



Administrator's Report to the Trustees
August 1, 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.
- Redwood and Miller Valentine projects should be commencing this month. Zoning permits have been issued.
- 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. Preparation for upcoming court dates is taking place currently.
- Attended retirement ceremony for Dave Gully, County Administrator for Warren County. Dave served the public for 38 years.
- Met with a developer concerning a large parcel and possible development in the Township.
- Explored economic development incentives through Greene County Port Authority.
- Met with Careworks staff regarding our Worker's Compensation account and projections/service for the foreseeable future.
- Met with a hotel company regarding a possible location in the Township.

Respectfully Submitted,

Barry P. Tiffany
Township Administrator



Jeffrey A. Leaming
Fire Chief

Staff Report for Sugarcreek Township Trustees July 14, 2016 thru July 27, 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:

- Extrication
- Zika Virus

Statistics:

| | (7/14 – 7/27) | Year to Date |
|-------------------|---------------|--------------|
| • 22 EMS reports | | 378 |
| • 18 Fire reports | | 173 |
| 40 Totals | | 551 |

Accomplishments/Information:

- In the process of conducting interviews and having physicals completed for (9) Part-Time employees (EMS only applicants have increased)
- Quint 72 transmission has been rebuilt at the factory and it is back in service
- Engine 72 back in service after having extensive under carriage repairs

Status of Significant Issues the Fire Department is Addressing:

- Funding for 2016 and beyond

Scheduled Events:

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



Michael A. Brown
Chief of Police

Trustee Report

August 1, 2016

Training

- On July 21st, our police officers attended the 2016 Active Shooter Training at the Bellbrook-Sugar Creek High School.
- On August 10th, SRO Officer Gudgell will be attending the ALICE Program.
- On September 19th, Sergeant Evans will be attending the 21st Century Policing Training.
- No other classes to report.

Public Appearances

- On July 19th, Chief Brown attended the ACE Task Force Board Meeting.
- On July 27th, Chief Brown attended the Montgomery County Chief's Luncheon.

Future Events

- Kables Mill Block Party on August 6th.
- Snow Cones and Outreach Trailer at the Farmer's Market on August 12th.
- Lions Club Parade on August 20th.

A special "Thank You" to all the families and businesses who brought gifts of pizza, sandwiches, cookies, cakes, and many other items. It was appreciated by all of our officers.

Fiscal

| | |
|---|----------------|
| Budget 2016 (Final Appropriation) | \$2,398,645.00 |
| Expenditures as of July 31, 2016 | \$1,149,786.51 |
| % of Budget Used | 47.9% |
| % of Budget Year Target for the end of July | 58.1% |
| % of Budget Remaining | 52.1% |
| Cash Balance as of July 31, 2016 | \$938,556.38 |

Respectfully submitted,



Michael A. Brown
Chief of Police



Michael A. Brown
Chief of Police

Police Blotter

July 12, 2016

- A juvenile complaint on Wilmington Pike
- Assst other agency
- A suspicious person on N. Lakeman Drive

July 13, 2016

- A suspicious vehicle on River Bluff Drive
- A domestic dlspute on Wilmington Dayton Road

July 14, 2016

- Business and house checks every day
- A welfare check on Wilmington Pike
- A domestic violence report on Bayberry Cove Drive
- A crash report on McBee Road

July 15, 2016

- An extra patrol on Surrey Trail
- A crash report on Wilmington Pike
- A welfare check on Wilmington Pike
- A theft arrest on Wilmington Pike

July 16, 2016

- A littering report on Alex Trail
- A crash report on Wilmington Pike
- A suspicious person report on River Bend Drive

July 17, 2016

- An animal complaint on Wilmington Pike
- A theft arrest on Wilmington Pike
- A parking violation on Bayberry Cove Drive

July 18, 2016

- A suspicious vehicle on Social Row Road
- A crash report on Wilmington Pike

July 19, 2016

- A suspicious vehicle on Wilmington Pike
- A criminal damaging report on Bayberry Cove Drive
- A civil complaint on Vemco Drive
- An animal complaint on Wilmington Pike

July 20, 2016

- A suspicious person on Sonoma Court
- A crash report on Wilmington Pike
- A theft report on Upper Bellbrook Road
- A warrant was taken by an officer on Clio Road

July 21, 2016

- A theft report on Stewart Road
- A crash report on Feedwire Road

July 22, 2016

- Business and house checks every day
- A theft arrest on Wilmington Pike

July 23, 2016

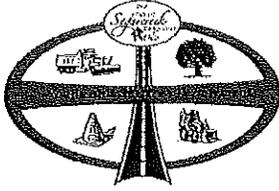
- Nothing to Report

July 24, 2016

- A solicitor reported in the Seton Hill Area
- A crash report on Upper Bellbrook Road

July 25, 2016

- A suspicious vehicle on State Route 725
- A crash report on Mead Road
- A theft report on Cloy Road
- An animal complaint on N. Lakeman Drive



Staff Report for Sugar Creek Township Trustees August 1, 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

- 7-15 repair sign on Mcbee road after accident
- 7-19 Replace stop sign Surrey trial at E Briggs road

Accomplishments:

- Striped center of Ferry road South
- Completed curb repair in Eden Meadows
- Mowed 2090 and plaza areas
- Trimmed tree around signs
- Moved stone at pond
- Completed spray cycle second application
- Started road repairs in Willow Creek
- Repaired catch basin Springfalls cir.
- Repair surface drain River Bend drive
- Graded hill behind fire station 72

Respectfully,

Anthony W. Lamb
Roads and Services Director



Staff Report for the Sugarcreek Township Board of Trustees July 13, 2016 through July 28, 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:

- **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:

- **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.
 - **ZC Case 05-2016:** Applicant, Oberer Land Developers, Ltd., is requesting a Minor Modification to the approved Final Development Plan for Woodland Ridge to allow for the construction of two homes prior to the subdivision being recorded. The subject parcel is 1017 Little Sugarcreek Road, contains 21.7256 acres, can be further identified by

parcel number L32000100020001200, is owned by Oberer Land Developers, Ltd. and is located in the PUD-R (Residential Planned Unit Development) District.

- Discussion on mineral extraction/surface mining

Permits:

- See attached spreadsheet

Violations:

- See attached spreadsheet

Meetings/Accomplishments:

- Attended Department Head Meeting on July 13, 2016
- Met with Zoning Commission Chairperson, Zoning Commission member and Prosecutor's Office to discuss mineral extraction/surface mining on July 13, 2016
- Met with representative from Miami Valley Bike Trails on July 13, 2016
- Met with developer to discuss land in the township on July 20, 2016
- Met with property owner on July 25, 2016 to discuss questions related to their property
- Attended Department Head Meeting on July 27, 2016
- Met with Hills to discuss potential minor adjustments to landscaping plan based on field conditions; requested proposed plan be submitted for review
- Met with developer to discuss land in the township on July 27, 2016
- Attended Zoning Inspectors' Meeting at RPCC on July 28, 2016
- Attended BZA Meeting on July 28, 2016
- Sent letters to residents that provided comment on SRTS project during Public Meeting Open House process
- Project Updates:
 - White Oakes Landing: no Zoning Certificate Applications yet submitted (anticipate within the next month or two), working with Redwood on ensuring necessary letters of credit are in place in anticipation of the commencement of construction
 - Waterford at Sugarcreek: Zoning Certificate Application approved subject to conditions; we understand that they have closed on the property
 - Oak Brooke: we anticipate the pulling of permits to begin in the fall
 - Woodland Ridge: we anticipate the pulling of permits to begin in August (approved temporary sales trailer, will be removed upon completion of model home; monument sign application received and under review)

- Landings at Sugarcreek: Section 4 Final Development Plan in process; meeting planned between GCEO, SWCD and City of Bellbrook's engineer to discuss detention in Section 3

Announcements/Upcoming Events:

- o Farmers' Market continues on Fridays from 3-7 p.m.
- o BZC Meeting scheduled for August 2, 2016
- o BZC Meeting scheduled for September 6, 2016
- o BZA Meeting scheduled for September 22, 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 | 1 | 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 | 1 | 3 | 3 | 0 | 0 | 0 | 17 |
| JUNE | 4 | 0 | 3 | 0 | 2 | 2 | 0 | 2 | 1 | 0 | 2 | 2 | 0 | 0 | 0 | 0 | 1 | 17 |
| JULY | 5 | 18 | 6 | 1 | 2 | 1 | 1 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 36 |
| AUGUST | | 231 | | | | | | | | | | | | | | | | |
| SEPT | | | | | | | | | | | | | | | | | | |
| OCT | | | | | | | | | | | | | | | | | | |
| NOV | | | | | | | | | | | | | | | | | | |
| DEC | | | | | | | | | | | | | | | | | | |
| TOTALS | 19 | 231 | 15 | 3 | 7 | 9 | 5 | 3 | 4 | 2 | 5 | 5 | 7 | 4 | 0 | 3 | 6 | 110 |

110 ZCs issued ytd. vs. 74 ZCs issued same period 2015 (+48%). 19 ZC for SFRs issued ytd vs. 28 ZCs for SFRs issued same period 2015 (-32%).

7/28/2016



**Staff Report for
Sugar Creek Township Trustees
July 27, 2016**

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

- Resolved FD MDT cellular issues
- Working with Greene County IT and Beavercreek IT to bring Greene Co. microwave link online and establish offsite backup MOUs.
- Began configuration of 3 new Fire Dept. MDTs
- Resolved PD body camera issue, returned failed units for warranty review
- Working Admin building Lenel integration quote with vendor

Respectfully,

Christopher A. Zappanti
Director of Information Technology