

The Board of Trustees of Sugarcreek Township, Greene County, Ohio, in Regular Session on September 20th, 2021, at 7:00 PM.

- 1) **Mrs. Destefani called the session to order at 7:04 pm.**
- 2) **Mr. Demko called the roll with Board Members** Mrs. Destefani, Mrs. Daugherty, and Mr. Cramer being present. Also, in attendance was Mrs. Hellmann, Mr. Stafford, Mr. Moeller, Mr. Louie, Mrs. McCarthy, Mrs. Pachman, and Ms. Moore.
- 3) **All in attendance stood for the Pledge of Allegiance.**
- 4) **Appointments and swearing in of Full Time Fire Department Staff**

Todd Tignor - Firefighter/Paramedic

Jon Liston – Firefighter/Paramedic – 20210.09.20.01

SUGARCREEK TOWNSHIP

RESOLUTION NO. 2021.09.20.01

IN RE: Reclassification of Fire Department Personnel – Jon Liston

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 Jon Liston from Part-time Firefighter/Paramedic to Full-time Firefighter/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 Jon Liston to the position of Full-time Firefighter/Paramedic.

FURTHER BE IT RESOLVED, the above-mentioned appointment for Mr. Liston will have an effective date of September 7, 2021 with a one (1) year probationary period ending on September 7, 2022.

5) **Reports**

Administration

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

Mrs. Destefani asked about the Opioid settlement and if anything has happened yet with that.

Mr. Tiffany stated that he has not gotten any updates this far.

Mrs. Destefani asked if there were any updates on the Wilmington Pike Corridor.

Mr. Tiffany stated that it is such a long process that they have to go through. They have to get the correct funding and follow the correct steps. Then they have to pick the correct option for the corridor, it is a work in progress. They are 4 to 5 years out from this project starting.

Mrs. Destefani asked about the American Rescue Plan funds.

Mr. Tiffany stated that one of the expenditures that they will be talking about is for broadband throughout the Township. This will be the first step in the expenditures for the money received from the American Rescue Plan.

Zoning

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

Mr. Cramer asked if there was a full staff on the BZA.

Mrs. Tilford stated that they are currently down one member. She has spoken to a woman who lives in Woodland Ridge who is interested in being on the BZA.

Mrs. Destefani asked about the next BZC meeting in October for the Herres property.

Mrs. Tilford stated that it is for final development plan approval. The rezoning to a PUD is a two-step process.

Mrs. Destefani stated that she saw Mrs. Tilford attend Civic Ready training, she asked what type of training it was.

Mrs. Tilford explained that she learned how to use the new system. Civic Plus is in the process of converting over the data base from the old system to this new system. There will also be marketing done to get members of the community to sign up and be a part of this new system.

Mrs. Destefani asked if there were any updates on the bridge from Little Sugarcreek to Feedwire.

Mrs. Tilford stated that she contacted ODNR, and they are waiting on a document for environmental clearance. They are working with Choice One to get that. She stated that she will follow up with them and see where they are.

Fiscal Officer

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

Fire

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

Mrs. Destefani asked about the pandemic webinar that he attended.

Chief Leaming stated that their call volumes are increasing right now, there are a lot of people who are sick and needing to go to the hospital. They are taking more steps to be safe and cautious as COVID-19 is still very active.

Mrs. Destefani stated that the calls to Cornerstone are up and asked if there was anything Chief Leaming could contribute that too.

Chief Leaming stated that it is only about 7% of their calls. They do handle quite a bit of crashes in that area.

Mr. Cramer asked about the 2021 numbers, and if they are year to date as of the end of August.

Chief Leaming stated that they are actually from the middle of September.

Mr. Cramer stated that the calls are up 6% from last year and that is quite a big leap.

Chief Leaming stated that this time last year we were on the down swing of COVID-19 so there were not as many calls coming in. People were afraid that they were going to bring COVID into their house, so people were taking better care of themselves, so they did not have to call the Fire Department. Now there are more calls because people are getting sick and calling the Fire Department earlier instead of waiting.

Mrs. Destefani stated that she was happy to see the Fire Department out supporting the community at the Lions Club festival and at the Chamber meeting.

Mr. Cramer asked about an update on the new ladder truck.

Chief Leaming stated that it is on schedule to be done at the end of the year.

Police

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

Mr. Cramer asked if the school was still needing the assistance of the Police Department to help with traffic in and out of the schools.

Chief Brown stated that the traffic has calmed down a lot. They have changed the starting times of all the schools which has helped a lot with the traffic flow. There have been additional signs put up on Feedwire and Upper Bellbrook.

Mrs. Destefani asked who the school resource officer is now.

Chief Brown stated it is Luke Terry.

Mrs. Destefani asked about the trainings the department has been doing and if it was for something specific.

Chief Brown stated that they encourage their officers to do training and learn new things. Starting next year, the state is requiring that each officer completes 24 hours of in-service training.

Roads and Service

Mr. Harphant was not present. There was nothing to add to his report.

Mrs. Destefani asked if the Road Department was fully staffed again and if everyone was healthy and back to work.

Mr. Tiffany stated that everyone is back to work and healthy, we do have a full staff on the Road Department now.

Mrs. Daugherty asked if they were almost done with the mowing for this year.

Mr. Tiffany stated that no, the grass has been crazy this year, they will have weeks of mowing left to do.

Mrs. Destefani asked about the smashing of the cars for the Fire Department Training.

Chief Leaming stated that they had cars brought in from Sandy's Towing to do extrication training. To make the cars look more like they were in a crash the Road Department smashes and crushes them a little bit, to make them more challenging for the training.

Information Technology

There was nothing to add.

Trustees

Mrs. Destefani stated that herself and Mr. Cramer were at the Greene County Township Association Meeting last week.

Mr. Cramer stated that he left Mr. Tiffany some information about the Purple Heart. He thought it might be a good idea for Jim Martin to have his own parking spot here in front of the Township Building.

Mr. Cramer also stated that himself and Mrs. Destefani talked to Dick Gould and the Commissioners, and they are very excited about the broadband and getting it throughout the Township. They stated that they would want to partner with the Township to get this broadband everyway.

6) Public Comments – Agenda Items

There were no public comments to be made on agenda items.

7) Old Business

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

8) **Consent Agenda Items**

A. Payment of Bills

B. Approval of Minutes

C. Appointment of Fire Department Staff – Tyler Alliss – 2021.09.20.02

SUGARCREEK TOWNSHIP

RESOLUTION NO. 2021.09.20.02

IN RE: Appointment of Fire Department Staff

Tyler Alliss

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. Alliss has the necessary qualifications to serve in the capacity of Firefighter/Paramedic 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 Tyler Alliss shall be appointed to Firefighter/Paramedic within the Sugarcreek Fire Department at the rate of \$15.00 per hour; and,

FURTHER BE IT RESOLVED, the above-mentioned appointment for Mr. Alliss will have an effective date of September 9, 2021 with a one (1) year probationary period ending on September 9, 2022.

D. Increase appropriations for General Fund – 2021.09.20.03

SUGARCREEK TOWNSHIP

RESOLUTION NO. 2021.09.20.03

IN RE: Increase Appropriations for General Fund

WHEREAS, the need exists to increase appropriations for the 1000 General Fund; and,

WHEREAS, the Fiscal Officer has certified the availability of these funds within the 2021 Budget and has provided this Board with the funding number and the Township Administrator has provided the amount to be appropriated:

Fund Name	From	To
1000 General Fund	\$770,000.00	\$820,000.00

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

E. Authorizing Township Administrator to Act as Signatory – Bridgewired – 2021.20.07.04

SUGARCREEK TOWNSHIP

RESOLUTION NO. 2021.09.20.04

IN RE: Authorizing the Township Administrator to Enter Into an Agreement with Bridgewired for Broadband Internet Installation – Ferry, Vimark and Conference Roads

WHEREAS, Broadband internet service is a priority of the American Rescue Plan Funding approvable expenditures and is necessary in maintaining internet connectivity for the residents of Sugarcreek Township; and,

WHEREAS, Bridgewired, LLC, has provided fiber broadband service to the southern portion of the Township and the residents are very pleased with the service; and,

WHEREAS, Bridgewired has provide an estimated cost to extend the service to more locations in the Township that are currently underserved for connectivity with speeds of less than 25mb down, and 5 mb up, in accordance with eh rules of the American Rescue Plan.

NOW, THEREFORE BE IT RESOLVED, that this Board of Trustees of Sugarcreek Township, Ohio, does hereby authorize the Township Administrator to Enter into an agreement with Bridgewired, LLC for the installation of the above-mentioned services, in an amount not to exceed Ninety-Six thousand dollars (\$96,000.00) using the funds made available by the American Rescue Plan.

F. Proclamation – Prostate Cancer Awareness Month – 2021.09.20.05
SUGARCREEK TOWNSHIP

PROCLAMATION NO. 2021.09.20.05

IN RE: September is Prostate Cancer Awareness Month in Sugarcreek Township

WHEREAS, this year approximately 248,530 men will be diagnosed with prostate cancer in the United States alone every year and roughly 34,130 will die this year from the disease; and

WHEREAS, every 15 minutes another American man dies from prostate cancer. That's a little more than 93 deaths per day and 34,130 this year; and

WHEREAS, in Ohio an estimated 9,010 new cases of prostate cancer will be diagnosed and an estimated 2,000 deaths will occur in 2021; and

WHEREAS, 1 in 8 men are diagnosed with prostate cancer in his lifetime. African American men are at the highest risk for the disease with the rate of 1 in 6 and 2.2 times more likely to die from the disease; and

WHEREAS, men with relatives – father, brother, son – with a history of prostate cancer are twice as likely to develop the disease; and

WHEREAS, men who served in the military who have been exposed to chemicals and herbicides are at a higher risk for developing prostate cancer; and

WHEREAS, education regarding prostate cancer and early detection strategies is critical to saving lives, preserving, and protecting our families. The economic and social hardship it has on the families is huge; Prostate cancer is estimated to cost over \$8 billion in direct medical expenditures; and

WHEREAS, nearly 3.1 million men in the U.S. Are living with a prostate cancer diagnosis; that number is estimated to climb to 4 million by 2024 as men in the baby boomer generation age; and

WHEREAS, all men are at risk of prostate cancer, and we encourage the citizens of (city) to increase the importance of prostate screening.

NOW, THEREFORE, BE IT RESOLVED, that this Board of Trustees does hereby proclaim that the month of September will now be known as Prostate Cancer Awareness Month in Sugarcreek Township, Ohio.

G. Proclamation – Domestic Violence Awareness Month – 2021.09.20.06
SUGARCREEK TOWNSHIP

PROCLAMATION NO. 2021.09.20.06

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 2021 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.

Mrs. Daugherty made a motion to approve the Consent agenda items, Mr. Cramer seconded. Roll was called with the vote being as follows:

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

9) **Discussion Agenda Items**

There were no discussion agenda items.

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

Mr. McCarthy stated that she had a chance to see the newest audit and was very pleased with how it went. She stated she looked over the previous audit and saw there were some errors, but she was happy to see the newest audit went well. Mrs. McCarthy asked if Mr. Demko works for Old Fort Bank.

Mr. Tiffany stated that he does.

Mrs. McCarthy asked the Trustees why we have appointed someone who works for the same bank that we hold the Township's money in.

Mr. Tiffany stated we spoke with legal counsel to see if there would be any conflict with Mr. Demko being the Fiscal Officer and working at the bank that the Township uses. Legal counsel advised that there was no conflict because Mr. Demko has no control over how the money is spent, that is up to the Trustees. Mr. Tiffany also stated that he and the Township understands that Mrs. McCarthy reached out to the Prosecutors Office because she had some concerns that there was some conflict. Mr. Tiffany wanted to assure her that they did talk with the Prosecutor's Office, back in August they started the process of moving the funds away from Old Fort Bank to Key Bank, because the Township did not want the appearance of conflict. The Township is running the two systems side by side due to ACH payments and how we send money to the State of Ohio. They are looking at having this transition complete by the end of the first week of October. The last thing the Township wanted was that appearance that there could be a conflict, even though the Attorney General for the State of Ohio stated that there was no conflict.

Mr. Cramer stated that they are in the process of moving all the money to Key Bank and they as Trustees, have all signed off on that.

Mrs. Destefani stated that when Mr. Demko was interested in becoming Fiscal Officer for the Township, she had asked Mr. Tiffany the same question, if there would be an appearance of an issue. She stated that Mr. Demko asked the same question also, they were all on the same page making sure there was no conflict.

Mr. Tiffany stated that even with the Attorney General saying there was no conflict and legal counsel saying there was no conflict, it does not change the perception.

Mrs. McCarthy stated that she has been coming to the meetings for a while now and not a word has been mentioned about this. She wished that she would have known that the Township had concerns about this, she felt like it was being hidden.

Mrs. McCarthy stated that to elect someone who works at the bank where your money is, is unprofessional. She stated that you will not find a professional business that employs their banker.

Mr. Tiffany stated that more than one Township in Greene County and multiple cities in Ohio have elected officials who work for business who do business with the them.

Mrs. McCarthy stated that that is different than having a hand directly in the money, but she is glad to hear that this is not going to continue.

Mr. Cramer stated that Mrs. McCarthy can be assured it has been resolved.

Mrs. McCarthy stated that now that the financial situation is back in line, she hopes it can stay in line. She understands Mr. Demko has no accounting experience, and that the Township can provide him with the training he needs to do his job correctly.

Mrs. Destefani stated that the Ohio Township Association does a great job of encouraging the Fiscal Officers to go to the winter conference for the training they provide.

Mr. Tiffany stated that township Fiscal Officers are required to attend a certain amount of training.

Mr. Stafford stated that it did not seem like this was an issue until Mrs. McCarty went to the Prosecutor's Office. He would like to know if the concern is only because of that. Mr. Stafford also wanted to know if the State got involved because the books were in such a bad condition.

Mr. Tiffany stated that no, they did not. Mr. Tiffany stated that he will go back and review the audit to see exactly what was said, since it has been a few years ago.

Mr. Stafford stated that he agrees with Mrs. McCarthy 100% on the accounting issues. He stated that the Township records that he has seen are an issue. He believes that the Township only changed what they were doing because Mrs. McCarthy went to the Prosecutor's Office.

Mrs. Destefani stated that she spoke with Mr. Tiffany at least twice about this issue before Mr. Demko even took office. It was something the Township was aware of and had discussions on. That is also the point when the discussions with legal counsel happened.

Mr. Stafford asked about the issues with the State of Ohio and them having to make sure we were doing things correctly.

Mr. Tiffany stated that to his knowledge they did not. They asked that Mr. Hodson review certain things with them.

Mrs. McCarthy stated that the summary basically says to reach out to state before any transactions are done.

Mr. Tiffany asked if it says they have to reach out or that they should.

Mrs. McCarthy stated when you have 1.3 million dollars in errors you would think you would want to reach out to the State.

Mr. Tiffany stated that 1.3 million dollars in errors can be one transaction.

Mrs. McCarthy stated no it was not.

Mr. Stafford stated that 1.3-million-dollar mistake is a big deal, he wants more information on this issue.

Mr. Tiffany stated that he wanted to assure Mr. Stafford that in the report there were no findings for recovery. These are management errors on Mr. Hodson's part, they are procedural errors on Mr., Hodson's part, there was no money missing. There are steps you have to take and sometimes he got out of step, that is very common.

Mr. Stafford stated that he disagrees, this is not common. He wants to know who oversees his job and his work.

Mr. Tiffany stated that it is the Auditor's job to oversee the Fiscal Officer's work.

Mrs. Destefani stated that we do have an assistant Fiscal Officer, there are two people who oversee the finances, there are checks and balances in place. Mrs. Destefani recommended to look into that audit and specifically find out what happened with the 1.3 million dollars in errors.

Mr. Cramer stated that we did receive and A on the last audit. He is on the opinion that any issues have been resolved.

Mr. Stafford stated that the Township only received an A because the state helped them through it.

Mr. Cramer stated that no, the Auditor's Office never came here to do that.

Mr. Stafford stated that if the proper procedures are followed this should not be an issue again.

Mr. Tiffany stated that this last audit that received the A was from the last 2 years of work.

Mr. Hodson took the State's corrections and fixed them for the next audit.

Mr. Stafford asked about the grading for the previous audits.

Mrs. McCarthy stated that there is no actual grading.

Mr. Stafford stated he does not know why this employee is still employed.

Mr. Tiffany stated that it is an elected position, he is an elected official, and he does not work for the Township anymore, he retired.

Mrs. Pachman asked how the Township was going to better inform the public about the audits.

Mr. Demko stated that stepping in he is learning a lot about what Mr. Hodson did right and what needs to be changed. He is looking at previous audits to see what works and what needs to be done better. Mr. Demko stated that he is talking with the Trustees and Mr. Tiffany to see how they can better communicate with the public. He met with the Auditor's Office and asked for an annual audit to see where they are at the end of the 2021 year.

Mrs. Destefani stated that at the Greene County Township Association meetings there is usually a liaison from the Attorney General's office that supports Greene County. She had mentioned to them they Sugarcreek Township has a new fiscal officer and he said he would be reaching out to Mr. Demko.

Mrs. Pachman stated that she would just like the public to be more in the know.

Mr. Tiffany stated that they will have Mr. Demko go back and look at the audit from 2 years ago and get a full understanding of it and report back.

Mrs. Hellman stated that she has been attending Trustee meetings for over 10 years, and that at audit time Mr. Hodson did share information when there was a situation. He did not go into explicit detail, but about 2 years ago he did explain there were situations where he had to talk to the auditor's office. She stated that things were not being swept under the rug or hidden. She also stated that the Trustee meetings are not heavily attended, Ms. Moore and herself are usually the only participants. Mrs. Hellmann thinks that Trustees should have some sort of recap for the public on the audits so people can be aware. Mrs. Hellmann also stated that she has contacted Mr. Harphant a few times on the behalf of her HOA, and she would like to say a big thank you to the Roads and Service department. Mr. Harphant provided her with the help she needed, and she appreciates it very much.

Ms. Moore stated that she thinks the Township needs to get the community more involved.

Mr. Cramer asked if Ms. Moore means a newsletter in print form rather than on the website.

Ms. Moore stated that there is a combination of things that need to happen. She stated that there has to be a way to get the community more involved.

Mrs. Destefani stated that the Township is working on new ways to get the community involved. Regular snail mail is expensive, and they are trying to be smart with taxpayer money. All three Trustees would love to have more community involvement.

Mrs. McCarthy stated that she backs up Ms. Moore's statement about getting the community involved. Mrs. McCarthy stated she did an informal survey over the last few weeks and got over 100 people to respond. Those who responded stated that they do not feel connected to local government.

Ms. Moore asked if it was possible to hire another person to help the Township get a newsletter out and to get the community more involved.

Mrs. Destefani stated that if it was affordable the Township could look into hiring a part-time person to do the newsletter and to run the social medias.

Mrs. Hellmann asked if it was possible that Bellbrook could share their person that does the newsletter with us.

Mrs. Destefani stated that she would talk to the new city manager about getting in contact with who does their newsletter.

11) **Trustee/Staff Discussions**

12) **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