

The Board of Trustees of Sugarcreek Township, Greene County, Ohio, in Regular Session on March 17, 2014, at 7:00 pm, at 2090 Ferry Road, Sugarcreek Township, Ohio 45305.

1. Mr. Bryant called the session to order at 7:00 pm.
2. 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 who signed in were Donna Hellman, Danielle Coots and Gregg Sparks.
3. All rose and recited the Pledge of Allegiance to the Flag.
4. Presentation by Boy Scout Nathaniel DeLong
Mr. Gregg Sparks, President of the Bellbrook Lion's Club, said they were sponsoring an Eagle Scout project, which would provide a face lift for several signs coming into the Community. He said they provided information about various groups within the Community and needed revitalized. He said Scout Nathan DeLong will be doing this for his Eagle Scout community project. Mr. Sparks introduced Mr. DeLong, who addressed the Board regarding his project. Nathan provided the Board with pictures to show what the signs will look like and talked about what he proposed to do. He said in addition to updating and refurbishing the signs he will add a banner which can be used to advertise upcoming community events. He said he will start on the project in April during the spring break. Mrs. Daugherty asked if he was doing it by himself. He said he will have help from his fellow scouts. Mr. Sparks said there will also be other Lion's members involved. Mr. Pittman asked Nathan how old he was. He replied he was fourteen, soon to be fifteen. Mrs. Daugherty asked if another organization wanted to add a sign who would they contact. Mr. Sparks said the request would be through the Lion's Club. Mr. Tiffany said he liked the idea of a banner to advertise community events. He said Mr. Sparks has done a great job as President of the Lion's Club. The Board thanked Mr. DeLong for his presentation and for the work he was providing.

Mr. Bryant said we would proceed with the amendment of a previous resolution and then with the appointments of Fire Personnel so those present for the appointments would not need to remain for the entire meeting.

Administration Office

- D. Amendment to Resolution 2013.12.16.04 Annual Re-organization and Appointments Regarding Part-time Employees Work Week

Resolution# 2014.03.17.02

WHEREAS, Resolution 2013.12.16.04 established that 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, the dates associated with the Employer Mandate of the Patient Protection Affordable Care Act (PPACA) has been delayed; and,

WHEREAS, beginning in 2016, employers with fifty (50) or more full-time employees will be subject to the employer mandate stating they must offer coverage to at least 95 percent of their full-time employees and their dependents in order to avoid a penalty.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees amends Resolution 2013.12.16.04 accordingly, that effective this day through December 31, 2014, all part-time employees shall work no more than one-thousand five-hundred (1500) hours in a fiscal calendar year.

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

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

Fire Department

E. Reclassification of Fire Department Personnel Andrew Keister

Resolution# 2014.03.17.03

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 Andrew Keister from Volunteer Firefighter/EMT-B to Part time Firefighter/EMT-B, in concert with the reorganization of the Table of Organization of the Sugarcreek Township Fire Department;

WHEREAS, that effective March 17, 2014, all part-time employees shall work no more than one-thousand five-hundred (1500) hours in a fiscal calendar year,

NOW THEREFORE, BE IT RESOLVED, that this Board of Trustees approves the reclassification of Andrew Keister to the position of part time Firefighter/EMT-B at the pay rate of \$9.99 per hour payable on a bi-weekly basis.

FURTHER BE IT RESOLVED, this reclassification shall have an effective date of March 17, 2014, and is subject to a one (1) year probationary period ending March 17, 2015.

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. Pittman – Yes
Mr. Bryant – Yes

F. Appointment of Part-time Firefighter/Paramedic Michael Plowman

Resolution# 2014.03.17.04

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/Paramedic; and,

WHEREAS, David M. Plowman has the necessary qualifications to serve in the capacity of Part-time Firefighter/Paramedic for the Sugarcreek Township Fire Department; and,

WHEREAS, Chief Pavlak, in his March 6, 2014, 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 2014 Operating Budget,

WHEREAS, that effective March 17, 2014, all part-time employees shall work no more than one-thousand five-hundred (1500) hours in a fiscal calendar year,

NOW THEREFORE, BE IT RESOLVED, that David M. Plowman 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 17, 2014, with a one (1) year probationary period ending on March 17, 2015.

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

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

G. Appointment of Part-time Firefighter/EMT Matthew Hood

Resolution# 2014.03.17.05

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, Matthew Hood has 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 March 7, 2014, 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 2014 Operating Budget,

WHEREAS, that effective March 17, 2014, all part-time employees shall work no more than one-thousand five-hundred (1500) hours in a fiscal calendar year,

NOW THEREFORE, BE IT RESOLVED, that Matthew Hood shall be appointed to the position of Part-time Firefighter/EMT at the pay rate of \$9.05 per hour having an effective date of March 17, 2014, with a one (1) year probationary period ending on March 17, 2015.

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

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

H. Appointment of Volunteer Firefighter Russell Lee

Resolution# 2014.03.17.06

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

WHEREAS, vacancies exist within the classification of Volunteer Firefighter; and,

WHEREAS, Russell Lee has the necessary qualifications to serve in the capacity of Volunteer Firefighter for the Sugarcreek Township Fire Department; and,

WHEREAS, Chief Pavlak, in his March 6, 2014, 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 2014 Operating Budget,

NOW THEREFORE, BE IT RESOLVED, that Russell Lee shall be appointed to the position of Volunteer Firefighter within the Sugarcreek Township Fire Department effective March 17, 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. Pittman – Yes
Mr. Bryant – Yes

Pictures were taken, of those present, with the Board and Staff and they were personally welcomed.

5. **Community Activities**

None were reported.

6. **Reports**

A. Administration

The report prepared by Mr. Tiffany will be appended to the permanent record. Mr. Tiffany said we finally received our money from LGI for the MARCS radios. He said we received good news for Carpenter's Creek. Mr. Tiffany said the County will push the water line up to a hydrant at the development which will create a loop and more water pressure.

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 said all he had was discussed in the Work Session.

D. Police

The report prepared by the Police Department will be appended to the permanent record. Chief Brown said he had nothing additional to add. Mr. Pittman asked about the Mosque and Mr. Bryant asked if it was progressing? Mr. Tiffany said it was. Mr. Bryant said he would like Sgt. White to talk about the recent surge in heroin usage. After discussion the Board decided it should be on the Web site and that about fifteen minutes should be allotted for the presentation. Mr. Pittman told Chief Brown he liked the service call reports.

E. Roads and Services

The report for Roads and Services will be appended to the permanent record. Mr. Tiffany said there has been a lot of surface cracking at Brown's Run. He said the repairs to the road are only six months old and shouldn't be there. He said he would discuss the issue with Mr. Geyer since the County is planning on putting Cape Seal on Wilmington Pike south of Spring Valley/Centerville Road. Mrs. Daugherty said she wanted to compliment the Road Department. She said she has gotten a lot of positive remarks from our Citizens this winter.

F. Zoning

The report prepared by Cara Tilford, Director of Planning and Zoning, will be appended to the permanent record. Cara said we had four new housing starts last week. Mr. Bryant asked where. Cara said three on Possum Run and one on Sugar Ridge. Cara also talked about the extension of time for the development on Upper Bellbrook across from the cemetery. She said modifications discussed so far did not require a re-submission of plans. Mr. Tiffany said they were looking at an increase in cul-de-sacs which would reduce cutting across a gas pipe line but which was declined since it would increase snow removal about two and a half hours' time over the previous plan. Mr. Pittman said Mr. Ernst had allowed for a lot of open space. Mr. Tiffany said the open areas should be about the same since they are not very conducive to building. Mr. Bryant asked about the lot sizes. Cara said they were about eight to nine thousand up front and up to fifteen thousand in the rear. Mrs. Daugherty asked if there was a buffer up front. Cara said there was. Mr. Bryant asked about the time line. Mr. Tiffany said he thought by this fall.

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 to add.

H. Trustees

Mr. Pittman and Mrs. Daugherty both said they attended the Greene County Engineer's Dinner.

7. **Old Business**

Compensatory storage information and associated costs – Mrs. Daugherty said we had a good discussion on this in Work Session.

Department Head Goals – Mr. Bryant said he would like to bring this up at the next Work Session.

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. Mr. Pittman seconded. Roll was called with the vote being as follows:

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

B. Payment of Bills

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

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

Fire Department

I. Declaration of Excess Property

Resolution# 2014.03.17.07

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

WHEREAS, the item identified, a 2005 Ford Crown Victoria Police Interceptor (Vehicle Identification Number 2FAFP71W45X173345), has an individual value of \$2,000 or less,

NOW THEREFORE BE IT RESOLVED, that this Sugarcreek Township Board of Trustees hereby declares this property to be excess and directs the appropriate disposition of this property.

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. Pittman – Yes
Mr. Bryant – Yes

J. Resignation of Part-time Safer Firefighter/Paramedic Ryan Allen

Resolution# 2014.03.17.08

WHEREAS, Safer Firefighter/Paramedic Ryan Allen has submitted his letter of resignation from the Sugarcreek Township Fire Department; and,

WHEREAS, Mr. Allen has been a member of the Sugarcreek Township Fire Department since February 4, 2013, and,

WHEREAS, Chief Randall J. Pavlak recommends we accept the resignation of Ryan Allen,

NOW THEREFORE, BE IT RESOLVED, that this Board of Sugarcreek Township Trustees officially accepts the resignation of Ryan Allen effective March 28, 2014.

K. Resignation of Part-time Safer Firefighter/EMT Justin Davis

Resolution# 2014.03.17.09

WHEREAS, Safer Firefighter/EMT Justin Davis has submitted his letter of resignation from the Sugarcreek Township Fire Department; and,

WHEREAS, Mr. Allen has been a member of the Sugarcreek Township Fire Department since January 7, 2013, and,

WHEREAS, Chief Randall J. Pavlak recommends we accept the resignation of Justin Davis,

NOW THEREFORE, BE IT RESOLVED, that this Board of Sugarcreek Township Trustees officially accepts the resignation of Justin Davis effective March 30, 2014.

Mr. Bryant moved to accept Resolutions 2014.03.17.08 and 09 as presented. Mr. Pittman seconded. Roll was called with the vote being as follows:

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

Mr. Bryant asked Chief Pavlak if they were going elsewhere. Chief Pavlak said one is going elsewhere for more money and the other is leaving for both time and money reasons.

Administration Office

L. Reappoint Board of Zoning Commission Alternate Jeffrey Bennet

Resolution# 2014.03.17.10

WHEREAS, the term of Board of Zoning Commission alternate member Jeffrey Bennett is due to expire on March 31, 2014; and,

WHEREAS, Jeffrey Bennett has served as a Board of Zoning Commission alternate member since October 7, 2013; and,

WHEREAS, the Board of Zoning Commission plays a pivotal role in the land-use decisions for Sugarcreek Township; and,

WHEREAS, it is imperative that all positions on the Board of Zoning Commission be filled with citizens who will make decisions that are always in the best interest of Sugarcreek Township; and,

NOW THEREFORE, BE IT RESOLVED, that Jeffrey Bennett is hereby re-appointed to the Board of Zoning Commission as an alternate member for a five-year term beginning April 1, 2014, and expiring on March 31, 2019. (Said appointment made pursuant to the Ohio Revised Code, Section 519.13.)

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. Pittman – Yes
Mr. Bryant – Yes

M. Reappoint Board of Zoning Commission Member William D. Schieman

Resolution# 2014.03.17.11

WHEREAS, the five year term of Board of Zoning Commission member William D. Schieman expired March 31, 2014; and,

WHEREAS, the Board of Zoning Commission plays a pivotal role in the land-use decisions for Sugarcreek Township; and,

WHEREAS, it is imperative that all positions on the Board of Zoning Commission be filled with Citizens who will make decisions that are in the best interest of Sugarcreek Township; and,

NOW THEREFORE, BE IT RESOLVED, that William D. Schieman is hereby re-appointed to the Board of Zoning Commission for a five-year term beginning April 1, 2014, and expiring on March 31, 2019. (Said appointment made pursuant to Ohio Revised Code Section 519.13.)

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. Pittman – Yes
Mr. Bryant – Yes

Mr. Pittman said we are fortunate to have people like Bill in the Community. He has done a great job. Mrs. Daugherty said he has been with us a long time.

9. **Trustee/Staff Discussion**
There was no discussion.

10. **Public Comments**

Mrs. Donna Hellman said the Eagle Rise Home Owners Association meeting will be on April 10th at 7:00 pm at the Public Safety Building. She said she expected a good turn out and invited the Board to attend.

11. Mr. Bryant moved to adjourn to Executive Session to discuss personnel and litigation. Mrs. Daugherty seconded. Roll was called with the vote being as follows:

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

The meeting adjourned to Executive Session at 8:05 pm.

The meeting reconvened with the following actions taken.

12. Reclassification of Roads and Services Department Personnel Richard F. Cipriano

Resolution# 2014.03.17.12

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

WHEREAS, Township Administrator Barry P. Tiffany is requesting the reclassification of Richard F. Cipriano from full-time Service Worker II to full-time Service Worker III in support of the goals and objectives of the Sugarcreek Township Roads and Services Department;

WHEREAS, Mr. Barry P. Tiffany states the 2014 Budget has sufficient funds allocated for this reclassification;

NOW THEREFORE, BE IT RESOLVED, that Richard F. Cipriano shall be reclassified to the position of Service Worker III at the step C pay rate of \$17.33 per hour payable on a bi-weekly basis.

FURTHER BE IT RESOLVED, this reclassification shall have an effective date of April 1, 2014, and is subject to a one (1) year probationary period ending April 1, 2015.

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. Pittman – Yes
Mr. Bryant – Yes

13. Wage Changes for Non Bargaining Unit Employees

Resolution# 2014.03.17.13

WHEREAS, this Board of Trustees has decided it to be the best interest of the Organization to update the merit based wage scale for each of the departments covering the non-bargaining unit employees; and,

WHEREAS, this will be a continuing process of evaluation for each calendar year beginning January 1 and ending December 31, for possible changes that will take effect in April of each year; and,

NOW THEREFORE, BE IT RESOLVED, this Board of Trustees does hereby approve the wage scale modifications and pay grade increases for non-bargaining unit employees (attached hereto) to be effective April 1, 2014.

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. Pittman – Yes

Mr. Bryant – Yes

Mr. Bryant moved to adjourn at approximately 9:00 pm. Mrs. Daugherty seconded. Roll was called with the vote being as follows:

Mrs. Daugherty - Yes

Mr. Pittman – Yes

Mr. Bryant – Yes

Theodore L. Hodson, Fiscal Officer