

The Board of Trustees of Sugarcreek Township, Greene County, Ohio, met in Regular Session on April 6, 2015 at 7:00 pm, at 2090 Ferry Road, Sugarcreek Township, Ohio 45305.

1. Mrs. Daugherty called the session to order at 7:00 pm.
2. Mr. Hodson called the roll with Board Members Nadine Daugherty, Mike Pittman and Scott Bryant being present. In addition to Mr. Tiffany, Township Administrator, others, who signed in, were Jim Martin, Donna Hellman, Danielle Coots, Howard Ackerman, Barbara Burson, Kenneth Schwartzkopf, Bradley Mader, Mark and Janet Schweikert and Mark Brescia.
3. All rose and recited the Pledge of Allegiance to the Flag.
4. **Community Activities**
Mr. Tiffany said the Sugarcreek Maple Festival is coming up soon.
5. Reclassification of Fire Department Personnel Joseph Mahaffey

Resolution #2015-04-06-01

WHEREAS, the continuing need exists to maintain proper staffing within the Sugarcreek Township Fire Department; and,

WHEREAS, this need is met through the periodic reclassification of Fire Department employees and volunteers; and,

WHEREAS, Chief Randall J. Pavlak requests the reclassification of Joseph Mahaffey from part-time Firefighter/Paramedic to full-time Firefighter/Paramedic, in accordance with the reorganization of the Table of Organization of the Sugarcreek Township Fire Department;

NOW THEREFORE, BE IT RESOLVED, that this Board of Trustees approves the reclassification of Joseph Mahaffey to the position of full-time Firefighter/Paramedic at the pay rate of \$15.93 per hour payable on a bi-weekly basis.

FURTHER BE IT RESOLVED, this reclassification shall have an effective date of April 13, 2015, and are subject to a one (1) year probationary period ending April 13, 2016.

Mrs. Daugherty moved to accept the Resolution as presented. Mr. Pittman seconded. Roll was called with the vote being as follows:

Mr. Pittman – Yes
Mrs. Daugherty - Yes
Mr. Bryant - Yes

Mr. Pittman told Mr. Mahaffey he was glad he accepted the position and he came highly recommended. Mrs. Daugherty said she agreed and welcomed him. Mr. Bryant welcomed him and said he was happy to have him in a full-time position.

Mr. Mahaffey came forward and was sworn into office by Chief Pavlak. Mr. Mahaffey's wife pinned on his badge and pictures were taken. Mr. Mahaffey was personally welcomed by the Board and the Staff. Chief Pavlak asked for an additional picture with all the Fire Personnel present at the meeting.

6. **Public Hearing** – Hills Land and Development Company is requesting Final Development Plan Approval for Phase 1, Blocks A and B, of 'The Landings at Sugarcreek' located at 3820 Upper Bellbrook Road.

Public Hearing is formally Opened-

Mrs. Daugherty moved to open the public hearing. Mr. Bryant seconded. Roll was called with the vote being as follows:

Mr. Pittman – Yes
Mrs. Daugherty - Yes
Mr. Bryant - Yes

Staff Report on the final development plan-

Cara Tilford provided a slide presentation depicting plot layout, sewer and water lines, retention ponds etc. Her staff report included existing zoning, property location, adjacent zoning and existing condition of the property. Cara's presentation highlighted the changes to the plan since the original submission, primarily, a few lot changes and landscaping modifications. Cara said there are 23 and 22 lots, respectively, in Blocks A and B on the initial development. She said of the total 27.8 acres of Phase 1, 9.5 acres will be open space. Cara said the BZC had spent considerable time with the landscaping and she thought the developer had done a good job with their changes. She said there would be additional landscaping along the front and listed the BZC recommendations, which included final design approval by the Greene County Engineers Office, the Greene County Department of Sanitary Engineering, the Bellbrook Water Department and the Sugarcreek Township Fire Department. Cara also said each building lot will have a minimum of two deciduous trees and the developer will supply a list recommended native trees. Cara said the developer will be limited to building on 50% of the lots before open space amenities are installed and that two models are permitted.

Mr. Bryant asked Cara to bring up the screen showing changes on the frontage along Upper Bellbrook Road. He asked Cara how the two trees in each lot was arrived at. Cara said since there were no street trees planned they arrived at an average of two trees per lot instead of along the sidewalk. Mrs. Daugherty asked what kind of trees. Cara said she had a list. Mr. Pittman asked if there was landscaping on the island. Cara responded that there would be.

Mr. Jim Obert, Hills Land and Development, presented the Board and Staff with Brochures depicting the initial phase and all of the proposed landscaping. He talked about the proposed sewer line and alternatives in response to a question from Mr. Bryant. He said the approach for landscaping will be 'Natural Landscaping' which is low maintenance, requires fewer

chemicals, and promotes wildlife and drainage along with other benefits. He gave a slide presentation depicting these features and pictures of the types of trees selected for the landscaping. He said the Golf industry is the leader in Natural Landscaping. Mrs. Daugherty said she appreciated the effort put into the landscaping and development plan.

Those wishing to speak in favor-

Mr. Jim Martin said he was glad this was moving forward. He said the property looks terrible as it is. Mr. Martin said the property owners have waited a long time for this and he has no problems with it.

Those wishing to speak against-

None.

Neutral parties wishing to speak-

None.

Public Hearing is closed-

Mrs. Daugherty moved to close the Public Hearing. Mr. Pittman seconded. Roll was called with the vote being as follows:

Mr. Pittman – Yes
Mrs. Daugherty - Yes
Mr. Bryant - Yes

Deliberation and discussion-

Mr. Pittman said all his questions have been answered.

Mr. Bryant said there was a lot of hard work accomplished. He said he hoped Mr. Brescia was happy with the arrangements and that Mr. Martin made some good points. Mr. Bryant said he was satisfied with the development.

Mrs. Daugherty said we have been looking at this for a long time and she thinks this is a big improvement.

Resolution #2015-04-06-06

WHEREAS, Hills Land and Development Company has submitted an application for the approval of the Final Development Plan for Phase 1, Blocks A and B, of The Landings at Sugarcreek subdivision. The subject property is identified as part of parcel L32000100120001900, contains 27.837 acres and is located at 3820 Upper Bellbrook Road; and,

WHEREAS, the Sugarcreek Township Zoning Commission held a Public Hearing on March 10, 2015, deliberated on the application, and has recommended approval of the Final Development Plan for Phase 1, Blocks A and B, of The Landings at Sugarcreek subdivision subject to the following conditions:

1. Final design shall be subject to approval of the Greene County Engineer's Office.

2. Final design shall be subject to approval of the Greene County Department of Sanitary Engineering.
3. Final design shall be subject to approval of the City of Bellbrook Water Department.
4. The development shall comply with the recommendations of the Soil and Water Conservation District.
5. Final design shall be subject to approval of Sugarcreek Township Fire Department.
6. The use of vinyl and aluminum lap siding shall be prohibited. Vinyl and aluminum is acceptable for use in trim, soffits, fascia, gutter board, vents, shutters, windows, doors, shakes, scales and architectural accents such as cornice.
7. A bond shall be provided to the Sugarcreek Township Board of Trustees to ensure completion of the open space and landscaping improvements (trails, fencing, landscaping, etc.) prior to the recording of each subdivision section.
8. For each individual building lot there shall be a minimum of two deciduous trees with a minimum caliper of 1.5 inches (measured six inches above ground level) planted in the front yard (not in a landscaping area directly adjacent to the house). The required trees shall be the responsibility of the builder to install and shall be depicted on site plans for individual building lots submitted for approval.
9. Changes to Section 6.2.1 or Section 6.2.2 of the Declaration of Covenants, Conditions, Restrictions and Reservation of Easements for The Landings at Sugarcreek Owners' Association provided to staff on 3/9/2015 and attached as Exhibit "A" shall be subject to approval by the Sugarcreek Township Zoning Commission.
10. The developer shall provide a list of recommended native trees appropriate for soil type for common areas and individual lots.
11. The retention ponds shall be required to have a water feature.
12. Subdivision signs shall be setback a minimum of 10' from the public right-of-way.
13. A break between lot 16 and the EDCI property line shall be provided to allow access to the adjacent open space area either as an easement or fee simple.
14. The trail along the frontage of Upper Bellbrook Road shall be 10' in width. This trail shall be constructed to township specifications.
15. For lot 33 the lot line of greatest dimension will be the rear lot line and the rear yard setback will be applied; the lot line of least dimension opposite the road right-of way will be the side lot line and the side yard setback will be applied.
16. The applicant will be limited to building on 50% of the lots before open space amenities are installed (this will be handled on a phase by phase basis).
17. Two models will be permitted to be constructed on the acreage tract prior to the platting of the subdivision.
18. The frontage of the development not included in this phase shall be finished with the development of the next phase.
19. For common areas, plantings shall meet ANSI A300 Part 6 and ANSI Z60.1.

WHEREAS, the Sugarcreek Township Board of Trustees held a Public Hearing on April 6, 2015, and deliberated on the application,

NOW THEREFORE BE IT RESOLVED, that this Board of Trustees does hereby approve the Final Development Plan for Phase 1, Blocks A and B, of The Landings at Sugarcreek subdivision subject to the following conditions:

1. Final design shall be subject to approval of the Greene County Engineer's Office.
2. Final design shall be subject to approval of the Greene County Department of Sanitary Engineering.
3. Final design shall be subject to approval of the City of Bellbrook Water Department.
4. The development shall comply with the recommendations of the Soil and Water Conservation District.
5. Final design shall be subject to approval of Sugarcreek Township Fire Department.
6. The use of vinyl and aluminum lap siding shall be prohibited. Vinyl and aluminum is acceptable for use in trim, soffits, fascia, gutter board, vents, shutters, windows, doors, shakes, scales and architectural accents such as cornice.
7. A bond shall be provided to the Sugarcreek Township Board of Trustees to ensure completion of the open space and landscaping improvements (trails, fencing, landscaping, etc.) prior to the recording of each subdivision section.
8. For each individual building lot there shall be a minimum of two deciduous trees with a minimum caliper of 1.5 inches (measured six inches above ground level) planted in the front yard (not in a landscaping area directly adjacent to the house). The required trees shall be the responsibility of the builder to install and shall be depicted on site plans for individual building lots submitted for approval.
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10. The retention ponds shall be required to have a water feature.
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15. The applicant will be limited to building on 50% of the lots before open space amenities are installed (this will be handled on a phase by phase basis).
16. Two models will be permitted to be constructed on the acreage tract prior to the platting of the subdivision.
17. The frontage of the development not included in this phase shall be finished with the development of the next phase.
18. For common areas, plantings shall meet ANSI A300 Part 6 and ANSI Z60.1.

Mr. Bryant moved to accept the Resolution as presented. Mr. Pittman seconded. Roll was called with the vote being as follows:

Mr. Pittman – Yes
Mr. Bryant – Yes
Mrs. Daugherty - Yes

7. Reports

A. Administration

Mr. Tiffany's report will be appended to the permanent record. Mr. Tiffany said he had nothing to add.

B. Fiscal Office

Mr. Hodson said he had nothing to report.

C. Fire

The report prepared by the Fire Department will be appended to the permanent record. Chief Pavlak said he had a letter to share regarding the Dayton Regional Haz-Mat Board. Chief Pavlak passed the letter to the Board and Mrs. Daugherty read that they were congratulated on being accredited as a Type 1 Team. Chief Pavlak said there are only 5 Type 1 Teams in the State of Ohio.

D. Police

The report prepared by the Police Department will be appended to the permanent record. Chief Brown said he had nothing to add.

E. Roads and Services

The report for Roads and Services will be appended to the permanent record. Mr. Tiffany said he had nothing additional to add. Mr. Bryant asked how we did on our salt this year. Mr. Tiffany said we did great. He thinks the Beet Heat really paid off. Mr. Bryant asked if we were going to outfit another truck for Beet Heat. Mr. Tiffany said we were looking at it.

F. Zoning

The report prepared by Cara Tilford, Director of Planning and Zoning, will be appended to the permanent record. Cara said she had nothing to add.

G. Information Technology

The report prepared by Mr. Zappanti, Director of Information Technology, will be appended to the permanent record. Mr. Zappanti said, regarding the microwave, that they will be working inside our building this week.

Mr. Tiffany said, backing up to zoning that he met with Redwood today. He said it was a positive meeting and he thinks they will bring back a good plan. Cara said she was optimistic.

H. Trustees

Mr. Pittman said he attended the Fresh Thyme grand opening. He said it was at 6:45 am. Mr. Pittman said he was there at 6:20 am and people were having to park at Target. Mr. Pittman told Mr. Tiffany to tell the Service guys he really appreciates their spring clean-up efforts.

8. Public Comments – Agenda Items

None.

9. **Old Business**

None.

10. **New Business**

Consent Agenda Items

A. Approval of Minutes

B. Payment of Bills

C. Accept the Resignations of Part-time Firefighter/EMT's Chad Beekman, Matthew Hood and Shawn Hogsten

Resolution #2015.04.06.02

WHEREAS, Firefighters Chad Beekman, Matthew Hood and Shawn Hogsten have submitted their letters of resignation from the Sugarcreek Township Fire Department; and,

WHEREAS, Mr. Beekman has been a member of the Sugarcreek Township Fire Department since August 19, 2013; and,

WHEREAS, Mr. Hood has been a member of the Sugarcreek Township Fire Department since March 17, 2014; and,

WHEREAS, Mr. Hogsten has been a member of the Sugarcreek Township Fire Department since August 15, 2011; and,

WHEREAS, Chief Randall J. Pavlak recommends we accept the resignations of Chad Beekman, Matthew Hood and Shawn Hogsten,

NOW THEREFORE, BE IT RESOLVED that the Board of Sugarcreek Township Trustees officially accepts the above-mentioned resignations with the following effective dates:

Chad Beekman effective March 20, 2015

Matthew Hood effective April 1, 2015

Shawn Hogsten effective April 6, 2015

D. Accept the Resignation of Board of Zoning Commission Alternate Member Jeffery E. Bennett

Resolution #2015-04-06-03

WHEREAS, Jeffrey E. Bennett has submitted his resignation from the Board of Zoning Commission effective June 30, 2015; and,

WHEREAS, Mr. Bennett has served as an alternate member of the Board of Zoning Commission for Sugarcreek Township since October 7, 2013; and,

WHEREAS, Cara K. Tilford, Director of Planning and Zoning, recommends we accept his resignation with regret,

NOW THEREFORE, BE IT RESOLVED, that this Board of Sugarcreek Township Trustees officially accepts Jeffrey E. Bennett's resignation and publicly thanks him for his service to the citizens of Sugarcreek Township.

- E. Authorize the Township Administrator to Enter into an Agreement with Medicount Management, Inc for the Collection of EMS User Fees

Resolution #2015-04-06-04

WHEREAS, Resolution 2015.01.05.04 authorized the Township Administrator to Enter into an Agreement with MBI Solutions, Inc. for the collection of EMS User Fees; an,

WHEREAS, MBI Solutions, Inc. was recently purchased by Medicount Management, Inc.; and,

WHEREAS, Medicount Management, Inc. is requesting a new agreement be made between their organization and Sugarcreek Township for the collection of EMS user fees; and,

WHEREAS, the new agreement will nullify the agreement with MBI Solutions, Inc. but the fees and conditions as set forth in the original agreement between MBI Solutions and Sugarcreek Township will remain the same (see attached),

NOW THEREFORE, BE IT RESOLVED, the Sugarcreek Township Board of Trustees authorize the Township Administrator to sign the attached contract between Sugarcreek Township and Medicount Management, Inc. for the purpose of collecting EMS user fees with an effective date of April 6, 2015.

Mrs. Daugherty moved to accept the Consent Agenda Resolutions as presented. Mr. Bryant seconded. Roll was called with the vote being as follows:

Mr. Pittman – Yes
Mr. Bryant - Yes
Mrs. Daugherty – Yes

Mr. Pittman asked how much we pay. Mr. Tiffany said the billing varies. Chief Pavlak said it is a percentage of the billing. He said we had recently made an agreement with MDI and lowered our rates but now they were being taken over by Medicount. Chief Pavlak explained the need for

outside billing. He said, for our EMS billing level this is cheaper but after a certain point you may be better off doing it internally.

11. Agenda Items

- A. Re-nomination of Scott Miller (Xenia Township, Greene County) to Serve on the District 11 Public Works Integrating Committee

Resolution #2015-04-06-07

WHEREAS, the District 11 Public Works Integrating Committee is the local body responsible for overseeing the Ohio Public Works Commission programs in Clark, Champaign, Union, Madison, Darke, Miami, Greene and Preble counties; and,

WHEREAS, the Committee consists of twenty-four (24) members, three of which are chosen by the majority of boards of township trustees located within the district; and,

WHEREAS, Scott Miller (Xenia Township, Greene County) is currently serving as a township representative on said Committee with his term set to expire at the end of May 2015; and,

WHEREAS, due to upcoming term expirations, requests for nominations and/or re-nominations have been made by the District 11 Liaison,

WHEREAS, the Sugarcreek Township Board of Trustees believes Scott Miller to be a good representative for the townships of Greene County and would like to re-nominate Scott Miller (Xenia Township, Greene County) to serve as a township representative on the District 11 Public Works Integrating Committee.

NOW THEREFORE BE IT RESOLVED, that this Board of Trustees directs the Township Administrator to submit a copy of this Resolution requesting the re-nomination of Scott Miller to the above-mentioned Committee to the District 11 Liaison prior to May 15, 2015.

Mr. Pittman moved to accept the Resolution as presented. Mrs. Daugherty seconded. Roll was called with the vote being as follows:

Mr. Pittman – Yes
Mr. Bryant - Yes
Mrs. Daugherty - Yes

- B. Wage Scale Modifications and Pay Grade Increases for Non-bargaining Unit Employees

Resolution #2015-04-06-05

WHEREAS, this Board of Trustees has decided it to be the best interest of the Organization to update the merit based wage scale for each of the departments covering the non-bargaining unit employees; and,

WHEREAS, this will be a continuing process of evaluation for each calendar year beginning January 1 and ending December 31, for possible changes that will take effect in April of each year; and,

NOW THEREFORE, BE IT RESOLVED, this Board of Trustees does hereby approve the wage scale modifications and pay grade increases for non-bargaining unit employees (attached hereto) to be effective April 13, 2015.

Mrs. Daugherty moved to accept the Resolution as presented. Mr. Pittman seconded. Roll was called with the vote being as follows:

Mr. Pittman – Yes
Mr. Bryant - Yes
Mrs. Daugherty - Yes

12. Trustee/Staff Discussion

Chief Pavlak said the Environmental Service Center in Xenia will have a collection event this coming Saturday where they will collect hazardous materials, metal and electronics.

13. Executive Session

None.

14. Public Comments

Donna Hellman said Eagle Rise will be having its Home Owners Association meeting on the sixteenth and invited the Board to attend.

15. Adjourn

Mrs. Daugherty moved to adjourn at 8:07 pm. Mr. Bryant seconded. Roll was called and the vote was as follows:

Mr. Pittman – Yes
Mr. Bryant - Yes
Mrs. Daugherty - Yes

Theodore L. Hodson, Fiscal Officer