

Staff Report for Sugarcreek Township Trustees August 16 thru August 29, 2013

The following information is a snap shot of the activities and areas of responsibilities for Sugarcreek Township Fire Department. This report is prepared to keep the Board of Trustees informed and the citizen apprised of their Fire Department. If further information is need or explained, please contact Chief Pavlak at 937-848-7344.

Trainings:

Fire Investigations Basics
Salt Triage and MCI

Statistics:

Fire Responses-15
EMS Responses-21

PERSONNEL:

We are in the process of hiring part time Firefighter/EMT's. Physical Agility Testing is now being held every Saturday.

Accomplishments/Information:

- ☐ Chief Pavlak attended Department Head Meeting
- ☐ FD continues to working on staffing solutions due to ACA rules and guidelines
- ☐ Chief Pavlak attended Greene County Radio Template Meeting
- ☐ FM Trapanier attended Centerville TRC meetings
- ☐ Chief Pavlak attended Greene County Radio Migration Meeting
- ☐ Continue to work on Communication Transition to Xenia.
- ☐ Chief Pavlak attended Communications Consolidation Meeting with Xenia
- ☐ Chief Pavlak and Chris Zappanti held several meeting about Fire Station Alerting Solutions
- ☐ Chief Pavlak attend Greene County Fire Chiefs meeting about how to do VHF Radio Paging.
- ☐ FD attended Crossview Church's back to school bash. I had many citizens thank me for sending our crews to this event.
- ☐ FD attended Browns Run Homeowners neighbor hood event

STATUS OF SIGNIFICANT ISSUES THE FIRE DEPARTMENT IS ADDRESSING:

- ☐ Converting Dispatching to Xenia/GC Communications
- ☐ Radio equipment changes
- ☐ Staffing levels

SCHEDULED EVENTS FOR REMAINDER OF August:

Budgetary Awareness Items:

- A.) Payment to Xenia/GC Communications-\$50,000.00
- B.) Need of lease for Motorola Radios for MARCS Systems
- C.) LGIF Funding for Radios-\$50,000.00

FISCAL:

Fire Budget: \$2,566,263.00 EMS Budget: \$ 251,067

Expenditures as of August 12, 2013

Fire: \$1,373,011.32 EMS: \$126,564.98

% of Budget Used:

Fire: 53.246% EMS: 50.249%

% of Budget Year Target:

Fire: 58.33% EMS: 58.33%

Remaining % OF Budget Remaining

Fire: 46.754% EMS: 49.751%

Cash Balance as of June 12, 2013 :

Fire: \$652,275.27 EMS: \$101,268.28

Respectfully submitted,

Randy Pavlak, Fire Chief



Michael A. Brown
Chief of Police

Trustee Report

September 3, 2013

Training

- Sergeant John Marlatt and Officer Ron Gudgell completed the Less Lethal Class on August 27, 2013.
- On September 9th, Chief Brown and Sergeant Williams will be attending the Montgomery County Prosecutor's Conference at Sinclair Community College.
- On September 15, 2013, Detective Coltrane will be attending the "Weapons of Mass Destruction; Incident Response to Terrorist Bombings" Course. The course will be paid by the U.S. Department of Homeland Security. The course will prepare and help respond to future terrorist attacks in the U.S. involving WMD's.
- No classes scheduled for October.

Public Appearances

- On August 20th, Chief Brown attended the ACE Task Force Board of Director's Meeting.
- On August 22nd, Chief Brown attended the Template Development Radio Inventory Meeting in Xenia.
- On August 28th, Chief Brown, Officer Powers, and Officer Dooley attended the Brown Runs HOA Meeting.

Community Outreach

- September 6, 2013, we will be collecting food at the Farmer's Market.
- On September 21st, the Outreach Trailer will be at the block party in East of Eden.

Statistics

The following statistics are submitted for the Police Department for the period of August 13, 2013 through August 26, 2013:

Calls For Service:	
Citizen-Generated	186
Officer-Generated	1004
Administrative	22
Total	1212
Offense Reports	10
Incident Reports	4
Crashes	20
Business Checks	173
Neighborhood Checks	587
Places Found Open (PFO)	10
Vacation House Checks	31
Arrests	18
Traffic Citations	9
Traffic Warnings	30

Fiscal

Budget (Final Appropriation)	\$2,415,281.00
Expenditures as of August 31, 2013	\$1,489,922.57
% of Budget Used	61.2%
% of Budget Year Target for the end of August	66.4%
% of Budget Remaining	38.8%
Cash Balance as of August 31, 2013	\$1,472,254.58

Respectfully submitted,

Michael A. Brown
Chief of Police



Michael A. Brown
Chief of Police

Police Blotter

Monday August 12, 2013

- Theft was reported at a Wilmington Pike business, two subjects were arrested for drug offenses.
- Criminal Damaging complaint was investigated at a Feedwire Road business.
- Subject was arrested on a warrant out of Sugarcreek P.D. at the Warren County Jail.
- Subject was arrested on a warrant out of Sugarcreek P.D. from the Ohio Highway State Highway Patrol.
- Subject was issued a summons for Possession of Drugs which was found after an arrest.

Tuesday August 13, 2013

- Subject was arrested at a Wilmington Pike business parking lot for an OVI offense.
- Property Damage crash was investigated at a Wilmington Pike business.
- Theft offender was arrested at a Wilmington Pike business.
- Individual was arrested for Criminal Mischief from an incident on Monday August 12 at the Sugarcreek Target.
- Several individuals were trespassed for Soliciting money in the Wilmington Pike business district.

Wednesday August 14, 2013

- Traffic stop on Upper Bellbrook/McBee Roads, resulted in the arrest of an adult male for an OVI offense.
- An offense was investigated on N. Lakeman Drive.

Thursday August 15, 2013

- Individual was arrested for walking intoxicated along Upper Bellbrook Road.
- Theft report was taken from Wilmington Pike business.
- Identity theft report was taken from a resident on Bugle Blurr Ct.

Friday August 16, 2013

- Property Damage crash was investigated on SR-675.
- An individual was arrested for a traffic violation after a property damage crash on Middle Run Road.
- Several theft reports were taken from a Wilmington Pike business.

Saturday August 17, 2013

- Traffic stop on SR-675 at Wilmington Pike resulted in an adult male being arrested for an OVI offense.
- Property Damage crash was investigated on Upper Bellbrook and Mead Roads.
- Property Damage crash was investigated on McBee Road.
- Property Damage crash was investigated on Upper Bellbrook and Mead Roads.

Sunday August 18, 2013

- Theft from a vehicle was reported at a Bayberry Cove address.

Monday August 19, 2013

- Found Property recovered from Bayberry Cove
- Criminal Mischief complaint was investigated on Wilmington Dayton Road, one individual was arrested.
- Individual was arrested on a warrant out of Sugarcreek P.D. at the Montgomery County Jail.
- Property Damage crash was investigated on Bayberry Cove and N. Lakeman Drive.
- Dog bite was reported on Heritage Trace Drive.
- Unruly juvenile complaint was investigated on Wilmington Dayton Road.

Tuesday August 20, 2013

- Property Damage crash was reported on Stewart and Fauber Roads.
- Theft report was taken from a citizen at Lowes reference stolen property.
- Female theft offender was arrested at a Wilmington Pike business, pending drug charges.
- Male theft offender was arrested at a Wilmington Pike business, arrested was found with several warrants as well.

Wednesday August 21, 2013

- Individual was arrested in parking lot of a Wilmington Pike business for OVI.

Thursday August 22, 2013

- Nothing to report

Friday August 23, 2013

- Theft offender was arrested at a Feedwire Road business.
- Property Damage crash was investigated on Swigart and Rahn Roads.

Saturday August 24, 2013

- Theft from a vehicle reported on McBee Road.
- Theft from a vehicle reported on S.Alpha-Bellbrook Road
- Individual was arrested on Surrey Trail on a warrant out of a neighboring agency.
- Property Damage crash was investigated on Ferry Road.
- Individual was arrested for short changing (theft) at a Wilmington Pike business.
- Property Damage crash was investigated on Lower Bellbrook Road.
- Assault complaint was investigated at a Wilmington Pike business.

Sunday August 25, 2013

- Property Damage was reported at a Wilmington Pike business.



**Staff Report for
Sugarcreek Township Trustees
September 3, 2013**

The following information is a snap shot of the activities and areas of responsibilities for the Sugarcreek Township Roads and Services Department.

Calls for Service

- 8/12/2013: 1385 West Salinas Circle curb complaint

Accomplishments:

- Mowed all areas
- Leveled low areas in pavement Fox Run
- Chip seal The Bend, River Ridge II, Fox Run, Washington Mill Road, Brown's Run.
- Micro sealed The Bend, River Ridge II, Fox Run
- Replaced damaged curb sections in Brown's Run
- Replaced damaged handicap ramps in Brown's Run
- Replaced sump pump in meter pit for Service, Administration
- Back filled with asphalt areas between new curb and pavement

Budgetary Awareness Items:

- Bill and Rick attended a class on Roadway Departure Countermeasures
- 8.25 hours overtime for inspections

Fiscal

End of Year Totals	
Budget	\$1,567,923.00
Expenditures as of July 31, 2013	\$ 515,943.22
% of Budget Used	33%
% of Budget Year Target	58%
% of Budget Remaining	67%
Cash Balance as of August 12, 2013	\$ 669,396.26

Upcoming:

August 26th -30th: Micro surface Brown's Run, repair separated culvert pipe on Sycamore View Court, mow 2090 Ferry Road, trim plants in landscape at 2090 Ferry Road.

September 2nd – 6th: Add gravel along new pavement, prep Gerhardt Circle for paving, mow all areas.

Respectfully,

Anthony W. Lamb
Roads and Services Supervisor



**Staff Report for the Sugar Creek Township Board of Trustees
August 19 through August 28, 2013**

The following is a snapshot of the activities and areas of responsibility for the Sugar Creek Township Planning and Zoning Department. This report is prepared to keep the Board of Trustees informed and the citizens apprised of their Planning and Zoning Department. If further information or explanation is needed, please contact Cara Tilford at 937-848-8426.

Board of Zoning Appeals Activities:

o **August 22, 2013 Meeting Follow-up:**

- o **BZA07-2013:** Applicant, Anthony Everidge, is requesting an area/dimensional variance from Section 7.04 B. 1. a. to allow for the construction of a 6' tall wood picket fence in the front yard adjacent to Wagner Road. The subject parcel is 561 N. Kelseys Way, parcel L32000100010025200, owned by Anthony W. Everidge, located in the R-1 (Single-Family Residential) District.

▪ *The BZA approved the variance as requested by the applicant.*

o **September 26, 2013 Meeting: Canceled**

Zoning Commission Activities:

- o **August 13, 2013 Meeting: Canceled**
- o **Next meeting scheduled for September 10, 2013**

Permits:

- o See attached spreadsheet

Violations:

- o See attached spreadsheet

Accomplishments:

- o Completed Notice of Decision for BZA Case 07-2013
- o Secured funding for Walk to School Day scheduled for October 9, 2013 (Tom's Mulch, Ernst Concrete and Dayton Children's are sponsoring)
- o Sent update to SRTS Committee regarding start date for path construction, groundbreaking and Walk to School Day at Bell Creek Intermediate Attended BZA Meeting on August 22, 2013
- o Attended stormwater meeting at Greene County Sanitary Engineering on August 26, 2013
- o Met with representative of new business on August 26, 2013 to discuss application process (Halloween City)
- o Met with new business owner on August 27, 2013 to discuss tenant finish in Sugarcreek Plaza 1
- o Attended CDP Update Committee Meeting on August 27, 2013
- o Attended Department Head Meeting on August 28, 2013
- o Continue to work on updating existing land use information for mapping (CDP Update)
- o Plans for Crafters Lodge approved (Sugarcreek Plaza 1)
- o Plans for Halloween City approved (Sugarcreek Plaza 1)
- o Updated various sections of website (CDP, SRTS, Business Directory)
- o Awaiting endorsement from Xenia Township on Compensatory Storage Initiative (their Trustees discussed and agreed)
- o Coordinating interview between BZC Chair and Vice-Chair and applicant for alternate position
- o Working on plans for Walk to School Day

Announcements/Upcoming Events:

- o Chamber of Commerce Meeting scheduled for September 5, 2013
- o CDP Update Committee Meeting scheduled for September 10, 2013
- o BZC Meeting scheduled for September 10, 2013
- o Groundbreaking for the first phase of our SRTS Infrastructure projects scheduled for September 12, 2013 at 9:30 a.m.
- o Meeting with Greene County GIS (CDP Update) scheduled for September 18, 2013
- o Greene County Zoning Inspector Meeting scheduled for September 19, 2013
- o MVRPC TAC Meeting scheduled for September 19, 2013
- o Groundbreaking for Crafters Lodge scheduled for September 20, 2013
- o Walk to School Day at Bell Creek Intermediate scheduled for October 9, 2013

Zoning Certificate Totals 2013

	SFR	MFR	AcStrc	Bsmt	Deck	Fence	P/F	Pool	Add/R	COM	Tmp	U/S	Wall Sign	Grd Sign	Home Oc	Ten Fin	Other	TOTALS
JAN	2	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0	1	5
FEB	0	0	1	0	0	1	0	0	1	0	0	0	0	0	0	0	0	3
MARCH	5	0	3	0	0	1	1	0	0	0	1	0	0	0	0	0	1	12
APRIL	2	0	5	2	0	2	0	0	2	1	0	0	1	0	0	1	0	16
MAY	1	0	1	1	3	5	0	1	1	0	1	1	1	0	0	1	0	16
JUNE	1	0	1	1	3	2	0	1	1	0	0	0	0	0	0	0	0	10
JULY	3	0	2	1	5	1	0	0	2	0	2	2	2	1	0	1	2	22
AUGUST	7	0	1	0	0	2	0	0	3	0	1	3	0	0	0	3	1	21
SEPT																		
OCT																		
NOV																		
DEC																		
TOTALS	21	0	14	5	11	14	3	2	10	1	5	7	1	1	0	6	5	105

105 ZCs issued ytd. vs. 82 ZCs issued same period 2012 (+28%). 21 ZCs for SFRs issued ytd vs. 12 ZCs for SFRs issued same period 2012 (+75%)

August 28, 2013

2013 Zoning/Property Maintenance Violations

Property Address	Complaint	Inspection	Pending Action
3789 Ferry	junk cars/misc. junk	8/15/2013	Updated citation sent in preparation for referral to XMC, abatement agreement entered into
4373 East Briggs	PMC Violations, junk car	5/13/2013	Abated
2853 Ferry Road	home occ. w/o approval	4/30/2013	Abated
4395 Swigart	junk cars	2/5/2013	Abated
4353 East Briggs	grass/junk	1/16/2013	Abated
2300 Stewart Road	lighting complaint	4/3/2013	Per builder, different floods with shields have been received, scheduling electrician to change out
			advised homeowner not moved in yet; lights may have been inadvertently left on; spoke with electrician on 1/22/2013 to clarify standards, working with electrician on meeting standards-
			2/13/2013; multiple inspections-no violation observed
2353 Ferry Road	occupancy of camper on site	4/10/2013	Abated
1823-1829 Lakeman	trash (left at rd. by tenants)	3/14/2013	Abated
5633 Little Sugarcreek	junk, garage door painting	8/14/2013	Abated
4139 Middle Run	business in residential district	8/15/2013	Abatement action observed
4387 East Briggs	boat in driveway	5/12/2013	Abated
1784 Sonoma	truck parking in backyard	5/13/2013	No violation observed on two inspections
4292 Willow Creek Circle	grass adj. to Wilm. Dayton	6/12/2013	Ditch is in r-o-w-contacted GCEO, discussed triangle piece with property owner
4301 Willow Creek Circle	grass adj. to Wilm. Dayton	5/28/2013	Abated
Sprint	illegal sign	5/13/2013	Abated
Authorized Wireless	sign in row	5/13/2013	Sign removed and returned
1758 Sonoma	grass and junk	5/14/2013	No violation observed on two inspections
844 Carpenter	grass	7/3/2013	Abated
5131 Oleva	grass	7/3/2013	Abated
1895 N. Lakeman	junk, PMC Violations	8/14/2013	Spoke with property owner, some abatement action observed-6 weeks to abate PMC Viol.
1765 Silverado	grass	5/23/2013	Abated
Kamdar Lot 725	grass	5/13/2013	Abated
3778 W. Salinas	grass	5/20/2013	Unsubstantiated-not 12"
3480 Wilmington Dayton	grass	5/28/2013	Abated
2025 Erickman	grass	N/A	Abated
4348 Roscommon	grass, PMC Viol.	8/15/2013	Abated-grass, PMC-sent citations working with asset management company
Indian Wells Trail-4 lots	grass	5/28/2013	Abated
898 McBee Road	grass	8/14/2013	Abated-Advised Asset Management Co. to secure property
2654 River Bluff	grass	6/13/2013	Abated
Cedar Trail adj. to White Fence	grass	6/12/2013	Abated
1839 N. Lakeman	accessory structure condition	8/14/2013	Sent Advisory Notice; left message for follow-up, no action observed, Violation Notice pending
1859 N. Lakeman	broken window	8/14/2013	Sent Violation Notice-returned unclaimed, resent regular mail; work on property observed

August 28, 2013

2013 Zoning/Property Maintenance Violations

2785 Waynesville	grass	6/13/2013	Abated
6651 Possum Run Road	accessory struc. proximity to p.l.	6/12/2013	No violation
1758 Sonoma	trash	6/5/2013	Abated
1010 Little Sugarcreek	grass	7/20/2013	Abated
525 Oleva	parking in gravel	6/24/2013	No violation observed
Cedar Trail	grass	8/14/2013	Abated
Tom's Mulch	lighting complaint	8/5/2013	Property owner to install shields
727 Walden Way	garbage	8/15/2013	Notice of Violation sent
Smith Property-Feedwire	vegetation	8/15/2013	Working with property owner on abatement
Park District Property-Feedwire	vegetation	8/15/2013	Some abatement action observed
Township Property-Waynesville	vegetation	8/15/2013	Referred to BT
4481 Shannon	boat and trailer in driveway	8/15/2013	Contacted property owner, trailer is licensed and boat is not "put up for storage"
4378 State Route 725	vegetation	8/28/2013	Some abatement action observed; will contact property owner

August 28, 2013



**Staff Report for
Sugarcreek Township Trustees
August 29, 2013**

The following information is a highlight of the activities and areas of responsibilities for the Sugarcreek Township Information Technology Department.

Items Completed:

- Attended PSISN board meeting
- Attended Dispatch consolidation meetings with Bellbrook / Xenia / Sugarcreek
- Worked out tentative LEADs information plan with Xenia and LEADs Security office
- Worked with vendors & Police dept. on building access & security plans
- Continued significant work with Xenia Fire and Sugarcreek Fire on Station Alerting on the New World Systems product.
- Continued dispatch integration process with Xenia, Police & Fire

Respectfully,

Christopher A. Zappanti
Director of Information Technology