

The Board of Trustees of Sugarcreek Township, Greene County, Ohio, met in Regular Session on June 1, 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, Bill Schieman, Barbara Burson, Jim Hogue, and Jim Martin.
3. All rose and recited the Pledge of Allegiance to the Flag.
4. **Community Activities**

Cara said the Farmer's Market is from 3:00 to 7:00 pm on Friday. Mrs. Daugherty asked about the bike Helmets. Cara said they gave away a lot. Chief Pavlak said the River Cleaners event will be Saturday.
5. **Reports**
 - A. Administration

Mr. Tiffany's report will be appended to the permanent record. Mrs. Daugherty asked Mr. Tiffany if he had talked to the City Manager. Mr. Tiffany responded that he had. Mr. Bryant asked if we were going to continue with quarterly meetings. Mr. Tiffany said we will hopefully have one this month. Mrs. Daugherty said we had a good turnout at the Public Information meeting. She said we need to get our notes together and put them out on the website. Mr. Pittman said people wanted to know what a Fire District is and what a Fire Company is. He said we need to make the information available.
 - 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. Mrs. Daugherty asked about the big fire last night. Chief Pavlak said it was a big home and there were winds. Mrs. Daugherty asked if they knew what caused it. Chief Pavlak said 'not yet' but they were working on it. He said there was a lot of footage on the News. Mr. Pittman said the homeowners were very satisfied with the Departments response.
 - 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. Mrs. Daugherty said a resident asked her about the final paving at Sugar Ridge. She said they thought the Township was responsible for it. Mr. Tiffany said the Developer is responsible and we do not accept the roads until they are completed.

F. Zoning

The report prepared by Cara Tilford, Director of Planning and Zoning, will be appended to the permanent record. Cara said the BZA approved a variance for a detached garage at their last meeting. Mr. Bryant asked if Redwood would be in for the June 9th BZC meeting. Cara said they would.

G. Information Technology

The report prepared by Mr. Zappanti, Director of Information Technology, will be appended to the permanent record. Mr. Tiffany asked Chris to provide an update on the Microwave Tower. Chris said it is up and running with all entities and they are working to reconfigure the network to get things to run the way they want to.

H. Trustees

None.

6. **Public Comments – Agenda Items**

None.

7. **Old Business**

Opengov website – Mr. Tiffany said we are still waiting for pricing from them.

8. **New Business**

Consent Agenda Items

A. Approval of Minutes

B. Payment of Bills

C. Resignations of Part-time Firefighter/Paramedic Benjamin Berg

Resolution #2015.06.01.01

WHEREAS, Firefighter/Paramedic Benjamin Berg has submitted his letter of resignation from the Sugarcreek Township Fire Department; and,

WHEREAS, Mr. Berg has been a member of the Sugarcreek Township Fire Department since April 16, 2007; and,

WHEREAS, Chief Randall J. Pavlak recommends we accept the resignation of Benjamin Berg.

NOW THEREFORE, BE IT RESOLVED that the Board of Sugarcreek Township Trustees officially accepts the resignation of Benjamin Berg effective May 31, 2015.

D. Declaring a Nuisance at Lots #23 and 24 on Kelseys Way in Jeremy Woods Subdivision

Resolution #2015.06.01.02

WHEREAS, the Ohio Revised Code (ORC) 505.87 provides for the abatement, control, or removal of vegetation, garbage, refuse, and other debris from land in the township, if the board determines that the owner's maintenance of that vegetation, garbage, refuse, or other debris constitutes a nuisance; and,

WHEREAS, the Township Planner/Zoning Official has inspected parcels L32000100010024200 and L320001000010024300 (Lots #23 and 24) on Kelseys Way in the Jeremy Woods Subdivision and has observed vegetation in excess of 12"; and,

WHEREAS, at least seven (7) days before providing for the abatement, control, or removal of any vegetation, the Board of Township Trustees shall notify the owner of the land and any holders of liens of record upon the land that the owner is ordered to abate, control, or remove the vegetation, the owner's maintenance of which has been determined by the Board to be a nuisance; and,

WHEREAS, if such vegetation is not abated, controlled, or removed, or if provision for its abatement, control or removal is not made within seven (7) days, the Board shall provide for the abatement, control, or removal, and any expenses incurred by the township in performing that task shall be entered upon the tax duplicate and become a lien upon the land from the date of entry³

NOW THEREFORE, BE IT RESOLVED, that this Sugarcreek Township Board of Trustees hereby determines that the condition of parcels L32000100010024200 and L320001000010024300 (Lots #23 and 24) on Kelseys Way in the Jeremy Woods Subdivision does constitute a nuisance in accordance with ORC 505.87 and orders the Township Planner/Zoning Official to proceed with the removal of such vegetation in accordance with the provisions of ORC 505.87.

E. Declaring a Nuisance at 3607 Stutsman Road.

Resolution #2015.06.01.03

WHEREAS, the Ohio Revised Code (ORC) 505.87 provides for the abatement, control, or removal of vegetation, garbage, refuse, and other debris from land in the township, if the board determines that the owner's maintenance of that vegetation, garbage, refuse, or other debris constitutes a nuisance; and,

WHEREAS, the Director of Planning and Zoning has inspected parcel L32000100140001500 at 3607 Stutsman Road and has observed vegetation in excess of 12”; and,

WHEREAS, at least seven (7) days before providing for the abatement, control, or removal of any vegetation, the Board of Township Trustees shall notify the owner of the land and any holders of liens of record upon the land that the owner is ordered to abate, control, or remove the vegetation, the owner’s maintenance of which has been determined by the Board to be a nuisance; and,

WHEREAS, if such vegetation is not abated, controlled, or removed, or if provision for its abatement, control or removal is not made within seven (7) days, the Board shall provide for the abatement, control, or removal, and any expenses incurred by the township in performing that task shall be entered upon the tax duplicate and become a lien upon the land from the date of entry.

NOW THEREFORE, BE IT RESOLVED, that this Sugarcreek Township Board of Trustees hereby determines that the condition of parcels L32000100140001500 at 3607 Stutsman Road does constitute a nuisance in accordance with ORC 505.87 and orders the Director of Planning and Zoning to proceed with the removal of such vegetation in accordance with the provisions of ORC 505.87.

Mr. Bryant asked Cara about both nuisance situations. Cara provided the Board with pictures and explanations of the situations.

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

9. Discussion Agenda Items

Mrs. Daugherty said the Board will discuss the agenda items in reverse order of the printed agenda.

I. Notice of Resignation and Intention to Retire from Fire Chief Randall J. Pavlak

Resolution #2015.06.01.07

WHEREAS, Randall J. Pavlak, Fire Chief, has submitted a letter notifying this Board of Trustees of his intention to resign an retire effective March 1, 2016; and,

WHEREAS, Mr. Pavlak states in his correspondence the effective date of his retirement will be confirmed at a September 15, 2015, meeting with the Ohio Police and Fire (OP&F) Pension System; and,

WHEREAS, upon learning the official retirement date from OP&F, Mr. Pavlak will confirm said date with the Administration office; and,

WHEREAS, Mr. Pavlak began his career as a Volunteer Firefighter on March 21, 1977, with the Sugarcreek-Bellbrook Fire Department; and,

WHEREAS, when the Sugarcreek-Bellbrook Fire Department separated in 1989, Mr. Pavlak became a Part-time Firefighter with the Sugarcreek Township Fire Department; and,

WHEREAS, Mr. Barry Tiffany, Township Administrator, would like to recognize Mr. Pavlak for his thirty-eight (38) years of dedicated service to the community and recommends we accept his resignation.

NOW THEREFORE, BE IT RESOLVED, this Board of Township Trustees officially accepts the resignation/intent to retire of Randall J. Pavlak from the Sugarcreek Township Fire Department effective March 1, 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
Mr. Bryant - Yes
Mrs. Daugherty - Yes

Mr. Pittman thanked Chief Pavlak for all his years of service. He said he has appreciated all he has done and wished him and his family the best.

Mr. Bryant told Chief Pavlak that he had built a first rate Fire Department for Sugarcreek. He told him that he respects all the work that he has done and that he is going to be missed. Mr. Bryant said he wishes him the best.

Mrs. Daugherty told Chief Pavlak he has been a friend and has done a really great job with the Department. She said this will be a good time in your life to have more time with your family.

H. Appointment of Temporary Part-time Service Workers Dillon Jones and Brandon Little

Resolution #2015.06.01.06

WHEREAS, the need exists to establish and maintain a viable work force within the Sugarcreek Township Roads and Services Department; and,

WHEREAS, the Board of Sugarcreek Township Trustees has authorized the hiring of temporary part-time employees to assist with department functions such as mowing, assist with road work, the removal of snow through the fall and winter seasons and other projects as needed; and,

WHEREAS, Dillon Jones and Brandon Little have applied for employment as a temporary part-time employees; and,

WHEREAS, Barry P. Tiffany, Township Administrator, recommends these appointments and has indicated that adequate funds are available in the 2015 budget for this position.

NOW THEREFORE, BE IT RESOLVED, that this Board of Sugarcreek Township Trustees does hereby appoint Dillon Jones and Brandon Little to the position of temporary part-time employees at the rate of pay of \$11.25 per hour, payable on a bi-weekly basis effective June 1, 2015.

FURTHER BE IT RESOLVED, this position is temporary in nature and will be valid for one hundred and eighty (180) days beginning June 1, 2015 and ending November 28, 2015.

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

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

Mr. Bryant asked Mr. Tiffany if they will be doing mostly mowing. Mr. Tiffany responded that they would since we have a lot of Road work to do.

G. Reclassification of police Officer Gerald W. Estes, III

Resolution #2015.06.01.05

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

WHEREAS, at times this need is met through the reclassification of Police Department employees; and,

WHEREAS, Chief Brown requests the reclassification of Gerald W. Estes, III from part-time Police Officer to full-time Police Officer in support of the goals and objectives of the Sugarcreek Township Police Department; and,

WHEREAS, Chief Brown has recommended this reclassification in his May 19, 2015, correspondence and the 2015 Budget has sufficient funds allocated for this position.

NOW THEREFORE, BE IT RESOLVED, that Gerald W. Estes, III is appointed as a full-time Police Officer at the hourly rate of \$21.21 effective June 2, 2015, and subject to a one (1) year probationary period ending June 2, 2016.

Mr. Bryant 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

Mr. Pittman said he was pleased with the promotion and glad to have Mr. Estes on board. Mrs. Daugherty said it's always good to see someone move up.

F. Promotion to Full-time Police Sergeant Shiloh Colon

Resolution #2015.06.01.04

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

WHEREAS, a vacancy exists within the classification of full-time Police Sergeant; and,

WHEREAS, the vacancy was posted internally for applicants in accordance with Township policy and the current labor contract; and

WHEREAS, there were five internal applicants who applied; and,

WHEREAS, an assessment center was conducted with these applicants, which included testing in basic exercises and a review board; and,

WHEREAS, all applicants tested, interviewed and scored well during the process, and there was a clear determination of Officer Shiloh Colón to be the best candidate for the position; and,

WHEREAS, Officer Shiloh Colón was appointed a full-time police officer with Sugarcreek Township on December 29, 2010; and,

WHEREAS, Officer Shiloh Colón has shown herself to be a dedicated employee; and,

WHEREAS, Officer Shiloh Colón meets all the requirements for this promotion and accepts full responsibility for the position; and,

WHEREAS, Chief Brown requests in his May 19, 2015, correspondence that full-time Police Officer Shiloh Colón be promoted to the position of full-time Police Sergeant.

NOW THEREFORE, BE IT RESOLVED, that full-time Police Officer Shiloh Colón shall be promoted to full-time Police Sergeant for the Police Department effective June 2, 2015, at a rate of \$30.05 per hour, payable on a bi-weekly basis, and subject to a one (1) year probationary period ending June 2, 2016.

Mrs. Daugherty moved to accept the Resolution 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 said it seems like we just hired you and you're already being promoted. He told Shiloh she has done a great job.

Mr. Bryant said this is a well-deserved promotion. He told her Chief Brown better be watching out for his job.

Mrs. Daugherty told Shiloh she always thought she was great and that she has done a great job.

Shiloh came forward with her husband Adam. Chief Brown presented her with her promotional insignia and pictures were taken with the Board. Cara took additional pictures with family and with the attending Police Officers.

Shiloh recognized many of those present and thanked them all for their support and encouragement. Included among those she recognized were Jim Martin, her husband Adam, her daughter Abby, the High School Principal, her friend at the Academy and her fellow Officers.

Mr. Tiffany injected a little humor before Shiloh sat down. He turned on the computer and projector and said he wanted to show her a brief presentation on trampoline safety. All had a good laugh since Shiloh had recently been involved in a minor trampoline accident.

12. **Trustee/Staff Discussion**

None.

13. **Executive Session**

None.

14. **Public Comments**

Jim Martin said he thinks it's premature to talk about the proposed Fire District now. He said he has talked to Mr. Tiffany and can see advantages and disadvantages to it. He said Bellbrook is static and the Township will grow and eventually Bellbrook won't be able to afford it. He said he also had some concern about who will staff it. He said he strongly urged the Board to drop everything except contracting. Mr. Martin said he was unhappy with dispatch. He said he was told there would be advantages but said he hasn't seen it. He told the Board if they go forward with this he will probably fight it publicly.

Barbara Burson said she agreed with Mr. Martin. She said she remembers what we went through to get our own Department. She said we had to start all over and she didn't appreciate that. She urged the Board to go back and look at what happened and said she didn't want to go back to that.

Mr. Bryant thanked them for their comments since the board is wanting community input and are looking for the right way to go.

15. **Adjourn**

Mrs. Daugherty moved to adjourn at 7:40 pm. Mr. Pittman seconded. Roll was called and the vote was as follows:

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

Theodore L. Hodson, Fiscal Officer