



AGENDA
SUGARCREEK TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
Monday, August 2, 2021, 7:00 P.M.

REGULAR SESSION:

1. Call to Order

2. Roll Call

3. Pledge of Allegiance

4. Marty Heide - COVID Funeral Reimbursement Program

5. Public Hearing

ZC-Case 05-2021: Applicant, EDCI II Partnership, is requesting Final Development Plan Approval for Section 3 of the Landings of Sugar Creek Addition. The subject parcel has an address of 3570 Marwood Drive, contains 8.198 acres, can be further identified by parcel number L32000100120023500, is owned by EDCI II Partnership, and is located in the PUD-R (Residential Planned Unit Development) District. Section 3 of the Landings at Sugar Creek Addition is proposed to contain a total of 28 lots and 8.189 acres and is completely surrounded by land comprising the Landings at Sugar Creek subdivision. - 2021.08.02.01

- Public hearing is formally opened
- Staff report on the text amendments
- Applicant presentation
- Those wishing to speak in favor
- Those wishing to speak against
- Neutral parties wishing to speak
- Public hearing is closed
- Deliberation and decision

6. Reports

- A. Administrator
- B. Zoning
- C. Fiscal Officer
- D. Fire
- E. Police
- F. Roads and Services
- G. Information Technology
- H. Trustees

7. Public Comments - Limited to five minutes per person. Agenda related business only.
(Time cannot be yielded to another person.)

8. Old Business

- A. City of Bellbrook, Bellbrook Sugar Creek Parks and Schools Meeting - June 7th, 5:30 pm

9. Consent Agenda Items

- A. Payment of Bills
- B. Approval of Minutes
- C. Reclassification of Fire Department staff- Nick Brown – 2021.08.02.02
- D. Appointment of Roads and Services Department Staff – Josh Darnell – 2021.08.02.03
- E. Appointment of BZA Member, Brandon Morris – 2021.08.02.04
- F. Appointment of Fire Department Staff – Justin Althouse – 2021.08.02.05
- G. Retirement of Fire Department Staff – Matthew Armstrong – 2021.08.02.06

10. Discussion Agenda Items

11. Public Comments - Limited to five minutes per person. Township related business only.
(Time cannot be yielded to another person.)

12. Trustee/Staff Discussion

13. Adjourn



MEETING CONDUCT AND GUIDELINES

As Trustees of Sugar Creek 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.

Sugar Creek Township Trustees



AGENDA
SUGARCREEK TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
Monday, August 2, 2021, 7:00 P.M.

REGULAR SESSION:

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Marty Heide - COVID Funeral Reimbursement Program

5. Public Hearing

ZC-Case 05-2021: Applicant, EDCI II Partnership, is requesting Final Development Plan Approval for Section 3 of the Landings of Sugar Creek Addition. The subject parcel has an address of 3570 Marwood Drive, contains 8.198 acres, can be further identified by parcel number L32000100120023500, is owned by EDCI II Partnership, and is located in the PUD-R (Residential Planned Unit Development) District. Section 3 of the Landings at Sugar Creek Addition is proposed to contain a total of 28 lots and 8.189 acres and is completely surrounded by land comprising the Landings at Sugar Creek subdivision. - 2021.08.02.01

- Public hearing is formally opened
- Staff report on the text amendments
- Applicant presentation
- Those wishing to speak in favor
- Those wishing to speak against
- Neutral parties wishing to speak
- Public hearing is closed
- Deliberation and decision

6. Reports

- A. Administrator
- B. Zoning
- C. Fiscal Officer
- D. Fire
- E. Police
- F. Roads and Services
- G. Information Technology
- H. Trustees

- 7. Public Comments** - Limited to five minutes per person. Agenda related business only.
(Time cannot be yielded to another person.)

8. Old Business

- A. City of Bellbrook, Bellbrook Sugar Creek Parks and Schools Meeting - June 7th, 5:30 pm

9. Consent Agenda Items

- A. Payment of Bills
- B. Approval of Minutes
- C. Reclassification of Fire Department staff- Nick Brown – 2021.08.02.02
- D. Appointment of Roads and Services Department Staff – Josh Darnell – 2021.08.02.03
- E. Appointment of BZA Member, Brandon Morris – 2021.08.02.04
- F. Appointment of Fire Department Staff – Justin Althouse – 2021.08.02.05
- G. Retirement of Fire Department Staff – Matthew Armstrong – 2021.08.02.06

10. Discussion Agenda Items

11. Public Comments - Limited to five minutes per person. Township related business only.
(Time cannot be yielded to another person.)

12. Trustee/Staff Discussion

13. Adjourn



**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2021.08.02.01**

IN RE: ZC Case 05-2021: Requesting Final Development Plan Approval for Section 3 of the Landings of Sugarcreek Addition

WHEREAS, a public hearing was held by the Sugarcreek Township Zoning Commission on Tuesday, May 4, 2021 on the following application:

WHEREAS, Applicant, EDCI II Partnership, is requesting Final Development Plan Approval for Section 3 of the Landings of Sugarcreek Addition; and

WHEREAS, the subject parcel has an address of 3570 Marwood Drive, contains 8.198 acres, can be further identified by parcel number L32000100120023500, is owned by EDCI II Partnership, and is located in the PUD-R (Residential Planned Unit Development) District. Section 3 of the Landings at Sugarcreek Addition is proposed to contain a total of 28 lots and 8.189 acres and is completely surrounded by land comprising the Landings at Sugarcreek subdivision; and

WHEREAS, after the hearing the Zoning Commission deliberated on the above application and passed a motion to recommend **approval** to the Township Trustees 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 3 (landscaping) prior to construction on the first home in Section 3.
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 attached as Exhibit "A" shall be subject to approval by the Sugarcreek Township Zoning Commission.

10. The applicant will be limited to building on 50% of the lots in Section 3 before open space amenities are installed within Section 3.

WHEREAS, the Sugarcreek Township Board of Trustees held a Public Hearing on Monday, August 2nd, 2021, and deliberated.; and

NOW THEREFORE, BE IT RESOLVED, after the hearing the Board of Trustees deliberated on the above application and passed a motion to approve the Map Amendment and Preliminary Development Plan as requested by the applicant subject to the conditions recommended by the Zoning Commission.

Carolyn L. Destefani, Chairperson

Fred Cramer, Vice-Chairperson

Nadine S. Daugherty, Trustee

Richard J. Demko, Fiscal Officer



AGENDA
SUGARCREEK TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
Monday, August 2, 2021, 7:00 P.M.

REGULAR SESSION:

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Marty Heide - COVID Funeral Reimbursement Program

5. **Public Hearing**

ZC-Case 05-2021: Applicant, EDCI II Partnership, is requesting Final Development Plan Approval for Section 3 of the Landings of Sugar Creek Addition. The subject parcel has an address of 3570 Marwood Drive, contains 8.198 acres, can be further identified by parcel number L32000100120023500, is owned by EDCI II Partnership, and is located in the PUD-R (Residential Planned Unit Development) District. Section 3 of the Landings at Sugar Creek Addition is proposed to contain a total of 28 lots and 8.189 acres and is completely surrounded by land comprising the Landings at Sugar Creek subdivision. - 2021.08.02.01

- Public hearing is formally opened
- Staff report on the text amendments
- Applicant presentation
- Those wishing to speak in favor
- Those wishing to speak against
- Neutral parties wishing to speak
- Public hearing is closed
- Deliberation and decision

6. **Reports**

- A. Administrator
- B. Zoning
- C. Fiscal Officer
- D. Fire
- E. Police
- F. Roads and Services
- G. Information Technology
- H. Trustees

7. **Public Comments** - Limited to five minutes per person. Agenda related business only.
(Time cannot be yielded to another person.)

8. **Old Business**

- A. City of Bellbrook, Bellbrook Sugar Creek Parks and Schools Meeting - June 7th, 5:30 pm

9. Consent Agenda Items

- A. Payment of Bills
- B. Approval of Minutes
- C. Reclassification of Fire Department staff- Nick Brown – 2021.08.02.02
- D. Appointment of Roads and Services Department Staff – Josh Darnell – 2021.08.02.03
- E. Appointment of BZA Member, Brandon Morris – 2021.08.02.04
- F. Appointment of Fire Department Staff – Justin Althouse – 2021.08.02.05
- G. Retirement of Fire Department Staff – Matthew Armstrong – 2021.08.02.06

10. Discussion Agenda Items

11. Public Comments - Limited to five minutes per person. Township related business only.
(Time cannot be yielded to another person.)

12. Trustee/Staff Discussion

13. Adjourn



**Administrator's Report to the Trustees
August 2, 2021**

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

- Work continues on the Wilmington Pike/I-675 Corridor traffic study.
- Met with three Township residents regarding open positions on the BZA for alternates.
- Mr. Demko and I are preparing our submission for the ARP Funding.
- Engineering continues for the Carpenter Road Realignment/Widening project. The majority of the design is completed, but we are awaiting documents needed for agreements with property owners.
- Attended a conference for the Air Force Research Lab related business to assist as a volunteer. As the largest employer in the State of Ohio, Wright Patterson AFB and the related businesses supporting the mission there is paramount to the overall health of our community and the region.

Respectfully Submitted,

A handwritten signature in black ink, appearing to be "B. Tiffany", written over a horizontal line.

Barry P. Tiffany
Township Administrator



**Staff Report for the Sugarcreek Township Board of Trustees
July 20, 2021 to August 2, 2021**

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:

- **July 24, 2021 Board of Zoning Appeals Meeting: Canceled**
- **August 26, 2021 Board of Zoning Appeals Meeting: Cancellation pending.**

Zoning Commission Activities:

- **August 3, 2021 Zoning Commission Meeting**
 - **BZC07-2021:** Applicant, Inverness Group, Inc., is requesting Final Development Plan Approval for Sections 7 and 8 of the Landings of Sugarcreek subdivision. The subject parcel is Marwood Drive, contains 13.523 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. Sections 7 and 8 are proposed to contain a total of 34 building lots.
 - **BZC08-2021:** Applicant, Phillip M. Herres, is requesting a map amendment to the Sugarcreek Township Zoning Resolution to rezone 12.03 acres located at 4267 and 4271 Clyo Road from PUD-R (Residential Planned Unit Development) District to A-1 (Agricultural) District. The subject parcel can be further identified by parcel number L32000100020000800 and is owned by Phillip M. Herres and Gigi Ellen Withrow, Trustees.
 - **BZC09-2021:** Applicant, Phillip M. Herres, is requesting a major modification to an approved Preliminary Development Plan to reduce the area of the development site by 12.03 acres and to revise the approved

layout. The subject development site contains 42.85 acres located at 4267 and 4271 Clyo Road from A-1 (Agricultural) District to PUD-R (Residential Planned Unit Development) District. The subject parcels can be further identified by parcel numbers L32000100020006700 and L32000100020000800 and are owned by Phillip M. Herres and Gigi Ellen Withrow, Trustees. The applicant is also requesting preliminary development plan

Meetings/Accomplishments:

- Continuing to work with Inverness on the Landings at Sugarcreek subdivision (Zoning Certification Application processing has resumed)
- Certified map amendment (Herres) to RPCC for recommendation
- Working on memo for the Building Department on our processes for different project types (request to assist in new staff training)
- Met with new business owner to discuss Zoning Certificate process on July 21, 2021
- Met with resident to discuss construction of a fence on July 21, 2021
- Met with property owner to discuss construction of an addition on July 26, 2021
- Prepared Staff Report and Trustee packets for the August 2, 2021 Trustee Meeting
- Prepared Staff Reports and Zoning Commission packets for the August 3, 2021 Zoning Commission Meeting



Jeffrey A. Leaming
Fire Chief

Staff Report for Sugarcreek Township Trustees July 15, 2021 thru July 30, 2021

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: (Note: Trainings are conducted via Zoom between fire stations whenever possible)

- Rural Water Operations
- STEMI

Statistics:

2020 Totals

- EMS Responses: 899 5 Overdose calls with 4 patients receiving Narcan
- Vehicle Crashes: 156
- Fire Responses: 260
1159 5% or 59 calls have been to Cornerstone

2021 Totals Year to Date

- EMS Responses: 478 2 Overdose calls with 0 patients receiving Narcan
- Vehicle Crashes: 72
- Fire Responses: 151
628 7.4% or 46 calls have been to Cornerstone

Accomplishments/Information:

- Conducted an entry level examination for full time firefighter position (Create List)
- Conducted 3 interviews of the successful candidates for full time firefighter
- Received notification from FF Nick Brown he has accepted a position with Washington Twp. FD
- Attended Chief's breakfast at MVHS where they announced they will begin 24 hour interventional Cath Lab operations starting August 11th.
- Reviewed Fire Suppression plans for new proposed development of Centerpoint Dr.
- County Health has given the department (18) Rapid COVID test kits to screen employees with any symptoms

Status of Significant Issues the Fire Department is Addressing:

- Monitoring COVID-19 situation
- Developed new guidelines on COVID response in-line with Regional Recommendations
- Attempting to find a replacement for a pending Full Time FF/ PM position
- Capital needs of the department are updated and summarized below in this report

Scheduled Events:

- Medic unit will be covering harness racing at the Greene Co. Fair August 5th
- Shift Commander meeting August 10th

Fiscal:

As of July 19, 2021	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
Fire	\$2,991,190.00	\$352,347.32	\$1,521,370.09	\$1,42,897.24	50.433%
EMS	\$226,200.00	\$45,147.07	\$119,623.92	\$61,573.97	52.850%
Cell Tower Fund	\$24,000.00	\$24,000.00	\$0.00	\$0.00	0.00%
Department Total	\$3,241,390.00	\$421,494.39	\$1,640,994.01	\$1,204,471.21	50.230%

Projected Capital Needs:

Priority	Immediate	Moderate	Low
1	Engine \$550,000.00	Battalion Bay sensors \$1,200.00	Replace Damaged Bay Door \$2,000.00
2	5 Mobile Radio \$22,000.00	inside Building Painting / Bay (Sta. 72) \$9,000.00	Carpet training / Day room / Bunk Room \$11,000.00
3	Station 72 Concrete Ramp Replacement \$50,000.00	Build Gear Room (In Bay Sta. 72) \$55,000.00	Kitchen (Sta. 71) \$9,000.00
4		Thermal Imaging Camera \$9,000.00	Kitchen (Sta. 72) \$12,000.00
5		Radio Batteries \$2,500.00	Painting Interior (Sta. 71) \$3,000.00
6		PPV Fans E-73 Q-72 \$5,000.00	Replace Carpet (Sta. 71) \$7,000.00
7		Search Rope & Equipment \$3,000.00	Bay Floor crack repair / repaint floor \$36,000.00
8		Front Ramp repair/replace Sta. 72 \$30,000.00	Painting (bay) (Sta. 71) \$8,000.00
9		Chain saw \$1,375.00	Wall Gear Racks \$6,500.00
10		Hand Tools \$3,000.00	Dedicated Maintenance Program \$2,500.00
11		Replace Hose \$10,000.00	Relocate Flag pole and install lighting \$2,000.00
12		Rotary saw \$600.00	
13		Station Alerting \$54,000.00	
14			
15			
16			
17			
18			
19			
20			
21			
	Total \$622,000.00		\$183,675.00
			TOTAL \$904,675.00

Respectfully Submitted,



Jeffrey A. Leaming



Michael A. Brown
Chief of Police

Trustee Report August 2, 2021

Training

- On August 9th, Officer James Cagg will be attending the Core Criminal Investigations to strengthen knowledge in interviews/interrogations.
- No other classes scheduled for August.

Fiscal

Budget 2021 (Final Appropriation)	\$2,955,082.00
Expenditures as of July 19, 2021	\$1,511,807.73
% of Budget Used	50.6%
% of Budget Year Target for the end of July	58.1%
% of Budget Remaining	49.4%
Cash Balance as of July 19, 2021	\$969,660.45

Events/Appearances

- On July 28th, Chief Brown attended the Montgomery County Chief's Luncheon.

Respectfully submitted,

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

Michael A. Brown
Chief of Police



Michael A. Brown
Chief of Police

Police Blotter

July 12, 2021

- Business and house checks
- Community policing
- Welfare check on Feedwire Road

July 13, 2021

- Theft report on Feedwire Road
- Crash report on State Route 725
- Traffic stops

July 14, 2021

- Theft report on Feedwire Road
- An animal complaint on Soaring Heights Drive
- A juvenile complaint on Heritage Trace Drive W
- Theft report on Seton Hill Drive

July 15, 2021

- Fraud report on H. Lakeman Drive
- Juvenile complaint on Upper Bellbrook Road
- Crash report on Wilmington Pike

July 16, 2021

- Crash report on Center Point Drive
- Domestic dispute on Surrey Trail

July 17, 2021

- Nothing to Report

July 18, 2021

- Crash report on Waynesville Road
- Community Policing

July 19, 2021

- Nothing to Report

July 20, 2021

- Suspicious person on Feedwire Road
- A disturbance report on Wilmington Pike

July 21, 2021

- Business and house checks
- Domestic dispute on N. Lakeman Drive
- An animal complaint on Wilmington Pike

July 22, 2021

- Traffic stops
- Domestic dispute on Acorn Drive
- Crash report on Wilmington Pike

July 23, 2021

- Theft arrest on Wilmington Pike
- Community policing
- Crash report on Wilmington Pike
- Fraud report on Katerina Court

July 24, 2021

- Nothing to Report

July 25, 2021

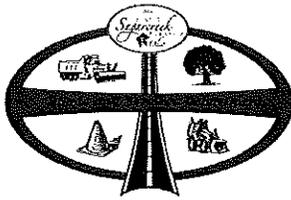
- Nothing to Report

July 26, 2021

- An animal complaint on Wilmington Pike
- Community policing
- Traffic stops

July 27, 2021

- Theft report on Waynesville Road
- Theft report on Surrey Trail
- Traffic stops



**Staff Report for
Sugar Creek Township Trustees
August 2, 2021**

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:

Dead deer removal- Washington Mill Rd

Accomplishments:

Set up and remove Farmer's Market(3)
Burn brush pile at Service Building property
Check OUPS locates(4)
Remove debris, clean ditch/culvert Rd
Take 550 tire to Harworth Tire for repair
Clean up downed tree Cedar Ridge
Remove dead geese 725
Mow and trim Admin/Service property
Prep crack sealer and crack seal Timberly, Winshire Terrace, Carpenters Creek, Walnut Hills
Paved Shepherd Rd, Willow Creek, parts of Afton Woods, all paving by Jourgens
Replace downed sign-Clyo Rd
Move visitor parking signs PSB
Remove dead raccoon(LSC), dead deer(SAB), dead deer Swigert
Remove signs ROW(8)
Interview Josh Darnell
Clean grate Carpenters Creek pond(2)
Change batteries in radar units(2)
Berm Shepherd RD
Flag traffic for Jordan Concrete-LSC
Full depth asphalt repair-Willow Creek
Repair and patch catch basins LSC
Driveway permits(3)
Finish Pavement Condition Ratings
Move dirt 2090 Ferry Rd
Replace Chevron Conference Rd
Prep water main break area(gravel) for paving-Willow Creek
Cut and remove limb-Timberly
Walk through, curb-Landings
Replace grate Walden Way
Patch pot holes-Kables Mill, Wagner Hill, Oleva Dr.
Clean and repair ditch-Conference
Remove dumped brush pile-Brown Rd
Pulled weeds landscaping Admin building, Briggs Island
Mow Township roads

Respectfully,
Bill Harphant
Director of Roads and Services



AGENDA
SUGARCREEK TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
Monday, August 2, 2021, 7:00 P.M.

REGULAR SESSION:

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Marty Heide - COVID Funeral Reimbursement Program

5. **Public Hearing**

ZC-Case 05-2021: Applicant, EDCI II Partnership, is requesting Final Development Plan Approval for Section 3 of the Landings of Sugar Creek Addition. The subject parcel has an address of 3570 Marwood Drive, contains 8.198 acres, can be further identified by parcel number L32000100120023500, is owned by EDCI II Partnership, and is located in the PUD-R (Residential Planned Unit Development) District. Section 3 of the Landings at Sugar Creek Addition is proposed to contain a total of 28 lots and 8.189 acres and is completely surrounded by land comprising the Landings at Sugar Creek subdivision. - 2021.08.02.01

- Public hearing is formally opened
- Staff report on the text amendments
- Applicant presentation
- Those wishing to speak in favor
- Those wishing to speak against
- Neutral parties wishing to speak
- Public hearing is closed
- Deliberation and decision

6. **Reports**

- A. Administrator
- B. Zoning
- C. Fiscal Officer
- D. Fire
- E. Police
- F. Roads and Services
- G. Information Technology
- H. Trustees

7. **Public Comments** - Limited to five minutes per person. Agenda related business only.
(Time cannot be yielded to another person.)

8. **Old Business**

- A. City of Bellbrook, Bellbrook Sugar Creek Parks and Schools Meeting - June 7th, 5:30 pm

9. Consent Agenda Items

- A. Payment of Bills
- B. Approval of Minutes
- C. Reclassification of Fire Department staff- Nick Brown – 2021.08.02.02
- D. Appointment of Roads and Services Department Staff – Josh Darnell – 2021.08.02.03
- E. Appointment of BZA Member, Brandon Morris – 2021.08.02.04
- F. Appointment of Fire Department Staff – Justin Althouse – 2021.08.02.05
- G. Retirement of Fire Department Staff – Matthew Armstrong – 2021.08.02.06

10. Discussion Agenda Items

11. Public Comments - Limited to five minutes per person. Township related business only.
(Time cannot be yielded to another person.)

12. Trustee/Staff Discussion

13. Adjourn



AGENDA
SUGARCREEK TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING

Monday, August 2, 2021, 7:00 P.M.

REGULAR SESSION:

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Marty Heide - COVID Funeral Reimbursement Program

5. **Public Hearing**

ZC-Case 05-2021: Applicant, EDCI II Partnership, is requesting Final Development Plan Approval for Section 3 of the Landings of Sugar Creek Addition. The subject parcel has an address of 3570 Marwood Drive, contains 8.198 acres, can be further identified by parcel number L32000100120023500, is owned by EDCI II Partnership, and is located in the PUD-R (Residential Planned Unit Development) District. Section 3 of the Landings at Sugar Creek Addition is proposed to contain a total of 28 lots and 8.189 acres and is completely surrounded by land comprising the Landings at Sugar Creek subdivision. - 2021.08.02.01

- Public hearing is formally opened
- Staff report on the text amendments
- Applicant presentation
- Those wishing to speak in favor
- Those wishing to speak against
- Neutral parties wishing to speak
- Public hearing is closed
- Deliberation and decision

6. **Reports**

- A. Administrator
- B. Zoning
- C. Fiscal Officer
- D. Fire
- E. Police
- F. Roads and Services
- G. Information Technology
- H. Trustees

7. **Public Comments** - Limited to five minutes per person. Agenda related business only.
(Time cannot be yielded to another person.)

8. **Old Business**

- A. City of Bellbrook, Bellbrook Sugar Creek Parks and Schools Meeting - June 7th, 5:30 pm

9. Consent Agenda Items

A. Payment of Bills

B. Approval of Minutes

C. Reclassification of Fire Department staff- Nick Brown – 2021.08.02.02

D. Appointment of Roads and Services Department Staff – Josh Darnell – 2021.08.02.03

E. Appointment of BZA Member, Brandon Morris – 2021.08.02.04

F. Appointment of Fire Department Staff – Justin Althouse – 2021.08.02.05

G. Retirement of Fire Department Staff – Matthew Armstrong – 2021.08.02.06

10. Discussion Agenda Items

11. Public Comments - Limited to five minutes per person. Township related business only.
(Time cannot be yielded to another person.)

12. Trustee/Staff Discussion

13. Adjourn

Payment Listing

7/19/2021 to 7/31/2021

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
1264-2021	07/19/2021	07/19/2021	CH	OLD FORT BANK	\$2,024.61	O
				Purpose: MISC PURCHASES		
86225	01/05/2021	01/05/2021	AW	K & M INDUSTRIAL FASTENERS	\$2.75 *	V
				Purpose: PARTS		
86225	07/20/2021	07/20/2021	AW	K & M INDUSTRIAL FASTENERS	-\$2.75	V
86255	01/12/2021	01/12/2021	AW	ASSOCIATION FOR PSYCHOTHERAPY, INC	\$550.00 *	V
				Purpose: PSYCH EVALUATION - N. BROWN		
86255	07/19/2021	07/19/2021	AW	ASSOCIATION FOR PSYCHOTHERAPY, INC	-\$550.00	V
86392	02/08/2021	02/08/2021	AW	ASSOCIATION FOR PSYCHOTHERAPY, INC	\$550.00 *	V
				Purpose: PSYCH EVALUATION-J. LACY		
86392	07/19/2021	07/19/2021	AW	ASSOCIATION FOR PSYCHOTHERAPY, INC	-\$550.00	V
87062	07/20/2021	07/20/2021	AW	SAULCLEAN HARD SURFACE CLEANING L	\$89.00	O
				Purpose: BURNISH FLOORS		
87063	07/20/2021	07/20/2021	AW	MOTOROLA SOLUTIONS, INC.	\$1,711.50	O
				Purpose: BATTERIES FOR RADIOS		
87064	07/20/2021	07/20/2021	AW	ADVANCE AUTO PARTS	\$72.78	O
				Purpose: BRAKE PAD		
87065	07/20/2021	07/20/2021	AW	OHIO CALIBRATION LABORATORIES LLC	\$82.00	O
				Purpose: CERTIFIED RADAR UNIT		
87066	07/20/2021	07/20/2021	AW	O'REILLY AUTOMOTIVE, INC.	\$6.86	O
				Purpose: AUTO TAPE		
87067	07/20/2021	07/20/2021	AW	AES OHIO	\$418.16	O
				Purpose: ELECTRIC		
87068	07/20/2021	07/20/2021	AW	K & M INDUSTRIAL FASTENERS	\$30.00	O
				Purpose: BOLTS		
87069	07/20/2021	07/20/2021	AW	AIM MEDIA MIDWEST	\$695.52	O
				Purpose: ZONING ADS		
87070	07/20/2021	07/20/2021	AW	TIME WARNER CABLE	\$111.60	O
				Purpose: PHONE AND CABLE		
87071	07/20/2021	07/20/2021	AW	DELL FINANCIAL SERVICES	\$892.83	O
				Purpose: COMPUTER RENTALS		
87072	07/20/2021	07/20/2021	AW	AIRGAS USA, LLC	\$18.51	O
				Purpose: OXYGEN		
87073	07/20/2021	07/20/2021	AW	OCCUPATIONAL HEALTH CENTERS OF OH	\$130.50	O
				Purpose: NEW HIRE PHYSICAL/DRUG TESTING		
87074	07/20/2021	07/20/2021	AW	SUGARCREEK DIRECT FAMILY CARE	\$1,467.80	O
				Purpose: JUNE PAYMENT		
87075	07/20/2021	07/20/2021	AW	US BANK EQUIPMENT FINANCE	\$902.00	O
				Purpose: COPIER FEES		
87076	07/20/2021	07/20/2021	AW	MELVIN STONE COMPANY	\$103.62	O
				Purpose: LIMESTONE		
87077	07/20/2021	07/20/2021	AW	VILLAGE OF YELLOW SPRINGS	\$5,000.00	O
				Purpose: RAISE GRANT		
87078	07/20/2021	07/20/2021	AW	ADAM KLARK	\$100.00	O
				Purpose: CUSTOMER SERVICE AWARD		
87079	07/20/2021	07/20/2021	AW	OFFICE DEPOT	\$138.92	O

Payment Listing

7/19/2021 to 7/31/2021

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
		Purpose: SUPPLIES				
87080	07/20/2021	07/20/2021	AW	LYKINS OIL COMPANY	\$2,535.50	O
		Purpose: FUEL				
87081	07/20/2021	07/20/2021	AW	MUFFLER BROTHERS	\$106.12	O
		Purpose: CAR 106				
87082	07/26/2021	07/26/2021	AW	LINDA FLIEHMAN	\$84.37	O
		Purpose: MILEAGE REIMB 1/12/21 - 7/20/21				
87083	07/26/2021	07/26/2021	AW	MICHAEL BROWN	\$50.00	O
		Purpose: CELL PHONE				
87084	07/26/2021	07/26/2021	AW	BARRY TIFFANY	\$750.00	O
		Purpose: CELL PHONE AND CAR ALLOWANCE				
87085	07/26/2021	07/26/2021	AW	CARA TILFORD	\$450.00	O
87086	07/26/2021	07/26/2021	AW	NADINE DAUGHERTY	\$20.00	O
		Purpose: CELL PHONE				
87087	07/26/2021	07/26/2021	AW	CAROLYN L. DESTEFANI	\$20.00	O
		Purpose: CELL PHONE				
87088	07/26/2021	07/26/2021	AW	FRED CRAMER	\$20.00	O
		Purpose: CELL PHONE				
87089	07/26/2021	07/26/2021	AW	BILL HARPHANT	\$20.00	O
		Purpose: CELL PHONE				
87090	07/26/2021	07/26/2021	AW	RICHARD CIPRIANO	\$20.00	O
		Purpose: CELL PHONE				
87091	07/26/2021	07/26/2021	AW	DALE OWENS	\$20.00	O
		Purpose: CELL PHONE				
87092	07/26/2021	07/26/2021	AW	ROBERT JORDAN	\$20.00	O
		Purpose: CELL PHONE				
87093	07/26/2021	07/26/2021	AW	JOSEPH HOFFMAN	\$20.00	O
		Purpose: CELL PHONE				
87094	07/26/2021	07/26/2021	AW	BUCKEYE ECOCARE	\$212.00	O
		Purpose: LAWN CARE				
87095	07/26/2021	07/26/2021	AW	GEM CITY CLEANING CREW	\$100.00	O
		Purpose: PROCESSING ROOM CLEANING				
87096	07/26/2021	07/26/2021	AW	OHIO CALIBRATION LABORATORIES LLC	\$82.00	O
		Purpose: ANNUAL RADAR CERTIFICATION				
87097	07/26/2021	07/26/2021	AW	MUFFLER BROTHERS	\$96.75	O
		Purpose: CAR 110				
87102	07/26/2021	07/26/2021	AW	KENNETH COLLIER	\$65.00	O
		Purpose: REIMB FOR MEMBERSHIP RENEWAL				
87103	07/27/2021	07/27/2021	AW	AMERICAN PLANNING ASSOCIATION	\$446.00	O
		Purpose: DUES - CARA				
87104	07/27/2021	07/27/2021	AW	COURTNEY SHUTTLEWORTH	\$39.20	O
		Purpose: MILEAGE REIMB				
87105	07/27/2021	07/27/2021	AW	VALLEY ASPHALT CORPORATION	\$454.95	O
		Purpose: COLD MIX				
87106	07/27/2021	07/27/2021	AW	JORDAN CONCRETE SERVICES, LLC	\$27,960.06	O
		Purpose: AFTON WOODS CURB REPLACEMENT				

Payment Listing

7/19/2021 to 7/31/2021

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
87107	07/27/2021	07/27/2021	AW	DJL MATERIAL & SUPPLY, INC.	\$5,163.75	O
				Purpose: CRACK SEALANT		
87108	07/27/2021	07/27/2021	AW	FIRE APPARATUS SERVICE AND REPAIR, I	\$468.15	O
				Purpose: E-71 REPAIRS		
87109	07/27/2021	07/27/2021	AW	STAPLES CREDIT PLAN	\$12.49	O
				Purpose: CERTIFICATE HOLDERS		
87110	07/27/2021	07/27/2021	AW	INTERSTATE FORD	\$84.95	O
				Purpose: OIL CHANGE		
87111	07/27/2021	07/27/2021	AW	TIME WARNER CABLE	\$705.98	O
				Purpose: JULY BILLING		
87112	07/27/2021	07/27/2021	AW	AT&T MOBILITY	\$547.36	O
				Purpose: TELEPHONE - FIRE DEPT		
87114	07/27/2021	07/27/2021	AW	OFFICE DEPOT	\$53.25	O
				Purpose: OFFICE SUPPLIES		
87115	07/27/2021	07/27/2021	AW	LYKINS OIL COMPANY	\$3,349.13	O
				Purpose: FUEL		
87116	07/27/2021	07/27/2021	AW	TREASURER OF STATE	\$840.00	O
				Purpose: MARCS RADIOS		
87117	07/27/2021	07/27/2021	AW	CITI CARDS	\$244.30	O
				Purpose: MISC PURCHASES		
87118	07/27/2021	07/27/2021	AW	BOUND TREE MEDICAL, LLC	\$2,753.91	O
87119	07/27/2021	07/27/2021	AW	NAVIA BENEFIT SOLUTIONS, INC.	\$60.00	O
				Purpose: JULY COBRA		
Total Payments:					\$60,768.68	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$60,768.68	

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.



AGENDA
SUGARCREEK TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
Monday, August 2, 2021, 7:00 P.M.

REGULAR SESSION:

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Marty Heide - COVID Funeral Reimbursement Program**

5. **Public Hearing**

ZC-Case 05-2021: Applicant, EDCI II Partnership, is requesting Final Development Plan Approval for Section 3 of the Landings of Sugar Creek Addition. The subject parcel has an address of 3570 Marwood Drive, contains 8.198 acres, can be further identified by parcel number L32000100120023500, is owned by EDCI II Partnership, and is located in the PUD-R (Residential Planned Unit Development) District. Section 3 of the Landings at Sugar Creek Addition is proposed to contain a total of 28 lots and 8.189 acres and is completely surrounded by land comprising the Landings at Sugar Creek subdivision. - 2021.08.02.01

- Public hearing is formally opened
- Staff report on the text amendments
- Applicant presentation
- Those wishing to speak in favor
- Those wishing to speak against
- Neutral parties wishing to speak
- Public hearing is closed
- Deliberation and decision

6. **Reports**

- A. Administrator
- B. Zoning
- C. Fiscal Officer
- D. Fire
- E. Police
- F. Roads and Services
- G. Information Technology
- H. Trustees

7. **Public Comments** - Limited to five minutes per person. Agenda related business only.
(Time cannot be yielded to another person.)

8. **Old Business**

- A. City of Bellbrook, Bellbrook Sugar Creek Parks and Schools Meeting - June 7th, 5:30 pm

9. Consent Agenda Items

A. Payment of Bills

B. Approval of Minutes

C. Reclassification of Fire Department staff- Nick Brown – 2021.08.02.02

D. Appointment of Roads and Services Department Staff – Josh Darnell – 2021.08.02.03

E. Appointment of BZA Member, Brandon Morris – 2021.08.02.04

F. Appointment of Fire Department Staff – Justin Althouse – 2021.08.02.05

G. Retirement of Fire Department Staff – Matthew Armstrong – 2021.08.02.06

10. Discussion Agenda Items

11. Public Comments - Limited to five minutes per person. Township related business only.
(Time cannot be yielded to another person.)

12. Trustee/Staff Discussion

13. Adjourn

The Board of Trustees of Sugarcreek Township, Greene County, Ohio, in Regular Session on July 19th, 2021, at 7:00 PM.

- 1) **Mrs. Destefani called the session to order at 7:00 pm.**
- 2) **Mr. Demko called the roll with Board Members Mrs. Destefani, Mr. Cramer, and Mrs. Daugherty being present. Also, in attendance was Donna Hellmann, Denise Moore, and Kim McCarthy.**
- 3) **All in attendance stood for the Pledge of Allegiance.**
- 4) **Jason Tincu**
Mr. Tincu gave his presentation for the Water Wastewater Committee.
- 5) **Emergency Medical Services Unit Commendation for Fire Department Staff**
Captain Josh Johnson read a narrative for the commendation of the Fire Department Staff.
- 6) **Public Hearing ZC-Case 02-2021**

**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2021.07.19.01**

IN RE: ZC Case 02-2021: Request for a map amendment to the Sugarcreek Township Zoning Resolution to rezone 12.7914 acres from B-2 (General Business) District to PUD-R (Residential Planned Unit Development) District Approval for a Proposed Subdivision and Preliminary Development Plan Approval

WHEREAS, A public hearing was held by the Sugarcreek Township Zoning Commission on Tuesday, April 6, 2021 and continued on Tuesday, July 6, 2021 at 7:00 p.m. (tabled on May 4, 2021 and June 1, 2021) on the following application:

WHEREAS, Applicant, Grand Communities, LLC, is requesting a map amendment to the Sugarcreek Township Zoning Resolution to rezone 12.7914 acres from B-2 (General Business) District to PUD-R (Residential Planned Unit Development) District and Preliminary Development Plan Approval under Article 5 of the Sugarcreek Township Zoning Resolution for approval of the preliminary plan for a proposed subdivision (including condominiums, townhomes and patio homes);

WHEREAS, the subject parcel can be further identified by parcel number L32000100030029800 (part of) and is owned by Michael D. Spears, James P. Grodecki and Patrick F. Spears Successor Trustee, and contain 12.79114 acres; and

WHEREAS, after the hearing the Zoning Commission deliberated on the above application and passed a motion to recommend approval of the Map Amendment and Preliminary Development Plan as requested by the applicant subject to the following conditions:

1. Final design shall be subject to approval of the Greene County Engineer's Office.
2. The applicant's designer shall meet with the Greene County Engineer regarding traffic impacts to determine if any traffic studies will be required and/or if any additional turn lanes will be required.
3. Final design shall be subject to approval of the Greene County Department of Sanitary Engineering.
4. Final design shall be subject to approval of the Greene Soil and Water Conservation District. The applicant shall meet all federal, state, and local requirements and comply with recommendations from the SWCD and GCEO with respect to the drainage plan developed based on the sensitive nature of the watershed.
5. Final design shall be subject to approval of Sugarcreek Township Fire Department.

6. The use of vinyl and/or aluminum siding shall be prohibited.
7. Sheds, fences and above ground pools shall not be permitted to be constructed within the development. Invisible fences, not requiring township approval, shall be permitted at the discretion of the Homeowner's Association.
8. Home sizes, as proposed, will be required to be included within the HOA Documents submitted for approval at the Final Development Plan stage. Final Development Plan approval will be conditioned upon these square footages, as proposed by the applicant, being met.
9. Outdoor lighting shall be reviewed during the Final Development Plan stage, with all lights required to be dark sky compliant.
10. All private streets shall meet the requirements of Section 7.07 of the Sugarcreek Township Zoning Resolution.
11. The open ditch running along the eastern property line will be piped to allow for adequate mounding/screening subject to the approval of the GCEO or four-season screening with details to be provided at the Final Development Plan stage will be required in this area.

WHEREAS, the Sugarcreek Township Board of Trustees held a Public Hearing on Monday, July 19th, 2021, and deliberated.; and

NOW THEREFORE, BE IT RESOLVED, after the hearing the Board of Trustees deliberated on the above application and passed a motion to approve the Map Amendment and Preliminary Development Plan as requested by the applicant subject to the conditions recommended by the Zoning Commission.

Mrs. Webb stood and gave her presentation.

Mrs. Destefani asked if anyone wished to speak in favor of the proposed project. Hearing none, she asked if there was anyone who wanted to speak against the proposed project. Hearing none, she asked if there were any neutral parties that wished to speak.

Mrs. Hellman stated that the rear elevation of the first unit was voted on in the BZC meeting and it is not in the amendment.

Mrs. Tilford stated that it was a discussion, and it was not a condition. If the BZC would like it to be recommended it can be done at the final development plan.

Mrs. Destefani closed the public portion of the meeting and moved on to deliberation between the trustees.

Mr. Tiffany added a recommendation that the club house and pool be built within the first phase. With the changing market there is no telling what could happen. That way there is no delay for new residents moving in that would not have the amenities they were promised in the beginning.

Mrs. Destefani stated that she strongly agrees with Mr. Tiffany there have been other developments that have not kept their word on things they promised in the beginning. Other than that, she stated she likes this project and the new bike hike trails they will be putting up.

Mr. Cramer stated that he likes that they took the BZC recommendations and added them into their new plan and brought it up to what the township standards are. He is also excited because there is not any other housing development like this in the Township.

Mrs. Daugherty stated that she also likes this project, it is very well put together. She stated that all these new houses coming in have saturated the area. There was a plan before that this was to be for commercial use, and this plan is for a mixed development. She would like to see this stay as commercial and more open space stay in the community.

Mrs. Destefani stated to be clear, it is just this parcel that is being changed not the whole surrounding area, so there is room for commercial uses.

Mrs. Destefani made a motion to approve resolution 2021.07.19.01 with the added condition from the Trustees, Mr. Cramer seconded.

Roll was called with the vote being as follows:

Mrs. Destefani – Yes
Mrs. Daugherty – No
Mr. Cramer – Yes

Mrs. Destefani opened up ZC -Case 06-2021.

Mrs. Tilford gave the report.

7) Public Hearing ZC-Case 06-2021

**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2021.07.19.02**

IN RE: ZC Case 06-2021: The Sugarcreek Township Zoning Commission initiated, by passage of a motion, a text/map amendment to the Sugarcreek Township Zoning Resolution.

WHEREAS, the Zoning Commission initiated a text/map amendment to the Sugarcreek Township Zoning Resolution at their June 1, 2021 Meeting;

WHEREAS, the text amendment initiated proposes modifications to create a Wilmington Pike Area Corridor Overlay District creating Section 3.06 Zoning Certificate with Zoning Commission Review in the Wilmington Pike Area Corridor Overlay District, Section 4.12 B. 14. defining the purpose of the Wilmington Pike Area Corridor Overlay District, and Section 4.11 Wilmington Pike Area Corridor Overlay District and associated map and standards and deleting Section 4.16 F. regarding an inventory of nonconforming uses and Section 4.16 I. regarding termination of nonconforming uses, to alter the applicability of Article 9: Parking, Loading and Circulation with respect to new and expanded uses (Section 9.02 A.) and to placing menu board location requirements within the list of Overlay District standards.

WHEREAS, the Regional Planning and Coordinating Commission recommended approval of the proposed text/map amendment during their June meeting cycle;

WHEREAS, the Zoning Commission held a public hearing on July 6, 2021 on the proposed text/map amendment and recommended approval subject to three modifications: changing “new roof” to read “roof repair/replacement” on page 41, changing “It is recommended that all utilities be located underground in all new developments to the extent technically practicable.” to “It is required that all utilities be located underground in all developments.” on page 47, and changing “(see Figure 4.11-6 for example of approved dark sky compliant fixture)” to “(see Figure 4.11-6 for approved dark sky compliant fixture)” on page 47.

WHEREAS, the Board of Trustees held a public hearing on July 19, 2021 on the proposed text amendment and reviewed both the Regional Planning and Coordinating Commission’s recommendation and the Zoning Commission’s recommendation;

NOW THEREFORE, BE IT RESOLVED, after the hearing the Board of Trustees deliberated on the above application and passed a motion to approve the Map Amendment and Preliminary Development Plan as requested by the applicant subject to the conditions recommended by the Zoning Commission.

**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2021.07.19.03**

IN RE: ZC Case 06-2021: Modification to the Long-Range Use Plan

WHEREAS, the Zoning Commission initiated an amendment to the Long-Range Land Use Plan at their June 1, 2021, Meeting.

WHEREAS, the proposed modification will make reference to the newly adopted Wilmington Pike Area Corridor Overlay District.

WHEREAS, the Zoning Commission held a public hearing on July 6, 2021, on the proposed Long Range Land Use Plan amendment and recommended approval.

WHEREAS, the Board of Trustees held a public hearing on July 19, 2021, on the proposed Long Range Land Use Plan amendment and reviewed the Zoning Commission's recommendation.

NOW THEREFORE, BE IT RESOLVED, after the hearing the Board of Trustees made a motion to approve the proposed modification to the Long-Range land use plan.

Mrs. Destefani asked if anyone wanted to speak in favor of the applicant. Hearing none, she asked if anyone wished to speak against the applicant. Hearing none, she asked if anyone wished to speak neutrally on the applicant. Hearing none she closed the public hearing and moved into deliberation amongst the Trustees.

Mrs. Daugherty stated that these steps bring back ho-pe for her to have the commercial areas to stay commercial.

Mr. Cramer stated that it will be nice for things to be more uniform and having the standards higher in this area.

Mrs. Destefani stated that raising the standards will help improve this area of commercial businesses. It will look so much better as a uniform area.

Mr. Cramer moved to approve the resolutions 2021.07.19.02 and 2021.07.19.03, Mrs. Daugherty seconded.

Roll was called with the vote being as follows:

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

8) Reports

Administration

Mr. Tiffany was present. There was nothing to add to his report. He stated that the budget bill was passed with the state. OTA will be moving forward with a conference this year.

Mrs. Destefani stated that the American Rescue Plan did approve the money to come to all the Townships.

Mr. Tiffany stated that we help 5 different families avoid the loss of their homes with COVID money we received.

Zoning

Mrs. Tilford was present. There was nothing to add to her report.

Fiscal Officer

Mr. Demko was present. There was nothing to add to his report. He did state that he got to sit down with the state auditors and see what they had to say about the previous 2 years that were audited. It was a great learning experience for him.

Mrs. Destefani stated that Mr. Demko said that every penny went to the department it was supposed to and it got spent on what it was intended to be spent on.

Fire

Chief Leaming was present. There was nothing to add to his report.

Mrs. Destefani asked about the Community Center getting covid vaccines out to those who are homebound.

Chief Leaming stated that there has not been any more discussion on getting vaccines out. There are not a whole lot of home bound individuals in the Township.

Mr. Crammer asked about the ladder truck.

Chief Leaming stated that it is still being built and hopefully it will be here by Christmas time.

Police

Chief Brown was present. There was nothing to add to his report.

Mrs. Destefani asked what the High-Five for Hero's is.

Chief Brown stated that it is a program to nominate a person or organization for the award. Someone nominated the Police department, they received a certificate and Bills Donuts sponsors it, so they received donuts as well.

Roads and Service

Mr. Harphant was present. There was nothing to add to his report.

Mr. Tiffany asked if Shepherd Road got paved.

Mr. Harphant stated that the paving started today, they started one side of the road so far.

Information Technology

There was nothing to add. All the repairs have been done and everything is operating smoothly.

Trustees

Mrs. Daugherty stated it is nice to be back to in person meetings and to see everyone and get out and talk to people again.

Mr. Cramer attended the Green County Township Association meeting. David Hayes stated that County Commissioners have the power to take area in a Township and say that they do not want solar or wind farms there.

Mrs. Destefani stated that the Bellbrook Amateur Radio Club had a field day at Sackett Wright Park. The Bellbrook Lions Club festival will be August 28th at 330pm. The Bellbrook Sugarcreek Area Chamber of Commerce will be having a community meet and greet at Hot Springs Spa on August 6th from 4-7pm.

9) Public Comments – Agenda Items

There were no comments.

10) Old Business

A. City of Bellbrook, Bellbrook Sugarcreek Parks and Schools Meeting - June 7th, 5:30 pm

11) Consent Agenda Items

A. Payment of Bills

B. Approval of Minutes

C. Resignation of Fire Department staff- John Duritsch – 2021.07.19.04

SUGARCREEK TOWNSHIP

RESOLUTION NO. 2021.07.19.04

IN RE: Resignation of Fire Department Staff John Duritsch

WHEREAS, Part-time Firefighter/Paramedic, John Duritsch, has indicated his desire to resign from the Sugarcreek Township Fire Department; and,

WHEREAS, Mr. Duritsch was hired as a member of the Sugarcreek Township Fire Department on December 12, 2019; and,

WHEREAS, Chief Jeffrey A. Leaming recommends we accept the resignations of Mr. Duritsch.

NOW THEREFORE, BE IT RESOLVED that the Board of Sugarcreek Township Trustees officially accept the resignation of John Duritsch effective July 13, 2021.

D. Appointment of Fire Department Staff – Mitchell Stidham – 2021.07.19.05

SUGARCREEK TOWNSHIP

RESOLUTION NO. 2021.07.19.05

IN RE: Appointment of Fire Department Staff
Mitchell Stidham

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 /EMT; and,

WHEREAS, Mitchell Stidham has the necessary qualifications to serve in the capacity of Part-time Firefighter I/EMT for the Sugarcreek Township Fire Department; and,

WHEREAS, funds are available for this purpose within the Fire Department's 2021 Operating Budget.

NOW, THEREFORE, BE IT RESOLVED, that Mitchell Stidham shall be appointed to Part-time Firefighter I/EMT within the Sugarcreek Fire Department at the rate of \$15.00 per hour; and,

FURTHER BE IT RESOLVED, the above-mentioned appointment for Mr. Stidham will have an effective date of July 12, 2021 with a one (1) year probationary period ending on July 12, 2022.

E. Resolution in Support of the Bellbrook/Sugarcreek to Spring Valley Connector Trail – 2021.07.19.06

**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2021.07.19.06**

IN RE: In Support of Sugarcreek to Spring Valley Connector Trail

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 integrate Sugarcreek Township by way of connecting to the Little Miami Scenic Trail in Spring Valley; and,

WHEREAS, Sugarcreek Township recognizes the benefits associated with the Sugarcreek Township to Spring Valley Connector Trail, which include:

- Trails mean business - not only will these projects generate economic activity in terms of tourism & local business for the municipalities, region and state, but they will also facilitate home-based workers and entrepreneurs who live or want to live in rural areas.
- Trails attract talent and businesses, creating healthy, thriving communities with diverse populations.
- Trails support the health, safety and wellbeing of the general public within and surrounding our community.
- These projects will greatly improve safety, especially for families and those with mobility challenges, allowing access to a variety of amenities and critical destinations without requiring driving/motorized transportation. Trails are linear parks that expand transportation and recreation opportunities.
- Active transportation - walking, biking & rolling - is one of the most effective strategies to respond to climate change and lower our carbon footprints.
- These projects expand the Nation's Largest Paved Trail Network, which currently represents 360+ miles of connected multi-use trails.

- Connecting communities to the overall network directly addresses racial equity and provides a way for those without access to cars/public transit to get to food, jobs, health care and other essential services.

NOW, THEREFORE, BE IT RESOLVED that Sugarcreek Township does hereby proclaim its full support of the Sugarcreek Township to Spring Valley Connector Trail and will participate in the planning process and will provide assistance within the capacity of our resources as needed.

F. Authorizing Township Administrator to act as Signatory for Purchase of Outdoor Audio/Video Equipment – 2021.07.19.07

**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2021.07.19.07**

IN RE: Authorizing the Township Administrator to act as Signatory for the Purchase of Outdoor Audio/Video Equipment

WHEREAS, outdoor recreation/entertainment is helpful in maintaining active, healthy living in Sugarcreek Township in addition to providing a safe, fun activity for families within our community.

NOW, THEREFORE BE IT RESOLVED, that this Board of Trustees of Sugarcreek Township, Ohio, does hereby authorize the Township Administrator to Purchase outdoor audio/visual equipment the amount not to exceed Sixteen thousand dollars (\$16,000.00).

G. Increase of Appropriations – 2021.07.19.08

Mrs. Destefani made a motion to approve the Consent agenda items excluding the minutes, Mrs. Daugherty seconded.

Roll was called with the vote being as follows:

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

Mrs. Destefani made a motion to approve the meeting minutes from June 7th, 2021, Mrs. Daugherty seconded.

Roll was called with the vote being as follows:

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

12) **Discussion Agenda Items**

There was no discussion of agenda items.

13) **Public Comments – Discussion Agenda Items**

Ms. Moore stated that her HOA is asking about the roadways in their neighborhood. They have concerns about pipes and manholes in the road that are sticking up and if they are going to be fixed.

Mr. Harphant stated that they are in the process of doing the pavement condition rating. Once they have finished that they will determine what needs to be done next year and years to follow.

Ms. Moore asked if there was a possibility of putting up a goose crossing sign in Center Point.

Mr. Tiffany stated that it is not a permitted sign to put up so they cannot have those signs.

Ms. Moore also asked about the Applebee's property and who is taking care of the building and the overgrowth that is happening.

Mrs. Tilford stated that she would get it taken care of right away.

Ms. Moore also asked about getting a proclamation from the trustees to stop the state from taking out portions of history from the curriculum.

Mr. Cramer stated that he is not sure what the Trustees would be able to do at the state level especially when it is dealing with the schools, and they are not apart of the school board. But that they would look into it and see if there is anything they can do.

Mrs. Hellman asked what the story was with all of the trees and things that are piled up at Greene County Recycling, the Greenway Blvd property.

Mr. Tiffany stated that he does not know what is going on and to contact Brandon or Dana.

Mrs. Tilford stated she would send Mrs. Hellman a contact to speak with.

14) Trustee/Staff Discussions

There were no discussions

15) Adjourn

Mrs. Destefani made a motion to adjourn the Trustee meeting, Mrs. Daugherty seconded.

Roll was called with the vote being as follows:

Mrs. Destefani – Yes

Mrs. Daugherty – Yes

Mr. Cramer –Yes

Richard J Demko, Fiscal Officer



AGENDA
SUGARCREEK TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING

Monday, August 2, 2021, 7:00 P.M.

REGULAR SESSION:

1. Call to Order

2. Roll Call

3. Pledge of Allegiance

4. Marty Heide - COVID Funeral Reimbursement Program

5. Public Hearing

ZC-Case 05-2021: Applicant, EDCI II Partnership, is requesting Final Development Plan Approval for Section 3 of the Landings of Sugar Creek Addition. The subject parcel has an address of 3570 Marwood Drive, contains 8.198 acres, can be further identified by parcel number L32000100120023500, is owned by EDCI II Partnership, and is located in the PUD-R (Residential Planned Unit Development) District. Section 3 of the Landings at Sugar Creek Addition is proposed to contain a total of 28 lots and 8.189 acres and is completely surrounded by land comprising the Landings at Sugar Creek subdivision. - 2021.08.02.01

- Public hearing is formally opened
- Staff report on the text amendments
- Applicant presentation
- Those wishing to speak in favor
- Those wishing to speak against
- Neutral parties wishing to speak
- Public hearing is closed
- Deliberation and decision

6. Reports

- A. Administrator
- B. Zoning
- C. Fiscal Officer
- D. Fire
- E. Police
- F. Roads and Services
- G. Information Technology
- H. Trustees

7. Public Comments - Limited to five minutes per person. Agenda related business only.
(Time cannot be yielded to another person.)

8. Old Business

- A. City of Bellbrook, Bellbrook Sugar Creek Parks and Schools Meeting - June 7th, 5:30 pm

9. Consent Agenda Items

- A. Payment of Bills
- B. Approval of Minutes
- C. Reclassification of Fire Department staff- Nick Brown – 2021.08.02.02
- D. Appointment of Roads and Services Department Staff – Josh Darnell – 2021.08.02.03
- E. Appointment of BZA Member, Brandon Morris – 2021.08.02.04
- F. Appointment of Fire Department Staff – Justin Althouse – 2021.08.02.05
- G. Retirement of Fire Department Staff – Matthew Armstrong – 2021.08.02.06

10. Discussion Agenda Items

11. Public Comments - Limited to five minutes per person. Township related business only.
(Time cannot be yielded to another person.)

12. Trustee/Staff Discussion

13. Adjourn



**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2021.08.02.02**

IN RE: Reclassification of Fire Department Personnel – Nick Brown

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 Nick Brown from full-time Firefighter II/Paramedic to part-time Firefighter II/Paramedic, 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 Nick Brown to the position of part-time Firefighter II/Paramedic.

Carolyn L. Destefani, Chairperson

Fred Cramer, Vice-Chairperson

Nadine S. Daugherty, Trustee

Richard J. Demko, Fiscal Officer

July 28th, 2021

Chief Leaming,

I am writing to request a change in status from full-time employee to part-time starting 08/11/2021. I am very thankful for my time and relationships I have made at STFD since I first started in July of 2019. Thank you for your support during my time here and I will always thank this department and staff for my start and upbringing in the fire service. I've learned and grown so much here at STFD. I look forward to continuing my employment and remaining an asset to this department.

Attached you will find a Request for Leave form for a 90 day leave of absence. Please let me know if there is anything further needed from me. Again, thank you for everything!

Very Respectfully,

A handwritten signature in black ink, appearing to read 'Nicholas Brown', with a long horizontal flourish extending to the right.

Nicholas Brown



AGENDA
SUGARCREEK TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
Monday, August 2, 2021, 7:00 P.M.

REGULAR SESSION:

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Marty Heide - COVID Funeral Reimbursement Program

5. Public Hearing

ZC-Case 05-2021: Applicant, EDCI II Partnership, is requesting Final Development Plan Approval for Section 3 of the Landings of Sugar Creek Addition. The subject parcel has an address of 3570 Marwood Drive, contains 8.198 acres, can be further identified by parcel number L32000100120023500, is owned by EDCI II Partnership, and is located in the PUD-R (Residential Planned Unit Development) District. Section 3 of the Landings at Sugar Creek Addition is proposed to contain a total of 28 lots and 8.189 acres and is completely surrounded by land comprising the Landings at Sugar Creek subdivision. - 2021.08.02.01

- Public hearing is formally opened
- Staff report on the text amendments
- Applicant presentation
- Those wishing to speak in favor
- Those wishing to speak against
- Neutral parties wishing to speak
- Public hearing is closed
- Deliberation and decision

6. Reports

- A. Administrator
- B. Zoning
- C. Fiscal Officer
- D. Fire
- E. Police
- F. Roads and Services
- G. Information Technology
- H. Trustees

- 7. Public Comments** - Limited to five minutes per person. Agenda related business only.
(Time cannot be yielded to another person.)

8. Old Business

- A. City of Bellbrook, Bellbrook Sugar Creek Parks and Schools Meeting - June 7th, 5:30 pm

9. Consent Agenda Items

- A. Payment of Bills
- B. Approval of Minutes
- C. Reclassification of Fire Department staff- Nick Brown – 2021.08.02.02
- D. Appointment of Roads and Services Department Staff – Josh Darnell – 2021.08.02.03
- E. Appointment of BZA Member, Brandon Morris – 2021.08.02.04
- F. Appointment of Fire Department Staff – Justin Althouse – 2021.08.02.05
- G. Retirement of Fire Department Staff – Matthew Armstrong – 2021.08.02.06

10. Discussion Agenda Items

11. Public Comments - Limited to five minutes per person. Township related business only.
(Time cannot be yielded to another person.)

12. Trustee/Staff Discussion

13. Adjourn



**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2021.08.02.03**

IN RE: Appointment of Roads and Services Department Personnel
Josh Darnell

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

WHEREAS, Township Administrator Barry P. Tiffany is recommending the appointment of Josh Darnell to Full-Time Service Worker I; and,

WHEREAS, Mr. Barry P. Tiffany states the 2021 Budget has sufficient funds allocated for this appointment.

NOW THEREFORE, BE IT RESOLVED that Josh Darnell shall be appointed to the position of Full-time Service Worker I at the pay rate of \$16.75 per hour, payable on a bi-weekly basis conditional to obtaining a CDL class license within six (6) months of hire date.

BE IT FURTHER RESOLVED this appointment for Robert Jordan shall have an effective date of August 2, 2021, and is subject to a one (1) year probationary period ending August 2, 2022.

Carolyn L. Destefani, Chairperson

Fred Cramer, Vice Chairperson

Nadine S. Daugherty, Trustee

Richard J. Demko, Fiscal Officer



AGENDA
SUGARCREEK TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING

Monday, August 2, 2021, 7:00 P.M.

REGULAR SESSION:

1. Call to Order

2. Roll Call

3. Pledge of Allegiance

4. Marty Heide - COVID Funeral Reimbursement Program

5. Public Hearing

ZC-Case 05-2021: Applicant, EDCI II Partnership, is requesting Final Development Plan Approval for Section 3 of the Landings of Sugar Creek Addition. The subject parcel has an address of 3570 Marwood Drive, contains 8.198 acres, can be further identified by parcel number L32000100120023500, is owned by EDCI II Partnership, and is located in the PUD-R (Residential Planned Unit Development) District. Section 3 of the Landings at Sugar Creek Addition is proposed to contain a total of 28 lots and 8.189 acres and is completely surrounded by land comprising the Landings at Sugar Creek subdivision. - 2021.08.02.01

- Public hearing is formally opened
- Staff report on the text amendments
- Applicant presentation
- Those wishing to speak in favor
- Those wishing to speak against
- Neutral parties wishing to speak
- Public hearing is closed
- Deliberation and decision

6. Reports

- A. Administrator
- B. Zoning
- C. Fiscal Officer
- D. Fire
- E. Police
- F. Roads and Services
- G. Information Technology
- H. Trustees

7. Public Comments - Limited to five minutes per person. Agenda related business only.
(Time cannot be yielded to another person.)

8. Old Business

- A. City of Bellbrook, Bellbrook Sugar Creek Parks and Schools Meeting - June 7th, 5:30 pm

9. Consent Agenda Items

- A. Payment of Bills
- B. Approval of Minutes
- C. Reclassification of Fire Department staff- Nick Brown – 2021.08.02.02
- D. Appointment of Roads and Services Department Staff – Josh Darnell – 2021.08.02.03
- E. Appointment of BZA Member, Brandon Morris – 2021.08.02.04
- F. Appointment of Fire Department Staff – Justin Althouse – 2021.08.02.05
- G. Retirement of Fire Department Staff – Matthew Armstrong – 2021.08.02.06

10. Discussion Agenda Items

11. Public Comments - Limited to five minutes per person. Township related business only.
(Time cannot be yielded to another person.)

12. Trustee/Staff Discussion

13. Adjourn



**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2021.08.02.04**

IN RE: Appointment of Board of Zoning Appeals Alternate Member Brandon Morris

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

WHEREAS, Brandon Morris has expressed his desire to serve on the Board of Zoning Appeals in an Alternate Member capacity,

NOW THEREFORE, BE IT RESOLVED, that Brandon Morris is hereby appointed to the Board of Zoning Appeals as an Alternate Member for a term beginning August 2, 2021, and expiring on August 1, 2026. (Said appointment made pursuant to Ohio Revised Code Section 519.13.)

Carolyn L. Destefani, Chairperson

Fred Cramer, Vice Chairperson

Nadine S. Daugherty, Trustee

Richard J. Demko, Fiscal Officer



AGENDA
SUGARCREEK TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
Monday, August 2, 2021, 7:00 P.M.

REGULAR SESSION:

1. Call to Order

2. Roll Call

3. Pledge of Allegiance

4. Marty Heide - COVID Funeral Reimbursement Program

5. Public Hearing

ZC-Case 05-2021: Applicant, EDCI II Partnership, is requesting Final Development Plan Approval for Section 3 of the Landings of Sugar Creek Addition. The subject parcel has an address of 3570 Marwood Drive, contains 8.198 acres, can be further identified by parcel number L32000100120023500, is owned by EDCI II Partnership, and is located in the PUD-R (Residential Planned Unit Development) District. Section 3 of the Landings at Sugar Creek Addition is proposed to contain a total of 28 lots and 8.189 acres and is completely surrounded by land comprising the Landings at Sugar Creek subdivision. - 2021.08.02.01

- Public hearing is formally opened
- Staff report on the text amendments
- Applicant presentation
- Those wishing to speak in favor
- Those wishing to speak against
- Neutral parties wishing to speak
- Public hearing is closed
- Deliberation and decision

6. Reports

- A. Administrator
- B. Zoning
- C. Fiscal Officer
- D. Fire
- E. Police
- F. Roads and Services
- G. Information Technology
- H. Trustees

7. Public Comments - Limited to five minutes per person. Agenda related business only.
(Time cannot be yielded to another person.)

8. Old Business

- A. City of Bellbrook, Bellbrook Sugar Creek Parks and Schools Meeting - June 7th, 5:30 pm

9. Consent Agenda Items

- A. Payment of Bills
- B. Approval of Minutes
- C. Reclassification of Fire Department staff- Nick Brown – 2021.08.02.02
- D. Appointment of Roads and Services Department Staff – Josh Darnell – 2021.08.02.03
- E. Appointment of BZA Member, Brandon Morris – 2021.08.02.04
- F. Appointment of Fire Department Staff – Justin Althouse – 2021.08.02.05
- G. Retirement of Fire Department Staff – Matthew Armstrong – 2021.08.02.06

10. Discussion Agenda Items

11. Public Comments - Limited to five minutes per person. Township related business only.
(Time cannot be yielded to another person.)

12. Trustee/Staff Discussion

13. Adjourn



SUGARCREEK TOWNSHIP

RESOLUTION NO. 2021.08.02.05

IN RE: Appointment of Fire Department Staff
Justin Althouse

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

WHEREAS, vacancies exist within the classification of Paramedic only; and,

WHEREAS, Mr. Althouse has the necessary qualifications to serve in the capacity of Paramedic only for the Sugarcreek Township Fire Department; and,

WHEREAS, funds are available for this purpose within the Fire Department's 2021 Operating Budget.

NOW, THEREFORE, BE IT RESOLVED, that Justin Althouse shall be appointed to Paramedic Only within the Sugarcreek Fire Department at the rate of \$16.20 per hour; and,

FURTHER BE IT RESOLVED, the above-mentioned appointment for Mr. Althouse will have an effective date of August 4, 2021 with a one (1) year probationary period ending on August 4, 2022.

Carolyn L. Destefani, Chairperson

Fred Cramer, Vice Chairperson

Nadine S. Daugherty, Trustee

Richard J. Demko, Fiscal Officer



AGENDA
SUGARCREEK TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
Monday, August 2, 2021, 7:00 P.M.

REGULAR SESSION:

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Marty Heide - COVID Funeral Reimbursement Program**

5. **Public Hearing**

ZC-Case 05-2021: Applicant, EDCI II Partnership, is requesting Final Development Plan Approval for Section 3 of the Landings of Sugar Creek Addition. The subject parcel has an address of 3570 Marwood Drive, contains 8.198 acres, can be further identified by parcel number L32000100120023500, is owned by EDCI II Partnership, and is located in the PUD-R (Residential Planned Unit Development) District. Section 3 of the Landings at Sugar Creek Addition is proposed to contain a total of 28 lots and 8.189 acres and is completely surrounded by land comprising the Landings at Sugar Creek subdivision. - 2021.08.02.01

- Public hearing is formally opened
- Staff report on the text amendments
- Applicant presentation
- Those wishing to speak in favor
- Those wishing to speak against
- Neutral parties wishing to speak
- Public hearing is closed
- Deliberation and decision

6. **Reports**

- A. Administrator
- B. Zoning
- C. Fiscal Officer
- D. Fire
- E. Police
- F. Roads and Services
- G. Information Technology
- H. Trustees

7. **Public Comments** - Limited to five minutes per person. Agenda related business only.
(Time cannot be yielded to another person.)

8. **Old Business**

- A. City of Bellbrook, Bellbrook Sugar Creek Parks and Schools Meeting - June 7th, 5:30 pm

9. Consent Agenda Items

- A. Payment of Bills
- B. Approval of Minutes
- C. Reclassification of Fire Department staff- Nick Brown – 2021.08.02.02
- D. Appointment of Roads and Services Department Staff – Josh Darnell – 2021.08.02.03
- E. Appointment of BZA Member, Brandon Morris – 2021.08.02.04
- F. Appointment of Fire Department Staff – Justin Althouse – 2021.08.02.05
- G. Retirement of Fire Department Staff – Matthew Armstrong – 2021.08.02.06

10. Discussion Agenda Items

11. Public Comments - Limited to five minutes per person. Township related business only.
(Time cannot be yielded to another person.)

12. Trustee/Staff Discussion

13. Adjourn



**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2021.08.02.06**

IN RE: Retirement of Firefighter II/Paramedic – Matthew Armstrong

WHEREAS, Matthew Armstrong has submitted his notice to retire from the Sugar Creek Township Fire Department effective August 13, 2021; and,

WHEREAS, Barry P. Tiffany, Township Administrator, has stated that Firefighter Armstrong began his employment with the Sugar Creek Township Fire Department on June 1st, 2020 and Mr. Tiffany recommends the Board of Trustees accept Mr. Armstrong's notice of retirement,

NOW THEREFORE, BE IT RESOLVED, that this Board of Trustees officially accepts the notice of retirement of Matthew Armstrong with an effective date of August 1st, 2021. In addition, this Board of Trustees would like to commend Firefighter Matthew Armstrong for his years of public service and wish him the best during his retirement.

Carolyn L. Destefani, Chairperson

Fred Cramer, Vice Chairperson

Nadine S. Daugherty, Trustee

Richard J. Demko, Fiscal Officer

Mr. Barry Tiffany

Sugarcreek Township

Township Administrator

Chief Jeffery Leaming

Sugarcreek Township Fire Department

Mr. Tiffany and Chief Leaming, I am writing this letter to inform you of my intent to retire from the Fire Department. I had a recent change in circumstances that started when I broke my foot on April the 30th. In the 6 weeks I was off my wife and daughter came to me and told me they wanted me home more often. I have been working 2 jobs since my daughter was born in 2005, averaging 90 hours a week so my wife could be a stay at home mom.

Now 15 years later I have reached the point where I can draw my pension and only have to work 1 job. Obviously staying at Sugarcreek would be my 1st choice as I feel like I have found a home and a new extended family at the Fire Department. My current part time job at AMR a private transport company who is contracted with Premier Health has offered me a job as a frontline supervisor with a substantial pay increase. This would allow me to retire and draw my pension therefore being home more often with my family. To me the money is not the driving force in this decision. The feeling of belonging to something greater than ones self is my driving force. I feel like I have found that at Sugarcreek Township Fire Department.

I am even willing to retire for example on a Tuesday, rehire on a Wednesday and return to my normal shift on Thursday. I would take the penalty and not be able to draw for 4 months versus having 2 months of separation. I fully understand your reluctance in allowing this to happen as you must do what you feel is best for the Township and its residents.

I just wanted to take this opportunity to thank you and Chief Leaming for giving me the chance to be a part of this organization and the chance to serve the residents of Sugarcreek Township. I am greatly appreciative of that. I intend to separate on 8/13/21 as my last day. That gives 2 weeks notice from the 30th of July. I have truly enjoyed my time with the township and I wished that I could of continued my employment.

Sincerely,

Matthew D. Armstrong



AGENDA
SUGARCREEK TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
Monday, August 2, 2021, 7:00 P.M.

REGULAR SESSION:

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Marty Heide - COVID Funeral Reimbursement Program

5. **Public Hearing**

ZC-Case 05-2021: Applicant, EDCI II Partnership, is requesting Final Development Plan Approval for Section 3 of the Landings of Sugar Creek Addition. The subject parcel has an address of 3570 Marwood Drive, contains 8.198 acres, can be further identified by parcel number L32000100120023500, is owned by EDCI II Partnership, and is located in the PUD-R (Residential Planned Unit Development) District. Section 3 of the Landings at Sugar Creek Addition is proposed to contain a total of 28 lots and 8.189 acres and is completely surrounded by land comprising the Landings at Sugar Creek subdivision. - 2021.08.02.01

- Public hearing is formally opened
- Staff report on the text amendments
- Applicant presentation
- Those wishing to speak in favor
- Those wishing to speak against
- Neutral parties wishing to speak
- Public hearing is closed
- Deliberation and decision

6. **Reports**

- A. Administrator
- B. Zoning
- C. Fiscal Officer
- D. Fire
- E. Police
- F. Roads and Services
- G. Information Technology
- H. Trustees

7. **Public Comments** - Limited to five minutes per person. Agenda related business only.
(Time cannot be yielded to another person.)

8. **Old Business**

- A. City of Bellbrook, Bellbrook Sugar Creek Parks and Schools Meeting - June 7th, 5:30 pm

9. Consent Agenda Items

- A. Payment of Bills
- B. Approval of Minutes
- C. Reclassification of Fire Department staff- Nick Brown – 2021.08.02.02
- D. Appointment of Roads and Services Department Staff – Josh Darnell – 2021.08.02.03
- E. Appointment of BZA Member, Brandon Morris – 2021.08.02.04
- F. Appointment of Fire Department Staff – Justin Althouse – 2021.08.02.05
- G. Retirement of Fire Department Staff – Matthew Armstrong – 2021.08.02.06

10. Discussion Agenda Items

11. Public Comments - Limited to five minutes per person. Township related business only.
(Time cannot be yielded to another person.)

12. Trustee/Staff Discussion

13. Adjourn