



Michael A. Brown
Chief of Police

Trustee Report May 6, 2019

Training

- During the week of April 22nd, our officers held their state re-qualifications at the range.
- On May 13th & 14th, Records Clerk Karen Smith and Property Room Clerk Julia Montgomery will be attending the NIBRS Training.
- On May 30th, Officer Mantia will be attending the Street Level Interdiction to gain more knowledge on criminal indicators, roadside interviews, and consensual encounters.
- No other classes scheduled for May.

Fiscal

Budget 2019 (Final Appropriation)	\$2,639,700.00
Expenditures as of April 30, 2019	\$856,400.47
% of Budget Used	32.2%
% of Budget Year Target for the end of May	41.5%
% of Budget Remaining	67.8%
Cash Balance as of April 30, 2019	\$1,440,551.98



Michael A. Brown
Chief of Police

Trustee Report May 20, 2019

Training

- During the week of May 20th, our officers held their state re-qualifications at the range.
- On May 20th, our officers will be doing their CPR Training.
- On May 30th, Officer Mantia will be attending the Street Level Interdiction to gain more knowledge on criminal indicators, roadside interviews, and consensual encounters.
- No other classes scheduled for May.

Fiscal

Budget 2019 (Final Appropriation)	\$2,639,700.00
Expenditures as of May 10, 2019	\$903,630.81
% of Budget Used	34%
% of Budget Year Target for the end of May	41.5%
% of Budget Remaining	66%
Cash Balance as of May 10, 2019	\$1,394,083.91

Public Appearance

- On April 16th, Chick-fil-A hosted a Superhero event. Sergeant White attended the event.
- On April 18th, Chief Brown attended the GCLEA Luncheon.
- Chief Brown attended the Cross Walk ceremony on Good Friday.
- On April 27th, Chief Brown participated in the Sugar Maple Parade and Sergeant Marlatt held the Drug Drop Off at the Police Department.
- On April 29th, Chief Brown attended the Community Meeting regarding the School Levy.
- On May 2nd, Chief Brown attended the High School Students breakfast at the Bellhop and the Day of Prayer ceremony.

See the attached article written by Chief Brown

Respectfully submitted,



Michael A. Brown
Chief of Police

Public Appearance

- On May 7th & 8th, Officer Williams attended GUIDE Camp. Chief Brown attended Tuesday night for a discussion with the students. The weather was great and everybody had a good time.
- On May 15th, Sergeant Deckard and Fleet Manager, Don Root, attended the Communications Meeting on MARCS Updates.
- On May 16th, Chief Brown attended the GCLEA Luncheon.
- On May 17th, Chief Brown visited the Farmer's Market.

Welcome to our new officer, Anthony Mountjoy

Respectfully submitted,

A handwritten signature in black ink, appearing to read "MABrown".

Michael A. Brown
Chief of Police



Michael A. Brown
Chief of Police

Police Blotter

April 10, 2019

- Traffic stops
- Business and house checks
- Intoxicated subject on Wilmington Pike

April 11, 2019

- Trespassing on Woodland Ridge Court
- Suspicious vehicle on Wilmington Pike

April 12, 2019

- Theft arrest on Wilmington Pike
- Theft report on N. Point Court
- Assault report on Wilmington Pike

April 13, 2019

- Nothing to Report

April 14, 2019

- Business and house checks
- Suspicious person on Surrey Trail

April 15, 2019

- Business and house checks
- Community policing
- Theft report on Upper Bellbrook Road
- Noise complaint on Bayberry Cove Drive

April 16, 2019

- Suspicious vehicle on Little Sugarcreek Road
- An animal complaint on Wilmington Pike
- Welfare check on Surrey Trail

April 17, 2019

- Nothing to Report

April 18, 2019

- Trespassing charge on Wilmington Pike
- Warrant on Cloy Road
- Crash report on Wilmington Pike

April 19, 2019

- Crash on Upper Bellbrook Road
- Intoxicated subject on Elm Tree Road

April 20, 2019

- Noise complaint on Surrey Trail
- Traffic stops
- Crash report on Wilmington Pike

April 21, 2019

- Nothing to Report

April 22, 2019

- Theft arrest on Wilmington Pike
- Protection order violation on Wilmington Pike

April 23, 2019

- Business and house checks
- Traffic stops
- Welfare check on Sarahs Way

April 24, 2019

- Crash on Cloy Road
- Welfare check on Bayberry Cove Drive
- An animal complaint on Lakeman Drive

April 25, 2019

- Nothing to Report

April 26, 2019

- Criminal damaging on Ferry Road
- Welfare check on Surrey Trail
- Warrant served on Cloy Road

April 27, 2019

- Suspicious vehicle on Upper Bellbrook Road
- Community policing
- Crash report on Wilmington-Dayton Road

April 28, 2019

- Nothing to Report

April 29, 2019

- Noise complaint on Ridgeway Road
- Business checks
- An animal complaint on Country Wood Drive
- Theft arrest on Wilmington Pike

April 30, 2019

- Crash report on Wilmington Pike
- Neighbor problem on Coffeat Court
- Requested an officer on Wilmington Pike
- 911 hang up on Regal Court



Michael A. Brown
Chief of Police

Police Blotter

May 1, 2019

- Business checks
- Community policing
- Traffic stops

May 2, 2019

- Crash report on Centerville Road
- Suspicious vehicle on Wilmington Pike

May 3, 2019

- Nothing to Report

May 4, 2019

- Theft report on Ferry Road
- Peace Officer needed on Fox Trail
- Neighborhood problems on Bayberry Cove Drive

May 5, 2019

- Crash report on Mead Road

May 6, 2019

- An animal complaint on Lakeview Drive
- Welfare check on Wilmington Pike
- Crash report on Wilmington Pike

May 7, 2019

- Fraud report on N. Church Street
- Suspicious person on Wilmington Pike
- Juvenile complaint on Upper Bellbrook Road

May 8, 2019

- Nothing to Report

May 9, 2019

- Crash report on Feedwire Road
- Fighting on Bayberry Cove Drive
- Animal complaint on Wilmington Pike

May 10, 2019

- Nothing to Report

May 11, 2019

- Solicitor reported on Rose Lake Court
- Crash report on Wilmington Pike

May 12, 2019

- Domestic violence reported on Wilmington Pike
- Crash report on Wilmington Pike
- Domestic violence report on Surrey Trail



Jeffrey A. Leaming
Fire Chief

Staff Report for Sugar Creek Township Trustees April 10, 2019 thru May 17, 2019

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:

- Haz Mat Refresher
- Drug Addiction
- Aerial Skills
- Wildland Fires
- Victim Removal
- SCBA Training

Statistics:

2018 Totals

- EMS Responses: 864 11 Overdose calls with 8 patients receiving Narcan
- Vehicle Crashes: 156
- Fire Responses: 229
- Total Calls: 1093 9.5% or 104 calls have been to Cornerstone

2019 Year to Date

- EMS Responses: 323
- Vehicle Crashes: 63
- Fire Responses: 90
- 413 6.2% or 26 calls have been to Cornerstone

Accomplishments/Information:

- Attended Fire Department Instructor's Conference
- Met with Choice One Engineering on proposed Cornerstone Apartment Complex 4/16
- Attended State Security Briefing 4/17
- Attended County Fire Chief's meeting 4/18
- Attended Planning meeting for Statewide Exercise (Vigilant Guard) 4/24
- Attended Emergency Response State Coordinators meeting 4/24
- Crews were in the Sugar Maple Parade and worked an extrication demo both days
- Met with Developer regarding Storypoint project 4/30
- Attended Guide Camp for 8th grade students 5/7
- Station Alerting switched over to 800mhz on 5/7
- Reviewed asphalt bids for public safety parking lot 5/8
- Met with representatives from Horton for pre-build of our new medic unit 5/9
- Participated in swift water rescue training on the Little Miami River 5/13
- Officer's meeting 5/14
- Attended County Communications meeting 5/15
- New SCBA's have arrived and training is taking place to allow for them to be placed in service

Status of Significant Issues the Fire Department is Addressing:

- Engine 71 a 2001 KME sustained a motor failure responding to a mutual aid structure fire Christmas Eve; the repair / motor replacement continues to be worked on by our contracted mechanic
- Working to schedule concrete apron replacement / repair for both stations
- New Medic has been ordered for Station 71
- Capital needs of the department are summarized below in this report

Scheduled Events:

- Exterior painting of the Public Safety Building has been completed

Fiscal:

As of May 10, 2019	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
Fire	\$2,711,335.00	\$602,974.05	\$869,916.12	\$1,253,054.44	31.912%
EMS	\$235,258.00	\$34,658.85	\$64,320.85	\$137,567.00	27.192%
Cell Tower Fund	\$215,961.00	\$191,961.00	\$0.00	\$24,000.00	0.000%
Department Total	\$3,162,554.00	\$829,593.35	\$934,236.97	\$1,414,621.44	29.393%

Projected Capital Needs:

Priority	Immediate	Moderate	Low
1	Ladder Replacement \$250,000.00	Battalion Bay sensors \$1,200.00	Replace Damaged Bay Door \$2,000.00
2	Engine \$485,000.00	Install Shorelines (Sta. 71) \$2,000.00	Staff Vehicle \$50,000.00
3	HVAC Rooftop Units \$12,000.00	Inside Building Painting / Bay (Sta. 72) \$9,000.00	Carpet training / Day room / Bunk Room \$11,000.00
4	Front Ramp replaced Sta. 71 \$24,000.00	Bulld Gear Room (In Bay Sta. 72) \$55,000.00	Kitchen (Sta. 71) \$9,000.00
5	Exhaust System (bay) \$30,000.00	Sleeping area improvements (Sta. 72) \$15,000.00	Kitchen (Sta. 72) \$12,000.00
6	5 Mobile Radio \$31,783.00	Asphalt split cost with PD \$26,000.00	Painting Interior (Sta. 71) \$3,000.00
7	Life Pack Monitor Replacement (3) \$90,000.00	Thermal Imaging Camera \$9,000.00	Replace Carpet (Sta. 71) \$7,000.00
8		Radio Batteries \$2,500.00	Bay Floor crack repair / repaint floor \$36,000.00
9		PPV Fans E-73 Q-72 \$5,000.00	Painting (bay) (Sta. 71) \$8,000.00
10		Search Rope & Equipment \$3,000.00	Outside Building Painting \$15,000.00
11		Computers \$9,000.00	Wall Gear Racks \$6,500.00
12		Front Ramp repair/replace Sta. 72 \$30,000.00	Dedicated Maintenance Program \$2,500.00
13		Nozzles \$3,200.00	Relocate Flag pole and install lighting \$2,000.00
14		Chain saw \$1,375.00	
15		Hand Tools \$3,000.00	
16		Replace Hose \$10,000.00	
17		Rotary saw \$600.00	
18		Station Alerting \$54,000.00	
19			
20			
21			
	Total \$922,783.00		\$238,875.00

TOTAL: \$1,325,658.00

Respectfully Submitted,



Jeffrey A. Leaming



Staff Report for Sugar Creek Township Trustees May 6, 2019

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 outs

Accomplishments:

- Patched pot holes on Surrey Trail
- Checked over roads after wind storm
- Picked up fallen limbs from high winds
- Mowed outlying areas
- Serviced chainsaws
- Worked on outlet of pipe on Conference Road
- Cleaned ditch on Conference Road
- Worked with A&A Safety on new door emblems
- Wrote bid for concrete repair
- Open inlet of pipe on Conference Road
- Remarked curb in Walnut Hills for repair
- Met with Bellbrook Street Dept. concerning water valves
- Removed limbs on Conference Road
- Installed stone in ditch line on Conference Road
- Mowed property - 4
- Mowed outlying areas - 3
- Picked up sample door logo from A&A Safety
- Disposed of bad backup batteries at Batteries Plus
- Removed trash from metal dumpster
- Topped off patch with gravel on Shepherd Road
- Repair backhoe arm lock
- Clean ditch at property
- Removed tree limb down on Graf Mill Road
- Cleaned off catch basins and grates throughout township
- Washed bays and trucks
- Took F250 to Zoresco to be outfitted

- Cleaned out drop box on Lac Lamén Drive
- Multiple checks on Brown Road project
- Marked areas for OUPS locates
- Cleaned a section of the creek at the property
- Went to Cat of Troy for parts
- Cleaned up dead end on Rhine Way
- Trimmed trees on Rhine Way
- Stop sign down on Swigart Road and Darst Road
- Checked on someone building a well in the right of way
- Repaired window lock and window support on backhoe
- Cleaned and weeded island on Briggs Road
- Met with homeowner in Eagle Rise about creek
- Repaired berm and roadway on River Edge Circle
- Repaired berm on Washington Mill Road
- Investigated problem with F550 not dumping
- Went to “Work Zone Traffic Control and Safety” class
- Checked grates for debris
- Gave F150 a tune up (plugs, wires, fuel filter)
- Took F550 to Zoresco for repair
- Smashed cars for Fire Department for Maple Festival
- Meeting at Xenia Township
- Unloaded crack seal material
- Picked up tractor From Ritchie Demko
- Cut curb on Lac Lamén Drive
- Tilled garden area - 2
- Rearrange Quonset hut
- Replace “No Outlet” sign and “Right Turn Only” on Clyo Road
- Went to APWA Seminar
- Picked up trucks from Zoresco
- Patched full depth repair on Shepherd Road
- Ordered new battery for Massey tractor from Batteries Plus
- Patched potholes on lac Lamén Drive
- Laid out garden plots
- Met with Don Root about excess items for Police Department
- Cleaned off asphalt tools
- Trimmed trees on Carpenter Road
- Took tractor back to Mr. Demko
- Repaired berm on Shepherd Road
- Checked on high water spots
- Put up high water signs on Little Sugarcreek Road
- Cleaned carpet in office
- Delivered block party signage

- Met with Miami Township Road Department
- Removed dead raccoon on Timber Trail
- Cleaned off grate at cement plant

Respectfully,

Bill Harphant
Roads and Services Supervisor



Staff Report for the Sugarcreek Township Board of Trustees April 15, 2019 through May 1, 2019

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:

- **April 25, 2019 BZA Meeting**
 - **BZA02-2019:** Applicant, Tom's Mulch and Landscape, is requesting Conditional Use Approval under Section 4.08 C. Table 4-3 to allow for the construction of a 10,800 SF structure to be used for contractor and building supplies (a Conditional Use in the Industrial District). The subject property is located at the northwest corner of Ferry and Waynesville Roads with an address of Ferry Road (directly east of 2107 Ferry Road), parcel L32000100110008700, owned by Ferry Road Investments LLC, containing 4.591 acres, and located in the I-1 (Industrial) and W-P (Well Field Protection) Districts.
 - *The BZA approved the request subject to additional screening being provided.*
 - **BZA03-2019:** Applicant, Caleigh's Place, is requesting a variance from Section 8.09 B. of the Sugarcreek Township Zoning Resolution to allow for the construction of an approximately 80 SF internally illuminated wall sign in association with the approved daycare use. The subject property is 3370 Upper Bellbrook Road, parcel L32000200160000200, owned by Christ's Church Bellbrook, and located in the A-1 (Agricultural) District.
 - *The BZA tabled the request.*
- **May 23, 2019 BZA Meeting**

- **BZA03-2019**: Applicant, Caleigh's Place, is requesting a variance from Section 8.09 B. of the Sugarcreek Township Zoning Resolution to allow for the construction of an approximately 80 SF internally illuminated wall sign in association with the approved daycare use. The subject property is 3370 Upper Bellbrook Road, parcel L32000200160000200, owned by Christ's Church Bellbrook, and located in the A-1 (Agricultural) District.
TABLED FROM APRIL

Zoning Commission Activities:

- **May 7, 2019 Meeting: Canceled**
- **Next meeting scheduled for June 4, 2019**

Permits:

- See attached spreadsheet

Violations:

- See attached spreadsheet

Meetings/Accomplishments:

- Gave presentation on staff report preparation at the OTA on April 26, 2019
- Met with developer to discuss land in the township on April 29, 2019
- Met with resident to discuss basement finish on April 29, 2019
- Met with developer to discuss land in the township on April 30, 2019
- Met with resident to discuss construction of a gazebo on May 1, 2019
- Met with resident to discuss construction of a fence on May 1, 2019
- Completed Staff Reports for BZA02-2019 and BZA03-2019
- Completed BZA Minutes
- Completed and sent BZA Packets for the April 25, 2019 Meeting

Announcements/Upcoming Events:

- BZA Meeting scheduled for May 23, 2019
- BZC Meeting scheduled for June 4, 2019