



AGENDA
SUGARCREEK TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING *ZOOM*
Monday, October 5, 2020, 7:00 P.M.

REGULAR SESSION:

- 1. Call to Order**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. Presentation - Jennifer Barga, Community Health Services Director**
- 5. Reports**
 - A. Administrator
 - B. Fiscal Officer
 - C. Fire
 - D. Police
 - E. Roads and Services
 - F. Zoning
 - G. Information Technology
 - H. Trustees
- 6. Public Comments** - Limited to five minutes per person. Agenda related business only.
(Time cannot be yielded to another person.)
- 7. Old Business**
 - A. City of Bellbrook, Bellbrook Sugarcreek Parks and Schools Meeting - TBD
- 8. Consent Agenda Items**
 - A. Payment of Bills
 - B. Approval of Minutes
- 9. Discussion Agenda Items**
- 10. Public Comments** - Limited to five minutes per person. Township related business only.
(Time cannot be yielded to another person.)
- 11. Trustee/Staff Discussion**
 - Charging stations for electric vehicles
 - Halloween
- 12. Adjourn**



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



Administrator's Report to the Trustees

October 5, 2020

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

Attended the CLOUT meeting today to discuss legislative priorities and current legislation in the Statehouse. There was a good deal of discussion regarding CARES Act funds and proper expenditures.

We will be receiving additional CARES funding. We have identified some permitted expenditures to upgrade our facilities and will be meeting with contractors this week to get pricing.

Discussions with possible commercial businesses for the Clyo corridor continue. Two lots are now under contract. We anticipate a submission for approval in the next month or two.

The PUSH wellness program has been purchased by another company and will be ending for our benefits group the first of the year. The benefits cooperative is looking at other options for our group.

Respectfully Submitted,

Barry P. Tiffany

Township Administrator



Jeffrey A. Leaming
Fire Chief

Staff Report for Sugarcreek Township Trustees September 17, 2020 thru October 2, 2020

The following information is a snap shot of the activities and areas of responsibilities for Sugarcreek 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:

- Auto Extrication
- Distracting Diagnosis: Autism
- Hose Testing

Statistics:

2019 Totals

- EMS Responses: 972 7 Overdose calls with 4 patients receiving Narcan
- Vehicle Crashes: 176
- Fire Responses: 298
1269 6.2% or 79 calls have been to Cornerstone

2020 Totals Year to Date

- EMS Responses: 559 1 Overdose calls
- Vehicle Crashes: 97
- Fire Responses: 170
729 5.8% or 43 calls have been to Cornerstone

Accomplishments/Information:

- Monitoring the directive on Fire Department response to potential COVID-19 patients
- Monitoring County and State Fire/EMS response daily via conference calls
- Attended School safety committee meeting 9/30

Status of Significant Issues the Fire Department is Addressing:

- Monitoring COVID-19 situation
- Capital needs of the department are updated and summarized below in this report
- Ordered (3) new life packs from Stryker after approval of Trustees at last meeting
- Continue to look for options with regard to new staff vehicle; State awarded contracts have expired and likely will not be available again until November

Scheduled Events:

- Most regularly scheduled events and meetings have been cancelled

Fiscal:

As of August 3, 2020	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
Fire	\$2,887,065.00	\$394,632.63	\$1,619,462.04	\$887,597.80	55.811%
EMS	\$178,700.00	\$32,125.25	\$96,721.42	\$51,150.40	53.735%
Cell Tower Fund	\$24,000.00	\$0.00	\$0.00	\$24,000.00	0.00%
Department Total	\$3,089,765.00	\$426,757.88	\$1,716,183.46	\$962,748.20	55.259%

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	Inside Building Painting / Bay (Sta. 72) \$9,000.00	Carpet training / Day room / Bunk Room \$11,000.00
3	Staff Vehicle \$50,000.00	Build Gear Room (In Bay Sta. 72) \$55,000.00	Kitchen (Sta. 71) \$9,000.00
4	Mobile Radio \$31,783.00	Sleeping area improvements (Sta. 72) \$15,000.00	Kitchen (Sta. 72) \$12,000.00
5	Station 72 Concrete Ramp Replacement \$50,000.00	Thermal Imaging Camera \$9,000.00	Painting Interior (Sta. 71) \$3,000.00
6	Mobile Data Terminals \$17,500.00	Radio Batteries \$2,500.00	Replace Carpet (Sta. 71) \$7,000.00
7		PPV Fans E-73 Q-72 \$5,000.00	Bay Floor crack repair / repaint floor \$36,000.00
8		Search Rope & Equipment \$3,000.00	Painting (bay) (Sta. 71) \$8,000.00
9		Front Ramp repair/replace Sta. 72 \$30,000.00	Wall Gear Racks \$6,500.00
10		Chain saw \$1,375.00	Dedicated Maintenance Program \$2,500.00
11		Hand Tools \$3,000.00	Relocate Flag pole and install lighting \$2,000.00
12		Replace Hose \$10,000.00	
13		Rotary saw \$600.00	
14		Station Alerting \$54,000.00	
15			
16			
17			
18			
19			
20			
21			
	Total \$884,283.00		\$198,675.00

TOTAL \$1,181,958.00

Respectfully Submitted,



Jeffrey A. Leaming



Michael A. Brown
Chief of Police

Trustee Report October 5, 2020

Training

- No classes scheduled.

Fiscal

Budget 2020 (Final Appropriation)	\$2,973,700.00
Expenditures as of September 28, 2020	\$1,857,649.08
% of Budget Used	62%
% of Budget Year Target for the end of September	74.7%
% of Budget Remaining	38%
Cash Balance as of September 28, 2020	\$1,760,376.14

Events/Apearances

- On September 23rd, Chief Brown attended the Montgomery County Chief's Luncheon.
- On September 30th, Chief Brown attended the School Safety Meeting.
- All events have been cancelled.

Respectfully submitted,



Michael A. Brown
Chief of Police



Michael A. Brown
Chief of Police

Police Blotter

September 16, 2020

- Business and house checks
- Welfare check on Roger Scott Drive
- Traffic stops
- Theft report on Wilmington-Dayton Pike

September 17, 2020

- Community policing
- Bar check on Wilmington Pike
- Welfare checks on Little Sugar Creek Road
- Suspicious person on Sonoma Court

September 18, 2020

- Nothing to Report

September 19, 2020

- Crash report on Feedwire Road
- Theft report on Bailey's Trail
- Traffic stops

September 20, 2020

- Theft report on Wilmington-Dayton Road
- Unwanted subject on Wilmington Pike
- Welfare check on Waynesville Road

September 21, 2020

- Nothing to Report

September 22, 2020

- Community policing
- Crash report on Feedwire Road
- Domestic dispute on Surrey Trail
- Crash report on Clio Road

September 23, 2020

- Business and house checks
- Community policing
- Traffic stops
- Drug activity on Upper Bellbrook Road

September 24, 2020

- Domestic dispute on Oak Creek Drive
- Crash report on Wilmington Pike
- Welfare check on Wilmington Pike

September 25, 2020

- Nothing to Report

September 26, 2020

- Community policing
- Suspicious person on Sonoma Court
- Crash report on Clys Road

September 27, 2020

- Juvenile complaint on Spahr Road
- Harassment complaint on Wilmington Pike

September 28, 2020

- Nothing to Report

September 29, 2020

- Theft report on Erickman Lane
- An animal complaint on Waynesville Road

September 30, 2020

- Fraud report on Ferry Road
- Community policing
- Suspicious vehicle on Feedwire Road



Staff Report for Sugar Creek Township Trustees October 5, 2020

The following information is a snapshot of the activities and areas of responsibilities for the Sugar Creek Township Roads and Services Department.

Calls for Service

- No calls for service

Accomplishments:

- Smashed cars for Fire Dept.
- Dura-patched Haines Rd. - 3
- Picked up emulsion - 6
- Cleaned up around brush pile
- Checked on water leak at 3335 Seton Hill
- Set up Farmers Market – 2
- Picked up trash on Vimark Ln.
- Cleaned up parts and trash from fire training
- Took weed eater and saw to Centerville Gravely
- Picked up Farmers Market – 2
- Checked fluids in trucks
- Changed plug on dura-patcher and receptacle
- Crack seal Walnut Hills and Pinebrook
- Interview – Joe Hoffman
- Secure door on condemned house
- Dura-patched Briggs Rd. entrance
- Picked up numbers at A&A Safety
- Cleaned office
- Eradicate Spahr Rd. and apply tack coat
- Picked up 702 from Ankeney Truck
- Check multiple ous locates
- Remove signs from right of way – 5
- Met with county about painting Clio and Little Sugar Creek
- Checked over street sweeper
- Swept Clio Road
- Removed dead skunk on Feedwire Rd.
- Paved eradicated areas on Spahr Rd. - 3
- Checked on Brown Rd. project
- Assisted with stranded motorist and flagged traffic
- Install rough road signs on Spahr Rd.

- Multiple driveway permits
- Wash trucks
- Crack seal Spring Falls Circle
- Removed dead animal on Lac Lamén Dr.
- Mow property -2
- Mowed outlying areas
- Removed debris on Cloy Rd.
- Cleaned out truck and burned off paving tools
- Moved dumpster at Safety Building – prep for sealing
- Eradicated spot on Berryhill Rd.
- Paved eradicated area on Berryhill Rd.
- Dura-patched Ferry North hill – 2
- Changed batteries in Radar speed signs on Cloy Rd. – 2
- Cut tree limbs around signs
- Went to W&S Electronics about batteries for radios
- Worked on Fire truck bumper

Respectfully,

Bill Harphant
Roads and Services Director



**Staff Report for the Sugarcreek Township Board of Trustees
September 21, 2020 to October 5, 2020**

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:

- **September 24, 2020 Meeting: Follow-up**
 - **BZA Case 06-2020:** Applicant, Marvin Most, is requesting a variance from Section 4.13 Table 4-6 of the Sugarcreek Township Zoning Resolution to allow for the construction of a detached accessory structure (a workshop) in the front yard adjacent to South Alpha Bellbrook Road (the workshop won't be any closer to Stutsman Road than the house, but will be closer to South Alpha Bellbrook Road than the house). The subject property is 502 South Alpha Bellbrook Road, parcel L32000200150012500, and is located in the E (Estate Residential) District.
 - *The BZA approved the applicant's request.*

- **October 22, 2010 BZA Meeting**
 - **BZA Case 07-2020:** Applicant, Robert "Keith" Ralston, is requesting variances from Sections 4.11 D. 3. And 4.11 G. Table 4-4 of the Sugarcreek Township Zoning Resolution to allow for an existing 4.976 acre parcel with 99.23' of frontage on Vimark Lane to be split into three (3) parcels: a proposed west parcel with approximately 20' of frontage on Vimark Lane and containing approximately 1.5 acres, a proposed central parcel with approximately 59' of frontage on Vimark Lane and containing approximately 1.9 acres, and a proposed west parcel with approximately 20' of frontage on Vimark Lane and containing approximately 1.5 acres. The subject property is 2915 Vimark Lane, parcel L32000100100004300, is located in the E (Estate Residential) District.

Zoning Commission Activities:

- **September 1, 2020 Meeting -cancelled**

- **October 6, 2020 BZA Meeting**
 - **BZC02-2020**-Guttman Properties, LLC is requesting approval of the elevations for the twin family homes and modification of a condition referencing the way the single-family lot will be made a part of the Browns's Run subdivision (proposed by recorded amendment and not be replat). These are minor modifications requested to the Final PUD Plan for Grant at Sugarcreek.

Meetings/Accomplishments:

- Conference call to discuss OPWC Project on September 21, 2010
- Met with property owner representative to discuss construction of pole barn on September 21, 2020
- Attended BZA Meeting on September 24, 2020 (via Zoom)
- Call with resident to discuss Variance Application on September 29, 2020
- Attended Bellasera, Section 3 Preconstruction Meeting on October 1, 2020 (via Zoom)
- Met with developer to discuss land in the township on October 1, 2020
- Met with GCEO to discuss open space in Landings on October 1, 2020
- Prepared Staff Reports for BZC02-2020
- Prepared and emailed October 7, 2020 BZC Packets
- Working with HPA Development Group on the placement of additional trees adjacent to Land Drive
- Landings at Sugarcreek Addition Section 2 has been recorded; processing 10 presales for them (houses that were sold and submitted for approval prior to the subdivision being recorded)

Announcements/Upcoming Events:

- Farmers' Market is open! Visit Fridays from 3-6 p.m. at Sugarcreek Plaza!

Payment Listing

September 2020

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
1695-2020	09/14/2020	09/14/2020	CH	BUREAU OF WORKERS' COMPENSATION	\$6,358.67	O
	Purpose:	MONTHLY PAYMENT				
1776-2020	09/22/2020	09/22/2020	CH	OLD FORT BANK	\$348.94	O
	Purpose:	MISC PURCHASES				
85695	09/01/2020	09/01/2020	AW	AG-PRO OHIO LLC	\$52.37	O
	Purpose:	PARTS				
85696	09/01/2020	09/01/2020	AW	O'REILLY AUTOMOTIVE, INC.	\$16.35	O
	Purpose:	CEMENT AND TIRE GAUGE				
85697	09/01/2020	09/01/2020	AW	OFFICE DEPOT	\$47.58	O
	Purpose:	ENVELOPES				
85698	09/01/2020	09/01/2020	AW	MUFFLER BROTHERS	\$94.50	O
	Purpose:	CAR 108				
85699	09/01/2020	09/01/2020	AW	KIESLER'S POLICE SUPPLY, INC.	\$664.00	O
	Purpose:	BODY ARMOR				
85700	09/01/2020	09/01/2020	AW	LYKINS OIL COMPANY	\$1,224.87	O
	Purpose:	FUEL				
85701	09/01/2020	09/01/2020	AW	PHOENIX SAFETY OUTFITTERS	\$76.95	O
	Purpose:	UNIFORMS				
85702	09/01/2020	09/01/2020	AW	EXTREME'S ONE HOUR HEATING & AIR CC	\$243.00	O
	Purpose:	AC REPAIRS STAS 71 & 72				
85703	09/08/2020	09/08/2020	AW	TIME WARNER CABLE	\$3,747.67	O
	Purpose:	PHONES				
85704	09/08/2020	09/08/2020	AW	LOWE'S COMPANIES INC.	\$225.54	O
	Purpose:	MISC PURCHASES				
85705	09/08/2020	09/08/2020	AW	VERIZON WIRELESS	\$325.07	O
	Purpose:	CELL PHONES - FIRE				
85710	09/08/2020	09/08/2020	AW	BUGS-OR-US PEST CONTROL	\$185.00	O
	Purpose:	PEST CONTROL				
85711	09/08/2020	09/08/2020	AW	US BANK EQUIPMENT FINANCE	\$767.86	O
	Purpose:	COPIER FEES				
85712	09/08/2020	09/08/2020	AW	VECTREN	\$247.30	O
	Purpose:	NATURAL GAS				
85713	09/08/2020	09/08/2020	AW	GREENE COUNTY SANITARY ENGINEER	\$99.58	O
	Purpose:	ADMIN AND STA 71				
85714	09/08/2020	09/08/2020	AW	OHIO FIRE CHIEF'S ASSOCIATION	\$250.00	O
	Purpose:	DUES				
85715	09/08/2020	09/08/2020	AW	HOME DEPOT CREDIT SERVICES	\$29.42	O
	Purpose:	SINK FILTERS				
85716	09/08/2020	09/08/2020	AW	BATTERIES PLUS	\$36.95	O
	Purpose:	BATTERIES				
85717	09/08/2020	09/08/2020	AW	TIME WARNER CABLE	\$110.05	O
	Purpose:	CABLE				
85718	09/08/2020	09/08/2020	AW	TRANSUNION RISK & ALTERNATIVE DATA	\$114.40	O
	Purpose:	SEARCHES				
85719	09/08/2020	09/08/2020	AW	GRAINGER	\$58.00	O
	Purpose:	PADLOCK				

Payment Listing

September 2020

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
85720	09/08/2020	09/08/2020	AW	VOSS	\$161.62	O
	Purpose:	CHEVY TAHOE				
85721	09/08/2020	09/08/2020	AW	AIM MEDIA MIDWEST	\$217.30	O
	Purpose:	ZONING ADS				
85722	09/08/2020	09/08/2020	AW	OFFICE DEPOT	\$302.42	O
	Purpose:	TONER				
85723	09/08/2020	09/08/2020	AW	BELLBROOK-SUGARCREEK FAMILY RESO	\$5,000.00	O
	Purpose:	CARES ACT DISTRIBUTION				
85724	09/08/2020	09/08/2020	AW	GREENE COUNTY DEPARTMENT OF DEVE	\$5,800.00	O
	Purpose:	CARES ACT BUSINESS CONTRIBUTION				
85726	09/14/2020	09/14/2020	AW	FINLEY FIRE EQUIPMENT	\$860.00	O
	Purpose:	TOOL MAINT				
85727	09/14/2020	09/14/2020	AW	K. E. ROSE COMPANY	\$477.50	O
	Purpose:	B-70 REPAIRS				
85728	09/14/2020	09/14/2020	AW	DAYTON POWER & LIGHT	\$393.64	O
	Purpose:	ELECTRIC				
85729	09/14/2020	09/14/2020	AW	SHRED-IT USA	\$1,557.22	O
	Purpose:	DOCUMENT SHREDDING				
85730	09/14/2020	09/14/2020	AW	LYKINS OIL COMPANY	\$1,275.49	O
	Purpose:	FUEL				
85731	09/14/2020	09/14/2020	AW	TIME WARNER CABLE	\$99.98	O
	Purpose:	FAX LINES				
85732	09/14/2020	09/14/2020	AW	TREASURER OF STATE	\$100.00	O
	Purpose:	MONTHLY ACCESS				
85733	09/14/2020	09/14/2020	AW	DAYTON POWER & LIGHT	\$1,295.40	O
	Purpose:	ELECTRIC				
85734	09/14/2020	09/14/2020	AW	A. E. DAVID COMPANY	\$104.95	O
	Purpose:	UNIFORMS				
85735	09/14/2020	09/14/2020	AW	GREENE COUNTY SANITARY ENGINEER	\$447.26	O
	Purpose:	WATER AND SEWER				
85736	09/14/2020	09/14/2020	AW	DELL FINANCIAL SERVICES	\$892.83	O
	Purpose:	COMPUTER RENTALS				
85737	09/14/2020	09/14/2020	AW	FIRE APPARATUS SERVICE AND REPAIR, I	\$991.33	O
	Purpose:	E-73 REPAIRS				
85738	09/14/2020	09/14/2020	AW	AIRGAS USA, LLC	\$17.13	O
	Purpose:	OXYGEN				
85739	09/14/2020	09/14/2020	AW	RUMPKE CONSOLIDATED	\$118.95	O
	Purpose:	TRASH REMOVAL				
85740	09/14/2020	09/14/2020	AW	PRO ONCALL TECHNOLOGIES	\$308.52	O
	Purpose:	MONTHLY CHARGES				
85741	09/14/2020	09/14/2020	AW	QUADIANT, INC.	\$140.85	O
	Purpose:	POSTAGE MACHINE RENTAL				
85742	09/14/2020	09/14/2020	AW	RESCUE SOURCE	\$290.55	O
	Purpose:	RESCUE BOAT EQUIPMENT				
85743	09/14/2020	09/14/2020	AW	SOUTH SHORE MARINA	\$369.28	O
	Purpose:	RESCUE BOAT REPAIRS				

Payment Listing

September 2020

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
85744	09/14/2020	09/14/2020	AW	SUGARCREEK TOWNSHIP	\$12,635.18	O
	Purpose:	REIMB FIRE DEPT FOR COVID-19 EXPENSES				
85745	09/15/2020	09/15/2020	AW	OFFICE DEPOT	\$29.99	O
	Purpose:	PAPER				
85746	09/15/2020	09/15/2020	AW	MUFFLER BROTHERS	\$179.57	O
	Purpose:	CARS 105 & 107				
85747	09/15/2020	09/15/2020	AW	SPRINT	\$51.67	O
	Purpose:	LIFEPAKS				
85748	09/15/2020	09/15/2020	AW	QUADIENT FINANCE USA, INC.	\$150.00	O
	Purpose:	POSTAGE METER				
85749	09/15/2020	09/15/2020	AW	BATTERIES PLUS	\$72.45	O
	Purpose:	BATTERIES				
85750	09/15/2020	09/15/2020	AW	OFFICE DEPOT	\$45.01	O
	Purpose:	SUPPLIES				
85751	09/15/2020	09/15/2020	AW	VERIZON WIRELESS	\$628.60	O
	Purpose:	CELL PHONES - POLICE				
85752	09/15/2020	09/15/2020	AW	TIME WARNER CABLE	\$772.00	O
	Purpose:	FIBER INTERNET				
85755	09/21/2020	09/21/2020	AW	RUMPKE CONSOLIDATED	\$66.21	O
	Purpose:	TRASH REMOVAL				
85756	09/21/2020	09/21/2020	AW	TIME WARNER CABLE	\$33.70	O
	Purpose:	TV SERVICES				
85757	09/21/2020	09/21/2020	AW	NORTHCOAST PRODUCTS	\$2,147.60	O
	Purpose:	RAPID SET EMULSION				
85758	09/21/2020	09/21/2020	AW	LYKINS OIL COMPANY	\$907.96	O
	Purpose:	FUEL				
85759	09/21/2020	09/21/2020	AW	BUCKEYE ECOCARE	\$212.00	O
	Purpose:	LAWN CARE				
85760	09/22/2020	09/22/2020	AW	OFFICE DEPOT	\$286.44	O
	Purpose:	SUPPLIES				
85761	09/22/2020	09/22/2020	AW	PHOENIX SAFETY OUTFITTERS	\$270.90	O
	Purpose:	FIRE BOOTS AND SHIRTS				
85762	09/22/2020	09/22/2020	AW	LYKINS OIL COMPANY	\$1,044.47	O
	Purpose:	FUEL				
85763	09/22/2020	09/22/2020	AW	BOUND TREE MEDICAL, LLC	\$1,350.06	O
	Purpose:	EMS SUPPLIES (WILL BE SUBMITTED FOR GRANT REIMBURSEMENT)				
85764	09/22/2020	09/22/2020	AW	BOUND TREE MEDICAL, LLC	\$42.32	O
	Purpose:	EMS SUPPLIES				
85767	09/28/2020	09/28/2020	AW	RAY HENSLEY, INC.	\$68,696.80	O
	Purpose:	CHIP SEAL AND MICRO PAVING				
85768	09/28/2020	09/28/2020	AW	BARRY TIFFANY	\$750.00	O
	Purpose:	SEPT CELL PHONE AND OCT CAR ALLOWANCE				
85769	09/28/2020	09/28/2020	AW	CARA TILFORD	\$50.00	O
	Purpose:	SEPT CELL PHONE				
85770	09/28/2020	09/28/2020	AW	NADINE DAUGHERTY	\$20.00	O
	Purpose:	CELL PHONE REIMB				

Payment Listing

September 2020

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
85771	09/28/2020	09/28/2020	AW	CAROLYN L. DESTEFANI	\$20.00	O
				Purpose: CELL PHONE REIMB		
85772	09/28/2020	09/28/2020	AW	FRED CRAMER	\$20.00	O
				Purpose: CELL PHONE REIMB		
85773	09/28/2020	09/28/2020	AW	BILL HARPHANT	\$20.00	O
				Purpose: CELL PHONE REIMB		
85774	09/28/2020	09/28/2020	AW	RICHARD CIPRIANO	\$20.00	O
				Purpose: CELL PHONE REIMB		
85775	09/28/2020	09/28/2020	AW	DALE OWENS	\$20.00	O
				Purpose: CELL PHONE REIMB		
85776	09/28/2020	09/28/2020	AW	TOBY KNERR	\$20.00	O
				Purpose: CELL PHONE REIMB		
85777	09/28/2020	09/28/2020	AW	MICHAEL BROWN	\$50.00	O
				Purpose: CELL PHONE REIMB		
85778	09/28/2020	09/28/2020	AW	OFFICE DEPOT	\$19.36	O
				Purpose: SUPPLIES		
85779	09/28/2020	09/28/2020	AW	TIME WARNER CABLE	\$176.87	O
				Purpose: CABLE, VOICE, FAX LINES		
85780	09/28/2020	09/28/2020	AW	WASH IT DEAN	\$20.00	O
				Purpose: CAR WASHES		
85781	09/28/2020	09/28/2020	AW	MUFFLER BROTHERS	\$28.18	O
				Purpose: CARS 113 AND 114		
85782	09/28/2020	09/28/2020	AW	TECH ADVISORS	\$5,060.50	O
				Purpose: REMOTE SUPPORT, MONTHLY PAYMENT		
85783	09/28/2020	09/28/2020	AW	SCHUERHOLZ PRINTING	\$1,318.90	O
				Purpose: FARMERS MARKET BAGS		
85784	09/28/2020	09/28/2020	AW	BELLBROOK LIONS CLUB	\$75.00	O
				Purpose: 2020-21 DUES		
85785	09/28/2020	09/28/2020	AW	DJL MATERIAL & SUPPLY, INC.	\$5,028.75	O
				Purpose: CRACK FILLER		
85786	09/28/2020	09/28/2020	AW	NORTHCOAST PRODUCTS	\$780.00	O
				Purpose: RAPID SET EMULSION		
85787	09/28/2020	09/28/2020	AW	MELVIN STONE COMPANY	\$297.46	O
				Purpose: LIMESTONE		
85788	09/28/2020	09/28/2020	AW	FIRE SAFETY USA, INC.	\$893.75	O
				Purpose: SAFETY VESTS		
85789	09/28/2020	09/28/2020	AW	O'REILLY AUTOMOTIVE, INC.	\$6.99	O
				Purpose: POWER OUTLET		
85790	09/28/2020	09/28/2020	AW	WAL-MART COMMUNITY/GEMB	\$24.16	O
				Purpose: SUPPLIES		
85791	09/28/2020	09/28/2020	AW	THE OHIO STATE UNIVERSITY	\$1,610.05	O
				Purpose: SOFTWARE SUPPORT		
85792	09/28/2020	09/28/2020	AW	CITI CARDS	\$815.84	O
				Purpose: MISC PURCHASES		
85793	09/28/2020	09/28/2020	AW	JACOB OSTERHUES	\$32.24	O
				Purpose: CHARGER FOR TOUGHBOOK		

Payment Listing

September 2020

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
85799	09/28/2020	09/28/2020	AW	BUSINESS PLANS	\$60.00	O
	Purpose: SEPT COBRA PLAN					
85800	09/28/2020	09/28/2020	AW	OFFICE DEPOT	\$40.87	V
	Purpose: SUPPLIES					
85800	09/28/2020	09/28/2020	AW	OFFICE DEPOT	-\$40.87	V
85801	09/28/2020	09/28/2020	AW	A & A SAFETY	\$72.00	V
	Purpose: WHITE LETTERS AND NUMBERS					
85801	09/28/2020	09/28/2020	AW	A & A SAFETY	-\$72.00	V
85802	09/28/2020	09/28/2020	AW	OFFICE DEPOT	\$40.87	O
	Purpose: SUPPLIES					
85803	09/28/2020	09/28/2020	AW	A & A SAFETY	\$72.00	O
	Purpose: WHITE LETTERS AND NUMBERS					
85804	09/30/2020	09/30/2020	AW	FOILL INCORPORATED	\$60,888.76	O
	Purpose: CENTER POINT PROJECT ESCROW ACCT.					
Total Payments:					\$204,408.90	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$204,408.90	

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 September 21st, 2020, at 7:00 PM, at 2090 Ferry Road, Bellbrook, Ohio 45305.

1. **Mrs. Daugherty called the session to order at 7:00 pm.**
2. **Mr. Tiffany called the roll with Board Members Mrs. Destefani, Mrs. Daugherty and Mr. Cramer being present. Also, in attendance was Mrs. Hellman and Mrs. Moore**
3. **All in attendance stood for the Pledge of Allegiance.**

4. **Reports**

A. Administration

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

B. Fiscal Office

Mr. Hodson was not 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 had nothing to add to his report.

E. Roads and Services

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

F. Zoning

Mrs. Tilford was present. She had nothing to add to her report.

G. Information Technology

H. Trustees

5. **Old Business**

A. Bellbrook Sugarcreek Parks and Schools Meeting – will be rescheduled.

6. **Public Comments**

7. **Consent Agenda Items**

A. Payment of Bills

B. Approval of Minutes

C. 2020 Amendment of Permanent Appropriations – 2020.09.21.01

**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2020.09.21.01**

IN RE: Year 2020 Amendment of Permanent Appropriations

WHEREAS, Twenty-Seven-Thousand-Nine-Hundred-Three dollars and Seventy-Seven cents (\$27,903.77) has been received from the Greene County Coronavirus Relief Distribution Fund; and,

WHEREAS, the Board of Trustees has approved the creation of Fund 2910 for the receipt and management of said distribution; and,

NOW, THEREFORE, BE IT RESOLVED, that Twenty-Seven-Thousand-Nine-Hundred-Three dollars and Seventy-Seven cents (\$27,903.77) revenue be appropriated to the 2910 County Corona Virus Relief Distribution Fund for expenditures and said amount be certified as revenue to the Greene County Auditor's office as an amendment to the current Sugarcreek Township budget.

D. Proclaiming October as Domestic Violence Awareness Month – 2020.09.21.02

SUGARCREEK TOWNSHIP

PROCLAMATION NO. 2020.09.21.02

IN RE: Proclaiming October as Domestic Violence Awareness Month

WHEREAS, Domestic Violence in America is intolerable, unacceptable, must be stopped and deserves considerable public attention; and,

WHEREAS, Children who witness domestic violence often grow up believing that physical cruelty in relationships is acceptable behavior, and thus they tend to perpetuate a cycle of violence in society; and,

WHEREAS, Many Federal, State and local programs addressing the domestic violence problem have achieved success, bringing greater safety to families; and,

WHEREAS, Community leaders, police, judges, advocates, healthcare workers, and concerned Americans are working together across America to develop solutions to this serious problem and to implement services that will improve our responses when it occurs; and,

WHEREAS, Programs designed to educate men and women about ways they can prevent domestic violence are being developed across our Nation; and,

WHEREAS, Numerous law enforcement officials and departments have created specialized domestic violence units that cooperate with community advocates to enhance services for victims and representatives from the faith community frequently provide essential support in areas where there may be no other services available; and,

WHEREAS, Anyone can be a victim of domestic violence regardless of age, sex, ethnicity, sexual orientation, socioeconomic status, or religion; and,

WHEREAS, We must continue to hold domestic abusers accountable, punish them to the full extent of the law and prevent them from inflicting more abuse,

NOW THEREFORE, BE IT RESOLVED, that this Board of Trustees of Sugarcreek Township, does hereby proclaim October 2020 to be designated as Domestic Violence Awareness Month, and urges all Citizens to participate in activities sponsored by the Family Violence Prevention Center of Greene County, which encourages all Sugarcreek Township residents to work toward the elimination of interpersonal violence.

E. Appointment of Roads and Service Worker- Robert Jordan and Joseph Hoffmann – 2020.09.21.03

SUGARCREEK TOWNSHIP

RESOLUTION NO. 2020.09.21.03

IN RE: Appointment of Roads and Services Department Personnel

Robert Jordan and Joseph Hoffmann

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

WHEREAS, Township Administrator Barry P. Tiffany is recommending the appointment of Robert Jordan to Part-time Service Worker I and Joseph Hoffmann to Part-Time Service Worker I; and, WHEREAS, Mr. Barry P. Tiffany states the 2020 Budget has sufficient funds allocated for this reclassification.

NOW THEREFORE, BE IT RESOLVED that Robert Jordan shall be appointed to the position of Part-time Service Worker I at the pay rate of \$15.00 per hour, payable on a bi-weekly basis and Joseph Hoffmann shall be appointed to the position of Part-time Service Worker I at the pay rate of \$15.00 per hour, payable on a bi-weekly basis.

BE IT FURTHER RESOLVED this appointment for Robert Jordan shall have an effective date of August 19, 2020, and is subject to a one (1) year probationary period ending August 19, 2021 and the appointment of Joseph Hoffmann shall have an effective date of September 21, 2020, and is subject to a one (1) year probationary period ending September 21, 2021.

F. Authorizing the Purchase of LIFEPAK 15 Units and Accompanying Equipment for the Fire Department – 2020.09.21.04

**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2020.09.21.04**

IN RE: Authorizing the Purchase of LIFEPAK 15 Units and Accompanying Equipment for the Fire Department

WHEREAS, a well-equipped Fire Station is necessary for the safety of Fire Department Staff in Sugarcreek Township; and
WHEREAS, Fire Chief Jeffery Leaming has determined it to be in the best interest of the Department to purchase Three (3) LIFEPAK 15 units for the Sugarcreek Township Fire Department; and
WHEREAS, Fire Chief Leaming has received a quote from Stryker Medical, a copy of which is attached hereto; and,
WHEREAS, Township Administrator, Barry Tiffany has reviewed Chief Leaming's request and supports the purchase with a recommendation to this Board of Trustees to approve.

NOW, THEREFORE BE IT RESOLVED, that this Board of Trustees of Sugarcreek Township, Ohio, does hereby authorize the Purchase of Three (3) of LIFEPAK 15 units and accompanying equipment at a cost of \$58,757.40.

G. Authorizing the Purchase of Panasonic Tough books for the Police Department – 2020.09.21.05

**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2020.09.21.05**

IN RE: Authorizing the Purchase of Panasonic Toughbooks and Accompanying Accessories for the Police Department

WHEREAS, a well-equipped Police Station is necessary for the safety of Police Department Staff in Sugarcreek Township; and
WHEREAS, Police Chief Michael Brown has determined it to be in the best interest of the Department to purchase Ten (10) Panasonic Toughbooks with accompanying accessories for the Sugarcreek Township Police Department; and
WHEREAS, Police Chief Brown has received a quote from Glacier Computer, a copy of which is attached hereto; and,
WHEREAS, Township Administrator, Barry Tiffany has reviewed Chief Brown's request and supports the purchase with a recommendation to this Board of Trustees to approve.

NOW, THEREFORE BE IT RESOLVED, that this Board of Trustees of Sugarcreek Township, Ohio, does hereby authorize the purchase of Ten (10) Panasonic Toughbooks with accompanying accessories at a cost of \$40,588.10.

H. Reclassification of Roads and Services Department Personnel Taylor Stinson – 2020.09.21.06

**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2020.09.21.06**

IN RE: Reclassification of Roads and Services Department Personnel
Taylor Stinson

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

WHEREAS, Township Administrator Barry P. Tiffany is requesting the reclassification of Taylor Stinson from Full-time Service Worker I to Part-time Service Worker I; and,

WHEREAS, Mr. Barry P. Tiffany states the 2020 Budget has sufficient funds allocated for this reclassification.

NOW THEREFORE, BE IT RESOLVED that Taylor Stinson shall be reclassified to the position of Part-time at the pay rate of \$15.00 per hour payable on a bi-weekly basis.

BE IT FURTHER RESOLVED this reclassification shall have an effective date of August 10, 2020 and is subject to a one (1) year probationary period ending August 10, 2021.

I. Increase Appropriations for Road Fund – 2020.09.21.07

**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2020.09.21.07**

IN RE: Increase Appropriations for Road Fund

WHEREAS, the need exists to increase appropriations for the 2031 Road Fund for replacement of Appropriations used for interim funding of Centerville’s share of the Brown Road project; and,

WHEREAS, the Fiscal Officer has certified the availability of these funds within the 2020 Budget and 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>
2031 Road and Bridge	\$ 954,950.00	\$1,051,950.00

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

J. Resignation of Fire Department Staff – Rodney Steward – 2020.09.21.08

**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2020.09.21.08**

IN RE: Resignation of Fire Department Staff Rodney Steward

WHEREAS, part-time Firefighter/Paramedic Rodney Steward has indicated his desire to resign from the Sugarcreek Township Fire Department; and,

WHEREAS, Mr. Steward was hired as a member of the Sugarcreek Township Fire Department as a Firefighter/Paramedic on July 23, 2020; and,

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

NOW THEREFORE, BE IT RESOLVED that the Board of Sugarcreek Township Trustees officially accept the resignation of Rodney Steward effective August 25, 2020.

K. Acceptance of Amounts and Rates – 2020.09.21.09

**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2020.09.21.09**

IN RE: Accepting the Amounts and Rates as Determined by the Budget Commission and Authorizing the Necessary Tax Levies and Certifying Them to the County Auditor

WHEREAS, the Budget Commission of Greene County, Ohio, has certified its action thereon to this Board together with an estimate by the County Auditor of the rate of each tax necessary to be levied by this Board, and what part thereof is without, and what part within, the ten (10) mill limitation (see Schedule A, attached),

NOW THEREFORE, BE IT RESOLVED, by the Board of Trustees of Sugarcreek Township, Greene County, Ohio, that the amounts and rates, as determined by the Budget Commission in its certification, be and the same are hereby accepted.

BE IT FURTHER RESOLVED, that there be and is hereby levied on the tax duplicate of said Township the rate of each tax necessary to be levied within and without the ten (10) mill limitation as attached in Schedule A.

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

8. Discussion Consent Agenda Items

9. Trustee/Staff Discussions

Roll was called with the vote being as follows:

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

10. Adjourn

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

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

Theodore L. Hodson, Fiscal Officer