



**Administrator's Report to the Trustees  
May 21, 2018**

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

- Work is 80% complete on the installation of lighting on the driveway and building. They are waiting for boring equipment to connect the last two positions on the building side of the driveway. Hopefully it will be complete by the end of this week.
- In an attempt to finalize design on the Brown Road widening project we will be meeting on-site with all interested parties on Tuesday of this week. The existing conditions on the north side of the road and the buffering requirements of the city on the south side are presenting some challenges. We hope to overcome those challenges at this meeting and move forward.
- Attended the Mayor of Centerville's Business Breakfast at Yankee Trace Golf Course. The event was well attended and the Mayor provided a snapshot of the past year in the City.
- Attended a Grant Funding Workshop provided by Greene County Department of Development. Overall it appears the Township is taking advantage of the grant opportunities that were presented. Many of the grants are available only to communities with low population and/or lower income averages.
- Installation of the new cameras continues at the Public Safety Building with the pulling of new wiring throughout the building being completed and ready for camera install.

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 Sugar Creek Township Trustees May 2, 2018 thru May 18, 2018

The following information is a snap shot of the activities and areas of responsibilities for Sugar Creek 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:

- Summer Emergencies
- Ground Ladders

### 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: 309                      5 Overdose calls with 3 patients receiving Narcan
- Vehicle Crashes: 60
- Fire Responses: 100  
Total Calls: 409                      10% or 40 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:

- Tax Issue Renewal
- Quint 72 our KME Ladder Truck remains at the factory in Pennsylvania where it has been since July 18<sup>th</sup> for repairs
- Reached a tentative contract agreement
- Capital needs of the department are summarized below in this report

### Scheduled Events:

- 

### Fiscal:

4398 Clio Road | Sugar Creek, Ohio 45305  
(P) 937.848.7344 | (F) 937.848.5188  
www.SugarCreekOH.US



Michael A. Brown  
Chief of Police

## Trustee Report May 21, 2018

### Training

- On May 14<sup>th</sup>, Officer Williams attended the Effective Interview and Interrogation Training.
- On May 17<sup>th</sup>, Chief Brown and three of our officers attended the 8 hour course "Blue Courage Advanced Training."
- On May 22<sup>nd</sup> – 24<sup>th</sup>, our department will be having Firearms Proficiency Phase II.
- No other classes scheduled for May.

### Fiscal

Budget 2018 (Final Appropriation)	\$2,653,296.00
Expenditures as of May 15, 2018	\$853,781.45
% of Budget Used	32%
% of Budget Year Target for the end of May	41.5%
% of Budget Remaining	68%
Cash Balance as of May 15, 2018	\$1,569,601.23

## Public Appearance

- On May 7<sup>th</sup>, Chief Brown attended the GUIDE Camp presentation. A special thanks to Officer Gudgell and Officer Williams for helping at the camp.
- On May 10<sup>th</sup>, Chief Brown attended the Chambers Luncheon.
- On May 15<sup>th</sup>, Chief Brown attended the Surrey Hill HOA Meeting.
- On May 17<sup>th</sup>, Chief Brown attended the GCLEA Luncheon.

Respectfully submitted,



Michael A. Brown  
Chief of Police



*Michael A. Brown*  
*Chief of Police*

## **Police Blotter**

### **May 1, 2018**

- Business and house checks
- Crash report on Wilmington Pike
- Domestic dispute on Conference Road

### **May 2, 2018**

- A crash report on Feedwire Road
- Extra patrol on Wilmington Pike

### **May 3, 2018**

- A theft arrest on Wilmington Pike
- Suspicious vehicle on Feedwire Road

### **May 4, 2018**

- Community policing
- Theft arrest on Wilmington Pike

### **May 5, 2018**

- House and business checks
- Traffic stops
- Theft arrest on Wilmington Pike

### **May 6, 2018**

- Panhandling on Wilmington Pike
- An animal complaint on Ferry Road

### **May 7, 2018**

- Burglary on Wilmington Pike
- Theft arrest on Wilmington Pike

### **May 8, 2018**

- Nothing to Report

**May 9, 2018**

- Suspicious vehicle on N. Lakeman Drive
- Suspicious person on Wilmington Pike

**May 10, 2018**

- Suspicious person on Feedwire Road
- Domestic violence report on Surrey Trail

**May 11, 2018**

- Nothing to Report

**May 12, 2018**

- Suspicious vehicle on Spahr Road
- Solicitor on River Bend Drive
- An animal complaint on Clyo Road

**May 13, 2018**

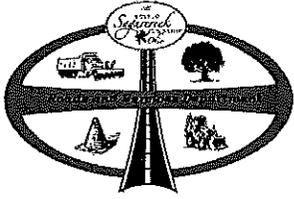
- Theft arrest on Wilmington Pike
- Noise complaint on Fox Trail

**May 14, 2018**

- Nothing to Report

**May 15, 2018**

- Crash report on Clyo Road
- Burglary report on Arwa Drive



**Staff Report for  
Sugar Creek Township Trustees  
May 21, 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**

- No Call Out

**Accomplishments:**

- Recycled scrap metal
- Worked on wash out on Little Sugar Creek Road
- Repaired oil leak on 702
- Sealed cracks on Gerhardt, Vimark, and Conference Road
- Patched potholes
- Mowed property
- Cleaned out, mowed, tilled, and laid out Garden plots
- Mowed roads
- Spraying cycle
- Worked on shooting range
- Sprayed around public safety building and station 71
- Mowed outlying areas
- Sprayed island on Briggs

Respectfully,

Bill Harphant  
Roads and Services Director



**Staff Report for the Sugarcreek Township Board of Trustees  
May 8, 2018 through May 17, 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:**

- **May 24, 2018 BZA Meeting:**
  - **BZA Case 03-2018:** Applicant, Cicogna Electric & Sign Co., is requesting a variance from Article 8, Subsection 8.10 D. 1. of the Sugarcreek Township Zoning Resolution to add 32 SF of additional wall signage where no additional wall signage would be permitted to accommodate signage needs for Panera's proposed drive-thru. The subject property is 6130 Wilmington Pike, parcel L32000100030029300, owned by David L. Scrima Trustees, ETAL, containing 1.0470 acres, and located in the B-2 (General Business) District.

**Zoning Commission Activities:**

- **June 5, 2018 Meeting:**
  - **ZC Case 04-2018:** The Sugarcreek Township Trustees initiated by passage of a motion a text amendment to the Sugarcreek Township Zoning Resolution. The text amendment proposes modifications to Article 6 of the Sugarcreek Township Zoning Resolution dealing with permitted density in the RPUCD (Residential Planned Unit Conservation Development) District.
  - **ZC Case 05-2018:** The Sugarcreek Township Zoning Commission will consider an amendment to the Sugarcreek Township Long Range Land Use Plan to add reference to the applicability of the Greene County

Thoroughfare Plan within the Planned Road Improvements section of the Plan Under Planning Foundation/Infrastructure.

**Permits:**

- See attached spreadsheet

**Violations:**

- See attached spreadsheet

**Meetings/Accomplishments:**

- Attended RPCC Staff Review on May 10, 2018 (Grand at Sugarcreek)
- Met with builder to discuss permitted location for a deck on May 10, 2018
- Met with fence contractor to discuss permitted location for a fence on May 15, 2018
- Attended Department Head Meeting on May 16, 2018
- Attended Greene County Department of Development Funding Workshop on May 18, 2018
- Completed Legal and Public Notices for BZA03-2018
- Completed Legal Notice for BZC04-2018
- Completed BZA Minutes
- Approved new use for Payless Furniture (Plaza 1)
- Plans for interior alteration at First Baptist Church of Christ under review (changing offices into Sunday School classrooms)
- Review of KFC site improvements underway
- Plans for Walk to School Day underway (thanks to all our generous sponsors (Mohawk Trucking, Tom's Mulch, Ernst Concrete, E.E. Wood Homes, Sandy's Towing, Dayton Children's and Clemens Development Company)
- First Farmers' Market to be held on May 18, 2018
- 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 (recording of subdivision pending)
  - Oak Brooke: construction ongoing
  - Landings at Sugarcreek: construction ongoing;
  - Woodland Ridge: construction ongoing

**Announcements/Upcoming Events:**

- Walk to School Day scheduled for May 24, 2018 at 9:00 a.m. at BCI
- BZA Meeting scheduled for May 24, 2018 at 7 p.m.
- BZC Meeting scheduled for June 5, 2018 School at 7 p.m.



**Staff Report for  
Sugar Creek Township Trustees  
May 18, 2018**

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

- 7 of 9 server migrations to new virtual platform complete
- Cabling phase of safety building camera project complete
- In testing phase of new VPN server for mobile units
- Attended Department head meeting
- Network configuration in preparation for IP camera system ongoing

Respectfully,

Chris Zappanti  
Director of Information Technology