



**Administrator's Report to the Trustees  
June 4, 2018**

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

- We are still waiting for Reddy Electric to complete the driveway lighting. They are waiting for sub-contractor to bore under the drives.
- The Brown Road project continues with design phase being about 30% completed. The project is very tight on the north side of the road due to existing high power electrical transmission lines.
- Budgets are being reviewed by Ted and me for presentation to the Trustees in late June. These are preliminary budgets for 2019 and subject to changes as the year proceeds.
- We have requested 1,000 tons of salt for next fall and winter. We are participating again this year with the collective bid to receive the best value. We should know the results by mid-summer.
- Installation of the new cameras continues at the Public Safety Building. Wiring is ready for camera placement.
- Walk To School day was a great success again this year with more than 200 students participating. Thanks to Cara's efforts, we gave away 14 bikes this year along with several other rideable items and accessories. Special thanks to Abbey from Children's Hospital of Dayton for providing helmets to each of the winners, and other items for each of the students who participated.

Respectfully Submitted,

A handwritten signature in black ink, appearing to be "B. Tiffany".

Barry P. Tiffany  
Township Administrator



Jeffrey A. Leaming  
Fire Chief

## Staff Report for Sugarcreek Township Trustees May 18, 2018 thru May 30, 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:

- SCBA Fit Testing
- CareFlight
- Cancer Awareness

### 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: 324                      5 Overdose calls with 3 patients receiving Narcan
- Vehicle Crashes: 65
- Fire Responses: 106  
Total Calls: 429                      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
- Purchased 12' inflatable rescue boat

### 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
- Union has voted to ratify labor agreement
- Capital needs of the department are summarized below in this report

### Scheduled Events:

- River Cleaners of LMR June 9<sup>th</sup> starting at 0830

**Fiscal:**

As of April 2, 2018	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
Fire	\$2,595,383.00	\$593,179.43	\$797,551.21	\$1,216,577.61	30.589%
EMS	\$162,840.00	\$45,095.43	\$49,101.35	\$69,670.39	29.964%
Department Total	\$2,758,223.00	\$638,274.86	\$846,652.56	\$1,286,248.00	30.552%

**Projected Capital Needs:**

Priority	Immediate		Moderate		Low	
1	Air Packs (applied for grant)	\$240,000.00	Battalion Bay sensors	\$1,200.00	Replace Damaged Bay Door	\$2,000.00
2	HVAC Rooftop Units (8) split cost	\$52,000.00	Install Shorelines (Sta. 71)	\$2,000.00	Carpet training / Day room / Bunk Room	\$11,000.00
3	Front Ramp replaced	\$24,000.00	Water Rescue Equip	\$20,000.00	Kitchen (Sta. 71)	\$9,000.00
4	Exhaust System (bay)	\$30,000.00	Inside Building Painting / Bay (Sta. 72)	\$9,000.00	Painting Interior (Sta. 71)	\$3,000.00
5	Mobile Radio	\$31,783.00	Build Gear Room (In Bay Sta. 72)	\$55,000.00	Replace Carpet (Sta. 71)	\$7,000.00
6			Sleeping area improvements (Sta. 72)	\$15,000.00	Bay Floor crack repair / repaint floor	\$36,000.00
7			Camera System (Sta. 71)	\$1,500.00	Painting (bay) (Sta. 71)	\$8,000.00
8			Asphalt split cost with PD	\$15,000.00	Outside Building Painting	\$12,000.00
9			Thermal Imaging Camera	\$9,000.00	Wall Gear Racks	\$6,500.00
10			Radio Batteries	\$2,500.00	Dedicated Maintenance Program	\$2,500.00
11			PPV Fans E-73 Q-72	\$5,000.00	Relocate Flag pole and install lighting	\$2,000.00
12			Search Rope & Equipment	\$3,000.00		
13			Computers	\$9,000.00		
14			Front Ramp repair/replace	\$30,000.00		
15			Nozzles	\$3,200.00		
16			Chain saw	\$1,375.00		
17			Hand Tools	\$3,000.00		
18			Replace Hose	\$10,000.00		
19			Rotary saw	\$600.00		
20			Station Alerting	\$54,000.00		
21						
		<b>Total</b>		<b>\$249,375.00</b>		<b>\$99,000.00</b>
						<b>TOTAL- \$726,158.00</b>

Respectfully Submitted,



Jeffrey A. Leaming



Michael A. Brown  
Chief of Police

## Trustee Report June 4, 2018

### Training

- No classes scheduled for June.

### Fiscal

Budget 2018 (Final Appropriation)	\$2,653,296.00
Expenditures as of May 31, 2018	\$983,547.51
% of Budget Used	36.8%
% of Budget Year Target for the end of May	41.5%
% of Budget Remaining	53.2%
Cash Balance as of May 31, 2018	\$1,441,374.48

## Public Appearance

- Chief Brown attended the Montgomery County Chief's Luncheon.
- On May 24<sup>th</sup>, Chief Brown attended the Family Resource Board Meeting and the Ministerial Meeting.
- On May 29<sup>th</sup>, Chief Brown attended the ACE Task Force Board Meeting.
- The Police Department received \$558.20 from the Attorney General's office for the GUIDE program.
- On May 30<sup>th</sup>, Chief Brown attended the Walk to School event.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "MAB", with a stylized flourish extending from the end.

Michael A. Brown  
Chief of Police



*Michael A. Brown*  
Chief of Police

## **Police Blotter**

### **May 16, 2018**

- Business and house checks
- Community policing
- Welfare check on Wilmington Pike
- Crash on Wilmington Pike
- Theft arrest on Feedwire Road

### **May 17, 2018**

- Domestic violence report on Deerbluff Drive
- Crash report on Wilmington-Dayton Road

### **May 18, 2018**

- Warrant on Cloy Road
- Suspicious vehicle on Wilmington Pike
- Juvenile complaint on Talon Ridge Drive

### **May 19, 2018**

- Suspicious vehicle on Wilmington Pike
- Theft arrest on Wilmington Pike
- Crash report on Feedwire Road
- Domestic violence report on Wilmington Pike

### **May 20, 2018**

- Burglary on Penewit road
- Theft report on Eagle Stone Court
- Theft report on Windy Bluff Court

### **May 21, 2018**

- Welfare check on Wilmington Pike
- Juvenile complaint on Upper Bellbrook Road
- Crash report on Wilmington Pike

**May 22, 2018**

- Suspicious vehicle on Bradley Court
- Warrant on Cloy road
- Juvenile complaint on Walden Way

**May 23, 2018**

- Drug activity on N. Lakeman Drive
- Community policing
- Crash report on Feedwire Road
- Theft report on Cloy Road

**May 24, 2018**

- Traffic stops
- Business and house checks
- Theft report on Windy Bluff Court

**May 25, 2018**

- Nothing to Report

**May 26, 2018**

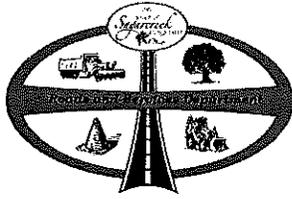
- Suspicious vehicle on Upper Bellbrook Road
- Crash report on Stutsman Road
- An animal complaint on River Bluff Drive

**May 27, 2018**

- Welfare check on Middle Run Road
- Warrant on Cloy Road

**May 28, 2018**

- Nothing to Report



## Staff Report for Sugar Creek Township Trustees June 4, 2018

The following information is a snap shot of the activities and areas of responsibilities for the Sugar Creek Township Roads and Services Department for May 14 – May 27.

### Calls for Service

- No calls for service

### Accomplishments:

- Mowed Service facility - 2
- Mowed outlying areas - 2
- Set up for farmers market - 2
- Picked up dead opossum on Carpenter Rd.
- Picked up leftover political signs
- Removed storm grate riser across from Eagle Rise section 4
- Installed storm grate riser across from Timberly Dr.
- Mowed pond - 2
- Trimmed trees
- Fixed hole on Cedar Ridge
- Sealed cracks on Conference and Ferry South
- Cleaned up down tree on Shepard
- Cleaned off gravel on Timber trail
- Serviced both Super-Z mowers
- Fixed hydraulic leak and mower deck on Massy Fergusson tractor
- Swept up glass on Center Creek Circle.
- Broke down farmers market - 2
- Sprayed Wilmington Pike curb and island
- Repaired road signs on Fauber and Spring Valley Alpha
- Cleaned up the end of Pajaro Ct.
- Assisted fire department with diesel fuel spill at 725 and Wilmington Pike

Respectfully,

Bill Harphant  
Roads and Services Director



**Staff Report for the Sugarcreek Township Board of Trustees  
May 19, 2018 through May 28, 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 Follow-up:**

- **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.

- *The BZA approved the request as submitted by the applicant.*

○ **June 28, 2018 BZA Meeting:**

- **BZA Case 04-2018:** Applicants, Barry L. and Norma C. Raygor, are requesting a variance from Article 4, Subsection 4.13 D. 3. b. of the Sugarcreek Township Zoning Resolution to allow for the construction of an 1,920 SF barn putting total cumulative square footage for all detached accessory buildings and structures over the permitted 2,500 SF allowance by 1,716 SF. The subject property is 804 Carpenter Road, parcel L32000100140004300, owned by Barry L. and Norma C. Raygor, containing 3.0000 acres, and located in the A-1 (Agricultural) 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:**

- Conference call with MVRPC on status of SRTS projects on May 21, 2018
- Met with property owner and county agencies to discuss potential agritourism use on May 23, 2018
- Walk to School Day event held on May 30, 2018-thanks to all our generous sponsors (Mohawk Trucking, Tom's Mulch, Ernst Concrete, E.E. Wood Homes, Sandy's Towing, Dayton Children's, Clemens Development Company and Reddy Electric)
- Working with businesses along Wilmington Pike on temporary sign violation abatements
- Plans for interior alteration at First Baptist Church of Christ approved (changing offices into Sunday School classrooms)
- Plan for KFC site improvements approved
- Plans for agritourim use at the Lucas Brothers Farm on Ferry Road under review
- Farmers' Market has been; we are adding vendors every week
- 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:**

- o BZC Meeting scheduled for June 5, 2018 School at 7 p.m.
- o Planet Fitness Ribbon Cutting Ceremony scheduled for June 26, 2018 at 4 p.m.
- o BZA Meeting scheduled for June 28, 2018 at 7 p.m.



**Staff Report for  
Sugar Creek Township Trustees  
May 30, 2018**

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

- VMWare server migration complete
- Testing phase of replacement web filter ongoing after vendor reviews, discussions, and demonstrations
- Completed transition to new VPN server for all first responder mobile units
- 2<sup>nd</sup> phase of Safety building camera installation pending

Respectfully,

Chris Zappanti  
Director of Information Technology