

The Board of Trustees of Sugarcreek Township, Greene County, Ohio, in Regular Session on May 6, 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 Township Administrator Barry Tiffany, others present who signed in were Donna Hellman, Jim Martin and Michael Wolf.
4. **Community Activities**
Mrs. Daugherty thanked Chief Brown for being present for the prayer meeting held at the Bell Hop buffet.
5. **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. Mr. Bryant asked Mr. Tiffany about the Chamber of Commerce legislative breakfast. He said they reported a current budgetary surplus but not about how it was to be used. Cara said they talked about annexation and Township gun issues. Mr. Tiffany said Bob Hackett and Chris Widener didn't have much to say about the issues but Rick Perales invited people to call his office. Mr. Pittman asked if the Farmers Market was starting on the 17th and if signs were out. Mr. Tiffany signs were being posted at Pet Smart with the new location of the Farmers Market. He said Sally is doing a great job with the market. He said Cara suggested we expand the market to have craft vendors on the first Friday of the month.
 - B. Fiscal Office
Mr. Hodson said an audit with the State is currently in progress and should be completed by next week. He said results will probably be available around the end of July.
 - C. Fire
The report prepared by the Fire Department will be appended to the permanent record. Chief Pavlak said we have some fire hoses to buy. He said some blew up or were damaged by the annual testing they are required to do. He said they will cost about two thousand four hundred dollars. The Board approved the replacement of the hoses.
 - D. Police
The report prepared by the Police Department will be appended to the permanent record. Chief Brown said there will be a Guide Program graduation event at Camp Joy this coming Friday.
 - E. Roads and Services
The report for Roads and Services will be appended to the permanent record. Mr. Tiffany said Tony has included some of the current Road projects in his report. He said they have currently started Dura-patching and worked on the road side mower during the rain today.
 - F. Zoning
The report prepared by Cara Tilford, Director of Planning and Zoning, will be appended to the permanent record. Cara said she has been spending a lot of time researching wood boiler furnaces. She said the BZC will open Public Hearings for the PUD-R text amendment on May 14th. Mr. Bryant asked Cara about the green cards referred to on her violation reports. Cara said they are responses to forms she sends out for violations and that some of them have not yet been returned.
 - G. Information Technology
The report prepared by Mr. Zappanti, Director of Information Technology, will be appended to the permanent record. Mr. Zappanti said he had nothing additional to add to his report. Mr. Bryant said he would like to schedule some meetings with Chris regarding the website. Chris said that would be fine.

H. Trustees

Mrs. Daugherty said she thought the dispatch meeting with Bellbrook, prior to this meeting, went very well.

Mr. Bryant thanked all who helped with the Open House. He said he thought there were some ten to fifteen families there. He said if we have one next year he thinks we learned a few things. He also asked if we've done anything with regards to the color guard. Mr. Tiffany said Karen has it on an agenda.

Mr. Pittman thanked the staff for all the work done on the dispatch information and all the effort that went into it.

7. **Old Business**

County Wide Communications Center: Mr. Tiffany said Greene Central told us they will add four or five new positions for us and will give our employees first shot at them. He said we both use EMD dispatching, but the difference is that we continue to talk with the caller after the equipment dispatch while they continue to talk via a computer. Mr. Bryant asked Mr. Tiffany if two weeks were feasible for preparation for a public discussion at the next meeting. Mr. Tiffany said 'yes'. Mr. Bryant said he would like input from the public before the contract was arranged. Mr. Tiffany said there were many things to be worked out and they need to be expeditious. Mr. Pittman said we need a lot of answers before our meeting with the public. Mrs. Daugherty agreed with the May 20th meeting. Mr. Tiffany suggested we dedicate the meeting to the dispatch merger.

8. **New Business**

Fiscal Office

A. Approval of Minutes

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

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

B. Payment on Bills

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

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

C. Transfer of Appropriations, Police and Fire

Resolution# 2013.05.06.01

Debit		Credit		Amount to
Account Number	Account Name	Account Number	Account Name	Debit/Credit
2081-910-910	Transfer out-Police	3102-830-830	Bond Retirement	\$ 13,413.75
2112-910-910	Transfer Out-Fire	3102-830-830	Bond Retirement	\$ 18,523.75
Total Transfers:				\$ 31,937.50

Explanation of Transfers: Payment of interest on the Public Safety Building for the first half of 2013. Interest graduated from 3% to 5% at the end of loan in 2025. Total loan principal \$1, 865,000.00.

D. Transfer of Appropriations, Roads

Resolution# 2013.05.06.02

Debit		Credit		Amount to
Account Number	Account Name	Account Number	Account Name	Debit/Credit
2031-330-360	Transfer out-Roads	3102-810-810	Bond (Note) Retirement	\$ 180,000.00
		3102-830-830	Bond Retirement	\$ 11,200.00
Total Transfers:				\$ 191,200.00

Explanation of Transfers: Payment of interest and principal for Clio Road Phase II. An additional \$11,200.00 interest due in December 2013. Total loan principal of \$560,000.00 at 4% interest.

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

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

Fire Department

E. Proclaiming National EMS Week

Resolution# 2013.05.06.03

WHEREAS, the Ohio Department of Public Safety has declared May 19 – 25, 2013, as National EMS Week; and,

WHEREAS, National EMS Week is an annual celebration honoring those men and women who respond to emergency calls, respond to disasters and render life-saving assistance to the Citizens of communities throughout the United States of America; and,

WHEREAS, EMS personnel are essential to the abilities of the Sugarcreek Township Fire Department to continue delivery of quality service to Sugarcreek Township residents; and,

NOW THEREFORE, BE IT RESOLVED, that this Sugarcreek Township Board of Trustees hereby proclaims the Week of May 19 – 25, 2013, as “National EMS Week,” and expresses our sincerest thanks to all our EMS Personnel.

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

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

Police Department

F. Resignation of Part-time Dispatcher Tara S. Melvin

Resolution# 2013.05.06.04

WHEREAS, Dispatcher Tara S. Melvin has submitted her letter of resignation from the Sugarcreek Township Police Department; and,

WHEREAS, Ms. Melvin been a member of the Sugarcreek Township Police Department since June 7, 2010 as a full-time dispatcher and was reclassified to part-time dispatcher on November 18, 2012, and,

WHEREAS, Chief Michael A. Brown recommends we accept the resignation of Tara S. Melvin with an effective date of April 25, 2013,

NOW THEREFORE, BE IT RESOLVED, that this Board of Sugarcreek Township Trustees officially accepts the resignation of Tara S. Melvin effective April 25, 2013.

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

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

- G. To Recognize National Police Week 2013 and to Honor the Service and Sacrifice of Those Law Enforcement Officers Killed in the Line of Duty While Protecting Our Communities and Safeguarding Our Democracy.

Resolution# 2013.05.06.05

WHEREAS, The Congress and President of the United States have designated May 15th as Peace Officers' Memorial Day, and the week of May 15 falls as National Police week; and,

WHEREAS, the members of the law enforcement agency of Sugarcreek Township play an essential role in safeguarding the rights and freedoms of Sugarcreek Township; and,

WHEREAS, it is important that all citizens know and understand the duties, responsibilities, hazards, and sacrifices of their law enforcement agency, and that members of our law enforcement agency recognize their duty to serve the people by safeguarding life and property, by protecting them against violence and disorder, and by protecting the innocent against deception and the weak against oppression; and,

WHEREAS, the men and women of the law enforcement agency of Sugarcreek Township unceasingly provide a vital public service; and,

NOW, THEREFORE BE IT RESOLVED, this Board for Sugarcreek Township Trustees calls upon all citizens of Sugarcreek Township and upon all patriotic, civic and educational organizations to observe the week of May 12 – 18, 2013, as Police Week.

FURTHER BE IT RESOLVED that this Board of Trustees for Sugarcreek Township calls upon all citizens of Sugarcreek Township to observe May 15, 2013, as Peace Officers' Memorial Day in honor of those law enforcement officers who, through their courageous deeds, have made the ultimate sacrifice in service to their community or have become disabled in the performance of duty, and let us recognize and pay respect to the survivors of our fallen heroes.

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

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

Mr. Bryant said we certainly appreciate all of our Police Officers. Mr. Pittman asked if an Officer had ever been killed in Sugarcreek Township in the line of duty. Chief Pavlak said not to his knowledge.

Service Department

H. Proclaiming National Public Works Week

Resolution# 2013.05.06.06

WHEREAS, Citizens are served every day by public servants at the federal, state, county, city and township levels, who supply continuity to our democratic society; and,

WHEREAS, public employees and volunteers make great contributions to their communities by serving in areas such as health, education, crime prevention, fire protection and conservation; and,

WHEREAS, the public employees and volunteers of Sugarcreek Township are committed to exhibiting the highest standards of excellence, dedication, creativity and skills; and,

WHEREAS, the public employees and volunteers of Sugarcreek Township are an integral part of improving the quality of life in our township by being responsive to the needs of citizens and supporting township services, thus making Sugarcreek Township a highly-valued community; and,

WHEREAS, the effectiveness and efficiency of government depend in large measure on public employees and volunteers, whose task is to provide service of the quality and quantity required and expected by the public on a daily basis; and,

WHEREAS, this Board of Trustees of Sugarcreek Township recognizes the dedication and talents of its public employees and volunteers, as well as the importance of the services they render at all levels of government;

NOW THEREFORE, BE IT RESOLVED, that this Board of Trustees of Sugarcreek Township, does hereby proclaim May 19 - 25, 2013, as “National Public Works Week” in Sugarcreek Township, and does thereby call upon all citizens to recognize and express their appreciation for the vital contributions made daily by the public employees throughout Sugarcreek Township.

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

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

9. Trustee/Staff Discussion

Mrs. Daugherty said she wanted to thank Cara and Mr. Tiffany for all their work on the Safe Routes to School project. Mr. Tiffany said the Miami Valley Regional Planning Commission said Xenia Township had dropped of the group and alluded to financial issues.

10. Public Comments

Mrs. Donna Hellman said she thought one of the areas people would be interested in, regarding consolidation of dispatch, was the transition period with respect to our employees. Some employees may leave before we consolidate and will we be able to maintain coverage during the transition. She said the board will probably need to address some of these questions at the next meeting. Mr. Tiffany said we want the transition period to be part of the contract. Mrs. Daugherty said she would like the meeting to start out with a review of charts and numbers. Mr. Brant asked if we could put the financial report on the website. Mr. Tiffany responded that we would.

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

Mrs. Daugherty – Yes

Mr. Bryant – Yes

Mr. Pittman – Yes

The meeting adjourned at 8:00 pm.

Theodore L. Hodson, Fiscal Officer