



**Staff Report for
Sugarcreek Township Trustees
June 2, 2016**

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

- Attended Dept. head meeting
- Attended PSISN board meeting
- Deployed FD MDT, configuration of hospital printers in progress
- Resolved VPN issue for PD
- Began (re)deployment of Spiceworks monitoring

Respectfully,

Christopher A. Zappanti
Director of Information Technology



Michael A. Brown
Chief of Police

Trustee Meeting June 6, 2016

Training

- On May 24th, Sergeant Mark White and Officer Ron Gudgell completed the re-certification for Meth Labs Clean-up.
- During the week of May 23rd-26th, our officers completed the annual weapons qualifications.
- On June 7th, Detective Black will be attending the BCI Clan Lab Container School.
- Officer Ron Gudgell will be attending the Madison High School Active Shooter Debriefing on October 26, 2016.
- No other classes to report.

Public Appearances

- On May 17th, Sergeant Evans and Officer Powers attended the Lions Club Meeting.
- On May 19th, Chief Brown attended the Greene County Law Enforcement Association Luncheon.
- On May 20th, Chief Brown visited the Farmers Market.
- On May 23rd, Chief Brown attended a meeting at the school regarding the Mock Accident Discussion.
- On May 24th, Chief Brown attended the ACE Task Force Board Meeting.
- On May 25th, Chief Brown attended the Montgomery County Chief's Luncheon.
- On May 27th, Chief Brown visited the Farmer's Market.
- On June 1st, Chief Brown attended the PSISN Board Meeting.
- On June 2nd, Chief Brown attended the Chambers Luncheon.
- On June 2nd, Chief Brown, Sergeant Plummer, and Officer Powers attended a security meeting at Christ's Church.

Grant/Funds

- The Police Department received \$2,000.00 from Walmart for the Community Outreach Trailer to purchase items.
- The Lioness Club gave the Police Department \$100.00.
- The Police Department received \$664.00 for the salary of the SRO from the Drug Prevention Grant.

Fiscal

Budget 2016 (Final Appropriation)	\$2,398,645.00
Expenditures as of May 31, 2016	\$843,737.72
% of Budget Used	35.1%
% of Budget Year Target for the end of May	41.5%
% of Budget Remaining	64.9%
Cash Balance as of May 31, 2016	\$1,236,615.78

Respectfully submitted,



Michael A. Brown
Chief of Police



Michael A. Brown
Chief of Police

Police Blotter

May 9, 2016

- Nothing to Report

May 10, 2016

- Crash report on Grant Oak Trail
- A suspicious vehicle on Wilmington Pike
- A burglary arrest on W. Franklin Street
- A warrant arrest was taken by an officer

May 11, 2016

- A theft arrest on Wilmington Pike
- A crash report on Wilmington Pike
- Business and House Checks every day

May 12, 2016

- A welfare check on Feedwire Road

May 13, 2016

- A suspicious vehicle on Washington Mill Road

May 14, 2016

- An animal complaint on Upper Bellbrook Road
- A theft arrest on Wilmington Pike

May 15, 2016

- Nothing to Report

May 16, 2016

- A welfare check
- A warrant arrest was taken by an officer
- Panhandling on Wilmington Pike

May 17, 2016

- Two (2) theft arrests on Wilmington Pike
- A domestic violence report on Surrey Trail
- House and business checks every day

May 18, 2016

- Nothing to Report

May 19, 2016

- A crash report on Conference Road
- A suspicious vehicle on Wilmington Dayton Pike

May 20, 2016

- An animal complaint on Wilmington Pike

May 21, 2016

- A crash report on Little Sugarcreek
- A suspicious person on Wilmington Pike
- An animal complaint on Paxon Drive

May 22, 2016

- A crash report on Feedwire
- A suspicious vehicle report on Surrey Trail

May 23, 2016

- Nothing to Report

May 24, 2016

- Extra patrol on Kables Mill Drive
- An animal complaint on Wilmington Pike
- A welfare check on Wilmington Pike

May 25, 2016

- A theft report on Feedwire Road
- A warrant arrest was taken by an officer
- A suspicious vehicle on Wilmington Pike
- A crash report on Wilmington Pike

May 26, 2016

- A crash report on Wilmington Pike
- A theft report on Bayberry Cove Drive
- Business and house checks every day

May 27, 2016

- Nothing to Report

May 28, 2016

- A suspicious vehicle on Wilmington Pike
- A crash report on Wilmington Pike
- A fraud report was taken on Clyo Road
- A noise complaint on Ferry Road

May 29, 2016

- A noise complaint on Center Creek Circle
- A crash report on Possum Run Road

May 30, 2016

- A theft arrest on Wilmington Pike
- A lockout assist on Washington Mill Road

May 31, 2016

- A crash report on Wilmington Pike
- A suspicious person on Conference Road



**Staff Report for
Sugar Creek Township Trustees
June 6, 2016**

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

Calls for Service

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Accomplishments:

- Road side mowing cycle
- Installed water softener
- Started road side spray cycle
- Attended underground pipeline safety class
- Mowed 2090 and plaza area
- Finished crack seal program for 2016
- Move dirt at pond
- Burned brush pile at 2090
- Patched potholes
- Repaired side mower on Mowing tractor

Respectfully,

Anthony W. Lamb
Roads and Services Director



**Staff Report for the Sugar Creek Township Board of Trustees
May 17, 2016 through June 1, 2016**

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:

- **June 23, 2016 BZA Meeting:**
 - **BZA04-2016:** Applicants, Todd and Lisa Dorn, are requesting a Variance from Section 4.13 D. 1. c. of the Sugar Creek Township Zoning Resolution to allow for a shed at a setback of a 3' from the property line. The subject property is 417 Kilkenny Court, parcel L32000100011005500, owned by Todd and Lisa Dorn, containing 0.300 acres, and located in the R-1B (Suburban Residential-Moderate District).

Zoning Commission Activities:

- **June 7, 2016 BZC Meeting:**
 - **BZC Case 02-2016:** Applicant, Inverness Group, Inc., is requesting Final Development Plan Approval for Section 3 of the Landings of Sugar Creek subdivision. The subject parcel is 3820 Upper Bellbrook Road, contains 85.52 acres, can be further identified by parcel number L32000100120001900, is owned by Inverness Group, Inc., and is located in the PUD-R (Residential Planned Unit Development) District. Section 3 is proposed to contain a total of 32 building lots and 16.294 acres.
 - Discussion on Agritourism (initiation of text amendment anticipated)

Permits:

- See attached spreadsheet

Violations:

- See attached spreadsheet

Meetings/Accomplishments:

- Conference call with MVRPC on May 24, 2016 to provide update on SRTS Projects
- Conference call with ODOT on June 1, 2016 to discuss SRTS Project (to review the additional public involvement that has taken place)
- Resubmitted reimbursement for all r-o-w costs associated with our SRTS Projects PID-96356 (school parcel, Kable's Mill HOA parcel and Pupo parcel) and PID-93532 (school parcels, City of Bellbrook parcel)-had request that invoices be broken down by PID; sale date for these projects is August 25, 2016 with an award date of September 5, 2016 (construction may begin in October 2016 or spring of 2017 depending on weather-construction will be completed by June 2017)
- Approved footer and foundation only for new Sugar Valley clubhouse
- Approved new sign package for Burger King (signs will be installed in conjunction with reimaging project)
- We are hosting Prosecutor's Office workshop on new agritourism bill on June 8, 2016 at 6 p.m. (all BZA, BZC and Trustees county-wide invited to attend)
- Update on projects:
 - Waterford at Sugarcreek: no Zoning Certificate Applications submitted (all buildings)
 - White Oakes Landing: no Zoning Certificate Applications yet submitted (anticipate within the next month or two)
 - Oak Brooke: we anticipate the pulling of permits to begin in September
 - Woodland Ridge: we anticipate the pulling of permits to begin in July (approved temporary sales trailer, will be removed upon completion of model home)
 - Landings at Sugarcreek: entry signs approved; we have approved the model plus an additional four homes; Application for Final Development Plan Approval for Section 3 in process

Announcements/Upcoming Events:

- Farmers' Market continues on Fridays from 3-7 p.m.
- BZC Meeting scheduled for June 7, 2016
- Prosecutor's Office Workshop on Agritourism scheduled for June 8, 2016
- BZA Meeting scheduled for June 23, 2016

Zoning Certificate Totals 2016

	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	1	0	0	0	0	1	0	0	0	0	0	0	2	0	0	0	1	5
FEB	2	0	0	1	0	1	0	0	1	0	1	0	0	1	0	1	2	10
MARCH	2	0	3	0	0	1	2	0	2	0	1	1	1	0	0	2	1	15
APRIL	3	0	0	1	2	0	2	1	0	0	0	0	1	0	0	0	0	10
MAY	2	0	3	0	1	3	0	0	0	1	1	3	3	0	0	0	0	17
JUNE																		
JULY																		
AUGUST																		
SEPT																		
OCT																		
NOV																		
DEC																		
TOTALS	10	0	6	2	3	6	4	1	3	1	3	7	4	0	0	3	4	57

57 ZCs issued ytd. vs. 48 ZCs issued same period 2015 (+18.75%). 10 ZC for SFRs issued ytd vs. 22 ZCs for SFRs issued same period 2015 (-54.5%).



Administrator's Report to the Trustees
June 6, 2016

The following represents a brief update of the activities, information and issues which the Administration is currently working on:

- We have met with Paycor personnel to begin quotes for using a payroll service and other HR options. That process is expected to take approximately 30 more days.
- Participated in the annual clean-up with the Little Miami River Kleeners. The group seems to be having an impact as we collected far less trash than in years past.
- Centerville has filed a lawsuit against the Township, the County Auditor and the County Treasurer regarding our TIF which has been in place since 2006. This is very disappointing given the recent discussion and attempts to settle things.
- Redwood Development should commence in early July with phase I and initial segment of roadway construction.

Respectfully Submitted,

A handwritten signature in black ink, appearing to be 'B. Tiffany', is placed below the text 'Respectfully Submitted,'.

Barry P. Tiffany
Township Administrator



Jeffrey A. Leaming
Fire Chief

Staff Report for Sugarcreek Township Trustees May 12, 2016 thru June 1, 2016

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 needed, please contact Chief Leaming at 937-848-7344.

Trainings:

- Critical Incident Stress Management
- Incident Safety Officer Awareness

Statistics:

	(5/12 – 6/01)	Year to Date
• 40 EMS reports		268
• <u>19 Fire reports</u>		<u>134</u>
59 Totals		402

Accomplishments/Information:

- Painting the interior of station 72
- Creating opportunities for part-time employment for EMS only providers
- Working with vendor on Ladder Truck to have pump transmission rebuilt or replaced; ladder will be out of service for 2 – 3 weeks minimum
- Held meeting with High School administration to begin planning a mock crash for Homecoming
- Processing seven part-time employment applications
- Promotional Exams completed for Lieutenant's and Captain's openings
- Participating in River Keepers clean-up June 4th

Status of Significant Issues the Fire Department is Addressing:

- Funding for 2016 and beyond

Scheduled Events:

- Greene County Fire Chief's meeting June 16th
- Hydrant flushing continues through June

