



**Administrator's Report to the Trustees
February 12, 2018**

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

- The new F550 truck for the Road Department was delivered last week and almost immediately had a problem with the hydraulics. The dealer has taken the vehicle back and has diagnosed a circuit failure that they are correcting once they have identified what made the circuit fail. We hope to have the truck back and in service soon.
- The Landings submittal for Section 5 is still tabled at this time. The developer is still working through issues with Greene County Engineer's Office.
- The fixtures for the lighting of the entry drive have started to arrive and will be installed when the weather is permitting.
- I attended the Ohio Township Association conference along with Trustees Daugherty and Destefani.
- I have been appointed to the executive committee of CLOUT for another two year term.
- We had good conversation with legislators at the bi-annual legislative reception.
- Trustee Destefani and I joined the OTA president and other township officials from around the state to be recognized by the Ohio Senate in the "Well" of the Senate Floor. This is quite the honor to be invited to the floor. Our thanks to Senator Hackett for including us in the event.

Respectfully Submitted,

Barry P. Tiffany
Township Administrator



Jeffrey A. Leaming
Fire Chief

Staff Report for Sugarcreek Township Trustees January 11, 2017 thru February 7, 2018

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:

- Annual Gear Inspection
- Geriatric Trauma
- Ice Rescue
- Rope / Knots / Hoisting

Statistics:

2017 Totals

- EMS Responses: 710 (71.1%) 22 Overdose calls 13 patients receiving Narcan
- Vehicle Crashes: 144
- Fire Responses: 289 (28.9%)
Total Calls: 997 6.9% or 69 calls to Centerville

Year to Date

- EMS Responses: 85 4 Overdose calls with 2 patients receiving Narcan
- Vehicle Crashes: 25
- Fire Responses: 23
Total Calls: 108 6.5% or 7 calls have been to Cornerstone

Accomplishments/Information:

- Grant application submitted to FEMA for the Assistance to Firefighters Grant for the replacement of air paks

Status of Significant Issues the Fire Department is Addressing:

- Quint 72 our KME Ladder Truck remains at the factory in Pennsylvania where it has been since July 18th for repairs
- Preparing for Contract Negotiations
- Capital needs of the department are summarized below in this report

Scheduled Events:

- Nothing significant

Fiscal:

As of Feb 6, 2018	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
Fire	\$2,592,524.00	\$746,814.76	\$261,371.40	\$1,596,263.09	10.036%
EMS	\$162,840.00	\$57,913.14	\$14,043.59	\$91,910.44	8.570%
Department Total	\$2,755,364.00	\$804,727.90	\$275,414.99	\$1,688,173.53	9.949%

Projected Capital Needs:

Priority	Immediate	Moderate	Low
1	Sewage Lift Pumps split cost with PD \$5,000.00	Battalion Bay sensors \$1,200.00	Replace Mattresses (Sta. 71 & 72) \$4,500.00
2	Air Packs (applied for grant) \$240,000.00	Install Shorelines (Sta. 71) \$2,000.00	Replace Damaged Bay Door \$2,000.00
3	HVAC Rooftop Units (10) split cost \$12,500.00	Water Rescue Equip \$20,000.00	Carpet training / Day room / Bunk Room \$11,000.00
4	Front Ramp replaced \$24,000.00	Inside Building Painting / Bay (Sta. 72) \$9,000.00	Kitchen (Sta. 71) \$9,000.00
5	Exhaust System (bay) \$30,000.00	Build Gear Room (In Bay Sta. 72) \$55,000.00	Painting Interior (Sta. 71) \$3,000.00
6	5 Mobile Radio \$31,783.00	Sleeping area improvements (Sta. 72) \$15,000.00	Replace Carpet (Sta. 71) \$7,000.00
7		Camera System Upgrade (Sta. 72) \$5,000.00	Bay Floor crack repair / repaint floor \$36,000.00
8		Camera System (Sta. 71) \$1,500.00	Painting (bay) (Sta. 71) \$8,000.00
9		Asphalt split cost with PD \$15,000.00	Outside Building Painting \$12,000.00
10		Thermal Imaging Camera \$9,000.00	Wall Gear Racks \$6,500.00
11		Radio Batteries \$2,500.00	Dedicated Maintenance Program \$2,500.00
12		PPV Fans E-73 Q-72 \$5,000.00	Relocate Flag pole and install lighting \$2,000.00
13		Search Rope & Equipment \$3,000.00	
14		Computers \$9,000.00	
15		Front Ramp repair/replace \$30,000.00	
16		Nozzles \$3,200.00	
17		Chain saw \$1,375.00	
18		Hand Tools \$3,000.00	
19		Replace Hose \$10,000.00	
20		Rotary saw \$600.00	
21		Station Alerting \$54,000.00	
	Total \$343,283.00	\$254,375.00	\$103,500.00
			TOTAL- \$701,158.00

Respectfully Submitted,



Jeffrey A. Leaming



Michael A. Brown
Chief of Police

Trustee Report February 12, 2018

Training

- On February 26th, some of our officers will be attending the mandatory 8 hour course "Blue Courage Advanced Training." Other officers will be attending during 2018.
- No other classes scheduled for February.

Fiscal

Budget 2018 (Final Appropriation)	\$2,580,796.00
Expenditures as of February 12, 2018	\$245,599.73
% of Budget Used	9.4%
% of Budget Year Target for the end of February	16.6%
% of Budget Remaining	90.6%
Cash Balance as of February 12, 2018	\$902,896.27

Public Appearance

- On January 17th, Chief Brown attended the Lions Club Meeting.
- On January 18th, Chief Brown attended the Family Resource Board Meeting, the PSISN Board Meeting, and the Greene County Law Enforcement Association Luncheon.
- On January 23rd, Chief Brown attended the ACE Task Force Board Meeting.
- On February 1st, Chief Brown attended the High School Students Breakfast at the Bellhop Café.
- On February 8th, Chief Brown attended the Ministerial Luncheon.
- Chief Brown and an officer attended the White Fence HOA.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "MA Brown", with a stylized flourish at the end.

Michael A. Brown
Chief of Police



Michael A. Brown
Chief of Police

Police Blotter

January 11, 2018

- Community Policing
- Business and house checks
- Traffic stops

January 12, 2018

- Crash on Upper Bellbrook Road
- Crash on Social Row Road

January 13, 2018

- A crash report on Wilmington Pike
- A Peace Officer needed on Clio Road

January 14, 2018

- Nothing to Report

January 15, 2018

- A juvenile complaint on Center Point Drive
- A crash report on Wilmington-Dayton Road

January 16, 2018

- A theft report on Clio Road
- A crash report on Wagner Road
- A theft report on Callalily Drive
- A warrant on Ferry Road

January 17, 2018

- Nothing to Report

January 18, 2018

- House and business checks
- Community policing
- A crash report on Swigart Road

January 19, 2018

- A suspicious vehicle on Wilmington Pike
- Traffic Stops
- A theft report on Surrey Trail
- A crash on Wagner road

January 20, 2018

- Nothing to Report

January 21, 2018

- Welfare check on Wilmington Pike
- Lockout assistance on Wilmington Pike
- Domestic violence report on Wilmington Pike

January 22, 2018

- A solicitor on Carpenter Road
- A crash report on Wilmington Pike

January 23, 2018

- Found property on Clearbrook Drive
- A theft arrest on Wilmington Pike

January 24, 2018

- Business and house checks
- Community policing
- Traffic stops

January 25, 2018

- Crash on Wilmington Pike
- Request officer on Clys road
- A theft arrest on Wilmington Pike

January 26, 2018

- Nothing to Report

January 27, 2018

- Parking Violation on Silverado Drive
- Suspicious person on McBee Road
- A crash report on Wilmington Pike

January 28, 2018

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

January 29, 2018

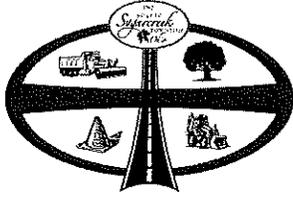
- A crash report on Centerville Road
- Welfare check on Wilmington Pike
- A warrant on Clio Road

January 30, 2018

- A suspicious person on Wilmington Pike
- House and business checks
- Warrant on Clio Road

January 31, 2018

- Traffic Complaint on Social row Road
- Solicitor on Land Drive
- Crash report on Swigart Road



**Staff Report for
Sugar Creek Township Trustees
February 12, 2018**

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

- 1-8 Ice
- 1-6 Ice from water main break
- 1-15 Snow
- 1-28 Ice
- 2-4 ice in the morning Snow in the evening

Accomplishments:

- Changed cutting edge on 701 and 705
- Cut dead tree down Shepherd road
- Plowed and salted roads
- Cleaned trucks
- Piled salt in salt shed
- Repaired mailbox on Seton Hill
- Patched potholes
- Changed bearing on 702 salt spreader
- Picked up trash on Feedwire road
- Red
- Moved curb on Clio road

Respectfully,

Anthony W. Lamb
Roads and Services Director



**Staff Report for the Sugarcreek Township Board of Trustees
January 17, 2018 through February 8, 2018**

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:

- **February 22, 2018 BZA Meeting: Canceled**

Zoning Commission Activities:

- **February 6, 2018 BZC Meeting: Canceled**
- **March 6, 2018 BZC Meeting**
 - **ZC Case 01-2018:** Oberer Land Developers, LTD is requesting a map amendment to the Sugarcreek Township Zoning Resolution to rezone 84.570 acres located at 2745 Wilmington Dayton Road (and two adjacent two parcels with no addresses of record) from E (Rural Estate Residential) District to R-PUCD (Residential Planned Unit Conservation Development) District. The subject parcels contain a total of 107.383 acres (of which 84.570 acres are proposed to be rezoned), can be further identified by parcel numbers L32000100050014200, L32000100050002800 and L32000100050002700 and are owned by Peter Rammel. Oberer Land Developers, LTD is also requesting preliminary development plan approval under Article 6 of the Sugarcreek Township Zoning Resolution for approval of the preliminary plan for a proposed subdivision.
 - **ZC Case 02-2018:** Applicant, Guttman Development Group, is requesting final development plan approval under Article 5 of the Sugarcreek Township Zoning Resolution for a proposed senior/assisted living facility containing 123 independent living units, 83 assisted living units, and 16

memory care units for a total of 220 units. The development site is part of 4990 Wilmington Pike, can be further identified by parcel number L32000100010011900, contains approximately 9.77 acres, is owned by Sugarcreek Golf Course, Inc. and is located in the PUD-B-2 (General Business) Planned Unit Development District.

- **ZC Case 03-2018:** Applicant, Guttman Development Group, is requesting final development plan approval under Article 5 of the Sugarcreek Township Zoning Resolution for a proposed multi-family development containing 258 multi-family units, 22 twin family units, and 24 townhome units for a total of 298 units. The development site is part of 4990 Wilmington Pike, can be further identified by parcel number L32000100010011900, contains approximately 32.497 acres, is owned by Sugarcreek Golf Course, Inc. and is located in the (PUD-R) Residential Planned Unit Development District.

Permits:

- See attached spreadsheet

Violations:

- See attached spreadsheet

Meetings/Accomplishments:

- Met with developer to discuss rezoning request/Preliminary Development Plan submission for the Rammel property on January 17, 2018
- Met with developer to discuss Final Development Plan submissions for the Rollandia property on January 22, 2018
- Met with property owner to discuss potential commercial development on January 25, 2018
- Completed site inspection related to complaint received on January 30, 2018
- Attended Chamber Meeting on February 1, 2018
- Approved pediatric dental office signage
- Review of Shell site redevelopment underway
- Review of Panera drive through addition underway
- Completed certification of Zoning Map and Zoning Resolution to Recorder (yearly requirement)
- Completed fee schedule analysis and recommendations
- Project Updates:
 - White Oakes Landing: Zoning Certificate Application submitted for all buildings in Section 1 (current occupancy; anticipated to continue 6-8 months from the start of construction on each building); construction ongoing
 - Waterford at Sugarcreek: construction ongoing

- Oak Brooke: construction ongoing
- Landings at Sugarcreek: construction ongoing; Section 1 of EDCI Expansion Final Development Plan approval in process and Section 5 Final Development Plan approval in process (on hold pending okay to proceed from GCEO)
- Woodland Ridge: construction ongoing

Announcements/Upcoming Events:

- o BZC Meeting scheduled for March 6, 2018
- o BZA Meeting scheduled for March 22, 2018



**Staff Report for
Sugar Creek Township Trustees
February 9, 2018**

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

- Engaged Beaver Creek Twp's IT contractor and verified plans / configurations for Microwave transition
- Completed IT Backup system transition, returned old product to Unitrends under trade-in programs
- Worked with HP and Dell to finalize server replacement quotes
- Continued with replacement firewall configuration and testing
- Resolved Police body camera issues as needed

Respectfully,

Chris Zappanti
Director of Information Technology