



**Administrator's Report to the Trustees
July 18, 2016**

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

- Continuing to work with an outside payroll service to determine whether their services may be beneficial and cost effective. We are projecting for a January 1 start date if it is possible to move forward.
- Met with Redwood development regarding closing on the property and start dates. They should close this month and start work immediately including the first section of Centerpointe Drive.
- Continuing to work with legal counsel and the Trustees to find a settlement that works in the pending issues with the City of Centerville and Cornerstone.
- Participated in a conference call with ODOT officials regarding the Safe Routes projects.
- Participated in conference call of the Legislative Sub-Committee of CLOUT.

Respectfully Submitted,

Barry P. Tiffany
Township Administrator



Jeffrey A. Leaming
Fire Chief

Staff Report for Sugarcreek Township Trustees June 16, 2016 thru July 13, 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:

- Infectious Disease Control
- Foam Systems
- Zika virus update
- Building Construction

Statistics:

	(6/16 – 7/13)	Year to Date
• 51 EMS reports		352
• 29 Fire reports		158
80 Totals		510

Accomplishments/Information:

- Painting the interior of station 72 has been completed
- In the process of conducting interviews for (7) Part-Time employees (EMS only applicants have increased)
- Ladder 72 transmission has been rebuilt at the factory and is being re-installed
- Engine 72 is Out of Service with broken leaf springs
- Hydrant flushing has been completed / crews are in the process of now painting hydrants
- FF/PM Thane Bee recognized as a community hero at the Ice Cream Social Saturday 7/16

Status of Significant Issues the Fire Department is Addressing:

- Funding for 2016 and beyond

Scheduled Events:

- Labor Management meeting August 3rd
- Greene County Fair coverage with a medic August 4th (Harness Racing)
- Hydrant Painting continues



Michael A. Brown
Chief of Police

Trustee Meeting July 18, 2016

Training

- Detective Craig Black has completed the Basic SWAT Tactical Operator Training.
- July 5th – July 7th, our officers participated in the Phase I of Firearms and Less Lethal Proficiency at the range.
- Officer Powers will be attending the Advanced Traffic Collision Level II Class in August.
- On August 23rd, Officer Estes and Officer Williams will be attending the *Bullet Proof Mind Class* in Miamisburg, Ohio.
- No other classes to report.

Public Appearances

- On June 21st, SRO Officer Gudgell attended the Autistic Camp to talk to the kids.
- On June 24th, Chief Brown and Sergeant Marlatt served snow cones with the Outreach Trailer at the Farmer's Market.
- On June 29th and June 30th, Chief Brown attended the Family Resource Meeting.
- On July 1st, Chief Brown visited the Farmer's Market.
- On July 12th, Chief Brown attended the Board Member Meeting of the ACE Task Force.
- On July 14th, Chief Brown attended the Family Resource Meeting.
- Congratulations to Officer Powers for being selected for the *Honor Our Heroes Award*. The award was given at Bellbrook Middle School on Saturday, July 16th.

Fiscal

Budget 2016 (Final Appropriation)	\$2,398,645.00
Expenditures as of July 11, 2016	\$1,044,596.45
% of Budget Used	43.5%
% of Budget Year Target for the end of July	58.1%
% of Budget Remaining	56.5%
Cash Balance as of July 11, 2016	\$1,040,999.71

Respectfully submitted,



Michael A. Brown
Chief of Police



Michael A. Brown
Chief of Police

Police Blotter

June 20, 2016

- A warrant arrest
- A domestic dispute on Timberly Drive

June 21, 2016

- A welfare check on Wilmington Dayton Road
- An animal complaint on Lower Bellbrook Road
- Assist other agency
- 911 hang up on Bayberry Cove Drive

June 22, 2016

- Nothing to Report

June 23, 2016

- A traffic complaint on Darst Road
- A disturbance report on Wilmington Pike

June 24, 2016

- A disabled vehicle on Feedwire Road
- An animal complaint on Wilmington Pike

June 25, 2016

- A crash report on Wilmington Pike
- A welfare check was taken by an officer

June 26, 2016

- A theft arrest on Wilmington Pike
- A traffic complaint on Wilmington Pike
- A suspicious vehicle on Upper Bellbrook Road

June 27, 2016

- Extra patrol on Ferry Road
- A theft arrest on Wilmington Pike
- An animal complaint on Wilmington Pike

June 28, 2016

- Nothing to Report

June 29, 2016

- A welfare check on Wilmington Pike
- Assist another agency
- A theft report on Napa Valley Drive
- A theft report on Feedwire Road

June 30, 2016

- A crash report on Wilmington Dayton Road
- An animal complaint on Wilmington Pike
- A theft report on Surrey Trail

July 1, 2016

- A suspicious vehicle on Ferry Road
- A theft report on Napa Valley Drive
- A fraud report on Wilmington Pike

July 2, 2016

- A suspicious vehicle on Clio Road
- Business and house checks every day
- A juvenile complaint on Bayberry Cove Drive

July 3, 2016

- A theft report on Clio Road
- Fireworks complaint on Sonoma Court

July 4, 2016

- Fireworks complaint on Feedwire Road
- Extra patrol on Silverado Drive
- A panhandling complaint on Wilmington Pike

July 5, 2016

- A suspicious vehicle on Wilmington Pike
- An abandoned vehicle on Wilmington Pike
- A fraud report on Cloy Road
- A crash report on Carpenter Road
- An animal complaint on Van Eaton Road

July 6, 2016

- A theft arrest on Wilmington Pike
- A crash report on Upper Bellbrook Road

July 7, 2016

- An animal complaint on Wilmington Pike
- A welfare check on Bayberry Cove Drive

July 8, 2016

- A theft report on Lower Bellbrook
- An extra patrol on Wilmington Pike
- Business and house checks every day

July 9, 2016

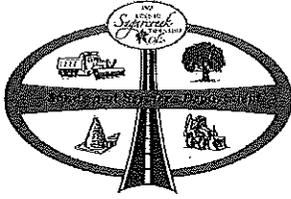
- A theft report on Cloy Road
- Fireworks on Penewit and Van Eaton Road

July 10, 2016

- A crash on Little Sugarcreek Road
- A parking violation on Wilmington Pike
- An animal complaint on Ferry Road

July 11, 2016

- A suspicious vehicle on Wilmington Pike
- A crash report on Lac Lamen Drive
- A fraud report taken on Wilmington Pike
- A crash report on Wilmington Pike
- A juvenile complaint on Wilmington Pike



**Staff Report for
Sugar Creek Township Trustees
July 18, 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

- 7-03 Tree down Washington Mill

Accomplishments:

- Mowing cycle
- Curb replacement Kable's Mill
- Mowing 2090 and plaza areas
- Patched areas on Middle Run road
- Leveled and rolled gravel at farm market
- Pump repair on Massey (mowing tractor)
- Moved dirt at pond
- Took scrap iron dumpster and old signs to recycling facility
- Trimmed brush
- Started weed control along curb in plats
- Catch basin repair Wild Ivy Way
- Curb repair Wild Ivy Way

Respectfully,

Anthony W. Lamb
Roads and Services Director



**Staff Report for the Sugarcreek Township Board of Trustees
June 16, 2016 through July 13, 2016**

The following is a snapshot of the activities and areas of responsibility for the Sugarcreek 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 Follow-up:**
 - **BZA04-2016:** Applicants, Todd and Lisa Dorn, are requesting a Variance from Section 4.13 D. 1. c. of the Sugarcreek 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).
 - *The BZA approved the variance as requested by the applicant.*
- **July 28, 2016 BZA Meeting:**
 - **BZA05-2016:** Applicant, Timothy VanHooser, is requesting a Variance from Section 7.04 B. 1. a. of the Sugarcreek Township Zoning Resolution to allow for construction of a 5' tall chain link fence in the front yard adjacent to Ferry Road. The subject property is 3020 Ferry Road, parcel L32000100090001200, owned by Timothy VanHooser, containing 2.225 acres, and located in the A-1 (Agricultural) District.

Zoning Commission Activities:

- **July 12, 2016 BZC Meeting Follow-up:**
 - **BZC Case 03-2016:** The Sugarcreek Township Zoning Commission initiated, by passage of a motion, text amendments to the Sugarcreek

Township Zoning Resolution. The text amendments initiated establish agritourism uses as permitted in every zoning district subject to standards. Included in the amendment are associated definitions.

- *The BZC recommended approval of the text amendments subject to a change to the table (setback will be changed to setback from a residential structure) and subject to staff conferring with the Prosecutor's Office on the text reading more than five acres versus five acres or more)*
- *This case will be on the August 1, 2016 Trustee Agenda for a Public Hearing*

○ **August 2, 2016 BZC Meeting:**

- **ZC Case 04-2016:** Applicant, Inverness Group, Inc., is requesting Final Development Plan Approval for Section 4 of the Landings of Sugarcreek 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 4 is proposed to contain a total of 22 building lots and 14.68 acres.
- **Discussion on mineral extraction/surface mining**

Permits:

- See attached spreadsheet

Violations:

- See attached spreadsheet

Meetings/Accomplishments:

- Attended Subdivision Review Meeting at RPCC on June 16, 2016
- Met with Spring Valley Township Zoning Inspector to discuss mineral extraction/surface mining on June 16, 2016
- Met with BZA Applicant on June 21, 2016 to discuss area variance request
- Met with developer to discuss land in the township on June 21, 2016
- Attended BZA Meeting on June 23, 2016
- Conference call with ESRI to discuss ArcGIS on June 30, 2016
- Conference call with ODOT to discuss Stage 2 Plans (PID 98576) on July 12, 2016
- Attended BZC Meeting on July 12, 2016
- Attended Department Head Meeting on July 13, 2016
- Met with gentleman working on bikeway planning in Montgomery County to discuss Sugarcreek Township projects on July 13, 2016

- Met with Stephanie Hayden to discuss mineral extraction/surface mining on July 13, 2016
- Working with Redwood on ensuring necessary letters of credit are in place in anticipation of the commencement of construction (White Oakes Landing)
- Waterford at Sugarcreek: Zoning Certificate Application approved subject to conditions
- 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)
- Received reimbursement from ODOT for row costs for PIDS 93532 and 96356 (\$9162 and \$6900); final reimbursement request to be submitted

Announcements/Upcoming Events:

- Farmers' Market continues on Fridays from 3-7 p.m.
- BZA Meeting scheduled for July 28, 2016
- BZC Meeting scheduled for August 2, 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	0	1	0	0	0	0	0	2	0	0	0	0	0	0	0	1	5
FEB	2	0	0	1	0	1	0	0	1	0	1	0	0	1	0	0	0	0	0	1	2	10
MARCH	2	0	3	0	0	1	2	0	2	0	1	1	1	0	0	0	0	0	0	2	1	15
APRIL	3	0	0	1	2	0	2	1	0	0	0	0	1	0	0	0	0	0	0	0	0	10
MAY	2	0	3	0	1	3	0	0	0	1	1	3	3	0	0	0	0	0	0	0	0	17
JUNE	4	0	3	0	2	2	0	2	1	0	2	0	0	0	0	0	0	0	0	0	1	17
JULY	2	18	2	1	2	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	1	27
AUGUST																						
SEPT																						
OCT																						
NOV																						
DEC																						
TOTALS	16	18	11	3	7	8	4	3	4	2	5	7	4	0	0	0	0	0	3	6	6	101

101 ZCs issued ytd. vs. 64 ZCs issued same period 2015 (+57.8%). 16 ZC for SFRs issued ytd vs. 25 ZCs for SFRs issued same period 2015 (-36%).

7/14/2016



**Staff Report for
Sugar Creek Township Trustees
July 2016, 2016**

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

- Moved and declared township IT items for disposal by respective departments
- In midst of building security system user rights audit
- Attended department head meeting
- Rebuilt AV server to resolve software conflicts
- Resolved building access, user, and MDT issues as needed
- Resolved PD body camera server software issue

Respectfully,

Christopher A. Zappanti
Director of Information Technology