

The Board of Trustees of Sugarcreek Township, Greene County, Ohio, in Regular Session on June 17th, 2019, at 7:00 PM, at 2090 Ferry Road, Bellbrook, Ohio 45305.

1. **Mrs. Destefani called the session to order at 7:03 pm.**
2. **Mr. Hodson called the roll with Board Members** Mrs. Destefani, Mrs. Daugherty and Mr. Pittman being present. Also in attendance, Mrs. Cara Tilford.
3. **All in attendance stood for the Pledge of Allegiance.**
4. **Reports**

A. Administration

Mr. Tiffany was present. He spoke about how surrounding areas are very thankful that our Service department went out to help with the tornado destruction. He also spoke about the levy that failed in Bellbrook, and about the bussing and cross walk situations.

B. Fiscal Office

Mr. Hodson was Present. He has received the final billing for the Center Pointe drive improvements.

C. Fire

Chief Leaming was present. He spoke about the Narcan usage over the past few months.

D. Police

Chief Brown was present. He had nothing to add to his report.

E. Roads and Services

Mr. Harphant was present. He spoke about the clean up they have been doing in the surrounding areas. He also spoke about the community service workers that have helped pull weeds at the township office and around the township.

F. Zoning

Mrs. Tilford was present. She spoke about Christ church and their proposed sign.

G. Information Technology

Andrew Fessler was present. He had nothing to add to his report.

H. Trustees

Mr. Pittman and Mrs. Destefani attended the GCTA meeting. He also went to the City of Bellbrook's meeting.

Mrs. Destefani spoke about the problem with the internet connections and the copper lines to fiber optic lines. She also spoke about the funding of the roads and who has control of the roads here in the township.

5. Public Comments – Agenda Items

6. Old Business

Bellbrook Sugarcreek Parks and Schools Meeting – TBD

7. Consent Agenda Items

A. Payment of Bills

B. Approval of Minutes

C. Requesting an Increase in Motor Vehicle Tax Monies Received under Section 4504.16 of the Ohio Revised Code – **2019.06.17.01**

SUGARCREEK TOWNSHIP

RESOLUTION NO: 2019.06.17.01

IN RE: Requesting an Increase in Motor Vehicle Tax Monies Received under
Section 4504.16 of the Ohio Revised Code

WHEREAS, Section 4504.05 (B)(3)(b) of the Ohio Revised Code provides that with respect to County motor vehicle tax moneys received under section 4504.16, including the already collected rate of five dollars per motor vehicle on all motor vehicles in the district of registration, moneys arising from motor vehicle registrations in an unincorporated area of the County shall be allocated seventy per cent to the County and thirty per cent to the Townships in which the owners of the motor vehicles reside in an amount equal to the amount of the tax per motor vehicle owned by such a resident in each such Township and registered during the preceding month in the County unless the allocation is modified under Section [4504.051](#) of the Revised Code; and

WHEREAS, Section 4504.051 (A) of the Ohio Revised Code holds that the county motor vehicle tax moneys received under Section 4504.16 of the Ohio Revised Code that arise from motor vehicles the district of registration of which is an unincorporated area of the county may be allocated according to the following proceedings rather than according to the allocation established under division (B)(3)(b) of Section 4504.5 of the Revised Code:

(1)(a) Each year, a Board of Township Trustees may pass a Resolution requesting an increase in the percentage of moneys allocated to the township under division (B)(3)(b) of Section 4504.05 of the Revised Code. Upon passage, the Board shall forward the Resolution to the Board of County Commissioners; and,

(1)(b) After receipt of a Resolution under division (A)(1)(a) of this section, the Board of County Commissioners shall consider and, prior to the first day of October, may pass a Resolution increasing the percentage of moneys otherwise allocated to the township under division (B)(3)(b) of Section 454.05 of the Revised Code; and,

WHEREAS, this proposed allocation was approved by the Greene County Commissioners in 2018, for the 2019 tax year, allowing the Townships in Greene County to maintain their respective roadways more effectively on a local basis without an increase in tax to the residents.

NOW, THEREFORE BE IT RESOLVED that this Board of Trustees hereby requests that the Greene County Commissioners pass a Resolution in accordance with Section 454.05 of the Revised Code, prior to the first day of October, increasing the funds received under Section 4504.05 (B)(3)(b) of the Revised Code to a 100% allocation for Sugarcreek Township for the 2020 calendar year.

D. Approval of Amendments to the Personnel Policies and Procedures Manual– 2019.06.17.02

SUGARCREEK TOWNSHIP

RESOLUTION NO: 2019.06.17.02

IN RE: Approval of Amendments to the Personnel Policies and Procedures Manual

WHEREAS, the Board of Trustees recognizes that current and relevant policies and procedures are essential in regards to the retention and recruitment of a highly qualified and motivated work force; and,

WHEREAS, the policies and procedures are designed to be consistent with the requirements of the state and federal laws and regulations relative to employment; and,

WHEREAS, the Board of Trustees have reviewed the requested changes to the Personnel Policies and Procedures Manual regarding tattoos in the workplace and compliance with Senate Bill 199; and,

NOW, THEREFORE, BE IT RESOLVED, this Sugarcreek Township Board of Trustees does hereby adopt the proposed amendments to the Sugarcreek Township Personnel Policies and Procedures Manual (copy hereto attached) effective June 18, 2019.

BE IT FURTHER RESOLVED, that this Sugarcreek Township Personnel Policies and Procedures Manual shall replace all previous personnel policies.

FURTHER BE IT RESOLVED, that the Township Administrator is hereby directed to notify all employees of the updated policies with the effective date, that a copy of the Personnel Policies and Procedures Manual be made available to each employee via the M: drive on the Township network, and that a hard copy be distributed to each department no later than June 18, 2019.

E. Appointment of part-time Fire Fighter II/ EMT – Erik Vondenhuevel– 2019.06.17.03

SUGARCREEK TOWNSHIP

RESOLUTION NO: 2019.06.17.03

IN RE: Appointment of Fire Department Staff
Erik Vondenhuevel

WHEREAS, the continuing need exists to maintain proper staffing within the Sugarcreek Township Fire Department; and,

WHEREAS, vacancies exist within the classification of part-time Firefighter II/EMT;

WHEREAS, Erik Vondenhuevel has the necessary qualifications to serve in the capacity of part-time Firefighter II/EMT for the Sugarcreek Township Fire Department; and,

WHEREAS, funds are available for this purpose within the Fire Department’s 2019 Operating Budget.

NOW, THEREFORE, BE IT RESOLVED, that Erik Vondenhuevel shall be appointed to the position of part-time Firefighter II/EMT at the pay rate of \$13.11 per hour; and,

FURTHER BE IT RESOLVED, the above-mentioned appointment for Erik Vondenhuevel will have an effective date of June 10, 2019 with a one (1) year probationary period ending on June 10, 2020.

F. Declaration of excess Property – Fire – 2019.06.17.04

SUGARCREEK TOWNSHIP

RESOLUTION NO: 2019.06.17.04

IN RE: Declaration of Excess Property – Fire Department

WHEREAS, the Sugarcreek Township Fire Department has identified equipment which is no longer needed for operations, and;

WHEREAS, the items listed have an individual value of \$2,000.00 or less.

Description	Make	Model	Serial
Radio	ICOM	IC-F5011	5121499
Radio	ICOM	IC-F5011	5121497
Power Pac	Astron	RS-20A	2011080206
Power Pac	Newmark	360-2014-0 Rev -C	2438150
Fire Station Alarm Control Unit	M/A-Com	AD-ED1011622V1 REV D	
Fire Station Alarm Control Unit	M/A-Com	AD-ED1011622V1 REV D	
Repeater	Motorola	MSF 5000	TRN7170A44
Repeater	Motorola	MSF 5000	TRN5159B49
Large Metal Box	Johnson		
Repeater	Motorola	MS101	
2 way radio	Motorola	T54RTA3000BA	203CCL3133
Empty metal radio cabinet			

NOW THEREFORE BE IT RESOLVED, that this Sugarcreek Township Board of Trustees hereby declares this property to be excess and directs the appropriate disposition of this property.

G. Resignation of Fire Department Staff Hannah Conley and Kelly Fugate – 2019.06.17.05

**SUGARCREEK TOWNSHIP
RESOLUTION NO: 2019.06.17.05
IN RE: Resignation of Fire Department Staff
Hannah Conley and Kelly Fugate**

WHEREAS, Part-time Firefighter /Paramedic Hannah Conley has indicated her desire to resign from the Sugarcreek Township Fire Department; and,

WHEREAS, Ms. Conley became a member of the Sugarcreek Township Fire Department as a Part-time Firefighter II/EMT-B on August 1, 2016; and,

WHEREAS, Full-time Firefighter/Paramedic Kelly Fugate has indicated her desire to resign from the Sugarcreek Township Fire Department; and,

WHEREAS, Ms. Fugate became a member of the Sugarcreek Township Fire Department as a Volunteer Firefighter/EMT on February 6, 2006; and,

WHEREAS, Chief Jeffrey A. Leaming recommends we accept the resignation of Ms. Conley.

NOW THEREFORE, BE IT RESOLVED that the Board of Sugarcreek Township Trustees officially accept the resignation of Hannah Conley effective June 10, 2019; and,

BE IT FURTHER RESOLVED that the Board of Sugarcreek Township Trustees officially accept the resignation of Kelly Fugate effective July 6, 2019.

H. Appointment of Seasonal part-time Service worker Taylor Stinson – 2019.06.17.06
SUGARCREEK TOWNSHIP
RESOLUTION NO: 2019.06.17.06

IN RE: Appointment of Temporary Part time Roads and Service Personnel
Taylor Stinson

WHEREAS, the need exists to establish and maintain a viable seasonal work force within the Sugarcreek Township Service Department; and,

WHEREAS, the Board of Sugarcreek Township Trustees, by previous resolution, has authorized the hiring of seasonal employees, effective November 19, 2007, for a period not-to-exceed 180 days; and,

WHEREAS, Taylor Stinson applied for employment as a seasonal employee, has been interviewed, and has undergone all necessary screening and testing,

NOW THEREFORE, BE IT RESOLVED, that this Board of Township Trustees does hereby appoint Taylor Stinson to the position of Temporary Part time Service Worker, at a rate of pay of \$11.25 per hour.

Roll was called with the vote being as follows:

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

8. Public Comments

9. Discussion Agenda Items

10. Trustee/Staff Discussion

The staff did discuss the new policy on tattoos, and what it specifically states.

11. Adjourn

Mrs. Destefani moved to adjourn. Mrs. Daugherty seconded.

Roll was called with the vote being as follows:

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

Theodore L. Hodson, Fiscal Officer