



**Administrator's Report to the Trustees
August 16, 2017**

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

- Center Point Drive extension work will begin in the coming week. We have been contacted by the HOA at White Fence Farm subdivision about making the intersection at their neighborhood and Center Point a 4-way stop. We are requesting the County Engineer assess the intersection to see if it will warrant the stop signs. Right of way for the project was conveyed to the township at no cost.
- The pond cleaning project in Kable's Mill has been delayed due to the unusual amount of summer rain. They are hoping to start in the next week or two.
- The proposed use at the "goat farm" has acquired all approvals necessary from the township to operate.
- Attended the Greene County Developer's Forum along with Cara Tilford.
- The City of Centerville has appealed a decision of the Ohio Tax Board regarding their TIF and the effective date. I have requested the Prosecutor's Office look at their filing to see if it violates the Settlement Agreement, and to assess what impact it will have if their appeal is granted. Should it be determined that their actions violate the Agreement we will discuss possible legal action.

Respectfully Submitted,

A handwritten signature in black ink, appearing to be "B. Tiffany", written over a horizontal line.

Barry P. Tiffany
Township Administrator



Jeffrey A. Leaming
Fire Chief

Staff Report for Sugarcreek Township Trustees July 5, 2017 thru August 2, 2017

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:

- Portable Extinguishers
- Pediatrics
- Auto Extrication
- Pediatrics

Statistics:

As of August 2nd

- EMS Responses 374 16 Overdose Responses with 9 patients receiving Narcan
- Vehicle Crashes 78
- Fire Responses 180

Total Calls 632 6.9% or 44 calls have been to Cornerstone

Accomplishments/Information:

- Practical Assessment for open Lieutenant's position administered on July 24th
- County Fire Hydrants needing paint have been painted

Status of Significant Issues the Fire Department is Addressing:

- Need to submit request to Board of Elections a renewal of 2.0 mill levy that expires in 2018
- Capital needs of the department have been identified
- Part-time recruitment and retention program ready for Trustees input
- FEMA has authorized the sale of current grant funded ladder truck with the understanding that another truck will be purchased with the funds from the sale
- Will be applying for BWC grant to assist in funding diesel exhaust system at station 72

Scheduled Events:

- New medic from Horton placed into service August 1st.

Fiscal:

As of July 21, 2017	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
Fire	\$2,571,000.00	\$414,212.37	\$1,350,463.58	\$865,992.97	52.330%
EMS	\$167,565.00	\$52,509.06	\$74,525.45	\$41,222.91	44.293%
Department Total	\$2,738,565.00	\$466,721.43	\$1,424,989.03	\$907,215.88	51.838%

Projected Capital Needs:

Priority	Immediate	Moderate	Low			
1	Sewage Lift Pumps	\$10,000.00	Sleeping area improvements	\$15,000.00	Carpet training / Day room / Bunk Room	\$11,000.00
2	Exhaust System (bay)	\$30,000.00	Camera System Upgrade	\$5,000.00	Painting Interior	\$3,000.00
3	Front Ramp replaced	\$24,000.00	Battalion Bay sensors	\$1,200.00	Replace Carpet	\$7,000.00
4	Air Packs (applied for grant)	\$240,000.00	Camera System	\$1,500.00	Replace Damaged Bay Door	\$2,000.00
5	Mobile Radio	\$31,783.00	Asphalt	\$30,000.00	Replace Mattresses	\$2,400.00
6	Install Shorelines	\$2,000.00	Water Rescue Equip (applied for grant)	\$53,000.00	Replace Mattresses	\$2,100.00
7	HVAC Rooftop Units (10)	\$25,000.00	(4) Blitz Fire master stream devices	\$10,000.00	Relocate Flag pole and install lighting	\$2,000.00
8	Boiler Water Heater	\$8,000.00	Thermal Imaging Camera	\$9,000.00	Painting (bay)	\$8,000.00
9	Build Gear Room (In Bay)	\$55,000.00	Radio Batteries	\$2,500.00	Bay Floor cracks	\$15,000.00
10	Inside Building Painting / Bay	\$9,000.00	PPV Fans E-73 Q-72	\$5,000.00	Bay floor painting	\$3,000.00
11			Search Rope & Equipment	\$3,000.00	Bay Floor Cracks / Painting	\$18,000.00
12			Computers	\$9,000.00	Outside Building Painting	\$12,000.00
13			Front Ramp repair/replace	\$30,000.00	Kitchen	\$9,000.00
14			Nozzles	\$3,200.00	Wall Gear Racks	\$6,500.00
15			Chain saw	\$1,375.00	Dedicated Maintenance Program	\$2,500.00
16			Hand Tools	\$3,000.00		
17			Replace Hose	\$10,000.00		
18			Rotary saw	\$600.00		
19			Station Alerting	\$54,000.00		
20						
	Total	\$434,783.00		\$246,375.00		\$103,500.00
					Total	\$784,658.00

Respectfully Submitted,



Jeffrey A. Leaming



Michael A. Brown
Chief of Police

Trustee Report

August 7, 2017

Training

- On August 22nd, Officer Cagg will be attending the Taser Instructor re-certification given by the Trotwood Police Department.
- No other classes scheduled for August.

Public Appearance

- On July 11th, Chief Brown attended the "Meet & Greet" at Fifth-Third Plaza for Tyler Carach (Donut Boy). He is traveling the country giving out donuts to police officers.
- On July 15th, Sergeant Marlatt had the outreach trailer at the Miami Valley Hospital 5 K Run.
- On July 23rd, Sergeant Deckard stopped by the Verizon store to greet the families that received backpacks for school. Around 200 were given out by Verizon.
- On July 25th, Chief Brown attended the ACE Task Force Board Meeting.
- On July 27th, Chief Brown attended the Family Resource Board Meeting.
- On August 5th, Sergeant Evans attended the "Meet & Greet" event at the Bellbrook United Methodist Church for new residences to the Township.

Fiscal

Budget 2017 (Final Appropriation)	\$2,506,438.00
Expenditures as of July 21, 2017	\$1,269,057.82
% of Budget Used	50.3%
% of Budget Year Target for the end of July	58.1%
% of Budget Remaining	49.7%
Cash Balance as of July 21, 2017	\$1,028,831.80

Respectfully submitted,



Michael A. Brown
Chief of Police



Michael A. Brown
Chief of Police

Police Blotter

July 1, 2017

- A suspicious vehicle on Ciyu Road
- Welfare check on Middle Run Road
- An animal complaint on Feedwire Road
- A theft arrest on Wilmington Pike

July 2, 2017

- A juvenile complaint on Paxon Drive
- Extra patrol on Winding Brook Way
- An animal complaint on Wilmington Pike

July 3, 2017

- A domestic violence report on Heritage Trace Drive W
- Fireworks report on Bayberry Cove Drive

July 4, 2017

- A theft report on Alpha Bellbrook Road
- Fireworks report on Ferry Road

July 5, 2017

- A theft report on Surrey Trail
- A noise complaint on Surrey Trail

July 6, 2017

- A crash report on Wilmington Pike
- A theft report on Paxon Drive

July 7, 2017

- A theft report on River Bluff Drive
- Business and house checks

July 8, 2017

- A crash report on Wilmington Pike
- Community policing
- Fireworks report on N. Lakeman Drive

July 9, 2017

- A theft report on Paxon Drive
- A suspicious vehicle on Wilmington Pike

July 10, 2017

- A suspicious vehicle on Little Sugarcreek Road
- A fraud report on Seton Hill Drive
- Community policing

July 11, 2017

- Nothing to Report

July 12, 2017

- A warrant arrest on Bayberry Cove Drive
- Criminal damaging report on Seton Hill Drive

July 13, 2017

- A crash report on Wilmington Pike
- Business and house checks

July 14, 2017

- Community policing
- A crash report on Cloyo Road

July 15, 2017

- A theft report on Carpenter Road
- A crash report on Centerville Road
- An animal complaint on Wilmington Pike

July 16, 2017

- Nothing to Report

July 17, 2017

- House and business checks
- A theft report on Bayberry Cove Drive

July 18, 2017

- House and business checks
- A suspicious vehicle on Stewart Road

July 19, 2017

- A crash on Penewit Road
- A crash on Wilmington Pike

July 20, 2017

- A suspicious person on Sonoma Court
- A juvenile complaint on Eagle Stone Drive

July 21, 2017

- Nothing to Report

July 22, 2017

- A crash report on Feedwire Road
- A suspicious vehicle on Wilmington Pike
- A domestic dispute on Feedwire Road

July 23, 2017

- An animal complaint on Feedwire Road
- A suspicious person on Wilmington Pike

July 24, 2017

- A suspicious vehicle on Wilmington-Dayton Pike
- Community policing
- House and business checks

July 25, 2017

- A suspicious person on Wilmington Pike
- A warrant arrest was taken by an officer
- A peace officer was needed on Ferry Road

July 26, 2017

- A domestic dispute on Clyo Road
- A welfare check on Rising Spring Court
- An intoxicated subject on Wilmington Pike
- Traffic stops

July 27, 2017

- Nothing to Report

July 28, 2017

- A report on drug activity on Surrey Trail
- Extra patrol on Upper Bellbrook Road
- A suspicious person on Wilmington Pike

July 29, 2017

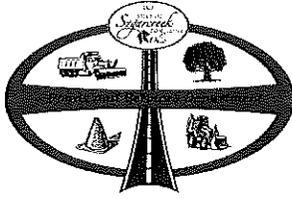
- A suspicious vehicle on Wilmington-Dayton Road
- A crash report on Wagner Road
- An animal complaint on Clio Road

July 30, 2017

- A domestic violence report on Wilmington Pike
- A suspicious vehicle on Wilmington Pike
- A crash report on Waynesville Road
- A theft report on Clio Road
- Extra patrol on Lakeview Drive

July 31, 2017

- A fraud report on Springland Circle
- A welfare check on N. Lakeman Drive
- A suspicious vehicle on Cook Road



Staff Report for Sugar Creek Township Trustees August 7, 2017

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:

- Completed spray cycle
- Replaced starter on truck 706
- Started clearing brush on the lot Waynesville and Centerville roads
- Replaced trailer boards
- Completed mowing cycle
- Cut brush on Brown road
- Started ditch realignment on Erickman Lane
- Swept road to remove loose stone after chip seal was applied to surface (Carpenter road, Vimark lane, Turkeyfoot road)
- Mowed 2090 and plaza area
- Started bearing replacement om Diamond mower.
- Milled butt joints on road to be paved.
- Dura patched on Little Sugar Creek road and on Haines road.

Respectfully,

Anthony W. Lamb
Roads and Services Director



Staff Report for the Sugarcreek Township Board of Trustees July 10, 2017 through August 2, 2017

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 27, 2017 BZA Meeting: Canceled.**
- **August 24, 2017 BZA Meeting:**
 - **BZA08-2017:** Applicants, Jeff and Julie Bean, are requesting a Variance from Section 4.13 Table 4-6 of the Sugarcreek Township Zoning Resolution to allow for the construction of an inground swimming pool in the side yard of the subject property. The subject property is 2683 River Bluff Tanbark Drive, parcel L32000200240015800, owned by Jeff and Julie Bean, containing 2.278 acres and located in the E (Rural Estate Residential) District.
 - **BZA09-2017:** Applicants, Natasha and Eric Ford, are requesting a Variance to reduce the required rear yard setback and in a Residential Planned Unit Development District from 30' to approximately 17'. The subject property is 1618 Weeping Willow Court, parcel L32000100120026200, owned by Natasha and Eric Ford, containing 0.304 acres and located in the PUD-R (Residential Planned Unit Development) District.

Zoning Commission Activities:

- **July 11, 2017 BZC Meeting: Follow-up**
 - **ZC Case 03-2017:** Applicant, Guttman Development Group, is requesting preliminary development plan approval under Article 5 of the Sugarcreek Township Zoning Resolution for approval of the preliminary

plan for a proposed senior/assisted living facility containing 123 independent living units, 57 assisted living units and 20 memory care units. The development site is part of 4990 Wilmington Pike, can be further identified by parcel number L32000100010011900, contains 9.773 acres and is owned by Sugarcreek Golf Course, Inc.

- *The BZC recommended approval subject to the conditions.*
- Initiate a text amendment to the Sugarcreek Township Zoning Resolution dealing with the provisions of Article 8: Signage.
 - *The BZC initiated the text amendment, which has been reviewed by Regional Planning and placed on the Agenda for the September 5, 2017 BZC Meeting.*

Permits:

- See attached spreadsheet

Violations:

- See attached spreadsheet

Meetings/Accomplishments:

- Attended BZC Meeting on July 11, 2017
- Attended BZC Staff Review on July 13, 2017 (Landings, EDCI Expansion, Section 1)
- Met with BZA Applicants to discuss BZA process on July 17, 2017
- Met with BZA Applicants to discuss BZA process on July 18, 2017
- Attended RPCC Executive Committee Meeting on July 18, 2017
- Met with owners of prospective new business to discuss process for approval on July 25, 2017
- Attended Department Head Meeting on August 2, 2017
- Attended Greene County Builders and Developers Forum on August 2, 2017
- Met with representatives from Greene County Engineer's Office to discuss Letters of Interest submitted from firms for right-of-way services for our SRTS Project (PID 98576); using Federal Quality Based Selection Process
- Project Updates:
 - White Oakes Landing: Zoning Certificate Application submitted for the second five buildings (occupancy anticipated 6-8 months from the start of construction); construction ongoing
 - Waterford at Sugarcreek: construction ongoing
 - Oak Brooke: Zoning Certificate Application for first house submitted; neighborhood officially open
 - Landings at Sugarcreek: construction ongoing; Section 1 of EDCI Expansion under review
 - Woodland Ridge: construction ongoing

- Plans for Peek a Boo Imaging approved (Sugar creek Plaza 1)
- Plans for Anytime Fitness approved (Staples “giveback space”)
- Plans for Estate at Sunset Farm approved
- Plans for new pediatric dental office on 725 submitted for approval and under review
- Plans for The Blind Spot submitted for approval and under review (North Lakeman)

Announcements/Upcoming Events:

- BZA Meeting scheduled for August 24, 2017
- BZC Meeting scheduled for September 5, 2017

Zoning Certificate Totals 2017

	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	2	0	1	0	0	0	0	0	0	3	0	0	0	0	0	0	0	0	2	0	0	8
FEB	4	0	0	0	1	0	0	0	2	0	1	0	0	0	0	0	0	0	0	0	0	8
MARCH	5	0	3	0	1	1	1	0	0	1	1	0	0	0	0	0	0	0	1	1	2	16
APRIL	2	0	1	0	3	2	0	0	0	0	2	2	2	0	0	0	0	0	1	1	1	14
MAY	8	0	1	1	2	0	1	2	0	3	2	2	1	0	0	0	0	0	1	0	0	22
JUNE	7	5	4	0	0	0	1	0	3	0	0	0	0	0	0	1	0	0	0	0	2	23
JULY	1	0	2	0	0	0	5	0	0	0	0	0	0	0	0	1	0	0	2	3	3	14
AUGUST	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	2
SEPT																						
OCT																						
NOV																						
DEC																						
TOTALS	29	5	13	1	7	8	3	2	5	7	6	6	3	2	0	0	0	0	7	9	9	107

107 ZCs issued ytd. vs. 111 ZCs issued same period 2016 (-3.6%); 29 ZCs issued for SFRs ytd vs. 37 ZCs issued for a SFR same period 2016 (-21.6%).



**Staff Report for
Sugar Creek Township Trustees
August 15, 2017**

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

- Brought Fire Station 71 online via Bellbrook microwave connection (transiting their network with a vpn), dropped T-1 connection
- Converted additional analog lines to DID with Spectrum, 1 number remains for conversion
- Deployed new printer and PCs for Police
- Resolve body camera issue(s) for Police
- Attended Dept. head meeting
- Worked with Beavercreek & Xenia post lighting strike at Water tower to resolve connection issue, still waiting on GC engineering before we can move our links over to county location
- Acquired Fire St. 71 NAS for data sync purposes with Safety building, currently in configuration

Respectfully,

Chris Zappanti
Director of Information Technology