

The Board of Trustees of Sugarcreek Township, Greene County, Ohio, in Regular Session on February 10th, 2020, at 7:00 PM, at 2090 Ferry Road, Bellbrook, Ohio 45305.

1. **Mrs. Daugherty called the session to order at 7:04 pm.**
2. **Mr. Tiffany called the roll with Board Members** Mrs. Destefani, Mrs. Daugherty and Mr. Cramer being present. Also, in attendance, Donna Hellmann, Mr. and Mrs. Duncan, Mr. and Mrs. Unger, Sean Cramer, Marvin Moller, Denise Moore, Mr. and Mrs. Brown, The Ayers Family, Paul Fisher, and Bob Krohngold.
3. **All in attendance stood for the Pledge of Allegiance.**
4. **Appointment and Swearing in of Trustee – Fred Cramer – 2020.02.10.01**
Mrs. Daugherty and Mrs. Destefani spoke about how they are excited to have Mr. Cramer on the board with them. They both also spoke about Mr. Pittman and the wonderful work he did here, at Sugarcreek Township.

**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2020.02.10.01**
IN RE: Appointment of Mr. Fred Cramer to a Portion of the
Unexpired Term of Trustee Michael E. Pittman

WHEREAS, Michael E. Pittman was elected to the position of Sugarcreek Township Trustee in 2005, beginning his first term of service on January 1st, of 2006; and,

WHEREAS, Mr. Pittman was subsequently elected in 2009, 2013 and 2017 with his current of service scheduled to expire on December 31, 2021; and,

WHEREAS, Mr. Pittman passed away on January 24th, 2020, leaving the balance of his unexpired term to be filled in accordance with law; and,

WHEREAS, during the past two plus years Mr. Pittman discussed his desire for a person to fill his position should he be incapacitated or fall worse during his illness; and,

WHEREAS, Mr. Pittman made his position very clear to each of the Township Trustees and to Barry Tiffany, Township Administrator, that it was his desire that the Trustees consider the appointment of Mr. Fred Cramer to his unexpired term in accordance with law; and,

WHEREAS, Mr. Cramer and his family have been long time residents of Sugarcreek Township, with Mr. Cramer having served faithfully on the Board of Zoning Appeals for Sugarcreek Township since January 14, 2008; and,

WHEREAS, in accordance with Section 507.05 of the Ohio Revised Code, Mr. Cramer will be filling the portion of Mr. Pittman's elected term through December 31st, 2020, with the final year of 2021 of Mr. Pittman's unexpired term being required for placement on the November 2020 General Election ballot for election.

NOW, THEREFORE BE IT RESOLVED, that the Board of Trustees of Sugarcreek Township do hereby honor the wishes and legacy of Trustee Michael E. Pittman in accordance with Section 507.051 of the Ohio Revised Code by mutually agreeing upon the appointment of Mr. Fred Cramer the a portion of the unexpired elected term of Trustee Michael E. Pittman, through the date of December 31, 2020.

Mrs. Daugherty motioned to approve the Resolution. Mrs. Destefani seconded.
Roll was called with the vote being as follows:

Mrs. Destefani – Yes
Mrs. Daugherty – Yes
Mr. Cramer – Abstain

5. **Public Hearing**

ZC Case 04-2019: Applicant, Inverness Group, Inc., is requesting Final Development Plan Approval for Section 6 of the Landings of Sugarcreek subdivision. The subject parcel is 3820 Upper Bellbrook Road, contains 53.251 acres, can be further identified by parcel number L32000100120001900, is owned by Inverness Group, Inc., and is located in the PUD-R (Residential Planned Unit Development) District. Section 6 is proposed to contain a total of 31 building lots and 23.38 acres. – 2020.02.10.09

**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2020.02.10.09**

IN RE: ZC Case 04-2019: Request for Final Development Plan Approval for Section 6 of The Landings of Sugarcreek Subdivision

WHEREAS, Inverness Group, Inc., is requesting Final Development Plan Approval for Section 6 of the Landings of Sugarcreek subdivision. Section 6 is proposed to contain a total of 31 building lots and 23.38 acres: and

WHEREAS, the subject parcels is 3820 Upper Bellbrook Road and contains 53.251 acres; and

WHEREAS, the subject parcel can be further identified by parcel number L32000100120001900, is owned by Inverness Group, Inc., and is located in the PUD-R (Residential Planned Unit Development) District; and

WHEREAS, the Zoning Commission held a public hearing on January 7, 2020, deliberated on the subject and passed a motion to recommend approval of the Final Development for Section 6 of the Landings of Sugarcreek subdivision subject to the following conditions:

1. Final design shall be subject to approval of the Greene County Engineer's Office.
2. Final design shall be subject to approval of the Greene County Department of Sanitary Engineering.
3. Final design shall be subject to approval of the City of Bellbrook Water Department.
4. The development shall comply with the recommendations of the Soil and Water Conservation District.
5. Final design shall be subject to approval of Sugarcreek Township Fire Department.
6. The use of vinyl and aluminum lap siding shall be prohibited. Vinyl and aluminum is acceptable for use in trim, soffits, fascia, gutter board, vents, shutters, windows, doors, shakes, scales and architectural accents such as cornice.
7. A bond shall be provided to the Sugarcreek Township Board of Trustees to ensure completion of the open space and landscaping improvements within Section 6 (trails, landscaping, etc.) prior to the recording of Section 6.
8. Two deciduous trees with a minimum caliper of 1.5 inches (measured six inches above ground level) shall be planted in the front yard (not in a landscaping area directly adjacent to the house) and shall be the responsibility of the builder to install and shall be depicted on site plans for individual building lots submitted for approval.
9. Changes to Section 6.2.1 or Section 6.2.2 of the Declaration of Covenants, Conditions, Restrictions and Reservation of Easements for The Landings at Sugarcreek Owners' Association attached as Exhibit "A" shall be subject to approval by the Sugarcreek Township Zoning Commission.
10. The applicant will be limited to building on 10 lots in Section 6 before open space amenities are installed within Section 6.

11. No construction on any homes within Section 6 shall be permitted until the Prosecutor's Office signs off on lot release (as was the case with lots in Section 4).
12. A bond shall be posted cover all deficiencies in landscaping/open space amenities in all constructed Sections (1-4) prior to the Trustees approving the Final Development Plan for Section 6.
13. All deficiencies in landscaping/open space amenities in all constructed Sections (1-4) shall be remedied prior to any home construction beginning in Section 6.
14. The area of open space slated to be dedicated to the park district shall be turned over to them prior to any home construction beginning in Section 6.
15. Section 8 shall be modified to net one less lot than depicted on the approved Preliminary Plan (with overall open space not being decreased).

WHEREAS, the Sugarcreek Township Board of Trustees held a Public Hearing on February 10, 2020, and deliberated.; and

NOW THEREFORE, BE IT RESOLVED, this Board of Trustees does hereby approve the Final Development for Section 6 of the Landings at Sugarcreek subdivision subject to conditions as recommended by the Zoning Commission with the exception of condition #12 which has been satisfied.

Mrs. Daugherty motioned to approve the Resolution. Mrs. Destefani seconded.
Roll was called with the vote being as follows:

Mrs. Destefani – Yes
Mrs. Daugherty – Yes
Mr. Cramer – Yes

6. **Reports**

A. Administration

Mr. Tiffany was present. He had nothing to add to his report.

B. Fiscal Office

Mr. Hodson was not present.

C. Fire

Chief Leaming was present. He had nothing to add to his report. Mrs. Daugherty asked if the Emergency calls have gone up around the Corner Stone area since it has been built.

D. Police

Chief Brown was present. He had nothing to add to his report. Mrs. Destefani asked about the Handle with Care program. Chief Brown stated that if there are domestic violence disputes at a home, the schools are notified so counselors and teachers can watch the children involved if need some sort of help.

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

There was nothing to report.

H. Trustees

7. Public Comments – Agenda Items

There were no public comments

8. Old Business

A. Bellbrook Sugarcreek Parks and Schools Meeting – TBD

9. Consent Agenda Items

A. Payment of Bills

B. Approval of Minutes

C. Approval to Send Application to State Auditor’s Office for the Creation of a Special Fund – 2020.02.10.02

**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2020.02.10.02**

IN RE: Application to the State Auditor’s Office for the creation of a Special Fund

WHEREAS, the Auditor of State requires submission of a form to request an approval; and

WHEREAS, the form requires attachment of a Resolution requesting said approval.

NOW, THEREFORE BE IT RESOLVED, that this Board of Trustees of Sugarcreek Township, Ohio, does hereby request the State Auditor’s Office to approve the creation of a Special Fund, number 2909 Michael E. Pittman Community Connectivity Fund, to be established for local match on various grants and other projects to provide additional walkway/bikeway paths throughout Sugarcreek Township. Funding of said Fund will be through specified contributions or donations from the public and funds transferred from the General Fund. Said Funds will be used for the sole purpose of providing inter-connecting public trails and pathways throughout Sugarcreek Township.

D. Appointment of Fire Department Staff – Justin Comer and Jacob Osterhues – 2020.02.10.03

**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2020.02.10.03**

IN RE: Appointment of Fire Department Staff
Justin Comer and Jacob Osterhues

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, Justin Comer has the necessary qualifications to serve in the capacity of Part-time Firefighter II/EMT for the Sugarcreek Township Fire Department; and,

WHEREAS, Jacob Osterhues 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 2020 Operating Budget.

NOW, THEREFORE, BE IT RESOLVED, that Justin Comer shall be appointed to Part-time Firefighter II/EMT within the Sugarcreek Fire Department at the rate of \$13.63 per hour and that that Jacob Osterhues shall be appointed to Part-time Firefighter II/EMT within the Sugarcreek Fire Department at the rate of \$13.63 per hour; and,

FURTHER BE IT RESOLVED, the above-mentioned appointment for Justin Comer will have an effective date of January 13, 2020 with a one (1) year probationary period ending on January 13, 2021 and the above-mentioned appointment for Jacob Osterhues will have an effective date of January 31, 2020 with a one (1) year probationary period ending on January 31, 2021.

E. Release of Fire Department Staff – Kyle Blankenship – 2020.02.10.04
SUGARCREEK TOWNSHIP
RESOLUTION NO. 2020.02.10.04

IN RE: Probationary Release of part-time Firefighter/EMT Kyle Blankenship

WHEREAS, Part-time Fire Fighter/EMT Kyle Blankenship has been a member of the Sugarcreek Township Fire Department since January 30, 2017; and,

WHEREAS, during his probationary period, Mr. Blankenship 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 Kyle Blankenship from his duties as Part-time Fire Fighter/EMT effective January 8, 2020.

F. Resignation of Fire Department Staff – Ryan Dooley – 2020.02.10.05
SUGARCREEK TOWNSHIP
RESOLUTION NO. 2020.02.10.05

IN RE: Resignation of Fire Department Staff
Ryan Dooley

WHEREAS, Part-time Firefighter/EMT Ryan Dooley has indicated his desire to resign from the Sugarcreek Township Fire Department; and,

WHEREAS, Mr. Dooley became a member of the Sugarcreek Township Fire Department as a Part-time Firefighter /EMT on September 11, 2019; and,

WHEREAS, Chief Jeffrey A. Leaming recommends we accept the resignation of Mr. Dooley.

NOW THEREFORE, BE IT RESOLVED that the Board of Sugarcreek Township Trustees officially accept the resignation of Ryan Dooley effective January 29, 2020.

G. Appointment of BZA member Shanna Staten – 2020.02.10.06
SUGARCREEK TOWNSHIP
RESOLUTION NO. 2020.02.10.06

IN RE: Appointment of Board of Zoning Appeals Alternate Shanna Staten

WHEREAS, the Board of Zoning Appeals plays a pivotal role in the land-use decisions for Sugarcreek Township; and,

WHEREAS, an open position exists, and it is imperative that all positions on the Board of Zoning Appeals be filled with citizens who will make decisions that are in the best interest of Sugarcreek Township; and,

WHEREAS, Shanna Staten has expressed her desire to serve on the Board of Zoning Appeals in a Regular Member capacity,

NOW THEREFORE, BE IT RESOLVED, that Shanna Staten is hereby appointed to the Board of Zoning Appeals as a Regular Member for a term beginning February 10, 2020 and expiring on July 31, 2022. (Said appointment made pursuant to Ohio Revised Code Section 519.13.)

H. Reappointment of BZA member Jim Froehlich – 2020.02.10.07

**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2020.02.10.07**

IN RE: Appointment of Board of Zoning Appeals Member Jim Froehlich

WHEREAS, the five-year term of Board of Zoning Appeals member Jim Froehlich expired on July 31, 2019; and,

WHEREAS, Mr. Froehlich has served as a Board of Zoning Appeals alternate member since August 1, 2014 and has served as a regular member since December 7, 2015; and,

WHEREAS, the Board of Zoning Appeals plays a pivotal role in the land-use decisions for Sugarcreek Township; and,

WHEREAS, it is imperative that all positions on the Board of Zoning Appeals be filled with citizens who will make decisions that are always in the best interest of Sugarcreek Township; and,

NOW THEREFORE, BE IT RESOLVED, that Jim Froehlich is hereby re-appointed to the Board of Zoning Appeals for a five-year term expiring on July 31, 2024. (Said appointment made pursuant to the Ohio Revised Code, Section 519.13.)

I. Reappointment of BZA member Rich Demko – 2020.02.10.08

**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2020.02.10.08**

IN RE: Re-appointment of Board of Zoning Appeals Alternate Member Rich Demko

WHEREAS, Mr. Demko has served as a Board of Zoning Appeals alternate member since October 02, 2017; and,

WHEREAS, the Board of Zoning Appeals plays a pivotal role in the land-use decisions for Sugarcreek Township; and,

WHEREAS, it is imperative that all positions on the Board of Zoning Appeals be filled with citizens who will make decisions that are always in the best interest of Sugarcreek Township; and,

NOW THEREFORE, BE IT RESOLVED, that Rich Demko is hereby re-appointed to the Board of Zoning Appeals as an alternate member for a term expiring on July 31, 2023. (Said appointment made pursuant to the Ohio Revised Code, Section 519.13.)

**J. Appointment of Roads and Services Department Staff Marcus Wickline -
2020.02.10.10**

**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2020.02.10.10**

IN RE: Appointment of Temporary Part time Roads and Service Personnel
Marcus Wickline

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, Marcus Wickline 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 Marcus Wickline to the position of Temporary Part time Service Worker, at a rate of pay of \$12.00 per hour.

K. Amending Year 2020 Temporary Appropriations –2019.11.18.04

**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2019.11.18.04 - amended**

IN RE: Year 2020 Temporary Appropriations

WHEREAS, the need exists to adopt temporary appropriations for the Year 2020; and,

WHEREAS, this temporary appropriation shall be in effect commencing at the close of business December 31, 2019, and extending until the Year 2020 Permanent Appropriations are approved no later than March 31, 2020; and,

WHEREAS, this temporary appropriation will permit the Township Offices to function without interruption as well as allowing ample time to establish exact carry-over figures,

NOW THEREFORE, BE IT RESOLVED, the Year 2020 Temporary Appropriations are as follows:

1000	General Fund	
	Personal Services (Salaries)	\$ 335,000.00
	Employee Benefits	\$ 168,000.00
	Purchased Services	\$ 150,000.00
	Supplies & Materials	\$ 11,000.00
	Other Dues and Fees	\$ 2,000.00
	Health Districts	\$ 30,000.00
	<i>Total General Fund:</i>	<i>\$ 696,000.00</i>
2011	Motor Vehicle Tax	\$ 27,000.00
2021	Gasoline Tax	\$ 125,000.00
2031	Road and Bridge	

	Personal Services	\$ 367,250.00
	Other	<u>\$ 536,700.00</u>
	<i>Total Road and Bridge:</i>	<i>\$ 903,950.00</i>
2081	Police District	
	Personal Services	\$2,210,000.00
	Other	<u>\$ 473,700.00</u>
	<i>Total Police District:</i>	<i>\$2,683,700.00</i>
2112	Fire District	
	Personal Services	\$2,095,450.00
	Other	<u>\$ 675,900.00</u>
	<i>Total Fire District:</i>	<i>\$2,771,350.00</i>
2231	Permissive Motor Vehicle License	\$ 80,000.00
2281	Ambulance and Emergency Medical	
	Personal Services	\$ 116,000.00
	Other	<u>\$ 62,700.00</u>
	<i>Total Ambulance and Emergency Medical:</i>	<i>\$ 178,700.00</i>
2904	Centerville Fire Ancillary	\$ 58,000.00
2906	Police Trust Fund	\$ 89,000.00
2907	Police Cell Tower Receipts	\$ 24,000.00
2908	Fire Cell Tower Receipts	\$ 24,000.00
3102	General Bond Retirement	\$ 127,263.50
3901	Clyo Road TIF II	\$ 149,433.95
4401	OPWC Brown Road	\$ 41,692.95
4901	Center Point Capital Project	\$ 51,869.33
4902	Clyo Road TIF	\$ 0.00

Total Temporary Appropriations \$8,030,959.73

FURTHER BE IT RESOLVED that the above aggregate amounts be appropriated based upon the attached submittals (hereby incorporated) and a copy shall be sent to the Greene County Auditor.

Mrs. Daugherty motioned to approve Consent agenda items. Mrs. Destefani seconded.

Roll was called with the vote being as follows:

Mrs. Destefani – Yes
Mrs. Daugherty – Yes
Mr. Cramer –Yes

10. Discussion Agenda Items

Denise Moor asked what time Mr. Pittman’s Memorial will be held, Mr. Tiffany stated that it is at 1pm, and that people can park at the high school or the middle school.

11. Trustee/Staff Discussions

There was nothing to add.

12. Adjourn

Mrs. Daugherty moved to adjourn. Mr. Cramer seconded.
Roll was called with the vote being as follows:

Mrs. Destefani – Yes
Mrs. Daugherty – Yes
Mr. Cramer –Yes

Theodore L. Hodson, Fiscal Officer