



**Administrator's Report to the Trustees**  
**October 3, 2016**

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

- Attended the Greene County Commissioners work session along with Trustee Pittman and legal counsel to request funds that will enable the settlement of the ongoing litigation with the City of Centerville and Cornerstone. The request appeared to be well received and we should have an answer from the Commissioners by the end of this week.
- I am working with CLOUT and the OTA to introduce several changes to the ROC that will benefit Townships in the State of Ohio. One change I will be seeking is in the unemployment law to limit the exposure of an employer if an employee is terminated with cause. This will keep an employee from going to another employer for six weeks, losing that job and then having the State look back to the first employer for the previous 46 weeks. If an employee is not due unemployment compensation due to being fired with cause, that should eliminate their ability to receive it from that former employer completely.
- Economic Development activity has been very high the past two weeks with several meetings and many phone calls.
- The final mowing of right-of-way cycle is underway and should complete soon.
- Miller Valentine's development has started to move earth in preparation of the site for construction.
- We have received a request to assist with the moving of utility poles in the right-of-way on Little Sugarcreek Road. We will be contacting AT&T to see if we can accomplish that at no cost to the Township.

Respectfully Submitted,

Barry P. Tiffany  
Township Administrator



Jeffrey A. Leaming  
Fire Chief

## Staff Report for Sugarcreek Township Trustees September 14, 2016 thru September 28, 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:

- Burn Training and ladder evolutions
- Capnography

### Statistics:

(9/14 – 9/28)		Year to Date
• 26	EMS reports	494
• 6	Fire reports	217
32	Totals	711

### Accomplishments/Information:

- Continue to screen additional part-time applicants

### Status of Significant Issues the Fire Department is Addressing:

- Funding for 2016 and beyond

### Scheduled Events:

- Mock crash for Junior and Senior BHS students will be conducted October 6<sup>th</sup>
- Open House (Pig Roast) for Fire Prevention Week at Sta. 72 October 15<sup>th</sup> from 1 – 4pm

### Fiscal:

As of September 7, 2016	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
Fire	\$2,312,183.00	\$251,243.02	\$1,531,094.79	\$529,845.19	66.219%
EMS	\$167,565.00	\$33,549.38	\$103,775.87	\$30,239.75	61.932%
<b>Department Total:</b>	<b>\$2,479,748.00</b>	<b>\$284,792.40</b>	<b>\$1,634,870.66</b>	<b>\$560,084.94</b>	<b>65.929%</b>

**Fire and EMS calls to incorporated area of Centerville**

<u>Call Type</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
EMS	11	29	40	23
Electrical problem	1	0	0	0
Extrication	2	0	1	0
False Alarm	0	3	8	7
Gas Leak	0	0	2	1
Good Intent	6	2	6	6
Mulch Fire	0	0	1	0
MVC with injuries	12	5	11	4
MVC without Injuries	9	4	3	1
Odor of smoke	3	1	0	0
PD assist	2	0	0	0
Public Service	0	0	1	1
Sprinkler Activation	0	1	1	0
vehicle fire	0	1	0	3
Bomb Scare	0	0	0	1
Hazardous Materials	0	0	0	1
Water leak	2	1	0	0
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Total	48	47	74	48
Total Calls for the year	871	865	915	711*
percentage	5	5	8	6.8

\* Thru 9/28/2016

Respectfully submitted,

Jeffrey A. Leaming  
Fire Chief



Michael A. Brown  
Chief of Police

## Trustee Meeting October 3, 2016

### Training

- On September 27<sup>th</sup>, Detective Sergeant Guerrero and Detective Stayer did the in-house webinar for Facebook Investigations. The training addresses aspects of Facebook as a useful tool in investigations.
- On October 13<sup>th</sup>, SRO Officer Gudgell will be attending the SRO Regional Meeting at Lakota East High School.
- On October 21<sup>st</sup>, Detective Stayer and Sergeant White will be attending the GCPO Law Enforcement Training: Preparation Wins the Case.
- On November 1<sup>st</sup>, Sergeant Plummer will be attending the Energy Methods Crash at the West Chester Police Department. This is required knowledge for almost any crash.
- No other classes to report.

### Public Appearances

- On September 24<sup>th</sup>, Sergeant White attended the East of Eden Block Party.
- On September 28<sup>th</sup>, SRO Officer Gudgell had a GUIDE meeting. Kick-off for the GUIDE Program is October 4<sup>th</sup>,
- SRO Officer Gudgell attended the mock crash meeting.
- On September 29<sup>th</sup>, Chief Brown attended the Family Resource Center Board Meeting.
- On October 6<sup>th</sup>, a mock crash will be held at the High School.

**Fiscal**

Budget 2016 (Final Appropriation)	\$2,398,645.00
Expenditures as of September 20, 2016	\$1,477,179.96
% of Budget Used	61.5%
% of Budget Year Target for the end of September	74.7%
% of Budget Remaining	38.5%
Cash Balance as of September 20, 2016	\$1,532,352.08

Respectfully submitted,



Michael A. Brown  
Chief of Police



Michael A. Brown  
Chief of Police

## Police Blotter

### September 13, 2016

- Business and house checks every day
- A suspicious person on Wilmington Pike
- A property crash on Kables Mill Drive
- A welfare check on Surrey trail

### September 14, 2016

- A burglary on Upper Bellbrook Road
- An assist of another agency
- A crash on Wilmington-Dayton Road

### September 15, 2016

- A criminal damaging report on Wilmington Pike
- A suspicious vehicle on Ferry Road
- A crash report on State Route 725

### September 16, 2016

- Nothing to Report

### September 17, 2016

- A domestic dispute on Surrey Trail
- A crash report on Wilmington Pike

**September 18, 2016**

- A welfare check on Wilmington Pike
- A suspicious person on Wilmington Pike

**September 19, 2016**

- A fraud report on Memorial Drive
- A warrant arrest on Cloy Road
- A suspicious person on Feedwire Road

**September 20, 2016**

- Nothing to Report

**September 21, 2016**

- A welfare check on Little Sugarcreek Road
- A lockout assist on Wilmington Pike
- Business and house checks every day

**September 22, 2016**

- A suspicious person on Wilmington Pike
- A harassment complaint on Surrey Trail
- A warrant arrest taken by an officer

**September 23, 2016**

- A suspicious vehicle on Wilmington Pike
- A warrant arrest taken by an officer
- A crash report on Wilmington Pike
- A welfare check on Wilmington Pike

**September 24, 2016**

- Community policing
- A suspicious person on Edelweiss
- A welfare check on Wilmington Pike

**September 25, 2016**

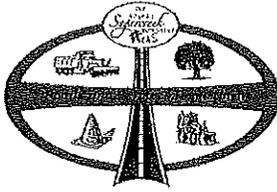
- Business and house checks
- A theft arrest on Wilmington Pike
- A crash report on Feedwire Road

**September 26, 2016**

- A warrant arrest was taken by an officer
- An animal complaint on Feedwire Road
- A juvenile complaint on Wilmington Pike
- A crash report on Wilmington-Dayton Road

**September 27, 2016**

- A welfare check on Feedwire Road
- Business checks on Wilmington Pike



## Staff Report for Sugarcreek Township Trustees , 2016

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

### Calls for Service

- 9-19 Branch on middle run road hanging over roadway hitting vehicles

### Accomplishments:

- Berm along Middle Run road
- Berm along Sears road
- Berm along Carpenter road
- Mowed plaza area and 2090
- Mowed lot at the corner of Waynesville and Centerville roads
- Trimmed brush on Middle run road
- Replaced front tire on mower
- Replaced head lights on truck 706
- Delivered sign on 9-9 and 9-23 for block parties

Respectfully,

Anthony W. Lamb  
Roads and Services Director



## Staff Report for the Sugar Creek Township Board of Trustees September 14, 2016 through September 28, 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:

- **September 22, 2016 BZA Meeting Follow-up:**
  - **BZA06-2016:** Applicant, Gregg Baker, is requesting an area/dimensional variance from Section 4.13 D. 3. b. of the Sugar Creek Township Zoning Resolution to allow for the construction of a 1460 SF addition to an existing 2000 SF accessory structure. The subject property is 603 Carpenter Road, parcel L32000100140000400, owned by Gregg Baker and Betsy McCord, located in the A-1 (Agricultural) District and containing 5.438 acres.
    - *The BZA approved the applicant's request.*
  - **BZA07-2016:** Applicant, Timothy L. Fritz, is requesting an area/dimensional variance from Section 4.13 D. 3. a. of the Sugar Creek Township Zoning Resolution to allow for the construction of a 30' x 40' detached garage. The subject property is 5138 Oleva Drive, parcel L32000100010015300, owned by Timothy L. Fritz, located in the R-1A (Suburban Residential-Low) District and containing 0.546 acres.
    - *The BZA approved the applicant's request.*
- **Next meeting scheduled for October 27, 2016 (cancellation pending; no applications received)**

### Zoning Commission Activities:

- September 6, 2016 BZC Meeting-Canceled
- October 4, 2016 BZC Meeting:
  - ZC Case 06-2016: Applicant, the Sugarcreek Township Zoning Commission, initiated an amendment to the Sugarcreek Township Long Range Land to add language to each planning area stating that surface mining/mineral extraction activities are prohibited.
  - ZC Case 07-2016: Applicant, Don Hunter, Schottenstein Real Estate Group, LLC, is requesting a map amendment to the Sugarcreek Township Zoning Resolution to rezone approximately 23.2 acres from A-1 (Agricultural) District to PUD-R (Residential Planned Unit Development) District and to rezone approximately 12 acres from A-1 (Agricultural) District to PUD-B-2 (Business Planned Unit Development) District. The subject property is part of 4990 Wilmington Pike, can be further identified by parcel number L32000100010011900, and is owned by Sugarcreek Golf Course, Inc. The applicant is also requesting preliminary development plan approval under Article 5 of the Sugarcreek Township Zoning Resolution for approval of the preliminary plan for a proposed multi-family development and a proposed senior/assisted living site.
  - ZC Case 08-2016: Applicant, Craig Fanning, is requesting a map amendment to the Sugarcreek Township Zoning Resolution to rezone approximately 5.4165 acres from A-1 (Agricultural) District to PUD-B-2 (Business Planned Unit Development) District. The subject property is part of 4990 Wilmington Pike, can be further identified by parcel number L32000100010011900, and is owned by Sugarcreek Golf Course, Inc. The applicant is also requesting preliminary development plan approval under Article 5 of the Sugarcreek Township Zoning Resolution for approval of the preliminary plan for the Magic Castle site.

### Permits:

- See attached spreadsheet

### Violations:

- See attached spreadsheet

### Meetings/Accomplishments:

- Met with BZA Applicant on September 19, 2016
- Attended RPCC Executive Committee Meeting on September 20, 2016

- Met with City of Kettering to discuss upcoming rezoning cases at Rollandia/Magic Castle on September 22, 2016
- Met with Brown's Run HOA Representatives and Madison's Grant HOA Representatives and Schottenstein Real Estate Group to discuss rezoning proposals at Rollandia/Magic Castle on September 22, 2016
- Attended BZA Meeting on September 22, 2016
- Met with Redwood and City of Bellbrook to discuss water tower site adjacent to White Oakes Landing on September 28, 2016
- Project Updates:
  - White Oakes Landing: we anticipate pulling of permits in the next two weeks (occupancy of first building anticipated 6-8 months from start of construction)
  - Waterford at Sugarcreek: site work has begun
  - Oak Brooke: we anticipate the pulling of permits to begin in the fall
  - Landings at Sugarcreek: construction on homes continues
  - Woodland Ridge: construction on homes continues
- Completed BZC Legal and Public Notices
- Completed BZA Packets for September 22, 2016
- Completed BZC Staff Reports (BZC07-2016 and BZC08-2016)
- Prepared BZC Packets for October 4, 2016

**Announcements/Upcoming Events:**

- Farmers' Market continues on Fridays from 3-7 p.m.
- BZC Meeting scheduled for October 4, 2016



**Staff Report for  
Sugar Creek Township Trustees  
September 29, 2016**

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

- Finalized network switch replacement quote with department after significant review
- Migrated Fire and Police data to new storage dedicated only to those departments (high growth)
- Engaged multiple web filter vendors for demos and quotes. Existing product is EOL and license terminates in November
- Continued work with Xenia and BC to isolate performance issue with network traffic over to PSISN
- Completed 2 webinars for pending PSISN NWS upgrade (Enterprise and GIS)
- Engaged vendors to resolve audio issues in Police dept. interview rooms

Respectfully,

Chris Zappanti  
Director of Information Technology