



**Administrator's Report to the Trustees
April 23, 2018**

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

- Negotiations for the Fire Union contract are complete with tentative agreement. The Union will need to meet to approve the agreement and then the trustees will consider approval.
- Cara and I met with Greg Smith of Oberer Development regarding the proposed development on the Rammel property. Subsequent to our meeting, Oberer has withdrawn their application at this time to consider the concerns of the Township and the residents. They may or may not submit another plan in the future.
- Attended the Denim and Diamonds event at the fairgrounds for the Greene County Family Violence Prevention Center. An excellent event for the area raising needed funds to help families in Greene County.
- Spoke at the quarterly meeting of the Zoning Officers Group of the OTA on April 20th. I presented instruction on What Should and Should Not Be in a Staff Report. Thank you to Cara for her assistance on the PowerPoint presentation.
- Attended the annual conference of NPELRA on labor management, healthcare and HR issues. As always the conference was well attended and provided very good training on the issues that impact our budgets to the greatest degree.
- I want to welcome Miss Courtney Shuttleworth to the Administration team as a part-time receptionist. Courtney attends Wright State University where she is completing her junior year on the way to becoming a Sports Therapist. She will be working three days a week to help support the team.

Respectfully Submitted,

Barry P. Tiffany
Township Administrator



Jeffrey A. Leaming
Fire Chief

Staff Report for Sugarcreek Township Trustees April 2, 2018 thru April 18, 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:

- Ground Ladders
- Pediatrics
- Fire Control

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: 233 4 Overdose calls with 2 patients receiving Narcan
- Vehicle Crashes: 48
- Fire Responses: 87
Total Calls: 320 10.3% or 31 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 18th for repairs
- Reached a tentative contract agreement
- Capital needs of the department are summarized below in this report
- BWC Award for Power Cot must accept or reject: Our Match = \$10,860 BWC Award = \$32,576
(This Grant was to place a new power cot and load system into another new medic)

Scheduled Events:

- Sugar Maple Festival (Auto Extrication Demonstration both Sat. & Sun. starting at 1:00 pm)

Fiscal:

As of April 2, 2018	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
Fire	\$2,595,383.00	\$620,279.36	\$650,155.38	\$1,336,873.51	24.936%
EMS	\$162,840.00	\$52,845.35	\$33,858.21	\$77,163.61	20.662%
Department Total	\$2,758,223.00	\$673,124.71	\$684,013.59	\$1,414,037.12	24.683%

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 April 23, 2018

Training

- On April 12th, three of our officers will be attending the 8 hour course "Blue Courage Advanced Training."
- On April 23rd – 25th, our department will be having the Phase 1 Firearms Proficiency testing.
- On April 26th, all sworn officers will be attending the mandatory training on topics of search and seizure and opioids. The training will be held at the Bellbrook City Building.
- No other classes scheduled for April.

Fiscal

Budget 2018 (Final Appropriation)	\$2,653,296.00
Expenditures as of April 16, 2018	\$728,275.01
% of Budget Used	27.2%
% of Budget Year Target for the end of April	33.2%
% of Budget Remaining	72.8%
Cash Balance as of April 16, 2018	\$1,568,065.55

Public Appearance

- On April 12th, Sergeant Guerrero and Officer Williams attended the High School Safety Meeting.
- On April 13th, Officer Gudgeon attended the pre-school program at the Bellbrook-Sugarcreek Park District with the theme of "Paw Patrol". He talked to them about his duties and read them a book.
- On April 21st, Sergeant Deckard attended the Christ's Church Security Team Meeting.

Future Events

- April 28th, Drug Drop Off at the PSB between 10-2 p.m.
- GUIDE Camp is May 7th-8th.

Respectfully submitted,



Michael A. Brown
Chief of Police



Michael A. Brown
Chief of Police

Police Blotter

March 26, 2018

- House and business checks
- Community policing
- Extra patrol for Silverado Drive

March 27, 2018

- A theft arrest on Wilmington Pike
- Suspicious person on Wilmington Pike

March 28, 2018

- Nothing to Report

March 29, 2018

- Traffic stops
- A crash report on Belfast Drive
- Burglary report on Little Sugar Creek Road

March 30, 2018

- Suspicious person on Wilmington Pike

March 31, 2018

- An animal complaint of Ferry Road
- Burglary report on Bailey's Trail

April 1, 2018

- Traffic stops
- Suspicious vehicle on Wilmington Pike
- Community policing

April 2, 2018

- Business and house checks
- A theft arrest on Wilmington Pike

April 3, 2018

- A crash report on Clio Road

April 4, 2018

- Nothing to Report

April 5, 2018

- Suspicious person on Wilmington Pike
- A theft arrest on Wilmington Pike
- Fraud report on Wilmington-Dayton Road

April 6, 2018

- Nothing to Report

April 7, 2018

- An animal complaint on SR 725
- A crash report on Cornerstone North Blvd.
- Suspicious vehicle on Wilmington Pike

April 8, 2018

- A crash report on Alpha Bellbrook Road
- Warrant on Clio Road
- Domestic dispute on Wilmington-Dayton Road

April 9, 2018

- Traffic stops
- Community policing
- Business and house checks

April 10, 2018

- Noise complaint on Clio Road
- Juvenile complaint on Swigart Road

April 11, 2018

- Nothing to Report

April 12, 2018

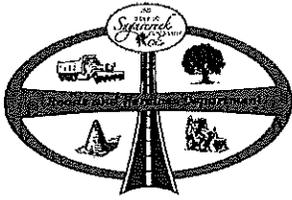
- Crash report on Feedwire Road
- Animal complaint on Wilmington Pike
- Suspicious vehicle on State Route 725
- Crash report on Wilmington Pike

April 13, 2018

- Found property on Sonoma Court
- A crash report on Wilmington Pike

April 14, 2018

- An animal complaint on Timberly Drive
- A noise complaint on Carpenter Road
- Extra patrol on Wilmington Pike



**Staff Report for
Sugar Creek Township Trustees
April 23, 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

- 4/14 Tree down on Conference Rd.
- 4/15 Tree down on Little Sugar Creek Rd.

Accomplishments:

- Service loader
- Water issue on Napa Valley Dr.
- Repaired tire on Expedition
- Worked with high water issues around township
- Removed trees down from storm
- Picked up signs from A&A Safety
- Picked up cones set out for high water
- Went to A&A Safety for traffic diverters
- Glued floor tiles at Police Dept.
- Planted tree at Police Dept.
- Moved office furniture for admin.
- Set up and removed road closed signs for accident on South Alpha Bellbrook Rd.
- Repaired rooftop ladder on Safety building
- Picked up dead goose on 725
- Moved pop machine and bleached drain for Police Dept.
- Unloaded crack fill material from DJL Material
- Crack sealer training
- Took spreader off of 703
- Flushed beat juice tanks
- Opened Seton Hill for busted pipe
- Patched pot holes
- Mowed property on Ferry Rd.
- Met with Jordan Concrete about box on Seton hill
- Heated and prepped crack sealer
- Retrieved ducklings from catch basin in Kroger's parking lot
- Cracked sealed Kabils Mill
- Mowed Clio Rd.

Respectfully,

Anthony W. Lamb
Roads and Services Director



**Staff Report for
Sugar Creek Township Trustees
April 19, 2018**

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

- Staged new vmware physical servers, conversion from existing vmware system to new system pending completion of network updates
- Completed network updates round 1 of 2 in Safety building
- Completed Safety building camera system quote reviews with Fire and Police chiefs, awaiting further discussion with Trustees
- Resolved PD body camera issue
- Oversaw Safety building UPS maintenance event

Respectfully,

Chris Zappanti
Director of Information Technology