



AGENDA
SUGARCREEK TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
Monday, August 5, 2019, 7:00 P.M.

REGULAR SESSION:

- 1. Call to Order**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. Reports**
 - A. Administrator
 - B. Fiscal Officer
 - C. Fire
 - D. Police
 - E. Roads and Services
 - F. Zoning
 - G. Information Technology
 - H. Trustees
- 5. Public Comments** - Limited to five minutes per person. Agenda related business only.
(Time cannot be yielded to another person.)
- 6. Old Business**
 - A. Bellbrook Sugarcreek Parks and Schools Meeting - TBD
- 7. Consent Agenda Items**
 - A. Payment of Bills
 - B. Approval of Minutes
 - C. Resignation of Police Officer Tyler Mantia – 2019.08.05.01
 - D. Appointment of Volunteer Fire Department staff – Alexander Stump – 2019.08.05.02
 - E. Rescinding Resolution 2019.07.15.06 Increase Appropriations for Center Point Project – 2019.08.05.03
- 8. Discussion Agenda Items**
 - A. Mutual Aid Agreement with Beavercreek
 - B. Law Enforcement Trust Fund Policy Update
- 9. Public Comments** - Limited to five minutes per person. Township related business only.
(Time cannot be yielded to another person.)

10. Trustee/Staff Discussion

11. Adjourn

DRAFT



MEETING CONDUCT AND GUIDELINES

As Trustees of Sugarcreek Township, we encourage residents to attend our Township Meetings. We appreciate you taking time out of your busy schedules to be a part of your Government in action. To help meetings move along in a positive manner, we have established the following guidelines for our meetings:

This is a Township Business meeting and is to be conducted in a professional, business-like manner. It is not our intention to embarrass or demean each other or any members of the audience. We will treat each other with courtesy and respect and we ask for the same courtesy and respect from the audience. No one will get special treatment. These guidelines are for all of us.

As a professional meeting should not go longer than an hour to an hour and a half, it is our intention to stay within a reasonable time limit and follow the agenda.

There will be an Open Discussion at the end of the agenda for the audience to give comments on Township issues. When you have a question or comment, please go to the microphone, state your name and address and direct your question to the Trustees. Please try to limit your comments to 3-5 minutes so as to allow everyone an opportunity to speak.

We appreciate your input. We will not allow any personal attacks or any type of outbursts or profanity from the audience.

If you have any personal comments that you would like to make to us as individuals, please feel free to call the Township Administrative offices or allow us to set up a time to speak with you individually.

It is our goal that meetings are productive and positive. We will do our best to conduct effective, professional meetings.

Thank you.

Sugarcreek Township Trustees

Fiscal:

As of July 5, 2019	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
Fire	\$2,711,335.00	\$514,665.02	\$1,240,722.30	\$870,557.29	45.5157%
EMS	\$235,258.00	\$38,972.87	\$82,931.17	\$114,642.11	35.059%
Cell Tower Fund	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Department Total	\$2,946,593.00	\$553,637.89	\$1,323,653.47	\$1,085,199.40	44.680%

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	Build 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



Michael A. Brown
Chief of Police

Trustee Report August 5, 2019

Training

- On July 29th, Officer Luke Terry will be attending the SRO Training in Columbus.
- On August 1st, Officer James Cagg will be attending the Re-certification as Taser Instructor.
- No other classes scheduled for August.

Fiscal

Budget 2019 (Final Appropriation)	\$2,639,700.00
Expenditures as of August 2, 2019	\$1,408,959.21
% of Budget Used	53%
% of Budget Year Target for the end of August	66.4%
% of Budget Remaining	47%
Cash Balance as of August 2, 2019	\$905,585.57

Public Appearance

- On July 24th, Sergeant Deckard attended the MARCS update.
- On July 26th, Chief Brown and Sergeant Marlatt attended the Farmers Market to serve snow cones.
- On July 30th, Chief Brown had a meeting with Dr. Cozad.
- On August 3rd, our officers attended the Kable Mills Block Party.
- On August 4th, our officers attended the Oak Brooke ice cream social.
- The police department received \$498.00 grant from the State of Ohio for the body armor program.

Respectfully submitted,

A handwritten signature in black ink that reads "MA Brown". The signature is written in a cursive, slightly slanted style.

Michael A. Brown
Chief of Police



Michael A. Brown
Chief of Police

Police Blotter

July 9, 2019

- Business and house checks
- Traffic stops
- Community policing

July 10, 2019

- Suspicious person on Possum Run Road
- An animal complaint on Wilmington Pike
- Fraud report on Carpenter Road

July 11, 2019

- Theft arrest on Wilmington Pike
- Traffic stops

July 12, 2019

- Domestic dispute on Wilmington Pike
- Crash report on Wilmington-Dayton Road

July 13, 2019

- Nothing to Report

July 14, 2019

- Nothing to Report

July 15, 2019

- Business and house checks
- Traffic stops
- Harassment charges on Wilmington Pike

July 16, 2019

- Domestic dispute on Surrey Trail
- Welfare check on Lower Bellbrook Road

July 17, 2019

- Domestic dispute on Callalily Drive
- Crash report on Wilmington Pike

July 18, 2019

- Nothing to Report

July 19, 2019

- Theft report on Upper Bellbrook Road
- Warrant arrest on Cloy Road

July 20, 2019

- Nothing to Report

July 21, 2019

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

July 22, 2019

- Nothing to Report

July 23, 2019

- Welfare check on Wilmington Pike
- Fraud report on Memorial Drive

July 24, 2019

- Noise complaint on Stewart Road
- Fraud report on Feedwire Road

July 25, 2019

- Business and house checks
- Traffic stops
- Juvenile complaint on Bayberry Cove Drive

July 26, 2019

- An animal complaint on Wilmington Pike
- Fraud report on Silverado Drive
- Juvenile complaint on Brookdale Lane

July 27, 2019

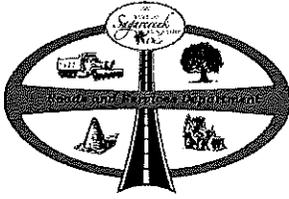
- Nothing to Report

July 28, 2019

- Crash report on Wilmington Pike
- Traffic stops
- Community policing

July 29, 2019

Welfare check on Upper Bellbrook
Peace officer requested on Valais Court



Staff Report for Sugar Creek Township Trustees August 5, 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

- 7/12 pole down/ close Conference Rd.
- 7/26 Stop sign missing on Middle Run Rd.

Accomplishments:

- Broke down farmers market - 3
- Set up farmers market - 3
- Patch in front of curb in Walnut Hills
- Mowed property - 4
- Met with Rob Jordan
- Driveway inspections
- Picked up cold patch
- Repair drop box on Washington Mill
- Grease mini-excavator
- Make address signs
- Clean trucks
- Smashed cars for Fire Dept.
- Sharpen blades on Super-z mower
- Changed air hoses at shop
- Mowed outlying areas – 3
- Serviced eradicator to loan to Xenia Township
- Repaired flag pole
- Checked on Brown Road construction multiple times
- Mowed pond at Kroger's
- Fixed old Super-z mower (fuse)
- Picked up brush on Conference Road
- Mowed back lot and hill at property - 3
- Swept Ferry Road
- Changed out insurance cards in trucks
- Greased Super-z mower
- Trimmed low hanging branches on Ferry Road
- Picked up signs
- Greased street sweeper
- Moved trailers for Police Dept.

- Repaired pipe outlet on Washington Mill Road
- Picked up and installed new gas pump/meter
- Dumped burn barrel from shooting range
- Weed eat around gardens and back of property
- Weed flower beds at property - 2
- Replace switch on fuel pump
- Delivered riser ring to Station 72 for paving project
- Serviced sweeper
- Trimmed around island on Clyo Road at Shell
- Swept Clyo Road
- Ditch and top dress around drop box on Washington Mill Road
- Swept office carpets
- Replaced rear tires on Street Sweeper
- Removed large down limb on Carpenter Road
- Repaired yard damage for Fire Department
- Patched pot holes
- Installed berm box on truck 701
- Set up work zone on Clyo Road for railing project
- Picked up cones for Police Dept.
- Weed eat around guard rails
- Removed post at Police Dept.
- Mowed ditch lined at property
- Transport items from Police Dept. for Gov Deals
- Went to Phillips for gravel
- Repaired berm at McBee Road and Marshfield Road
- Repaired berm on Shepherd Road
- Repaired pipe outlet on Marshfield Road
- Install delineators at Public Safety Building
- Trimmed trees on Washington Mill Road and Sparh Road
- Borrowed 12" excavator bucket from Bellbrook
- Repaired patches in Walnut Hills
- Worked on gravel lot at Police Dept.
- Picked up cold patch
- Filled water tank for gardeners
- Removed large limb on McBee Road
- Work on UTV price quotes
- Delivered block party signs for big wheel race
- Trimmed brush around signs

Respectfully,

Bill Harphant
Roads and Services Supervisor

Payment Listing

7/15/2019 to 7/31/2019

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
1289-2019	07/15/2019	07/15/2019	CH	BUREAU OF WORKERS' COMPENSATION	\$6,505.89	O
	Purpose:	MONTHLY PAYMENT				
1371-2019	07/22/2019	07/22/2019	CH	OLD FORT BANK	\$422.29	O
	Purpose:	MISC PURCHASES				
83743	07/15/2019	07/15/2019	AW	CHUCK'S BODY SHOP	\$1,000.00	O
	Purpose:	DEDUCTIBLE CAR 114				
83744	07/15/2019	07/15/2019	AW	GPS INSIGHT, LLC	\$100.00	O
	Purpose:	DEACTIVATE RENTAL DEVICE				
83745	07/15/2019	07/15/2019	AW	UPS #1517	\$126.86	O
	Purpose:	SHIPPING FEES				
83746	07/15/2019	07/15/2019	AW	LOWE'S COMPANIES INC.	\$544.72	O
	Purpose:	MISC PURCHASES				
83747	07/15/2019	07/15/2019	AW	A. E. DAVID COMPANY	\$140.85	O
	Purpose:	UNIFORMS				
83748	07/15/2019	07/15/2019	AW	O'REILLY AUTOMOTIVE, INC.	\$8.99	O
	Purpose:	PARTS				
83749	07/15/2019	07/15/2019	AW	BARRY TIFFANY	\$700.00	O
	Purpose:	CAR ALLOWANCE				
83750	07/15/2019	07/15/2019	AW	DAYTON POWER & LIGHT	\$1,182.63	O
	Purpose:	ELECTRIC				
83751	07/15/2019	07/15/2019	AW	MAYS-SHEDD SALES COMPANY	\$357.00	O
	Purpose:	TRASH BAGS				
83752	07/15/2019	07/15/2019	AW	TIME WARNER CABLE	\$107.34	O
	Purpose:	TV AND VOICE				
83753	07/15/2019	07/15/2019	AW	AIRGAS USA, LLC	\$13.40	O
	Purpose:	OXYGEN				
83754	07/15/2019	07/15/2019	AW	TRANSUNION RISK & ALTERNATIVE DATA	\$50.00	O
	Purpose:	SEARCHES				
83755	07/15/2019	07/15/2019	AW	TIMKAT CLEANING SERVICES	\$610.00	O
	Purpose:	JUNE CLEANING				
83756	07/15/2019	07/15/2019	AW	MUFFLER BROTHERS	\$48.31	O
	Purpose:	CAR 104				
83757	07/15/2019	07/15/2019	AW	MPH INDUSTRIES, INC.	\$126.74	O
	Purpose:	SERVICE CALL				
83758	07/15/2019	07/15/2019	AW	US BANK EQUIPMENT FINANCE	\$758.52	O
	Purpose:	COPIER FEES				
83763	07/16/2019	07/16/2019	AW	OFFICE DEPOT	\$178.02	O
	Purpose:	SUPPLIES				
83764	07/16/2019	07/16/2019	AW	GREENE COUNTY SANITARY ENGINEER	\$532.37	O
	Purpose:	WATER AND SEWER				
83765	07/16/2019	07/16/2019	AW	WASTE MANAGEMENT OF OHIO	\$138.83	O
	Purpose:	TRASH REMOVAL				
83766	07/16/2019	07/16/2019	AW	TREASURER OF STATE	\$328.00	O
	Purpose:	AUDIT FEES				
83767	07/16/2019	07/16/2019	AW	AIM MEDIA MIDWEST	\$280.20	O
	Purpose:	ZONING ADS				

Payment Listing

7/15/2019 to 7/31/2019

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
83768	07/16/2019	07/16/2019	AW	DAYTON POWER & LIGHT	\$316.88	O
				Purpose: ELECTRIC		
83769	07/16/2019	07/16/2019	AW	TIME WARNER CABLE	\$25.16	O
				Purpose: CABLE		
83770	07/16/2019	07/16/2019	AW	CENTERVILLE GRAVELY	\$172.73	O
				Purpose: PARTS		
83771	07/16/2019	07/16/2019	AW	ZORESCO EQUIPMENT COMPANY	\$460.58	O
				Purpose: REPLACE STROBE LIGHT		
83772	07/16/2019	07/16/2019	AW	BUGS-OR-US PEST CONTROL	\$55.00	O
				Purpose: PEST CONTROL		
83773	07/16/2019	07/16/2019	AW	RUMPKE CONSOLIDATED	\$65.34	O
				Purpose: TRASH REMOVAL		
83774	07/16/2019	07/16/2019	AW	HARWORTH TIRE AND AUTO	\$99.98	O
				Purpose: REPAIRS ON SUPER Z		
83775	07/16/2019	07/16/2019	AW	O'REILLY AUTOMOTIVE, INC.	\$27.98	O
				Purpose: PARTS		
83776	07/16/2019	07/16/2019	AW	ERNST CONCRETE	\$7.50	O
				Purpose: REBAR		
83777	07/16/2019	07/16/2019	AW	BUCKEYE ECOCARE	\$212.00	O
				Purpose: LAWN CARE		
83778	07/16/2019	07/16/2019	AW	VALLEY ASPHALT CORPORATION	\$275.40	O
				Purpose: HPM COLD MIX		
83779	07/16/2019	07/16/2019	AW	CERTIFIED LABORATORIES	\$152.00	O
				Purpose: DYLEK AEROSOL		
83780	07/16/2019	07/16/2019	AW	DC DOOR COMPANY	\$3,146.00	O
				Purpose: DOOR REPAIRS		
83781	07/16/2019	07/16/2019	AW	HOME DEPOT CREDIT SERVICES	\$21.72	O
				Purpose: SUPPLIES		
83782	07/16/2019	07/16/2019	AW	LYKINS OIL COMPANY	\$1,264.52	O
				Purpose: FUEL		
83783	07/16/2019	07/16/2019	AW	STRYKER SALES CORPORATION	\$529.58	O
				Purpose: COT REPAIRS		
83784	07/16/2019	07/16/2019	AW	GATEWAY AUTO CLINIC	\$74.38	O
				Purpose: CHIEF 70		
83785	07/16/2019	07/16/2019	AW	DETROIT TIRES SUPPLY	\$85.00	O
				Purpose: E73 REPAIRS		
83786	07/16/2019	07/16/2019	AW	EMERGENCY MEDICAL PRODUCTS, INC.	\$625.61	O
				Purpose: INFANT INTUBATION TRAINER		
83787	07/16/2019	07/16/2019	AW	HEIL BROTHERS, INC.	\$429.20	O
				Purpose: CLUTCH KIT, ETC.		
83788	07/22/2019	07/22/2019	AW	BARRY TIFFANY	\$50.00	O
				Purpose: JULY CELL PHONE REIMB		
83789	07/22/2019	07/22/2019	AW	CARA TILFORD	\$50.00	O
				Purpose: JULY CELL PHONE REIMB		
83790	07/22/2019	07/22/2019	AW	MICHAEL PITTMAN	\$20.00	O
				Purpose: JULY CELL PHONE REIMB		

Payment Listing

7/15/2019 to 7/31/2019

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
83791	07/22/2019	07/22/2019	AW	NADINE DAUGHERTY	\$20.00	O
	Purpose:	JULY CELL PHONE REIMB				
83792	07/22/2019	07/22/2019	AW	BILL HARPHANT	\$20.00	O
	Purpose:	JULY CELL PHONE REIMB				
83793	07/22/2019	07/22/2019	AW	DALE OWENS	\$20.00	O
	Purpose:	JULY CELL PHONE REIMB				
83794	07/22/2019	07/22/2019	AW	RICHARD CIPRIANO	\$20.00	O
	Purpose:	JLUY CELL PHONE REIMB				
83795	07/22/2019	07/22/2019	AW	TIME WARNER CABLE	\$1,262.01	O
	Purpose:	FIBER PRI				
83796	07/22/2019	07/22/2019	AW	SPRINT	\$51.67	O
	Purpose:	LIFEPAKS				
83797	07/22/2019	07/22/2019	AW	EMERGENCY MEDICAL PRODUCTS, INC.	\$2,005.03	O
	Purpose:	PEDIATRIC INTUBATION TRAINER & ADULT AIRWAY MGMT TRAINER				
83798	07/22/2019	07/22/2019	AW	SURDYK, DOWD & TURNER CO., LPA	\$95.00	O
	Purpose:	LEGAL FEES				
83799	07/22/2019	07/22/2019	AW	BUGS-OR-US PEST CONTROL	\$130.00	O
	Purpose:	PEST CONTROL				
83800	07/22/2019	07/22/2019	AW	VERIZON WIRELESS	\$632.09	O
	Purpose:	CELL PHONES - POLICE				
83801	07/22/2019	07/22/2019	AW	TIME WARNER CABLE	\$101.09	O
	Purpose:	CABLE				
83802	07/22/2019	07/22/2019	AW	O'REILLY AUTOMOTIVE, INC.	\$29.99	O
	Purpose:	TESTER				
83803	07/22/2019	07/22/2019	AW	MUFFLER BROTHERS	\$205.87	O
	Purpose:	CAR 110				
83804	07/22/2019	07/22/2019	AW	ADVANCE AUTO PARTS	\$92.62	O
	Purpose:	PARTS				
83805	07/22/2019	07/22/2019	AW	K. E. ROSE COMPANY	\$76.00	O
	Purpose:	CAR 104 REPAIRS				
83806	07/22/2019	07/22/2019	AW	MICHAEL BROWN	\$50.00	O
	Purpose:	JULY CELL PHONE REIMB				
83807	07/22/2019	07/22/2019	AW	VALLEY ASPHALT CORPORATION	\$252.45	O
	Purpose:	HPM COLD MIX				
83808	07/22/2019	07/22/2019	AW	SUN BADGE CO.	\$115.75	O
	Purpose:	POWERS RETIREMENT BADGE				
83809	07/22/2019	07/22/2019	AW	TIME WARNER CABLE	\$451.37	O
	Purpose:	INTERNET - ADMIN				
83810	07/22/2019	07/22/2019	AW	ENERGY OPTIMIZERS, USA	\$959.01	O
	Purpose:	ENERGY CONTRACT				
83811	07/22/2019	07/22/2019	AW	TOTAL FUNDS BY HASLER	\$150.00	O
	Purpose:	POSTAGE				
83812	07/22/2019	07/22/2019	AW	SUGARCREEK TOWNSHIP	\$18,047.25	O
	Purpose:	BROWN ROAD ESCROW				
83813	07/22/2019	07/22/2019	AW	FOILL INCORPORATED	\$27,456.01	O
	Purpose:	BROWN ROAD ESCROW				

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7/15/2019 to 7/31/2019

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
83814	07/22/2019	07/22/2019	AW	HOWELL RESCUE SYSTEM, INC.	\$1,425.00	O
				Purpose: PREVENTIVE MAINT OF GENESIS SETS		
83815	07/22/2019	07/22/2019	AW	MUNICIPAL EMERGENCY SERVICES DEPC	\$200.00	O
				Purpose: FIRE MASK BAGS		
83816	07/23/2019	07/23/2019	AW	PNC BANK	\$33.84	O
				Purpose: INTEREST ON LOAN		
83818	07/23/2019	07/23/2019	AW	OFFICE DEPOT	\$18.51	O
				Purpose: SUPPLIES		
83819	07/23/2019	07/23/2019	AW	WAL-MART COMMUNITY/GEMB	\$54.65	O
				Purpose: SUPPLIES		
83820	07/23/2019	07/23/2019	AW	CITI CARDS	\$211.89	O
				Purpose: SUPPLIES		
83821	07/23/2019	07/23/2019	AW	VALLEY ASPHALT CORPORATION	\$291.60	O
				Purpose: HPM COLD MIX		
83822	07/23/2019	07/23/2019	AW	APA OHIO	\$55.00	O
				Purpose: ZONING WORKSHOP FEE		
83828	07/30/2019	07/30/2019	AW	AMERICAN PLANNING ASSOCIATION	\$431.00	O
				Purpose: CARA - ANNUAL DUES		
83829	07/30/2019	07/30/2019	AW	KIMBALL MIDWEST	\$218.42	O
				Purpose: SUPPLIES		
83830	07/30/2019	07/30/2019	AW	O'REILLY AUTOMOTIVE, INC.	\$47.74	O
				Purpose: INTERNAL DOOR HANDLE		
83831	07/30/2019	07/30/2019	AW	WAL-MART COMMUNITY/GEMB	\$75.36	O
				Purpose: SUPPLIES		
83832	07/30/2019	07/30/2019	AW	STAPLES CREDIT PLAN	\$179.99	O
				Purpose: CHAIR - DET. BLACK		
83833	07/30/2019	07/30/2019	AW	OFFICE DEPOT	\$48.57	O
				Purpose: SUPPLIES		
83834	07/30/2019	07/30/2019	AW	TIME WARNER CABLE	\$198.50	O
				Purpose: TELEPHONE		
83835	07/30/2019	07/30/2019	AW	DC DOOR COMPANY	\$350.00	O
				Purpose: BAY DOOR #3		
83836	07/30/2019	07/30/2019	AW	LYKINS OIL COMPANY	\$3,429.06	O
				Purpose: FUEL		
83837	07/30/2019	07/30/2019	AW	TROPHY SPORTS CENTER	\$200.00	O
				Purpose: UNIFORM T-SHIRTS		
83838	07/30/2019	07/30/2019	AW	OCCUPATIONAL HEALTH CENTERS OF OH	\$125.00	O
				Purpose: PHYSICAL/DRUG TESTING		
83839	07/30/2019	07/30/2019	AW	CMG-OHIO-SUBSCRIBERS	\$95.97	O
				Purpose: DAYTON DAILY NEWS - 13 WEEKS		
83840	07/30/2019	07/30/2019	AW	MIAMI VALLEY COMMUNICATIONS COUNC	\$110.00	O
				Purpose: ZONING BOARD MEMBER MEETINGS		
83841	07/30/2019	07/30/2019	AW	GREEN VELVET SOD FARMS	\$17.50	O
				Purpose: MULCH		
83842	07/30/2019	07/30/2019	AW	STRYKER SALES CORPORATION	\$1,294.00	O
				Purpose: COT MAINT AGREEMENT		

Payment Listing

7/15/2019 to 7/31/2019

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
83843	07/30/2019	07/30/2019	AW	ADVANCE AUTO PARTS	\$71.94	O
	Purpose: EXHAUST FLUID					
83844	07/30/2019	07/30/2019	AW	INTERSTATE FORD	\$189.09	O
	Purpose: M72 MAINTENANCE					
83845	07/30/2019	07/30/2019	AW	TECH ADVISORS	\$476.00	O
	Purpose: INSTALL NWS ON DESKTOPS					
83846	07/30/2019	07/30/2019	AW	MEDICOUNT MANAGEMENT, INC.	\$706.56	O
	Purpose: JUNE EMS BILLING					
Total Payments:					\$85,225.92	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$85,225.92	

Type: AM - Accounting Manual Warrant, AW - Accounting Warrant, IM - Investment Manual Warrant, IW - Investment Warrant, PM - Payroll Manual Warrant, PR - Payroll Warrant, RW - Reduction of Receipt Warrant, SW - Skipped Warrant, WH - Withholding Warrant, WM - Withholding Manual, WS - Special Warrant, CH - Electronic Payment Advice, IL - Investment Loss, EP - Payroll EFT Voucher, CV - Payroll Conversion Voucher, SV - Payroll Special Voucher, EW - Withholding Voucher, POS ADJ - Positive Adjustment, NEG ADJ - Negative Adjustment, POS REAL - Positive Reallocation, NEG REAL - Negative Reallocation

Status: O - Outstanding, C - Cleared, V - Voided, B - Batch

* Asterisked amounts are not included in report totals. These transactions occurred outside the reported date range but are listed for reference.

The Board of Trustees of Sugarcreek Township, Greene County, Ohio, in Regular Session on July 15th, 2019, at 7:00 PM, at 2090 Ferry Road, Bellbrook, Ohio 45305.

1. Mrs. Destefani called the session to order at 7:05 pm.
2. All in attendance stood for the Pledge of Allegiance.
3. Mr. Hodson called the roll with Board Members Mrs. Destefani, Mrs. Daugherty and Mr. Pittman being present. Donna Hellman was also in attendance.
4. **Public Hearing**
 - A. 2020 Budget – Mr. Hodson spoke about the budget and how it is very similar to last year’s budget. He also spoke about two new funds for Police and Fire that will go into effect in 2020. There will also be 4 funds deleted for next year because we are paying off our roads projects.

No public comments were made.

Mrs. Daugherty motioned to close the hearing, Mr. Pittman seconded,

The vote was as follows:

Mrs. Destefani – yes

Mrs. Daugherty – yes

Mr. Pittman – yes

Mr. Pittman motioned to approve of the budget, Mrs. Daugherty seconded.

The vote was as follows:

Mrs. Destefani – yes

Mrs. Daugherty – yes

Mr. Pittman – yes

5. Reports

- A. Administrator – Mr. Tiffany was present. He spoke about the CLOUT meeting last week; he said it went really well and that the priorities have stayed the same. He spoke about the Township having the authority to contract with or operate its own billing department. And the problems people have been having with Greene County and how long they are taking to approve or deny permits. Mr. Tiffany also spoke about amicus briefs that they filed with CLOUT. One over the training of Police Officers, and another about surface mining. He also spoke about school recourse officer funding.
- B. Fiscal Officer – Mr. Hodson was present, he had nothing to add to his report.
- C. Fire – Chief Leaming was present, he had nothing to add to his report.
- D. Police – Chief Brown was present, he spoke about ALICE training (Alert, lockdown, inform, counter, evacuate) that all the officers and the school principle have gone through for active shooter training.
- E. Roads and Services – Mr. Harphant was not present.
- F. Zoning – Mrs. Tilford was present; she had nothing to add to her report.
- G. Information Technology – They asked about any updates with new computers.
- H. Trustees – Mrs. Daugherty attended the Bellbrook Amateur Radio club exercise, she appreciated people coming out.
Mrs. Destefani attended the Green County Township Association; she said they brought in a speaker about cyber security, and the dark web.

6. **Public Comments – Agenda Items**

7. **Old Business**

Bellbrook Sugarcreek Parks and Schools Meeting – TBD

8. **Consent Agenda Items**

A. Payment of Bills

B. Approval of Minutes

C. Resignation of Police Officer Gregory Williams – 2019.07.15.01

SUGARCREEK TOWNSHIP

RESOLUTION NO. 2019.07.15.01

IN RE: Resignation of Full-Time Police Officer Gregory Williams

WHEREAS, Police Officer Gregory Williams has submitted his letter of resignation from the Sugarcreek Township Police Department; and,

WHEREAS, Mr. Williams became a member of the Sugarcreek Township Police Department as a Full-Time Officer on January 4, 2016; and,

WHEREAS, Chief Michael Brown recommends we accept the resignation of Gregory Williams.

NOW THEREFORE, BE IT RESOLVED that the Board of Sugarcreek Township Trustees officially accepts the resignation of Gregory Williams effective July 12, 2019.

D. Probationary release of Fire Department staff – Antonio Pittman – 2019.07.15.02

SUGARCREEK TOWNSHIP

RESOLUTION NO. 2019.07.15.02

IN RE: Probationary Release of part-time Firefighter/EMT Antonio Pittman

WHEREAS, Part-time Fire Fighter/EMT Antonio Pittman has been a member of the Sugarcreek Township Fire Department since February 8, 2019; and,

WHEREAS, during his probationary period, Mr. Pittman has not satisfied the requirements of his position,

NOW THEREFORE, BE IT RESOLVED that the Board of Sugarcreek Township Trustees does hereby authorize the probationary release of Antonio Pittman from his duties as Part-time Fire Fighter/EMT effective June 29, 2019.

E. Appointment of part time Fire Department staff – Cody Helmuth, Nicholas Brown – 2019.07.15.03

SUGARCREEK TOWNSHIP

RESOLUTION NO. 2019.07.15.03

IN RE: Appointment of Fire Department Staff

Cody Helmuth and Nicholas Brown

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; and,

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

WHEREAS, Nicholas Brown 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 Cody Helmuth shall be appointed to the position of part-time Firefighter II/EMT at the pay rate of \$13.11 per hour and Nicholas Brown 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 Cody Helmuth will have an effective date of June 24, 2019 with a one (1) year probationary period ending on June 24, 2020 and the above-mentioned appointment for Nicholas Brown will have an effective date of July 2, 2019 with a one (1) year probationary period ending on July 1, 2020.

F. Reclassification of Fire Department Staff – Joshua Taylor – 2019.07.15.04

SUGARCREEK TOWNSHIP

RESOLUTION NO. 2019.07.15.04

IN RE: Reclassification of Fire Department Personnel – Joshua Taylor

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

WHEREAS, this need is met through the periodic reclassification of Fire Department employees and volunteers; and,

WHEREAS, Chief Jeffrey A. Leaming requests the reclassification of Joshua Taylor from part-time Firefighter II/EMT to full-time Firefighter /EMT-P, in accordance with the Table of Organization of the Sugarcreek Township Fire Department;

NOW THEREFORE, BE IT RESOLVED, that this Board of Trustees approve the reclassification of Joshua

Taylor to the position of full-time Firefighter /EMT-P at the pay rate of \$18.19 per hour.

FURTHER BE IT RESOLVED, the reclassification of Mr. Taylor has an effective date of July 7, 2019 with a one (1) year probationary period ending on July 7, 2020.

G. Increase Appropriations for Center Point Project Fund – 2019.07.15.06

SUGARCREEK TOWNSHIP

RESOLUTION NO. 2019.07.15.06

IN RE: Increase Appropriations for Center Point Project Fund

WHEREAS, the need exists to increase appropriations for the 4901 Center Point Project Fund for Final Payment to Foil and for residual monies to be paid on U.S. Bank project loan; and,

WHEREAS, the Fiscal Officer has certified the availability of these funds within the 2019 Budget, has provided this Board with the funding numbers and the Township Administrator has provided the amounts to be appropriated:

<u>Fund Name</u>	<u>From</u>	<u>To</u>
4901 Center Point Capital Project	\$ 93,006.79	\$104,226.22 (Current Balance)

NOW THEREFORE BE IT RESOLVED, the increased appropriations shall be made in accordance with the law.

H. In Support of the Greene County Master Trail Planning Effort – 2019.07.15.07
SUGARCREEK TOWNSHIP
RESOLUTION NO. 2019.07.15.07

IN RE: In Support of the Greene County Master Trail Planning Effort

WHEREAS, Greene County is home to over 68 miles of paved multi-use trails, 36 miles of river trails and a wide variety of hiking, mountain bike and equestrian trails as well as is part of the nation’s largest paved trail network; and,

WHEREAS, more than one million individuals, both local residents and visitors, annually utilize Greene County’s growing paved trails network, and Greene County’s municipalities have extraordinary opportunities with the Ohio to Erie Trail, connecting Cincinnati to Cleveland, and the Great American Rail-Trail initiative, a cross-country trail that connects Washington DC to Washington State, traversing our region; and,

WHEREAS, there is a desire to develop a unified vision for trail development among partnering local governments, Greene County Parks and Trails, Regional Planning and Coordinating Commission of Greene County, Miami Valley Regional Planning Commission and other stakeholders; and,

WHEREAS, Sugarcreek Township recognizes the benefits of trails and trail planning, which include:

- Creating healthy, thriving communities
- Revitalizing neighborhoods and increasing property values
- Promoting economic development and growth
- Providing safe recreational and transportation opportunities for all ages and abilities
- Helping to retain and attract residents and businesses
- Closing gaps in the trails network
- Increasing individual choice of travel mode and facilitating active transportation
- Reducing roadway congestion and improving air quality
- Enabling extension of valuable infrastructure into rural areas such as water/sewer, broadband/fiber and other utilities; and

WHEREAS, trails support the health, safety and wellbeing of the general public within and surrounding our community;

NOW, THEREFORE, BE IT RESOLVED that Sugarcreek Township does hereby proclaim its full support of the efforts of Greene County Parks and Trails and Regional Planning and Coordinating Commission of Greene County to develop a Greene County Master Trails Plan and will participate in the planning process and will provide assistance within the capacity of our resources.

I. To Proceed to Ballot Police Renewal – 2019.07.15.08

Mr. Pittman moved to accept consent agenda items. Mrs. Daugherty seconded.
Roll was called with the vote being as follows:

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

9. Public Comments

Donna Hellman spoke about Wilmington Pike and that there is water collecting at the corner, Mr. Tiffany explained that there was a break in the main. She also spoke about how a gentleman was going around with a petition to sign for the Shell gas station on Cloyo, to have Sunday liquor sales.

10. Discussion Agenda Items

11. Trustee/Staff Discussion

Mrs. Daugherty asked if Bellbrook was handling the 10K this year. Mr. Tiffany said that they are in charge of it.

12. Adjourn

Mrs. Daugherty moved to adjourn at 8:13pm. Mr. Pittman seconded.

Roll was called with the vote being as follows:

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

Theodore L. Hodson, Fiscal Officer

**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2019.08.05.01**

IN RE: Resignation of Full-Time Police Officer Tyler Mantia

WHEREAS, Police Officer Tyler Mantia has submitted his letter of resignation from the Sugarcreek Township Police Department; and,

WHEREAS, Mr. Mantia became a member of the Sugarcreek Township Police Department as a Full-Time Officer on September 3, 2014; and,

WHEREAS, Chief Michael Brown recommends we accept the resignation of Officer Mantia,

NOW THEREFORE, BE IT RESOLVED that the Board of Sugarcreek Township Trustees officially accepts the resignation of Tyler Mantia effective August 23, 2019.

Carolyn L. Destefani, Chairperson

Nadine S. Daugherty, Vice Chairperson

Michael E. Pittman, Trustee

Theodore L. Hodson, Fiscal Officer



Michael A. Brown
Chief of Police

AUG 01 2019 AM 11:28

August 01, 2019

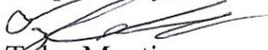
Dear Chief Brown,

This letter is to inform you that I am resigning from my position as a Police Officer with the Sugar Creek Township Police Department effective August 23, 2019.

I would like to thank you, Chief Brown, and the Sugar Creek Township Police Department for the confidence you showed in me and the support these last four years. I would also like to thank the department for the experience and training that I have received throughout the last four years of my employment.

I wish nothing but the best for the department and I am happy to help in the transition process in any way.

Respectfully,



Tyler Mantia



SUGARCREEK TOWNSHIP

RESOLUTION NO. 2019.08.05.02

IN RE: Appointment of Fire Department Staff
Alexander Stump

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

WHEREAS, vacancies exist within the classification of Volunteer Firefighter; and,

WHEREAS, Alexander Stump has the necessary qualifications to serve in the capacity of Volunteer Firefighter 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 Alexander Stump shall be appointed to the position of Volunteer Firefighter; and,

FURTHER BE IT RESOLVED, the above-mentioned appointment for Alexander Stump will have an effective date of July 31, 2019 with a one (1) year probationary period ending on July 31.

Carolyn L. Destefani, Chairperson

Nadine S. Daugherty, Vice Chairperson

Michael E. Pittman, Trustee

Theodore L. Hodson, Fiscal Officer



Jeffrey A. Leaming
Fire Chief

7.31.19

To: Mr. Barry Tiffany
Ref: Alexander Stump

At the next meeting please place before the Board of Trustee's the appointment of volunteer firefighter Alexander Stump. His effective date will be July 31, 2019.

Sincerely,

Jeffrey A. Leaming
Fire Chief

**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2019.08.05.03**

IN RE: Rescinding Resolution 2019.07.15.06 Increase Appropriations for Center Point Project Fund

WHEREAS, this Board of Sugarcreek Township Trustees has determined the need to rescind Resolution 2019.07.15.06 Increase Appropriations for Center Point Project Fund,

NOW THEREFORE, BE IT RESOLVED, that Resolution 2019.07.15.06 is hereby rescinded (copy attached and incorporated in this resolution).

Carolyn L. Destefani, Chairperson

Nadine S. Daugherty, Vice Chairperson

Michael E. Pittman, Trustee

Theodore L. Hodson, Fiscal Officer

SUGARCREEK TOWNSHIP
RESOLUTION NO. 2019.07.15.06

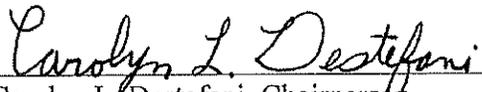
IN RE: Increase Appropriations for Center Point Project Fund

WHEREAS, the need exists to increase appropriations for the 4901 Center Point Project Fund for Final Payment to Foil and for residual monies to be paid on U.S. Bank project loan; and,

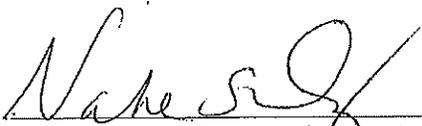
WHEREAS, the Fiscal Officer has certified the availability of these funds within the 2019 Budget, has provided this Board with the funding numbers and the Township Administrator has provided the amounts to be appropriated:

<u>Fund Name</u>	<u>From</u>	<u>To</u>
4901 Center Point Capital Project	\$ 93,006.79	\$104,226.22 (Current Balance)

NOW THEREFORE BE IT RESOLVED, the increased appropriations shall be made in accordance with the law.



Carolyn L. Destefani, Chairperson



Nadine S. Daugherty, Vice Chairperson



Michael E. Pittman, Trustee



Theodore L. Hodson, Fiscal Officer

Sara Contreras

From: Barry Tiffany
Sent: Friday, August 2, 2019 11:47 AM
To: Sara Contreras
Subject: Fwd: Mutual aid agreement City of Beavercreek
Attachments: image007.jpg; ATT00001.htm; image012.jpg; ATT00002.htm; image013.jpg; ATT00003.htm; image014.jpg; ATT00004.htm; image015.png; ATT00005.htm; Mutual Aid Agreement re Use of Equip for Tornado City of Beavercreek.docx; ATT00006.htm; Mutual Aid Agreement Signed.pdf; ATT00007.htm

Lets discuss

Sent from my iPhone

Begin forwarded message:

From: Mike Thonnerieux <thonnerieux@beavercreekohio.gov>
Date: August 2, 2019 at 11:30:16 AM EDT
To: Mike Thonnerieux <thonnerieux@beavercreekohio.gov>
Subject: Mutual aid agreement City of Beavercreek

Dear Assisting Jurisdiction,

First of all, thank you, staff and leadership for all you did to assist the City of Beavercreek with the clean-up efforts from the Memorial Day tornado event. The City of Beavercreek is very much appreciative of the 34 jurisdictions that assisted with the pick-up of all the tree and brush debris. It has been a difficult time period for many residents but with all the combined efforts, it definitely helped to restore confidence in people.

We wanted to check with each jurisdiction prior to the deadline to ensure that your time and resources are to be counted as a donation. Donations count towards the City's 25% local share (not reimbursed by FEMA).

Donations help the City to offset the tremendous cost of the event. If you intended to be reimbursed for expenditures, per FEMA requirements, we must have a mutual aid agreement in place by August 21, 2019. Please sign the mutual aid agreement attached along with the requested information and send back to me the scanned signed copy along with all back-up documentation and invoices. Any fully completed agreements not received by August 21, 2019 will not meet the FEMA requirement and will be counted as a donation.

Again, we deeply appreciate all you have done for the residents of the City of Beavercreek! Our hearts are very much touched with the outpouring of support and assistance. If we can ever assist you, please don't hesitate in contacting us.

Sincerely,

Pete E. Landrum
City Manager
City of Beavercreek
Office: (937) 427-5510

Mutual Aid Agreement for Equipment and Personnel

Whereas, on May 28, 2019 a tornado brought down many trees, tree limbs and other natural debris in The City of Beavercreek; and

Whereas, this weather phenomenon, resulted in downed trees, tree limbs and other debris blocking and interfering with traffic on City roadways; and

Whereas, the residents of the City of Beavercreek have placed downed trees, limbs and other natural debris in and along the public right of way to facilitate its collection and disposal; and

Whereas, the presence of those downed trees, limbs and other debris, pose issues regarding the maintenance of roadways within the City of Beavercreek; and

Whereas, the City of Beavercreek is in need of additional equipment to remove downed trees, limbs, and other natural debris resulting for the tornado; and

Whereas, _____ has equipment and operators which _____ is/are willing to make available to the City of Beavercreek; and

Whereas, Section 5535.08(C)(1) of the Ohio Revised Code permits political subdivisions having authority to maintain roads and street to enter into agreements with each other to provide road or street maintenance services to one another;

NOW, THEREFORE, THE PARTIES TO THIS AGREEMENT HEREBY AGREE AS FOLLOWS:

_____ shall provide equipment and operators to the City of Beavercreek, Ohio on the following terms:

Section I Terms of the Agreement

1. For each hour that any piece of equipment is being used in the City of Beavercreek pursuant to the terms of this Agreement, the City shall pay the current FEMA rate for the equipment used.
2. _____ shall provide qualified operators for each piece of equipment used in the City pursuant to the terms of this agreement. In addition to the hourly rate for each piece of equipment used in the City, the City shall reimburse _____ the hourly rate which _____ is required to pay each operator who performs services within the City pursuant to this Agreement. Said amount will be calculated using the operator's normal hourly rate including the pro-rated cost of benefits afforded to each operator by _____.

3. The availability of the equipment and operators to be provided to the City of Beavercreek pursuant to the terms of this Agreement shall be determined by _____, which shall make its best effort to make such equipment and operators available as may be requested by the City of Beavercreek.

Section II Duration of Agreement

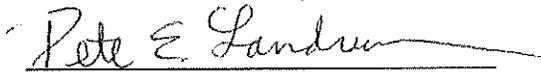
1. This agreement shall be for a period of May 28, 2019 to July 31, 2019. The City of Beavercreek shall have the right to renew said Agreement for an additional 14-day period.

Section III Payment

1. Payment for the use of the equipment and operators' cost will be made to _____ upon submission by _____ to City of Beavercreek of an invoice/statement which shall set forth information utilized to calculate said invoice/statement. Payment is to be made within 30 days of receipt of FEMA reimbursement to the City of Beavercreek.

For City of Beavercreek, Ohio

For _____



8/1/2019

City Manager

Title: _____

Law Enforcement Trust Fund (LETF)

I. Policy

This Policy is written to specify the uses of the Law Enforcement Trust Fund (LETF) and additionally to prescribe the necessary accounting procedures to be maintained. This fund is established by the Greene County Prosecutor. Accordingly, the following guidelines are hereby established:

1. The funds may not be used for personal expenses of the Prosecutor or employees.
2. Monies in the LETF may be used for any expenses incurred in the performance of official duties pursuant to 2981.13 and 2981.14.

II. Expenditures

The use of the funds must be documented and each expenditure itemized. Documentation of each expenditure would include but not be limited to a report, receipt, invoice, affidavit, etc. Use of funds shall be limited to expenditures allowable by 2981.13:

1. To pay the costs of protracted or complex investigations or prosecutions;
2. To provide reasonable technical training or expertise;
3. To provide matching funds to obtain federal or state grants to aid law enforcement.
4. To provide DARE programs or other programs designed to educate adults or children with respect to the dangers associated with the use of drugs of abuse;
5. To pay costs of emergency action taken under section 3745.13 of the Revised Code relative to the operation of an illegal methamphetamine laboratory if the forfeited property or money involved was that of a person responsible for the operation of the laboratory;
6. For other law enforcement purposes that the Prosecutor determines to be appropriate.

2981.13

III. Confidential Expenditures

An expenditure is "confidential" if disclosure of the event or the identity of the recipient or of the nature of the expenditure would tend to frustrate the purpose for which it is made or would tend to expose any person to intimidation or danger of physical harm, to himself or his property. The Prosecutor may use LETF for confidential expenditures:

1. Where practicable, each expenditure of LETF for confidential purchases should be documented in accordance with the following:

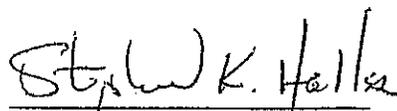
- A. When the case or investigation is finally concluded, an officer, employee or agent with firsthand knowledge of the necessary information shall furnish a report indicating, the item or items purchased, the date of the report, the date of the purchase, the amount expended, the check number, if applicable, the quantity and type of materials purchased, and the disposition thereof.
 - B. Where practicable, a separate check should be drawn for each transaction payable to the officer, employee or agent who will be making the actual purchase. If, for reasons of confidentiality, the check cannot be payable to the officer, employee or agent making the actual purchase, it should be made payable to a supervisory officer, who may cash the check and deliver the cash to the officer, employee or agent making the purchase. A signed receipt should be obtained at this time.
 - C. The report referred to in Subsection A must be signed by an officer, employee or agent with firsthand knowledge of the necessary information for the transaction and cosigned by the prosecuting attorney.
2. Payments to Informants: Where practicable, a separate check should be drawn for each transaction payable to the officer, employee or agent making the actual payment. If, for reasons of confidentiality, the check cannot be made payable to the officer, employee or agent who will be making the actual payment, it should be made payable to a supervisory officer, who may cash the check and deliver the cash to the officer, employee or agent making the actual payment. An expense report shall be completed detailing each expenditure.

IV. Accounting

1. A file shall be maintained for the recording of all receipts and expenditures pertaining to the LETF. Such account shall be reconciled to the bank upon receipt of the bank statement and a copy of such shall be on file and submitted to the examiners upon request.
2. The prosecutor shall file a report with the Greene County Auditor by January 31st of the next calendar year, verifying that the moneys were expended for authorized purposes.

V. Community Preventive Education Programs

1. At least 10% of the first \$100,000 deposited during each calendar year, and at least 20% of the amounts exceeding \$100,000 that are so deposited, shall be used in connection with Community Preventive Education Programs.
2. Community Prevention Education Programs include, but are not limited to, programs designed to educate adults or children with respect to the dangers associated with using drugs of abuse.


Stephen K. Haller
Date: 12/08/14

rev. 12/08/14