

The Board of Trustees of Sugarcreek Township, Greene County, Ohio, in Regular Session on March 04, 2013, at 7:00 pm, at 2090 Ferry Road, Bellbrook, Ohio 45305.

1. Mr. Pittman called the session to order at 7:00 pm.
2. All rose and recited the Pledge of Allegiance to the Flag.
3. 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 present who signed in were Donna Hellman, Jim Martin, Greg Blatt, Tyler Blatt, Caudill family, Jim Tharpe, Joan Gallagher and Pam Erd.

Mr. Pittman moved ahead in the agenda to the appointment Fire personnel.

Fire Department

- C. Appointment of Part-time Safer Firefighter/Paramedic Michael S. Snyder

Resolution# 2013.03.04.01

WHEREAS, on May 15, 2009, the Sugarcreek Township Board of Trustees approved Resolution 2009.06.15.07, which accepted the FY2008 Safer Grant; and,

WHEREAS, Chief Randall J. Pavlak is requesting under the terms of the FY2008 Safer Grant the appointment of Michael S. Snyder as a Part-time Firefighter/Paramedic in support of the Sugarcreek Township Fire Department goals and objectives; and,

WHEREAS, funds for this position are allocated out of the FY2008 Safer Grant; and,

WHEREAS, that Part-time Township employees are hired with the expectation that the employee(s) will work not more than one-thousand five-hundred (1500) hours total in any year, calculated annually from the date of part-time appointment; and,

WHEREAS, that effective February 1, 2013, all part-time employees shall be scheduled to work not more than twenty-four (24) hours in any work week and effective March 31, 2013, part-time employees shall be permitted to work not more than twenty-eight (28) hours total in any work week,

NOW THEREFORE, BE IT RESOLVED, that Michael S. Snyder shall be appointed to the position of Part-time Firefighter/Paramedic at the pay rate of \$10.65 per hour having an effective date of March 4, 2013, with a one (1) year probationary period ending on March 4, 2014.

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

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

- D. Appointments of Part-time Firefighter/EMTs Tyler G. Blatt, Zarina M. McLachlan, and Christopher R. Caudill

Resolution# 2013.03.04.02

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

WHEREAS, vacancies exist within the classification of Part-time Firefighter/EMT; and,

WHEREAS, Tyler G. Blatt, Zarina M. McLachlan and Christopher R. Caudill have the necessary qualifications to serve in the capacity of Part-time Firefighter/EMT for the Sugarcreek Township Fire Department; and,

WHEREAS, Chief Pavlak, in his February 25, 2013, correspondence to the Township Administrator, has recommended these appointments; and,

WHEREAS, funds are available for this purpose within the Fire Department's 2013 Operating Budget; and,

WHEREAS, that Part-time Township employees are hired with the expectation that the employee(s) will work not more than one-thousand five-hundred (1500) hours total in any year, calculated annually from the date of part-time appointment; and,

WHEREAS, that effective February 1, 2013, all part-time employees shall be scheduled to work not more than twenty-four (24) hours in any work week and effective March 31, 2013, part-time employees shall be permitted to work not more than twenty-eight (28) hours total in any work week,

NOW THEREFORE, BE IT RESOLVED, that Tyler G. Blatt, Zarina M. McLachlan and Christopher R. Caudill shall be appointed to the positions of Part-time Firefighter/EMT at the pay rate of \$9.05 per hour having an effective date of March 4, 2013, with a one (1) year probationary period ending on March 4, 2014.

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

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

E. Appointment of Volunteer Firefighter Nicolas A. Brixey

Resolution# 2013.03.04.03

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

WHEREAS, a vacancy exists within the classification of Volunteer Firefighter; and,

WHEREAS, Nicholas A. Brixey has the necessary qualifications to serve in the capacity of Volunteer Firefighter for the Sugarcreek Township Fire Department; and,

WHEREAS, Chief Pavlak, in his February 25, 2013, correspondence to the Township Administrator, has recommended the appointment of this candidate; and,

WHEREAS, funds are available for this purpose within the Fire Department's 2013 Operating Budget,

NOW THEREFORE, BE IT RESOLVED, that Nicholas A. Brixey shall be appointed to the position of Volunteer Firefighter within the Sugarcreek Township Fire Department effective March 04, 2013.

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

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

Those appointees present came forward and were personally welcomed by the Staff and Board. Pictures were taken of the new appointees with members of the Board.

4. **Public Hearing**

Public Hearing is formally opened – Mr. Pittman opened the Public Hearing at 7:10 pm.

Staff Report on Text Amendments – Mr. Pittman said the proposed text changes were minor in nature and asked Cara Tilford to provide a summary of the proposed amendments. Cara said the changes affected section 507A and were a result of the December 2012 text amendment. Cara said the changes added clarification to the density definition.

Those wishing to speak in favor – Mr. Pittman asked if anyone wished to speak in favor of the amendment. No one responded.

Those wishing to speak against – Mr. Pittman asked if anyone wished to speak against the amendment. There were none.

Neutral Parties wishing to speak – There were none.

Public Hearing is closed – Mr. Pittman moved to close the Public Hearing. Mr. Bryant seconded. Roll was called with the vote being as follows:

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

Deliberation and Decision - Mr. Bryant said the amendment was a result of questions he asked regarding the definition of 'maximum permitted' in reference to density. Mr. Bryant said he appreciated the BZC for addressing and clarifying the issue. Mrs. Daugherty thanked the BZC for their continued hard work. Mr. Bryant moved to accept the proposed changes. Mrs. Daugherty seconded. Roll was called with the vote being as follows:

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

6. **Reports**

A. Administration

The report prepared by Mr. Tiffany will be appended to the permanent record. Mr. Tiffany said he had nothing to add to his report but he would like clarification on the meetings discussed in work session. The Board agreed on 11:15 am March 8th for the meeting on the Township goals and priorities and said they would set a date for the MARCS meeting for the following week.

B. Fiscal Office

Mr. Hodson 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 nothing to add. Mr. Bryant said at the next work session he would like to discuss the pitfalls we might experience in the coming months with regard to Obama Care. Mrs. Daugherty said we also had an Employee Policy review scheduled for proposed changes to date but said she also wanted Karen to be there. Chief Pavlak said he only had two employees exceed the 28 hours on the last payroll. He said he will review his part-time scheduling situation, with the Board, to show what's happened with scheduling so far this year. Mr. Pittman asked Chief Pavlak if he had reviewed the over-plan for the Dille property. Chief Pavlak said there was not a lot to review since it was all conceptual.

D. Police

The report prepared by the Police Department will be appended to the permanent record. Mr. Bryant welcomed Chief Brown to his first Board meeting. He told him not to feel obligated to follow the current reports but would like him to use the Fire Department report guideline regarding the financial. Mr. Pittman also welcomed Chief Brown.

E. Roads and Services

The report for Roads and Services will be appended to the permanent record. Mr. Tiffany said he had nothing to add. Mrs. Daugherty asked if we had new ads out for the Directors position. He said the ads were not back out yet but Karen had drafts to be reviewed. Mr. Tiffany said that we have also received three applications. Mr. Pittman asked Mr. Tiffany about the meeting with the County on Green Tree Development. Mr. Tiffany said everything looked okay except for an issue with lane width where they planned an island in the entrance. Mr. Bryant said Tony hasn't been here for a couple of meetings and said he would like someone from the Department present, at least, for the work session. Mr. Bryant said he would also like a report for upcoming work plans. Mr. Pittman said he saw where they had picked up litter on Brown Road and said, "if they can have them schedule Carpenter Road". Mr. Bryant asked if we had road work planned for Carpenter and Conference Roads. Mr. Tiffany said we did but it typically would not be until August. He said he didn't have a schedule yet but thought Carpenter would be one of the first priorities. Mr. Bryant said he would like to see a forecast of plans.

E. Zoning

The report prepared by Cara Tilford, Director of Planning and Zoning, will be appended to the permanent record. Mrs. Tilford said she had an inquiry from a property owner about installing an outdoor wood boiler furnace. She said she would like to research it and anticipated suggesting some regulation changes. Mr. Bryant asked when the changes could be expected. Cara said possibly the next meeting but that she would like to discuss it with the BZC. Mr. Bryant said his brother-in-law lives in Trumbell County and there are a lot of them there. He said you might contact them. Mrs. Daugherty said it would be good to compare regulations.

F. Trustees

Mr. Pittman and Mrs. Daugherty said they had nothing to report. Mr. Bryant said he would save his comments for later discussion.

7. Old Business

Parking at White Fence Farm – Chief Pavlak said he has sent two e-mails to the Manager of White Fence Farms but he can't find them. He said he is ready to hand it over since no one he knows there seems to care. Mr. Bryant asked how this started. Mr. Tiffany said the plows couldn't get down the street during the last snow. Mr. Bryant said we will probably hear from them after it snows tonight.

Emergency Services and Continuity of Services Plan – Mr. Pittman said this was discussed at the Work Session. Mr. Bryant said we could remove the Fire Levy and the 2013 Goals from the Old Business list.

Advertisement for Roads and Services Director – Mr. Pittman said this was still in progress.

County Wide Communications Center – Mr. Pittman there will be a meeting scheduled next week.

8. New Business

Fiscal Office

A. Approval of Minutes

Mr. Bryant moved to approve the minutes for the Work Session and the Regular Session. Mrs. Daugherty seconded. Roll was called with the vote being as follows:

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

B. Payment on Bills

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

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

Administration

F. Authorizing the Township Administrator or any one (1) of the Trustees to Act as a Single Signatory During the Closing Procedures on the Sale of Two Township Parcels on South Kelseys Way in the Jeremy Woods Subdivision to South Dayton Builders.

Resolution #2013.03.04.04

WHEREAS, the Sugarcreek Township Board of Trustees have been seeking a buyer for Parcel IDs L32000100010024200 and L32000100010024300, located on South Kelseys Way in the Jeremy Woods Subdivision; and,

WHEREAS, an offer to purchase was made from South Dayton Builders in the amount of Thirty-five Thousand dollars (\$35,000.00) for Parcel IDs L32000100010024200 and L32000100010024300; and,

WHEREAS, this offer has been accepted by the Board of Trustees of Sugarcreek Township with an anticipated closing on the sale of no later than March 30, 2013,

NOW THEREFORE, BE IT RESOLVED, that this Board of Trustees for Sugarcreek Township does hereby authorize the Township Administrator or any one (1) of the Trustees to act as a single signatory on behalf of the Trustees in the closing procedures on the sale of the property Parcel IDs L32000100010024200 and L32000100010024300, Dayton, Ohio, as per the agreed upon price.

BE IT FURTHER RESOLVED, that South Dayton Builder has agreed to pay all closing costs associated with the sale of Parcel IDs L32000100010024200 and L32000100010024300.

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

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

Mr. Pittman explained that the Township received these lots for non-payment of taxes. Mrs. Daugherty asked if one person was buying both lots. Mr. Tiffany said that was correct. Mr. Bryant asked if the buyer was building one home on both. Mr. Tiffany said they were and the property will be back on the tax rolls.

9. Trustee/Staff Discussion

Mr. Pittman said the Board decided, in Executive Session prior to the meeting, to promote Chris Zappanti to Director of Technology. Mr. Bryant moved to promote Chris Zappanti to the position of Director of Technology effective March 4, 2013. Mr. Pittman seconded. Roll was called with the vote being as follows:

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

Mr. Bryant said he thinks Chris has done a good job and is someone who has a vision of where we need to go technologically and hopes this provided him the authority to assist him. Mrs. Daugherty said when Chris started we had nobody. He's done a good job and deserves to be in charge. Mr. Pittman said his service for the last six years has been very much appreciated.

Mr. Bryant said he saw Joan here and wondered when we were doing her re-appointment. Cara said it will be the second meeting in March.

Mr. Bryant said he would like to talk about planning for an Open House for the Township around April 20th or the next weekend. He said he would like all Department Heads to be present and would like to have police cars and all trucks out. Mr. Bryant said he thought a Saturday would be good from about 10:00 am to 12:00 or 2:00 pm. He said it would be an opportunity for Citizens to talk to us if they wanted to. Mrs. Daugherty said we use to do that at the Public Safety Building. Mr. Bryant said he would like to propose April 27th and to advertise it in the paper. Mr. Pittman said it would be nice to have it here all at once Mr. Bryant asked Mr. Tiffany to put it into our planning for the 27th or later.

Chief Pavlak reminded all of the time change and said it was a good time to change smoke detectors.

10. Public Comments

Mr. Bill Schieman said he would like the Board to let the BZC take on the wood boilers. He said they currently have time on their agenda. Mr. Bryant moved that the BZC formally work on the wood boilers. Mrs. Daugherty seconded. All members said yes to the motion. Mr. Schieman said he assumed the Green Tree Ridge development falls within current zoning but thought it was a good idea for developers to come in and meet to keep them in the loop in case of future changes. Mr. Schieman said he loved the idea of the Open House. He suggested maybe we could get some bare rooted trees to pass out. He said that might help draw some people. Mr. Bryant said he like the idea of the trees.

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

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

The meeting adjourned at 7:56 pm.

Theodore L. Hodson, Fiscal Officer