/05/2020	11/03/2020	AW	RENTWEAR, INC.	\$114.58	O
22216	11/05/2020	11/03/2020	AW	SANTMYER OIL CO., INC.	\$471.16	O
22217	11/05/2020	11/03/2020	AW	WAYNE COUNTY ENGINEER	\$100.00	O
22218	11/05/2020	11/03/2020	AW	WAYNE COUNTY COMMISSIONERS	\$2,803.19	O
22219	11/05/2020	11/03/2020	AW	CITY OF ORRVILLE	\$1,000.00	O
22220	11/05/2020	11/03/2020	AW	KIDRON VOLUNTEER FIRE DEPARTMENT	\$65,500.00	O
22221	11/05/2020	11/03/2020	AW	EAST WAYNE FIRE DISTRICT	\$75,000.00	O
22222	11/05/2020	11/04/2020	AW	TRICOR INDUSTRIAL INC.	\$57.36	O
Total Payments:					\$157,878.34	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$157,878.34	

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 11/30/2020

Fund Number	Fund Name	% of Total Pooled	Fund Balance	Investments (Non-Pooled)	Checking & Pooled Investments (Pooled)
1000	General	2.373%	\$13,564.69	\$0.00	\$13,564.69
2011	Motor Vehicle License Tax	3.088%	\$17,647.71	\$0.00	\$17,647.71
2021	Gasoline Tax	17.706%	\$101,199.12	\$0.00	\$101,199.12
2031	Road and Bridge	8.620%	\$49,263.72	\$0.00	\$49,263.72
2231	Permissive Motor Vehicle License Tax	2.567%	\$14,670.16	\$0.00	\$14,670.16
2272	Coronavirus Relief Fund	39.839%	\$227,698.11	\$0.00	\$227,698.11
2281	Fire and Rescue, Ambulance and EMS Se	4.127%	\$23,586.41	\$0.00	\$23,586.41
2401	Street Lighting	0.719%	\$4,107.66	\$0.00	\$4,107.66
4901	Miscellaneous Capital Projects	20.961%	\$119,800.00	\$0.00	\$119,800.00
All Funds Total			\$571,537.58	\$0.00	\$571,537.58
Pooled Investments					\$0.00
Secondary Checking Accounts					\$27,920.57
Available Primary Checking Balance					\$543,617.01

Last reconciled to bank: 10/30/2020 – Total other adjusting factors: \$0.01

YEAR: 2020

MONTH: October

ACTION PERFORMED

MAINTNANCE:

Performed on Machinery replaced broken backhoe seat

Performed on Buildings

AGGREGATE STOCK PILED

#67

#8

SAND

SALT

OTHER

47 tons #9 limestone

SEE ROAD INSPECTION

SNOW REMOVAL

Number of days removing snow

Number of days checking

OTHER

Berm roads. Please see road inspection report

We dug a grave at our cemetery

We replaced the culvert on Goudy between Moser and S. Wenger

We pulled the ditch bank on S. Kohler and Berg

We finished the Goudy Rd culvert after the gravel settled with 10 ton of asphalt

Road	Date	Road Surface	Ditch condition	Sign condition	Culvert condition	Tree branches	All OK	Repairs needed	Repair complete
Kohler Road (North of US 30)	10-30-20						X	Cut berm	10/22
Bair Road	10-30-20						X	Cut berm	10/26
Pre Vannes Drive	10-30-20						X		
Kurzen Road (North of US 30)	10-30-20						X		
Kurzen Road (South of US 30)	10-30-20						X	Cut berm	10/27
Old Lincoln Way (Kidron Rd and Kohler Rd)	10-30-20						X		
Kohler Road (US30 to Hackett)	10-30-20						X	Cut berm	10/21
Kohler Road (Hackett to the end of the township)	10-30-20						X	Cut berm	10/15
Berg Road	10-30-20						X	Pull ditch bank and cut berm to Emerson	10/08, 10/14
Arnold Road (Wenger to Kidron)	10-30-20						X	Pull ditch bank	10/9
Arnold Road (Kidron to the end of the township)	10-30-20						X		
Wenger Road (North of US 30)	10-30-20						X		
Rudy Road (Wenger to 94)	10-30-20						X		
Rudy Road (94 to Foxlake)	10-30-20						X		
Zuercher Road (Wenger to Withrich)	10-30-20						X		
West Lebanon Road (105)	10-30-20						X		
Krug Road	10-30-20						X		
Blosser Road	10-30-20						X		
Davis Road	10-30-20						X		
Wecht Road	10-30-20						X		
Eckard Road	10-30-20						X		
Withrich Road (94 to West Lebanon)	10-30-20						X		
Withrich Road (West Lebanon to Deerfield)	10-30-20						X		
Goudy Road (Deerfield to West Lebanon)	10-30-20						X		
Goudy Road (West Lebanon to 94)	10-30-20						X		
Moser Road	10-30-20						X		
Amstutz Road	10-30-20						X		
Goudy Road (Moser to Wenger)	10-30-20						X	Replace 78 inch culvert under the roadway	10/05
Goudy Road (Wenger to Zuercher)	10-30-20						X		
Goudy Road (Zuercher to Kidron)	10-30-20						X		
Goudy Road (Kidron to Kohler)	10-30-20						X		
Hackett Road	10-30-20						X		

