SUGAR CREEK TOWNSHIP

*Agenda for January 17, 2024*

# Open the meeting.

1. **Approve meeting minutes.**
	1. December 27, 2023

# Office reports.

* 1. Fiscal officer report.
		1. Bank reconciliation.
		2. Payroll vouchers.
		3. Review monthly reports.
		4. Approve paying bills.
		5. Any other correspondence the Fiscal Officer needs to present.
	2. Road Supervisor reports.
		1. Review the road inspection form.
		2. Review the monthly department report.
		3. Review progress from last month’s decisions.
	3. Fire department report.
	4. Review any reports from EWJFD.
		1. Review the December report.
	5. Review any reports from KVFD.
		1. Review the December report
	6. Review the inventory list for the EOY 2023 (if available).
1. **Move to close business for 2023 (if applicable).**
2. **Reorganization for 2024**
	1. The meeting is turned over to the Fiscal Officer for the election of board officers.
		1. Election of the Board President
		2. Election of the Board Vice President
	2. The fiscal officer reports beginning the business in 2024

# Unfinished business.

# Tabled Business

# New Business.

* 1. Meeting calendar for 2024
	2. Any other items that come to our attention between the agenda’s posting and our meeting.

# Public Comments.

* 1. The board will allow comments if time allows.
	2. Forms for participation will be located near the Fiscal Officer.
	3. Comments should be relevant to the items discussed at the meeting.
	4. Items for discussion outside of the meeting topics can be brought to any member of the board at any time outside of the meeting.
1. **Sign financial documents.**
2. **Adjourn the meeting.**