



**Administrator's Report to the Trustees
September 17, 2018**

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

- The signal for Clio Road at Center Point is now estimated for delivery the first week of October. The contractor has committed to getting it installed as soon as possible once it arrives.
- I attended the Community Reception honoring the new leadership for Wright Patterson Air Force Base at the Racquet Club.
- Discussions continue on location of a water tower in the Wilmington Pike business corridor that would alleviate a possible shortage of water necessary for development in the future.
- Cara and I met with leadership of a local church regarding their future plans for the site.
- Cara and I attended an informal meeting at Regional Planning to discuss general concerns with the developer of the Rammel property. Other agencies were represented also.
- Cara and I met with a representative of The Estate at Sunset Farm regarding a possible additional use on the property related to agriculture. Also in attendance were members of the Building and Health departments for Greene County.

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 September 4, 2018 thru September 13, 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:

- Hose Testing
- Patient Assessment

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: 605 6 Overdose calls with 4 patients receiving Narcan
- Vehicle Crashes: 108
- Fire Responses: 177
Total Calls: 782 10% or 78 calls have been to Cornerstone

Accomplishments/Information:

- Swift water rescue gear / equipment has been ordered with generous donation from Kable's Mill
- Hydrant Testing is completed

Status of Significant Issues the Fire Department is Addressing:

- Received notice that we did not receive the AFG grant to replace air pak's
- Tax Issue # 15 Renewal
- Quint 72 our KME Ladder Truck remains at the factory in Pennsylvania where it has been since July 18th for repairs
- Capital needs of the department are summarized below in this report

Scheduled Events:

- Swearing in of (2) new full time employees 9/17
- Fire Department will be assisting with Chamber Golf Outing 9/20

Fiscal:

As of Sept. 4, 2018	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
Fire	\$2,595,383.00	\$387,673.54	\$1,598,973.56	\$620,661.15	61.327%
EMS	\$206,340.00	\$30,046.59	\$142,138.68	\$35,181.90	68.544%
Department Total	\$2,801,723.00	\$417,720.13	\$1,741,112.24	\$655,843.05	61.858%

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	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						
		Total		\$249,375.00		\$99,000.00
						TOTAL- \$726,158.00

Respectfully Submitted,



Jeffrey A. Leaming



**Staff Report for
Sugar Creek Township Trustees
September 13, 2018**

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

- Worked with Police staff on further training for building security video searches, exports, and duplication processes
- Working through connection issues for a Police MDT
- Validated & released St 71 video system for FD administrative use. Will continue to gauge unit for video storage capacity planning
- Resolved issues with GPS Insights for Police
- Updated Windows 2012 servers
- Began removal of old safety building video equipment

Respectfully,

Chris Zappanti
Director of Information Technology



Michael A. Brown
Chief of Police

Trustee Report September 17, 2018

Training

- On August 27th and 29th, our officers completed their Phase 3 of the Firearms Proficiency.
- On September 6th, SRO Officer Williams completed the ALICE Training at the Troy Police Department.
- On September 17th & 19th, our officers will be completing Firearms Proficiency Phase 4.
- No other classes scheduled for September.

Fiscal

Budget 2018 (Final Appropriation)	\$2,653,296.00
Expenditures as of September 4, 2018	\$1,657,313.68
% of Budget Used	62%
% of Budget Year Target for the end of September	74.7%
% of Budget Remaining	38%
Cash Balance as of September 4, 2018	\$1,798,443.87

Public Appearance

- August 22nd, Chief Brown attended the Montgomery County Chief's Luncheon.
- August 23rd, Chief Brown attended the Family Resource Board Meeting.
- On August 24th, Chief Brown and Sergeant Marlatt served snow cones at the Farmers Market.
- Chief Brown attended the Hometown Heroes Award sponsored by the Bellbrook-Sugarcreek Optimist Club. Officer Cagg was nominated for the award.
- On August 27th, Chief Brown and Sergeant Guerrero attended the "Hidden in Plain Sight Seminar" at the Emmanuel Baptist Church.
- On September 6th, Chief Brown attended the High School Breakfast at Bellhop.
- On September 7th, Chief Brown attended the tailgate party and game.
- On September 12th, Chief Brown attended the PSISN Board Meeting.
- On September 13th, Chief Brown attended the Ministerial Luncheon.
- Our officers attended the Eagle Rise Block Party on September 15th.

Respectfully submitted,



Michael A. Brown
Chief of Police



Michael A. Brown
Chief of Police

Police Blotter

August 15, 2018

- Business and house checks
- Traffic stops
- Community policing

August 16, 2018

- Nothing to Report

August 17, 2018

- Found property on Clio Road
- Crash report on Clio Road

August 18, 2018

- Suspicious vehicle on Sonoma Court
- Crash report on Waynesville Road

August 19, 2018

- An animal complaint on Wilmington-Dayton Road
- Extra patrol on Conference Road

August 20, 2018

- Welfare check on Clio Road
- Suspicious vehicle on Woodland Ridge Court

August 21, 2018

- Theft arrest on Wilmington Pike
- Crash report on Clio Road
- Domestic dispute on Eden Meadows Way

August 22, 2018

- Crash report on Wilmington Pike
- Theft report on Feedwire Road
- Traffic stops

August 23, 2018

- Business and house checks
- Community policing
- Theft report on Seton Hill Drive
- An animal complaint on Wilmington Pike

August 24, 2018

- Nothing to Report

August 25, 2018

- Theft report on Rose Lake Drive
- Intoxicated subject on Wilmington Pike
- Crash report on Penewit Road

August 26, 2018

- Nothing to Report

August 27, 2018

- Crash report on Wilmington Pike
- Suspicious vehicle on Nature Court

August 28, 2018

- Community policing
- Business and house checks
- Traffic stops
- Crash report on Clyo Road

August 29, 2018

- Theft report on Clyo Road
- Thaft arrest on Wilmington Pike
- Crash report on Wilmington Pike

August 30, 2018

- Nothing to Report

August 31, 2018

- Suspicious vehicle on Wilmington Pike
- Theft report on Fox Trail
- Extra patrol on Eden Meadows Way
- Traffic stops

September 1, 2018

- Business and house checks
- Community policing
- Traffic stops

September 2, 2018

- Nothing to Report

September 3, 2018

- Noise complaint on Sugar Ridge Blvd.
- Fraud report on Wilmington Pike
- Found property on Wagner Road

September 4, 2018

- Theft arrest on Wilmington Pike
- Crash report on Feedwire Road

September 5, 2018

- Nothing to Report

September 6, 2018

- Crash report on Van Eaton Road
- Parking violation on Wilmington Pike
- Fraud report on Wilmington Pike

September 7, 2018

- Business and house checks
- Community policing
- Traffic stops
- Crash report on Wilmington Pike

September 8, 2018

- Suspicious vehicle on Wilmington Pike
- Fraud report taken on Wilmington Pike
- Crash report on Wilmington Pike

September 9, 2018

- Nothing to Report

September 10, 2018

- Disabled vehicle on Clio Road
- Crash report on Wilmington-Dayton Road

September 11, 2018

- Extra patrol on Sonoma Court
- Juvenile complaint on Clio Road



Staff Report for Sugarcreek Township Trustees September 17, 2018

The following information is a snap shot of the activities and areas of responsibilities for the Sugarcreek Township Roads and Services Department.

Calls for Service

- Tree down on Shepherd rd. Sept. 8
- Water valve issue on Salinas Cir. Sept. 13

Accomplishments:

- Cut Brush on Middle run Rd.
- Ditched 720 Memorial Dr.
- Picked up brush on Little Sugarcreek Rd.
- Removed turtle on Briggs Rd.
- Removed illegal signs from Little Sugarcreek
- Trimmed trees on Possum run and Fox Run
- Marked and called in locates
- Picked up signs at A&A Safety
- Mowed outlying areas - 4
- Pulled weeds on Briggs island
- Weedeated Clys Rd. - 2
- Cut brush on Shepard Rd. Aug 24,28
- Walk through on Oakbrook section 1
- Compaction test in the Landings
- Set up farmers market - 4
- Mowed property – 7
- Repaired no parking sign on Seton Hill Dr.
- Driveway inspections
- Greased mini-excavator - 4
- Cleaned shop
- Cut brush on Ferry Rd.
- Mowed roads
- Worked on expedition
- Cleaned up down tree on Brown Rd.
- Repair leach field switch box
- Met with contractor about gravel on Woodland Ridge
- Cut brush at bus turn around on Spahr Rd.
- Picked up sweeper parts
- Cleaned up around dirt pile and brush pile

- Cleaned up 702
- Drivers training - 4
- Picked up emulsion for dura-patcher
- Cut tree off phone line on Spahr Rd.
- Weeded flower beds at property
- Took 702 to Rush Truck
- Mowed back field at property
- Worked on gravel on shooting range
- Trimmed brush on shooting range
- Mowed shooting range
- Mowed pond - 2
- Mowed front of lot on Oleva dr.
- Dura patched Middle Run Rd. Sept 7,12
- Picked up signs at A&A Safety
- Installed Horse crossing signs on Middle Run Rd.
- Hauled gravel from Melvin Stone
- Cut brush on Timber Trail
- Road review
- Broke down farmers market – 4
- Worked on dura-patcher
- Trimmed 2090 Ferry Rd.
- Cut brush on Haines Rd.
- Install hidden drive sign on Conference Rd.
- Washed expedition
- Worked on 701
- Washed 701
- Went for CDL test
- Dead animal removals
- Cleaned gravel off Ferry rd.
- Worked on desk for Police Department

Respectfully,

Bill Harphant
Roads and Services Supervisor



**Staff Report for the Sugar Creek Township Board of Trustees
September 6, 2018 through September 17, 2018**

The following is a snapshot of the activities and areas of responsibility for the Sugar Creek 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:

- **September 28, 2018 BZA Meeting: Canceled**

Zoning Commission Activities:

- **October 2, 2018 Zoning Commission Meeting:**
 - **ZC Case 06-2018:** Oberer Land Developers, LTD is requesting a map amendment to the Sugar Creek Township Zoning Resolution to rezone 80.96 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 80.96 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 Sugar Creek Township Zoning Resolution for approval of the preliminary plan for a proposed subdivision.
THE APPLICANT HAS REQUESTED THAT THIS CASE BE TABLED UNTIL THE NOVEMBER ZONING COMMISSION MEETING.
 - **ZC Case 07-2018:** HPA Development Group, Inc. is requesting a map amendment to the Sugar Creek Township Zoning Resolution to rezone 4775 Swigart Road from A-1 (Agricultural) District to PUD-R (Residential Planned Unit Development) District. The subject property

contains 66.135 acres, can be further identified by parcel number L32000100140000100, and is owned by Ralph D. Black, Inc. HPA Development Group, Inc. is also requesting preliminary development plan approval under Article 5 of the Sugarcreek Township Zoning Resolution for approval of the preliminary plan for a residential subdivision.

- **November 13, 2018 Zoning Commission Meeting: NOTE THIS MEETING WILL BE HELD ON THE SECOND TUESDAY OF THE MONTH AT THE BELLBROOK MIDDLE SCHOOL.**
 - **ZC Case 06-2018:** Oberer Land Developers, LTD is requesting a map amendment to the Sugarcreek Township Zoning Resolution to rezone 80.96 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 80.96 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.

Permits:

- See attached spreadsheet

Violations:

- See attached spreadsheet

Meetings/Accomplishments:

- Certified ZC07-2018 to RPCC on September 4, 2018
- Met with developer and RPCC to discuss ZC07-2018 on September 4, 2018
- Met with developer, GCEO, Washington Township Park District and RPCC to discuss BZC06-2018 on September 7, 2018
- Met with property owner to discuss the construction of an addition on September 10, 2018
- Met with property owner for approval to utilize an alternate area of the lot for Touch a Truck Day at the Farmers' Market (scheduled for September 28, 2018)
- Attended meeting at the City of Bellbrook with Trustee Destefani to discuss connectivity on September 13, 2018
- Met with contractor to discuss the construction of an addition on September 13, 2018

- Met with contractor to discuss change to previously approved plan for an addition on September 13, 2018
- Met with property owner, Building, Health and Fire Departments to discuss plans for a farm market/café on September 17, 2018
- Completed Notices of Decision from August BZA Meeting (BZA05-2018, BZA06-2018 and BZA07-2018)
- Secured Middle School cafeteria for the November 13, 2018 Zoning Commission Meeting
- Farmers' Market ongoing (Fridays from 3-7 p.m.)

Announcements/Upcoming Events:

- Touch a Truck Day at the Farmers' Market scheduled for September 28, 2018
- BZC Meeting scheduled for October 2, 2018
- BZC Meeting scheduled for November 13, 2018