

**The Board of Trustees of Sugarcreek Township, Greene County, Ohio, in Regular Session on October 21, 2013, at 7:00 pm, at 2090 Ferry Road, Bellbrook, Ohio 45305.**

1. Mr. Bryant 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 and Scott Bryant being present. Mr. Pittman was absent. In addition to Mr. Tiffany, Township Administrator, others present who signed in were Donna Hellman, Amy Amburn, Jill Corron, Chris Ewing, Ken Collier, Shawn Smith, Heath Williams, Bee Williams, Josh Hauser, Mike Kirnec, Theodore Parks, Chris Northrup and Sheila Fields.
4. **Amy Amburn, Administrator, Greene County Children Services**  
Ms. Amburn said she was here to promote the 1.5. mil renewal levy, on the ballot, and provided a brief history of Children's' Services. She said it did not exist prior to 1875 but resulted from a landmark case involving a child named Mary Ellen Wilson. She said children were considered, by law, property of their parents and in this case the parents were taken to court and found guilty of abuse under laws passed for the prevention of abuse of animals. She said Greene County Children's' Services serve two thousand children in the County. Ms. Amburn provided information on all the services they perform with their various programs. She said she wanted everyone to recognize the importance of their service and hoped everyone would support the levy. Mrs. Daugherty thanked her and said she thought her work was very important.
5. **Chris Ewing, Bellbrook Sugarcreek Chamber of Commerce**  
Chris Ewing, Director of the Chamber of the Bellbrook Sugarcreek Chamber of Commerce, said there were a lot of Community events coming up and said the Chamber appreciated the Board members and staff for showing up for so many of them. She said that 'Halloween in the Park' has been rescheduled for this coming Wednesday. She said the Greene County Commissioners are having a 'Townhall' meeting at the Middle School at 6:30 pm on the 29<sup>th</sup>. Ms. Ewing asked if they needed anyone to greet people as they came in. Mr. Tiffany said she should call the Commissioner's office. She asked how long they had been doing this. Mr. Tiffany said they have been going around the County for the last few months. Ms. Ewing said Seva Dental is sponsoring their first candy buy back on Nov. 5<sup>th</sup> from 5:00 to 7:00 pm. She said they will buy back unopened candy for one dollar a pound and will send it to our troops overseas. She also said there will be coloring and costume contests. Ms. Ewing said the Liberty Nursing Center will have a Grand Reopening on Nov. 7<sup>th</sup> starting at 11:30 am. She thanked Cara for her work on the Farmer's Market, which has been great. She asked if it was open until the 27<sup>th</sup> of November. Cara said it will be open once a month for the remainder of the year until it reopens weekly next year. Mr. Tiffany said Sally has been working with the Farmers' Market and has done a great job. Ms. Ewing said 'Christmas in the Park' is scheduled for Dec. 14<sup>th</sup> from 5:00 to 7:00 pm. And that the Chamber will sponsor a 'Business expo' in February.
6. **Fire Department**  
Chief Pavlak said they recently received a call regarding a cardiac arrest in the parking lot of Applebee's. He said when a crew arrived, employees from Applebee's were already administering CPR and assisting the person with the heart attack. Chief Pavlak asked Jill Corron and Chris Northrup to come forward. He said it is great to have Citizen's get involved and that their quick response certainly helped to save a life. Chief Pavlak presented them with a certificate of recognition to express their appreciation and thanks for what they had done. Pictures were then taken of them with the Chief, the Board and the Fire crews involved.

Reclassification of Fire Department Personnel Joshua S. Kirby and Joshua J. Hauser

**Resolution# 2013.10.21.01**

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

WHEREAS, this need is met through the periodic reclassification of Fire Department employees and volunteers; and,

WHEREAS, Chief Randall J. Pavlak requests the reclassification of Joshua S. Kirby and Joshua J. Hauser from Part-time Firefighter/Paramedics to Full-time Firefighter/Paramedics, in concert with the reorganization of the Table of Organization of the Sugarcreek Township Fire Department;

NOW THEREFORE, BE IT RESOLVED, that this Board of Trustees approves the reclassification of Joshua S. Kirby and Joshua J. Hauser to the positions of full-time Firefighter/Paramedic at the pay rate of \$15.16 per hour payable on a bi-weekly basis.

FURTHER BE IT RESOLVED, these reclassifications shall have an effective date of November 11, 2013, and are subject to a one (1) year probationary period ending November 11, 2014.

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

Mrs. Daugherty and Mr. Bryant congratulated them on their promotions. Mr. Kirby and Mr. Hauser came forward and had their pictures taken with the Board, their families and other Department members.

**7. Community Activities**

None were mentioned.

**8. 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 he had nothing to report.

**C. Fire**

The report prepared by the Fire Department will be appended to the permanent record. Chief Pavlak thanked the Board and Mr. Tiffany for their help with the changes in the staffing planning and that he thinks we have a great group of employees.

**D. Police**

The report prepared by the Police Department will be appended to the permanent record. Chief Brown said their 'Drug Drop Off' will be on Saturday the 26<sup>th</sup> and that they do not accept syringes. Mr. Bryant said he liked the listing of service calls on the report by type. Chief Brown said he hopes it will help in determining where they spend their time. Mrs. Daugherty said she also liked it.

**E. Roads and Services**

The report for Roads and Services will be appended to the permanent record. Mr. Tiffany said they were chasing a problem on the street sweeper. He said it was a hydraulic issue but he thinks they found the problem today. Mrs. Daugherty said we've had it a long time. Mr. Tiffany said we've had it since 1995.

E. Zoning

The report prepared by Cara Tilford, Director of Planning and Zoning, will be appended to the permanent record. Cara said she had nothing additional. Mr. Bryant asked if the Safe Routes to Schools project was finished. Cara said it was other than waiting on a flashing beacon. Mrs. Daugherty said she would like to see annexation laws changed. She said they are favorable to cities and not townships. She said she would like Mr. Tiffany to attend meetings in Columbus or whatever he can do to help township. She said we need to demonstrate to legislators the need for these changes. Mr. Bryant said there is current legislation in progress that will give townships and school zones a voice in these matters. He said they will be treated as owners in Type II annexations. Mr. Tiffany said we are getting there one step at a time through amendments. He said, at some point in time, a lot of people will need to get involved.

F. Information Technology

Mr. Zappanti's report will be added to the permanent record. He said he had nothing to add.

G. Trustees

The Board had nothing to report.

9. **Old Business**

A. Radios

Mr. Bryant said this was discussed in the Work Session.

B. Meeting with the City of Bellbrook

Mr. Tiffany said the City did not want to meet until after the Election.

C. Fire Department Administrative Assistant Position.

Mr. Bryant said this was also discussed in the Work Session.

10. **New Business**

**Fiscal Office**

A. Approval of Minutes

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

Mrs. Daugherty - Yes

Mr. Bryant - 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

**Police Department**

C. Declaration of Excess Property for the Police Department

**Resolution# 2013.10.21.02**

WHEREAS, the Sugarcreek Township Police Department has identified equipment which is no longer needed for operations, and;

WHEREAS, Chief Michael Brown is requesting the 2005 Ford Crown Victoria Police Interceptor, VIN 2FAFP71W15X116727, which has an individual value of approximately \$2,500 or more be declared as excess property and disposed of,

WHEREAS, the Board of Trustees acknowledges the need to sell these items and that the Ohio Revised Code (ORC) 505.10 provides the Board of Trustees with the authorization to sell property, regardless of the property's value, including motor vehicles, road machinery, equipment, tools, or supplies, that is not needed for public use, is obsolete, or is unfit for the use for which it was acquired, by internet auction; and,

NOW THEREFORE, BE IT RESOLVED, that in accordance with ORC 505.10, this Sugarcreek Township Board of Trustees declares this property to be excess and authorizes the Township Administrator to place it on an on-line auction to be held for ten (10) days or more through an on-line auction service.

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

Mrs. Daugherty asked if we didn't usually donate them. Mr. Tiffany said this one is in much better condition.

#### **Roads and Services Department**

D. 2013 Annual Report of Township Roadways.

#### **Resolution# 2013.10.21.03**

WHEREAS, the Board of Trustees has received the Annual Township Road Inventory Report from the Greene County Engineer; and,

WHEREAS, this Report has been reviewed by the Roads and Services Supervisor, Anthony Lamb, and the Township Administrator, Barry P. Tiffany, and found to be accurate as presented; and,

WHEREAS, this Report indicates the road names, length in miles, their condition as well as work completed the past twelve (12) months,

NOW THEREFORE, BE IT RESOLVED, that this Report, as presented and reviewed, is accepted by this Board of Township Trustees.

FURTHER BE IT RESOLVED, a signed copy shall be returned to the Greene County Engineer.

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

Mrs. Daugherty - Yes  
Mr. Bryant - Yes

Mrs. Daugherty asked what the difference was between Chip Seal and Cape Seal. Mr. Tiffany said Cape Seal was a two-step process where the Chip Seal is applied first then followed by the Cape Seal.

## **Administration**

### **E. Declaration of Excess Property for the Administration Department**

#### **Resolution# 2013.10.21.04**

WHEREAS, the Sugarcreek Township Administration Department has identified equipment which is no longer needed for operations, and;

WHEREAS, Barry P. Tiffany, Township Administrator is requesting the Konica 7145 Photocopier, equipment identification DO288, which has an individual value of \$2,000 or less, be declared as excess property and disposed of,

WHEREAS, the Board of Trustees acknowledges the need to sell these items and that the Ohio Revised Code (ORC) 505.10 provides the Board of Trustees with the authorization to sell property, regardless of the property's value, including motor vehicles, road machinery, equipment, tools, or supplies, that is not needed for public use, is obsolete, or is unfit for the use for which it was acquired, by internet auction; and,

NOW THEREFORE, BE IT RESOLVED, that in accordance with ORC 505.10, this Sugarcreek Township Board of Trustees declares this property to be excess and authorizes the Township Administrator to place it on an on-line auction to be held for ten (10) days or more through an on-line auction service.

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

Mrs. Daugherty - Yes

Mr. Bryant - Yes

Mrs. Daugherty asked which copier. Mr. Tiffany said it was the old backup copier in Karen's office. He said it is no longer being used and not serving any purpose.

#### **11. Trustee/Staff Discussion**

Mr. Tiffany said our lease is ending on our copier here and in the stations. He said we are currently with Donnellon McCarthy at a cost of about six hundred a month. He said we have been talking to other vendors. Mr. Bryant asked how many copiers. Mr. Tiffany said six total. Mr. Tiffany said Woodhull has the best price to date. He said with the current contract we have a per copy cost and if we don't run copies we don't pay. He said there would be no penalties to get out now with our current lease. Mr. Bryant said we should try to reduce our paperwork if possible.

Chief Pavlak said he wanted to remind everyone about the levy. He said there will be a 'Levy Walk' on Saturday and Sunday beginning at 10 am starting at the Public Safety Building.

#### **11. Executive Session**

Mr. Tiffany said he would like an Executive Session to discuss personnel under O.R.C. 121.22.G1.

#### **12. Public Comments**

Chris Ewing asked if anyone from Police or Fire would be at 'Halloween in the Park'. Mr. Tiffany said there would. She also asked how things were going with Greene Central. Chief Pavlak responded that they were doing okay and still resolving issues as they came up.

Mr. Bryant moved to adjourn to Executive Session at 8:12 pm. Mrs. Daugherty seconded. Roll was called with the vote being as follows:

Mrs. Daugherty - Yes  
Mr. Bryant – Yes

The meeting resumed at 8:32 pm with no action taken and promptly adjourned.

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Theodore L. Hodson, Fiscal Officer  
Theodore L. Hodson, Fiscal Officer

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