

**The Board of Trustees of Sugarcreek Township, Greene County, Ohio, in Regular Session on September 16, 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 Tom Bensman, Tom and Kelly Johnson, Rick Parsons, Danielle Coots and Marlene Moeller.
4. **Community Activities**

Mrs. Tilford said the Ground Breaking for the Safe Routes to Schools project will be tomorrow at 9:30 am across from the water tower at the High School. Mr. Tiffany said Starbucks opened last Friday and Orange Leaf will open tonight and Crafter's Lodge will open on the 20<sup>th</sup> of September.
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.
  - B. Fiscal Office

Mr. Hodson said there was a Resolution on tonight's agenda for the Acceptance and Rates as Determined by the Budget Commission. Mr. Hodson said this is a formal agreement to the rates and revenues the County will use for our existing levies next year.
  - 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 the Fire Department will have a renewal issue on the ballot this November. Chief Pavlak said people need to know it is a do or die levy. He said the levy is not a tax increase but is a very large part of our current budget. Chief Pavlak said our dispatch communications consolidation started today and everything is working. He said our testing today indicates everything works. Mr. Bryant said 'you guys' are making it look easy, but a lot of effort went into this. Mrs. Daugherty said a lot of work was involved to get here. Mr. Pittman said a lot of hours were put into this, but in the long run, I think this will be good for the Township.
  - 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 Gerhardt Circle was completed today. He said the crew will be at Eden Meadows next, working on the entrance island removal. He said after that, they will do some more Dura-patching and then start berming. Mr. Pittman said the upkeep on Clys Road has been very good. Mr. Tiffany said Tom's Mulch did the mowing and fertilizing.
  - E. Zoning

The report prepared by Cara Tilford, Director of Planning and Zoning, will be appended to the permanent record. Cara said she talked to Anita Dobrzlecki and told her she will talk to Greene County Regional Planning about coordinated planning on the 'fracking' issue.
  - F. Information Technology

Mr. Zappanti said he had nothing to add to his report. He said he has spent the last two weeks with the Chiefs on this issue.

G. Trustees

Mrs. Daugherty thanked Mr. Tiffany and Cara for all the work they have done on the Safe-Routes-to-Schools Project.

Mr. Pittman said we have had good dialogue with the Commissioners regarding the communications tower on Upper-Bellbrook slated to be torn down and said he thinks we might get the issue resolved. Mr. Tiffany said he and Chief Pavlak are working on a draft to send them.

6. **Old Business**

A. Part-time work hours

Mr. Bryant said the board had limited working hours in anticipation of Obamacare, which is now delayed. He said the 1500 hours part-time per year is still valid and it might assist Chief Pavlak to let up on the 24 hours per week schedule. Mr. Tiffany said, in the past, at the end of the year, the 1500 hours presented some scheduling problems but this late in the year it shouldn't since we have been on a 24 hour week. Mr. Pittman asked if we need a Resolution. Mr. Tiffany said we did. Mr. Bryant said at the time, we thought we needed it but we don't know now. Mrs. Daugherty said she thinks we need to go back to the old hours since it might be helpful to the Fire Department right now. Mr. Pittman said since we're all in favor, we should do it. Mrs. Daugherty said why not now. Mr. Tiffany said we need to amend the old Resolution to 1500 hours per year. Mr. Tiffany said to continue with the meeting and he would prepare the Resolution right now.

B. Fire Department change in staffing plans

C. Dispatch Center Transition

Mr. Pittman said items B and C were previously discussed in work session

7. **New Business**

**Fiscal Office**

A. Approval of Minutes

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

Mrs. Daugherty - Abstain

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. Accepting the Amounts and Rates as Determined by the Budget Commission and Authorizing the Necessary Tax Levies and Certifying Them to the County Auditor.

**Resolution# 2013.09.16.01**

WHEREAS, the Budget Commission of Greene County, Ohio, has certified its action thereon to this Board together with an estimate by the County Auditor of the rate of each tax necessary to be levied by this Board, and what part thereof is without, and what part within, the ten (10) mill limitation (see Schedule A, attached),

NOW THEREFORE, BE IT RESOLVED, by the Board of Trustees of Sugarcreek Township, Greene County, Ohio, that the amounts and rates, as determined by the Budget Commission in its certification, be and the same are hereby accepted.

BE IT FURTHER RESOLVED, that there be and is hereby levied on the tax duplicate of said Township the rate of each tax necessary to be levied within and without the ten (10) mill limitation as attached in Schedule A.

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**

Mr. Bryant said he would like to comment on all three of the following resolutions. He said he appreciated all the good work turned in by our dispatchers and is sad to see them go. Mrs. Daugherty said they are very valuable to us. Mr. Pittman said he agrees with both comments and is glad two of them already have found employment.

D. Resignation of Part-time Dispatcher Caroline L. Helling

#### **Resolution# 2013.09.16.02**

WHEREAS, Part-time Dispatcher Caroline L. Helling gave notice of her intention to resign with an effective date of September 10, 2013, from the Sugarcreek Township Police Department; and,

WHEREAS, Mrs. Helling has been a member of the Sugarcreek Township Police Department since November 5, 2012, and,

WHEREAS, Police Chief Michael A. Brown states in his September 10, 2013, correspondence that due to the consolidation of our dispatching services, Mrs. Helling has opted to accept a position as a dispatcher with Greene Central and recommends we accept the resignation of Caroline L. Helling,

NOW THEREFORE, BE IT RESOLVED, that this Board of Sugarcreek Township Trustees officially accepts the resignation of Caroline L. Helling effective September 10, 2013.

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

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

Chief Pavlak said we need to modify the next resignations since they were terminated due to their job elimination. Mr. Pittman said while we are waiting for Mr. Tiffany we will continue with our Public comments.

### **Public Comments**

Mr. Rick Parsons, 1064 Hook Road, Xenia, said he was here last week and asked if the Board had taken anything into consideration yet. Mr. Pittman said that we added two additional towing companies as backup. He said yours was one of them. Mr. Parsons said he hadn't received anything yet but heard about it from Mormon's Towing. Chief Brown said that if he hadn't called him that he apologized. Mrs. Daugherty asked what backup meant. Chief Brown said that if Sandy's can't handle it or does not respond in a timely manner, we will move on to backup.

Mr. Parsons said he didn't like the decision and had hoped for something different. Mrs. Daugherty said she would like to keep the towing in Greene County but agreed we didn't need 8 companies on the list. Chief Brown said we average 225 tows' a year. He said with a large rotation we have had some confusion over whose next on list. He said there are times in the past when the tow we called couldn't handle it or were slow to arrive. We've had an

Officer sitting for an hour or an hour and a half. Chief Brown said he knows Sandy's can handle anything and they have a driver who lives in Bellbrook and drives his truck home and can be here quick. He said we told Sandy's if there is a delay we will call others and if we're not happy we will move on and explore other options.

Mr. Bryant said maybe we should discuss this off-line. He also suggested maybe we could also just use Xenia for their service. Mrs. Daugherty said she thinks we are making this too complicated. Mr. Pittman said we don't need as many on rotation as we had. He suggested the three we had now rotate. He said he backs the Chief's decision and an Officer waiting an hour is unacceptable. Mrs. Daugherty agreed with Chief Brown that it's too much to keep track of. Mr. Bryant said let's take this off-line and get more info to discuss. Mr. Pittman agreed with Mr. Bryant to discuss this further. Mrs. Daugherty also agreed with further discussion.

Mr. Tom Johnson, Johnson's Towing said he has taken care of Bellbrook for eight years. He said when his new lot is finished it will hold one hundred cars. He said he will lose the most, since he does not have a body shop or other business. Mr. Bryant asked what business he got from Sugarcreek last year. Mr. Johnson said he averages two calls per week. Mr. Bryant said sometimes you have to draw a line but we do want to discuss this further. Mr. Johnson stated all the lists he is currently on for towing. Mrs. Daugherty suggested we see how many we can get on the Xenia list.

Mr. Tom Bensman, 691 S. Alpha-Bellbrook Road, said he was here two weeks ago with regards to 'fracking'. He said he wanted to thank Cara for working on this. He said this is an established practice in Ohio, not here yet, but coming. He said Yellow Springs has an Ordinance against it.

#### **Administration Department**

H. Amendment of Resolution 2012.12.17.07

#### **Resolution# 2013.09.16.05**

WHEREAS, Resolution 2012.12.17.07 established 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 shall be permitted to work not more than twenty-eight (28) hours total in any work week; and,

WHEREAS, Resolution 2013.01.22.06 amended that resolution to allow for an effective date of March 31, 2013; and,

WHEREAS, the dates associated with the implementation of PPACA have been delayed and the initial period for assessment have been delayed as such.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees amends Resolution 2012.12.17.07 and 2013.01.22.06 accordingly, that effective this day through December 31, 2013, all part-time employees shall be scheduled to work not more than thirty-six (36) hours in any work week and no more than one-thousand five-hundred (1500) hours in calendar year 2013.

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

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

#### **Police Department**

E. Resignation of Full-time Dispatcher Rachael A. Adams

#### **Resolution# 2013.09.16.03**

WHEREAS, Full-time Dispatcher Rachel A. Adams was given notice of the abolishment of her position with an effective date of September 14, 2013, from the Sugarcreek Township Police Department; and,

WHEREAS, Ms. Adams has been a member of the Sugarcreek Township Police Department since October 4, 2006, and,

WHEREAS, Police Chief Michael A. Brown states in his September 10, 2013, correspondence that Ms. Adams' position was abolished due to the consolidation of our dispatching services with Greene Central and recommends that we commend her for her service,

NOW THEREFORE, BE IT RESOLVED, that this Board of Trustees officially commends Rachel A. Adams for her service to the community of Sugarcreek Township and its citizens.

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

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

F. Resignation of Full-time Dispatcher Shannon B. Wade

**Resolution# 2013.09.16.04**

WHEREAS, Full-time Dispatcher Shannon B. Wade was given notice of the abolishment of her position with an effective date of September 14, 2013, from the Sugarcreek Township Police Department; and,

WHEREAS, Mrs. Wade has been a member of the Sugarcreek Township Police Department since October 2, 2012, and,

WHEREAS, Police Chief Michael A. Brown states in his September 10, 2013, correspondence that Mrs. Wade's position was abolished due to the consolidation of our dispatching services with Greene Central and recommends that we commend her for her service,

NOW THEREFORE, BE IT RESOLVED, that this Board of Trustees officially commends Shannon B. Wade for her service to the community of Sugarcreek Township and its citizens.

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

**Administration Department**

G. Discuss the hiring and payment of temporary part-time service workers. Mr. Tiffany said the seasonal service workers have been as \$10.00 per hour for years. He suggested we increase it to \$12.00 per hour. Mr. Bryant said he didn't want to do it but would go with the group. Mr. Pittman said we had a hard time filling the positions last year. Mr. Bryant said he couldn't see where \$2.00 an hour would make a difference. Mr. Bryant suggested possibly giving a bonus to those who worked x-hours. Mr. Tiffany said based on last years' seasonal hours the raise represented a \$600.00 overall increase. Mr. Bryant said let's think about it and see if a bonus is even feasible.

8. **Trustee/Staff Discussion**  
None.

9. **Public Comments** – see above.

Mr. Pittman moved to adjourn to Executive session at 8:30 pm for personnel reasons in compliance with O.R.C. 122.22.G1. Mr. Bryant seconded. Roll was called with the vote being as follows:

Mrs. Daugherty - Yes  
Mr. Bryant – Yes

Mr. Pittman – Yes

The meeting reconvened at 9:15 pm with no action taken and promptly adjourned.

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Theodore L. Hodson, Fiscal Officer