

SUGARCREEK TOWNSHIP BOARD OF TRUSTEES
MINUTES OF THE REORGANIZATIONAL/REGULAR MEETING HELD
JANUARY 2, 2026

THE SUGARCREEK TOWNSHIP BOARD OF TRUSTEES MET IN REGULAR SESSION TO REORGANIZE FOR 2026 WITH MR BUCHER, MR WENTLING, and MR REGULA PRESENT.
MR REGULA PRESIDED.

Public Participation

None.

MR REGULA MOVED TO DISSOLVE THE BOARD MR WENTLING SECONDED.
VOTE:

MR BUCHER YES
MR REGULA YES
MR WENTLING YES

MR WENTLING ASKED FOR NOMINATIONS FOR PRESIDENT OF THE BOARD OF TRUSTEES. MR BUCHER MOVED TO NOMINATE MR REGULA FOR PRESIDENT. MR WENTLING MOVED TO SECOND THE MOTION CLOSING THE NOMINATIONS AND ELECTING MR REGULA AS PRESIDENT.

VOTE:

MR BUCHER YES
MR REGULA YES
MR WENTLING YES

MR REGULA ASSUMED THE CHAIR, AND ASKED FOR NOMINATIONS FOR VICE-PRESIDENT OF THE BOARD OF TRUSTEES. MR WENTLING MOVED TO NOMINATE MR BUCHER for Vice president.
MR REGULA MOVED TO SECOND THE MOTION CLOSING NOMINATIONS AND ELECTING MR BUCHER VICE PRESIDENT.

VOTE:

MR BUCHER YES
MR REGULA YES
MR WENTLING YES

MR BUCHER MOVED TO HAVE THE MEETING NIGHTS REMAIN AS THE FIRST AND THIRD MONDAY OF EACH MONTH AT 7:00 PM EXCEPT WHEN MEETING NIGHT IS ON A TOWNSHIP DESIGNATED HOLIDAY AS SPECIFIED BY THE BOARD OF TRUSTEES, THEN THE MEETING WILL BE HELD THE FOLLOWING NIGHT AT 7:00 PM. MR WENTLING MOVED TO SECOND THE MOTION.

VOTE:

MR BUCHER YES
MR REGULA YES
MR WENTLING YES

VACATION SCHEDULE PER THE EMPLOYEE HANDBOOK IS AS FOLLOWS:

0-6 MONTHS - NONE
6 MONTHS-2 YEARS - 1 WEEK
2 YEARS - 2 WEEKS
4 YEARS - 2 WEEKS 1 DAY
6 YEARS - 2 WEEKS 2 DAYS
8 YEARS - 2 WEEKS 3 DAYS
10 YEARS - 2 WEEKS 4 DAYS
12 YEARS - 3 WEEKS

13 YEARS – 3 WEEKS 1 DAY
15 YEARS – 3 WEEKS 2 DAYS
17 YEARS – 3 WEEKS 3 DAYS
19 YEARS – 3 WEEKS 4 DAYS
20 YEARS – 4 WEEKS
MAXIMUM TO BE 4 WEEKS

CHANGES TO THE ABOVE SCHEDULE ARE SUBJECT TO APPROVAL BY THE TRUSTEES.

MR REGULA MOVED THE WORK WEEK CONSIST OF 40 HOURS, MONDAY THROUGH FRIDAY BEGINNING AT 7:00 AM AND ENDING AT 3:30 PM WITH ONE HALF HOUR FOR LUNCH. EMPLOYEES ARE SUBJECT TO CALL 24 HRS/DAY-7 DAYS/WEEK. MR WENTLING MOVED TO SECOND THE MOTION.

VOTE:

MR BUCHER YES
MR REGULA YES
MR WENTLING YES

MR REGULA MOVED THAT ALL TOWNSHIP EMPLOYEES WORKING IN EXCESS OF 8 HOURS PER DAY AND 40 HOURS PER WEEK TO BE PAID ONE & ONE-HALF (1 1/2) TIMES THEIR NORMAL RATE. RATE FOR WORKING ON A HOLIDAY TO BE PAID DOUBLE TIME THEIR NORMAL RATE. MR WENTLING MOVED TO SECOND THE MOTION.

VOTE:

MR BUCHER YES
MR REGULA YES
MR WENTLING YES

MR REGULA MOVED TO HEREBY ADOPT THE FORMULA TO PAY THE TRUSTEES ON THE SALARY BASIS METHOD TO BE EXPENSED FROM THE GENERAL FUND FOR FISCAL YEAR 2026.

MR WENTLING MOVED TO SECOND THE MOTION.

VOTE:

MR BUCHER YES
MR REGULA YES
MR WENTLING YES

MR REGULA MOVED TO HEREBY CONTINUE TO ACCEPT THE HOSPITALIZATION, LIFE, VISION AND DENTAL INSURANCE THROUGH THE STARK COUNTY COUNCIL OF GOVERNMENTS, OFFERING THE COVERAGE OF MEDICAL MUTUAL AND AULTCARE. CANCER POLICY COVERAGE CONTINUES THROUGH WASHINGTON NATIONAL FOR FISCAL YEAR 2026.

MR WENTLING MOVED TO SECOND THE MOTION.

VOTE:

MR BUCHER YES
MR REGULA YES
MR WENTLING YES

MR REGULA MOVED TO MAINTAIN AND REPAIR TOWNSHIP ROADS BY FORCE ACCOUNT UNDER THE DIRECT SUPERVISION OF THE ROAD SUPERINTENDENT, ASS'T ROAD SUPT. AND THE BOARD OF TRUSTEES.

MR WENTLING MOVED TO SECOND THE MOTION.

VOTE:

MR BUCHER YES
MR REGULA YES
MR WENTLING YES

MR REGULA MOVED TO PAY TRUSTEES, ROAD SUPERINTENDENT AND FISCAL OFFICER NECESSARY AND LEGITIMATE EXPENSES, AND INCLUDING \$45.00 PER DAY ALLOTTED TO BE SPENT FOR FOOD, INCURRED WHILE ATTENDING OTA CONFERENCE & TRADE SHOW. MR WENTLING MOVED TO SECOND THE MOTION.

VOTE:

MR BUCHER YES
MR REGULA YES
MR WENTLING YES

MR REGULA MOVED TO PAY THE FEES AND NECESSARY EXPENSES INCURRED TO THE TRUSTEES, ROAD SUPERINTENDENT AND FISCAL OFFICER TO ATTEND EDUCATIONAL, SPECIAL TRAINING, AND SEMINARS RELATING TO TOWNSHIP PURPOSES. MR WENTLING MOVED TO SECOND THE MOTION.

VOTE:

MR BUCHER YES
MR REGULA YES
MR WENTLING YES

MR REGULA MOVED TO PAY TRUSTEES, ROAD SUPERINTENDENT AND FISCAL OFFICER THE IRS MILEAGE RATE, IN EFFECT AT THE TIME OF TRAVEL, FOR MILEAGE DRIVEN OUTSIDE TOWNSHIP BOUNDARIES IN THEIR PERSONAL VEHICLES WHILE ON OFFICIAL TOWNSHIP BUSINESS.

MR WENTLING MOVED TO SECOND THE MOTION.

VOTE:

MR BUCHER YES
MR REGULA YES
MR WENTLING YES

MR REGULA MOVED TO PAY THE EMPLOYEES THREE (3) DAYS TO BE OFF WORK IN THE EVENT OF DEATH OF SPOUSE, PARENT, CHILD OR GRANDPARENT, BROTHER, SISTER, PARENT-IN-LAWS BROTHER-IN-LAW, SISTER-IN-LAW, SON-IN-LAW, DAUGHTER-IN-LAW, STEP PARENT, GRANDCHILD, STEP-CHILDREN, OR STEP-GRANDCHILD, OR OTHER PERSON DESIGNATED BY THE BOARD OF TRUSTEES.

MR WENTLING MOVED TO SECOND THE MOTION.

VOTE:

MR BUCHER YES
MR REGULA YES
MR WENTLING YES

MR REGULA MOVED TO HAVE THE EMPLOYEES EARN 10 HOURS PER MONTH PAID SICK TIME WHICH CAN BE USED FOR THE TIME OFF SICK OR TO BE USED FOR DOCTOR'S APPOINTMENTS, DENTAL WORK OR ANYTHING PERTAINING TO MEDICAL REASONS TO BE TAKEN FOR NO LESS THAN ONE (1) HOUR AT A TIME. MR WENTLING MOVED TO SECOND THE MOTION.

VOTE:

MR BUCHER YES
MR REGULA YES
MR WENTLING YES

MR REGULA MOVED TO APPROVE THE EMPLOYEE HANDBOOK FOR FISCAL YEAR 2026. MR WENTLING SECONDED THE MOTION.

VOTE:

MR BUCHER YES
MR REGULA YES
MR WENTLING YES

MR REGULA MOVED TO APPROVE THE ANNUAL INVENTORY. MR WENTLING SECONDED THE MOTION.

VOTE:

MR BUCHER YES
MR REGULA YES
MR WENTLING YES

MR REGULA MOVED TO AUTHORIZE THE FISCAL OFFICER TO OPEN ANY PURCHASE ORDERS OR BLANKET CERTIFICATES AS NEEDED FOR THE YEAR THROUGH DECEMBER 31, 2026.

MR WENTLING MOVED TO SECOND.

VOTE:

MR BUCHER YES
MR REGULA YES
MR WENTLING YES

MR REGULA MOVED TO AUTHORIZE THE FISCAL OFFICER TO REQUEST REAL ESTATE TAX ADVANCES FROM THE STARK COUNTY AUDITOR FOR FISCAL YEAR 2026.

MR WENTLING MOVED TO SECOND THE MOTION.

VOTE:

MR BUCHER YES
MR REGULA YES
MR WENTLING YES

MR. WENTLING MOVED TO GO INTO EXECUTIVE SESSION AT 4:10 PM TO CONSIDER THE APPOINTMENT, EMPLOYMENT, DISMISSAL, DISCIPLINE, PROMOTION, DEMOTION, OR COMPENSATION OF A PUBLIC EMPLOYEE OR OFFICIAL. MR. BUCHER SECONDED. ROLL CALL: MR. BUCHER – YES, MR. WENTLING – YES, MR. REGULA – YES, MOTION PASSED.

MR. REGULA CALLED THE BOARD OF TRUSTEES BACK INTO REGULAR SESSION AT 4:20 PM.

MR BUCHER MOVED TO REHIRE MIKE BUCHER AS ROAD SUPERINTENDENT WITH HOURLY WAGE TO BE \$31.00 WITH 9 PAID HOLIDAYS-NEW YEAR'S DAY, GOOD FRIDAY, MEMORIAL DAY, INDEPENDENCE DAY, LABOR DAY, COLUMBUS DAY, VETERAN'S DAY, THANKSGIVING DAY AND CHRISTMAS IN ADDITION TWO (2) PERSONAL DAY TO BE USED DURING THAT YEAR AND NOT BE CARRIED OVER TO THE NEXT YEAR UNLESS APPROVED BY THE BOARD OF TRUSTEES.

MIKE'S TIME IS 20 YRS. - HIS VACATION WILL BE FOUR (4) WEEKS AND ONE (1) DAY- TO BE TAKEN AS ONE WEEK-OTHERS MAY BE TAKEN AS ONE WEEK OR AS DAYS UPON APPROVAL OF TRUSTEES. VACATION IS TO BE TAKEN DURING THE YEAR AND NOT TO BE CARRIED OVER TO THE NEXT YEAR UNLESS CIRCUMSTANCES ARISE THERE WOULD BE AN EXCEPTION MADE WITH APPROVAL OF THE TRUSTEES.

MR REGULA MOVED TO SECOND THE MOTION.

VOTE:

MR BUCHER YES
MR REGULA YES
MR WENTLING YES

MR BUCHER MOVED TO HIRE BRIAN MEDURE AS ASSISTANT ROAD SUPERINTENDENT WITH THE HOURLY WAGE TO BE \$30.00 WITH 9 PAID HOLIDAYS-NEW YEAR'S DAY, GOOD FRIDAY, MEMORIAL DAY, INDEPENDENCE DAY, LABOR DAY, COLUMBUS DAY, VETERAN'S DAY, THANKSGIVING DAY AND CHRISTMAS IN ADDITION TWO (2) PERSONAL DAY TO BE USED DURING THAT YEAR AND NOT BE CARRIED OVER TO THE NEXT YEAR UNLESS APPROVED BY THE BOARD OF TRUSTEES.

BRIAN'S TIME IS 2 MOS. - HIS VACATION WILL BE TWO (2) WEEKS - ONE WEEK TO BE TAKEN AS ONE WEEK-OTHERS MAY BE TAKEN AS ONE WEEK OR AS DAYS UPON APPROVAL OF TRUSTEES. VACATION IS TO BE TAKEN DURING THE YEAR AND NOT TO BE CARRIED OVER TO THE NEXT YEAR UNLESS CIRCUMSTANCES ARISE THERE WOULD BE AN EXCEPTION MADE WITH APPROVAL OF THE TRUSTEES.

MR REGULA MOVED TO SECOND THE MOTION.

VOTE:

MR BUCHER YES
MR REGULA YES
MR WENTLING YES

Minutes - The minutes of the previous meetings were reviewed.

Bills – Warrants 9966 – 9965 were presented for payment.

Mr. Wentling moved to approve the minutes and pay the bills. Mr. Regula seconded.

Roll Call: Mr. Bucher – YES, Mr. Regula – YES, Mr. Wentling – YES

Motion passed.

Mr. Regula moved to approve the following fiscal year 2026 estimated revenues:

| | |
|---------------------------|-----------------------|
| GENERAL FUND | \$212,708.56 |
| MOTOR VEHICLE LICENSE TAX | \$33,000.00 |
| GASOLINE TAX | \$145,000.00 |
| ROAD & BRIDGE | \$365,233.00 |
| FIRE DISTRICT | \$274,554.00 |
| ROAD DISTRICT | \$255,589.00 |
| OPWC | \$ 30,000.00 |
| SPECIAL ASSESSMENT | \$ 4,000.00 |
| TOTAL | \$1,320,084.56 |

Mr. Wentling seconded.

Roll Call: Mr. Bucher – YES, Mr. Regula – YES, Mr. Wentling – Yes

Motion passed.

Mr. Bucher moved to approve the following permanent appropriations for fiscal year 2026:

| | |
|---------------------------|-----------------------|
| GENERAL FUND | \$212,916.00 |
| MOTOR VEHICLE LICENSE TAX | \$47,000.00 |
| GASOLINE TAX | \$183,500.00 |
| ROAD & BRIDGE | \$442,407.25 |
| FIRE DISTRICT | \$231,500.00 |
| ROAD DISTRICT | \$209,000.00 |
| OPWC | \$ 30,000.00 |
| SPECIAL ASSESSMENT | \$ 8,900.00 |
| TOTAL | \$1,365,223.25 |

Mr. Regula seconded.

Roll Call: Mr. Bucher – YES, Mr. Regula – YES, Mr. Wentling – Yes

Motion passed.

Mr. Regula moved to approve the fiscal officer as the trustees' designee to attend the Ohio Attorney General's required public records training, on February 4, 2026, or February 10, 2026 virtually as a backup. Mr. Bucher seconded.

Roll Call: Mr. Bucher – YES, Mr. Wentling – YES, Mr. Regula – YES
Motion passed

Mr. Bucher to approve Tax-Exempt Certificate Use and Sales Tax and Frequent Traveler policies. Mr. Regula seconded.

Roll Call: Mr. Bucher – YES, Mr. Wentling – YES, Mr. Regula – YES
Motion passed.

Mr. Bucher to approve participating in the 2026 OTA Education Subscription at accost \$250. Mr. Regula seconded.

Roll Call: Mr. Bucher – YES, Mr. Wentling – YES, Mr. Regula – YES
Motion passed.

Road Superintendent's Report

The Road Superintendent reported road maintenance and plowing was going well.

Mr. Bucher

Mr. Bucher had nothing to report.

Mr. Wentling

Mr. Wentling had nothing to report.

Mr. Regula

Mr. Regula had nothing to report.

The date and time of the next regular meeting was set for 01/19/26 at 7:00 p.m.

With no further business, Mr. Regula moved to adjourn.

Mr. Bucher _____

Mr. Regula _____

Mr. Wentling _____

Fiscal Officer _____