

**The Board of Trustees of Sugarcreek Township, Greene County, Ohio, in Regular Session on May 21, 2018, at 7:00 pm, at 2090 Ferry Road, Bellbrook, Ohio 45305.**

1. Mr. Pittman called the session to order at 7:00 pm.
2. Mr. Hodson called the roll with Board Members Mike Pittman, Nadine Daugherty and Carolyn Destefani being present. In addition to Mr. Tiffany, Township Administrator, others present, who signed in, were Donna Hellman and Arnold Keifer.
3. All rose and recited the Pledge of Allegiance to the Flag.
4. Retirement of Tony Lamb.

**Resolution #2018.05.21.02**

WHEREAS, Anthony Lamb submitted his letter of retirement from the Sugarcreek Township Roads and Services Department with an effective date of May 31, 2018; and,

WHEREAS, Barry P. Tiffany, Township Administrator, has stated that Mr. Lamb, has served with Sugarcreek Township since 1987 as a Full-time Road and Service worker, Lieutenant with the Fire Department, Interim Director of Roads and Services and he finished out his service as the Supervisor over the Roads and Service Department, and recommends the Board of Trustees accept Mr. Lamb's notice of retirement; and,

WHEREAS, the Board of Trustees and Township Administrator, Barry P. Tiffany, would like to publicly thank Mr. Lamb for his dedication of service to this community for the past 31 years.

NOW THEREFORE, BE IT RESOLVED that this Board of Township Trustee officially accepts, with regret, the retirement of Anthony Lamb from the Sugarcreek Township Roads and Services Department effective May 21<sup>st</sup>, 2018; and,

FUTHER, BE IT RESOLVED, that this Board of Trustees wishes Mr. Lamb the very best in retirement for many years to come.

Mrs. Daugherty moved to accept the Resolution as presented. Mr. Pittman seconded. Roll was called with the vote being as follows:

Mrs. Destefani – Yes  
Mrs. Daugherty – Yes  
Mr. Pittman – Yes

All voted "yes" with regrets.

**5. Reports**

**A. Administration**

Mr. Tiffany said we received a grant for an ambulance cot for the Fire Department we had previously decided not to accept. The grant was for \$32,000.00 but would cost the department \$11,000.00 for our part. However, the grant from BWC was not declined in time and was received by the Township. Chief Leaming suggested since we had already received it maybe we should reconsider accepting it. Barry said after discussing the issue with Mr. Hodson and the Chief we would present it to the Board. Chief Leaming thinks there is enough revenue in his maintenance and repairs appropriations to provide the needed \$11,000.00 for our share of the grant. Mr. Tiffany and Mr. Hodson both expressed cause for reservation due to the current budget needs of the Fire Department. After hearing further discussion the Board decided the opportunity of the grant in hand was worth proceeding with purchase of the cot.

B. Fiscal Office

Mr. Hodson said he had nothing to report.

C. Fire

Mr. Pittman asked Chief Leaming if he had anything to add to his report. Chief Leaming said we have previously discussed the need for a swift water rescue boat. He said Josh Johnson has come across a 2015 boat for \$1,600.00 dollars which is an exceptional value. However, he said a motor would have to be later purchased separate. The Board agreed to purchase to boat.

D. Police

Chief Brown said he had nothing to add to his report.

E. Roads and Services

Mr. Tiffany said they have contracted to purchase salt or the year. He said the purchase coupled with what is currently in the shed should be plenty for the winter.

F. Zoning

Cara reminded all that Thursday was 'Walk to School' day and that we had a lot of sponsors this year.

G. Information Technology

Mr. Zappanti was absent.

H. Trustees

Mrs. Destefani said she attended a 'Grant Finding Workshop' sponsored by the Greene County Department of Economic Development and said they provided very useful information.

6. **Public Comments – Agenda Items**

None.

7. **Old Business**

None

8. **New Business**

**Consent Agenda Items**

A. Approval of Minutes

B. Payment of Bills

C. Transfer of Appropriations

**Resolution #2018.05.21-01**

Debit Fund Number	Account Name	Credit Fund Number	Account Name	Amount to Debit/Credit
2081	Police Department	3102	Bond Retirement	\$3109.05
2112	Fire Department	3102	Bond Retirement	\$4293.45
			Total Transfers:	\$7402.50

Mr. Hodson gave a brief discussion of the Bond Fund and the O.R.C. requiring all debt to be paid from a Bond Retirement Fund.

D. Authorizing Contract with Jordon Concrete Services

**Resolution #2018.05.21-03**

WHEREAS, the Roads and Services Department has identified a need to make improvements to the curbs and catch basins in the East of Eden, Eden Meadows and White Fence Farms developments; and,

WHEREAS, the Trustees recognize this need and seek to improve the quality of the curbs and catch basins for the residents; and,

WHEREAS, Barry P. Tiffany, Township Administrator, has recommended to the Board of Trustees that they enter into a contract with Jordan Concrete Services, LLC to perform this work for a total of Thirty-Four Thousand Four Hundred Forty-Six dollars (\$34,446.00) in curb and catch basin work; and,

NOW THEREFORE, BE IT RESOLVED, that this Board of Trustees hereby authorize Barry P. Tiffany to enter into contract for curb and catch basin repairs in the East of Eden, Eden Meadows and White Fence Farms developments with Jordan Concrete Services, LLC.

E. Appointment of Board of Zoning Commission Member Dr. Matthews

**Resolution #2018.05.21-04**

WHEREAS, a vacancy exists on the Board of Zoning Commission; and,

WHEREAS, the Board of Zoning Commission plays a pivotal role in the land-use decisions for Sugarcreek Township; and,

WHEREAS, it is imperative that all positions on the Board of Zoning Commission be filled with citizens who will make decisions that are always in the best interest of Sugarcreek Township; and,

WHEREAS, Dr. Matthews is fully qualified and has expressed a genuine interest in serving on the Board of Zoning Commission in the member capacity,

NOW THEREFORE, BE IT RESOLVED, that Dr. Mark Matthews is hereby appointed to the Board of Zoning Commission for a term of five-years beginning May 21, 2018, and expiring on March 31, 2023. (Said appointment made pursuant to the Ohio Revised Code, Section 519.04.)

F. Resignation of Fire Department Staff Drew Kirby

**Resolution #2018.05.21.05**

WHEREAS, Volunteer Firefighter Drew Kirby has indicated his desire to resign from the Sugarcreek Township Fire Department; and,

WHEREAS, Mr. Kirby became a member of the Sugarcreek Township Fire Department as a Part-time Firefighter II/EMT on February 29, 2016; and,

WHEREAS, Chief Jeffrey A. Leaming recommends we accept the resignation of Mr. Kirby.

NOW, THEREFORE, BE IT RESOLVED that the Board of Sugarcreek Township Trustees officially accept the resignation of Drew Kirby effective May 27, 2018.

G. Authorizing the Township Administrator to Act as Signatory for the Agreement with American Tower

**Resolution #2018-05-21-06**

WHEREAS, American Tower has a renewable lease with Sugarcreek Township for a cell tower location at the Township Public Safety Building, located at 4398 Clys Road; and,

WHEREAS, Mr. William Snider of American Tower has contacted the Township Administrator in pursuit of purchasing an Easement for the tower in perpetuity in lieu of continued payments; and,

WHEREAS, American Tower has agreed as part of the proposed easement to language in the Easement Agreement that ensures a location on the tower in perpetuity for the Township to locate communication devices that are essential to emergency services in our community; and,

WHEREAS, American tower agrees to compensate Sugarcreek Township in the amount of \$870,000 in a single payment upon execution of the Agreement; and,

NOW, THEREFORE BE IT RESOLVED, this Board of Trustees of Sugarcreek Township, Ohio, does hereby authorize the Township Administrator to enter into an Easement Purchase Agreement with American Tower in the amount of \$870,000.

BE IT FURTHER RESOLVED, this Board of Trustees instructs the Fiscal Officer, that upon receipt of the single payment, he is to direct \$243,080 to a new fund in each of the Police and Fire Departments, which is equal to 10 years of annual revenue payments as received in those Departments, to be appropriated in 10 equal increments over the next 10 years; and,

BE IT FURTHR RESOLVED, this Board of Trustees further instructs the Fiscal Officer to divide the remaining funds from the singles payment equally between the Police and Fire Departments and appropriate those funds in the Contracted Services account codes in the 2081 and 2112 Accounts for 2018.

Mr. Tiffany said American Tower has offered to buy the lease on the PSB cell tower for \$340,000.00. He said we have negotiated to off to \$370,000.00. He said this is a great opportunity for the Township. Mr. Tiffany said the Police and Fire Departments are each receiving \$24,000.00 per year from the lease. He said we plan to put \$240,000.00 aside for each department to pay out the \$24,000.00 every year for the next ten years. By then, ongoing planned development projects should provide for the missing revenue. Mr. Tiffany said that will leave us with \$195,000.00 each Fund for needed current Capital Expenditures. The Board agreed that this would be a good opportunity.

Mr. Pittman moved to accept the Consent Agenda Items as presented. Mrs. Destefani seconded. Roll was called with the vote being as follows:

Mrs. Destefani – Yes  
Mrs. Daugherty – Yes  
Mr. Pittman - Yes

**9. Discussion Agenda Items**

None.

**10. Public Comments**

None.

**11. Trustee/Staff Discussion**

None.

**12. Adjourn**

Mr. Pittman moved to adjourn. Mrs. Daugherty seconded. Roll was called with the vote being as follows:

Mrs. Destefani – Yes  
Mrs. Daugherty – Yes  
Mr. Pittman – Yes

---

Theodore L. Hodson, Fiscal Officer

Theodore L. Hodson, Fiscal Officer