



AGENDA
SUGARCREEK TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
Monday, March 21, 2022, 7:00 P.M.

REGULAR SESSION:

- 1. Call to Order**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. Hope Taft & Steve Knopp – Little Miami River Kleeners Update**
- 5. Reports**
 - A. Administrator
 - B. Zoning
 - C. Fiscal Officer
 - D. Fire
 - E. Police
 - F. Roads and Services
 - G. Information Technology
 - H. Trustees
- 6. Public Comments** - Limited to five minutes per person. Agenda related business only.
(Time cannot be yielded to another person.)
- 7. Old Business**
 - A. City of Bellbrook, Bellbrook Sugar Creek Parks and Schools Meeting - Last week of March
- 8. Consent Agenda Items**
 - A. Payment of Bills
 - B. Approval of Minutes
 - C. Appointment of Fire Department Staff – Jacob Hines – 2022.03.21.01
 - D. Declaration of Excess Property – Police Department – 2022.03.21.02
 - E. 2022 Permanent Appropriations – 2022.03.21.03
- 9. Discussion Agenda Items**
 - A. Fire Levy
 - B. Five Dollar Motor Vehicle Tax
 - C. IT Room Air Conditioning Unit
 - D. Farmer's Market
 - E. School Resource Officer Contract

10. Public Comments - Limited to five minutes per person. Township related business only.
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11. Trustee/Staff Discussion

12. Executive Session

13. Adjourn



**Administrator's Report to the Trustees
March 21, 2022**

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

- Meetings with property owners on Carpenter Road are taking place to acquire agreements for the work. Anticipate a summer project prior to the school year starting.
- The HOA meeting for the Eagle Rise HOA will be held at Heritage Church this year on March 22nd at 7:00 p.m. I do plan to attend to provide updates from the Township.
- Meetings continue on the I-675/Wilmington Pike study for future improvements. We anticipate late spring to have public input meetings and to share some of the findings.
- Work continues by Bridgewired to complete broadband internet access to portions of Ferry, Centerville, Conference and Vimark roads. This project is being funded in part by APRA Funds from the Township.
- Submitted a request to the State of Ohio for Capital Funding of our proposed Veterans Memorial.

Respectfully Submitted,

A handwritten signature in black ink, appearing to be "B. Tiffany", written in a cursive style.

Barry P. Tiffany
Township Administrator



**Staff Report for the Sugarcreek Township Board of Trustees
March 8, 2022 to March 17, 2022**

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:

- **March 24, 2022 Board of Zoning Appeals Meeting**
 - **BZA Case 01-2022:** Applicants, Shon and Jessica Anderson, are requesting a variance to allow for the construction of larger accessory structure than permitted (by 254 SF). The subject property is 2634 Indian Wells Trail, can be identified by parcel id L32000200300012100, is owned by Shon and Jessica Anderson is and located in the R-1A (Suburban Residential-Low) District.

Zoning Commission Activities:

- **Next meeting scheduled for April 5, 2022 (cancellation pending)**
- **Next meeting scheduled for May 3, 2022**

Meetings/Accomplishments:

- Attended meeting to review projected growth rates for 675/Wilmington Pike project area on March 9, 2022
- Met with property owners to discuss Carpenter Road project on March 10, 2022
- Met with property owner to discuss Carpenter Road project on March 10, 2022
- Met with property owner to discuss land in the township on March 16, 2022
- Attended Department Head Meeting on March 16, 2022
- Attended MVRPC TAC Meeting on March 17, 2022
- Attended Zoom meeting/product demo with iWorQ to discuss permit database software on March 17, 2022
- Met with property owners to discuss Carpenter Road project on March 18, 2022

- Completed and sent BZA packets for the March 24, 2022 Meeting
- Working with Choice One to move the Feedwire Road pedestrian bridge project forward
- Debrief meeting regarding our 2021 RAISE Grant Application pending (joint application with Yellow Springs and City of Xenia)



Jeffrey A. Leaming
Fire Chief

Staff Report for Sugarcreek Township Trustees March 04, 2022 thru March 18, 2022

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)

- Standing Order Review / Skill check off's
- NIOSH Review / Basic Pump Ops

Statistics:

2021 Totals

- EMS Responses: 875 4 Overdose calls with 1 patient(s) receiving Narcan
- Vehicle Crashes: 149
- Fire Responses: 260
1135 6.7% or 76 calls have been to Cornerstone

2022 Totals Year to Date

- EMS Responses: 187 0 Overdose calls with 0 patients receiving Narcan
- Vehicle Crashes: 28
- Fire Responses: 49
236 6.4% or 15 calls have been to Cornerstone

Accomplishments/Information:

- Reviewing bids on concrete apron replacement at station 72
- Obtaining bids on kitchen renovations with dish washer installs at both fire stations
- Engine 71 will be going out of service to have pump packing replaced starting March 20th

Status of Significant Issues the Fire Department is Addressing:

- Continuing to monitor COVID-19 situation
- Continuously accepting applications for part time openings
- Chief's Staff vehicle has been repaired
- Capital needs of the department are updated and summarized below in this report
- 2.0 mill levy up for renewal; currently expires 2022

Scheduled Events:

- Ladder truck is currently scheduled for final inspection on April 11th

Fiscal: 2022

As of February 15, 2022	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
Fire	\$3,257,865.00	\$921,037.87	\$379,271.58	\$1,983,221.66	11.551%
EMS	\$237,961.00	\$103,708.21	\$29,671.74	\$106,889.20	12.349%
Cell Tower Fund	\$24,000.00	\$0.00	\$0.00	\$24,000.00	0.000%
Department Total	\$3,519,826.00	\$1,024,746.08	\$408,943.32	\$2,114,110.86	11.527%

Projected Capital Needs:

Priority	Immediate	Moderate	Low
1	Engine	\$600,000.00	Battalion Bay sensors \$1,200.00
2	5 Mobile Radio	\$35,000.00	Inside Building Painting / Bay (Sta. 72) \$9,000.00
3	Station 72 Concrete Ramp Replacement	\$50,000.00	Build Gear Room (In Bay Sta. 72) \$55,000.00
4	Medic Unit	\$250,000.00	Thermal Imaging Camera \$18,000.00
5			Radio Batteries \$2,500.00
6			PPV Fans E-73 Q-72 \$5,000.00
7			Search Rope & Equipment \$3,000.00
8			Concrete Bay Floor Repair/Replace Sta. 71 \$30,000.00
9			Chain saw \$1,375.00
10			Hand Tools \$3,000.00
11			Replace Hose \$10,000.00
12			Rotary saws \$5,000.00
13			Station Alerting \$54,000.00
14			Replace Gate Intake Valves \$9,000.00
15			Upgrade MDT's \$15,000.00
16			
17			
18			
19			
20			
21			
	Total	\$935,000.00	\$221,075.00

TOTAL- \$1,274,075.00

Respectfully Submitted,



Jeffrey A. Leaming



Michael A. Brown
Chief of Police

Trustee Report March 21, 2022

Training

- On March 18th, Officer Mountjoy and Officer Mantia completed the First Line Supervision class held at the Greene County Career Center.
- No other classes scheduled for March.

Fiscal

Budget 2022 (Final Appropriation)	\$2,999,100.00
Expenditures as of March 14, 2022	\$584,107.47
% of Budget Used	19.3%
% of Budget Year Target for the end of March	24.9%
% of Budget Remaining	80.7%
Cash Balance as of March 14, 2022	\$469,569.93

EVENTS/APPEARANCES

- On March 10th, Chief Brown attended the Ministerial Luncheon.
- On March 14th, Chief Brown attended a meeting at the Park District regarding the Bike Rodeo.

Respectfully submitted,

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

Michael A. Brown
Chief of Police



Michael A. Brown
Chief of Police

Police Blotter

March 1, 2022

- Business and house checks
- Community policing
- Request of an officer on Feedwire Road
- An animal complaint on Surrey Trail

March 2, 2022

- Suspicious vehicle on N. Lakeman Drive
- Warrant arrest on Lower Bellbrook Road
- Fight reported on Wilmington Pike
- Traffic stops
- Crash report on Clio Road

March 3, 2022

- Theft arrest on Wilmington Pike
- Welfare check on Wilmington Pike
- Request of an officer on Clio Road
- Domestic dispute on Surrey Trail

March 4, 2022

- Nothing to Report

March 5, 2022

- Community policing
- Welfare check on Wilmington Pike
- Crash report on Wilmington Pike

March 6, 2022

- Juvenile dispute on Bayberry Cove Drive
- Traffic stops

March 7, 2022

- Nothing to Report

March 8, 2022

- Business checks
- Community policing
- Traffic stops
- Domestic dispute on N. Regent Park Drive

March 9, 2022

- Domestic dispute on N. Lakeman Drive
- Suspicious person on Wilmington Pike

March 10, 2022

- Theft arrest on Wilmington Pike
- An animal complaint on Cloy Road
- Welfare check on State Route 725
- Theft report on Amaryllis Drive

March 11, 2022

- Business and house checks
- Crash report on Little Sugarcreek Road
- Traffic stops

March 12, 2022

- Welfare check on N. Lakeman Drive
- Community policing
- Theft report on N. Lakeman Drive
- Crash report on Wilmington-Dayton Road

March 13, 2022

- Nothing to Report

March 14, 2022

- Crash report on Wilmington Pike
- Suspicious vehicle on Lower Bellbrook Road
- Theft report on N. Lakeman Drive

March 15, 2022

- Crash report on Feedwire Road
- Community policing
- Trespassing report on Penewit Road



Staff Report for Sugar Creek Township Trustees March 21, 2022

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:

- There were no call outs for this time period

Accomplishments:

- Interview for Service Worker I position
- Clean up pine trees on Carpenter Rd(ice damage)
- Patch potholes-Carpenter, Little Sugar Creek Rd (2), Seton Hill, Briggs Rd, 2090 Ferry Rd
- Dug out culvert pipe-Carpenter Rd
- Went to Rural King, Cabela's for plugs for weep holes in fuel overflow tanks
- Remove downed limbs, debris in ROW throughout TWP (3)
- Take loader to Fire Dept.-remove fuel tank
- Remove old bathtub from ROW Wilmington Pike
- Change batteries-radar units
- Remove signs in ROW (4)
- Road review- heavy rain/storm
- Cleared storm drains/culvert pipes numerous spots in TWP
- Paint grate in pond-Conifer Trail
- Remove brush pile from ROW
- Remove dead skunk-LSC
- Order and receive hydraulic fluid from O'Reilly's
- Remove debris plugging pipe-Walden Way pond
- Change fuel filter-F150
- Clean shop area
- Cut back trees/brush-McBee Rd, LSC (3)
- Grease mini excavator, loader
- Remove dead deer S. Alpha Bellbrook
- Remove Diesel tank from PBS, store at Road Dept.
- Trim brush on walk path
- Move furniture in offices at Admin Bld
- Shoot grade-Upper Bellbrook Rd
- Went to Lowe's for bulbs, change bulbs on porch Admin Bld
- Troubleshoot pole saw repair oiler, serviced saw
- Exchange full waste oil drum for empty drum-Fire Dept

- **Cut and prep 55-gallon drum for Police evidence burn**
- **Cut low limbs Brown's Run**
- **Repair berm LSC-several spots**
- **Install gravel, move overflow tank, drill inspection hole-Fire Dept**
- **Met with County and resident about water issue-Ferry Rd**

Respectfully,

Dale Owens
Director of Roads and Services



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Payment Listing

3/7/2022 to 3/31/2022

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
448-2022	03/14/2022	03/14/2022	CH	BUREAU OF WORKERS' COMPENSATION	\$4,004.23	O
				Purpose: MONTHLY PAYMENT		
88109	03/07/2022	03/07/2022	AW	BOUND TREE MEDICAL, LLC	\$392.97	O
				Purpose: EMS SUPPLIES		
88110	03/07/2022	03/07/2022	AW	MEDICOUNT MANAGEMENT, INC.	\$830.60	O
				Purpose: JAN BILLING FEE		
88111	03/07/2022	03/07/2022	AW	KIESLER'S POLICE SUPPLY, INC.	\$728.07	O
				Purpose: BLACK VEST		
88112	03/07/2022	03/07/2022	AW	TREASURER OF STATE	\$100.00	O
				Purpose: MONTHLY ACCESS FEE		
88113	03/07/2022	03/07/2022	AW	A-1 SPRINKLER CO., INC.	\$315.00	O
				Purpose: ANNUAL SPRINKLER INSPECTION		
88115	03/08/2022	03/08/2022	AW	US BANK EQUIPMENT FINANCE	\$902.00	O
				Purpose: COPIER FEES		
88116	03/08/2022	03/08/2022	AW	CITY OF XENIA	\$10,000.00	O
				Purpose: LGIF LOAN		
88117	03/08/2022	03/08/2022	AW	SUPERIOR PRESS	\$255.29	O
				Purpose: LASER CHECKS		
88118	03/08/2022	03/08/2022	AW	ALLIED UNIVERSAL TECHNOLOGY SERVIC	\$5,593.50	O
				Purpose: KEY FOB READER BOARD		
88119	03/08/2022	03/08/2022	AW	GATEWAY AUTO CLINIC	\$481.44	O
				Purpose: B70 OIL CHANGE AND TIRE		
88120	03/08/2022	03/08/2022	AW	FIRE APPARATUS SERVICE AND REPAIR, I	\$897.68	O
				Purpose: E71 REPAIRS		
88121	03/08/2022	03/08/2022	AW	BENJAMIN LIGGETT	\$100.00	O
				Purpose: SERVICE AWARD		
88122	03/08/2022	03/08/2022	AW	Paul Guerrero	\$100.00	O
				Purpose: SERVICE AWARD		
88123	03/08/2022	03/08/2022	AW	WASH IT DEAN	\$120.00	O
				Purpose: CAR WASHES		
88124	03/08/2022	03/08/2022	AW	MEYERS PRINTING & DESIGN, INC.	\$127.93	O
				Purpose: WARNING NOTICES		
88125	03/08/2022	03/08/2022	AW	TRANSUNION RISK & ALTERNATIVE DATA	\$85.00	O
				Purpose: SEARCHES		
88126	03/08/2022	03/08/2022	AW	CENTERPOINT ENERGY	\$2,310.95	O
				Purpose: STA 71 AND PSB		
88127	03/08/2022	03/08/2022	AW	O'REILLY AUTOMOTIVE, INC.	\$128.29	O
				Purpose: PARTS		
88128	03/08/2022	03/08/2022	AW	AES OHIO	\$1,200.12	O
				Purpose: ELECTRIC		
88129	03/08/2022	03/08/2022	AW	ENERGY SERVICES	\$748.56	O
				Purpose: PROPANE		
88130	03/08/2022	03/08/2022	AW	HENDERSON PRODUCTS, INC.	\$390.60	O
				Purpose: COUPLER		
88131	03/08/2022	03/08/2022	AW	AIM MEDIA MIDWEST	\$178.70	O
				Purpose: ZONING AD		

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Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
88132	03/08/2022	03/08/2022	AW	OFFICE DEPOT	\$177.37	0
				Purpose: SUPPLIES		
88133	03/08/2022	03/08/2022	AW	MUFFLER BROTHERS	\$234.85	0
				Purpose: CAR 117 AND CAR 119		
88134	03/08/2022	03/08/2022	AW	GREENE COUNTY SANITARY ENGINEER	\$645.97	0
				Purpose: WATER AND SEWER		
88135	03/08/2022	03/08/2022	AW	TIME WARNER CABLE	\$37.78	0
				Purpose: TV SERVICES		
88136	03/08/2022	03/08/2022	AW	RUMPKE CONSOLIDATED	\$89.64	0
				Purpose: TRASH REMOVAL		
88137	03/08/2022	03/08/2022	AW	SAFEGUARD BUSINESS SYSTEMS	\$84.88	0
				Purpose: BIKE PATROL ITEMS		
88138	03/08/2022	03/08/2022	AW	TECH ADVISORS	\$346.15	0
				Purpose: MONITOR AND SUPPORT		
88139	03/08/2022	03/08/2022	AW	AES OHIO	\$1,593.29	0
				Purpose: ELECTRIC		
88140	03/08/2022	03/08/2022	AW	INTERSTATE FORD	\$178.92	0
				Purpose: M71 OIL CHANGE		
88141	03/08/2022	03/08/2022	AW	SAFEGUARD BUSINESS SYSTEMS	\$384.83	0
				Purpose: BIKE PATROL ITEMS		
88142	03/11/2022	03/11/2022	AW	ARROW DRYWALL LLC	\$1,600.00	0
88144	03/14/2022	03/14/2022	AW	TIME WARNER CABLE	\$735.00	0
				Purpose: INTERNET AND ETHERNET		
88145	03/14/2022	03/14/2022	AW	CHARTER COMMUNICATIONS	\$239.14	0
				Purpose: PHONE AND CABLE		
88146	03/14/2022	03/14/2022	AW	RUMPKE CONSOLIDATED	\$137.00	0
				Purpose: TRASH REMOVAL		
88147	03/14/2022	03/14/2022	AW	DnD UNIFORMS, INC.	\$150.00	0
				Purpose: UNIFORMS		
88148	03/14/2022	03/14/2022	AW	McMAHAN'S	\$467.86	0
				Purpose: BOTTLED GAS		
88149	03/14/2022	03/14/2022	AW	MUFFLER BROTHERS	\$538.87	0
				Purpose: CAR 111 AND CAR 110		
88150	03/14/2022	03/14/2022	AW	VERIZON WIRELESS	\$626.99	0
				Purpose: CELL PHONES - POLICE		
88151	03/14/2022	03/14/2022	AW	AIRGAS USA, LLC	\$21.21	0
				Purpose: OXYGEN		
88152	03/14/2022	03/14/2022	AW	BOUND TREE MEDICAL, LLC	\$81.92	0
				Purpose: EMS SUPPLIES		
88153	03/14/2022	03/14/2022	AW	SUGARCREEK DIRECT FAMILY CARE	\$1,440.00	0
				Purpose: JAN FAMILY CARE		
88154	03/14/2022	03/14/2022	AW	PRO ONCALL TECHNOLOGIES	\$248.57	0
				Purpose: MONTHLY PHONE BILL		
88155	03/14/2022	03/14/2022	AW	DELL FINANCIAL SERVICES	\$892.83	0
				Purpose: COMPUTER RENTALS		
88156	03/14/2022	03/14/2022	AW	QUADIENT FINANCE USA, INC.	\$150.00	0

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Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
		Purpose: POSTAGE				
88157	03/14/2022	03/14/2022	AW	QUADIANT, INC.	\$140.85	O
		Purpose: POSTAGE MACHINE RENTAL				
88158	03/14/2022	03/14/2022	AW	TECH ADVISORS	\$5,063.50	O
		Purpose: TECH SUPPORT AND MICROSOFT				
88159	03/14/2022	03/14/2022	AW	BATTERIES PLUS	\$52.32	O
		Purpose: BATTERIES				
88160	03/14/2022	03/14/2022	AW	CITY OF XENIA	\$67,004.83	O
		Purpose: 2ND QTR 911 SERVICE				
88161	03/14/2022	03/14/2022	AW	WORLD FUEL SERVICES, INC.	\$1,895.89	O
		Purpose: FUEL				
88162	03/14/2022	03/14/2022	AW	GREENE COUNTY SHERIFF'S OFFICE	\$7,500.00	O
		Purpose: PSISN ACCESS				
88163	03/14/2022	03/14/2022	AW	LOWE'S COMPANIES INC.	\$274.68	O
		Purpose: MISC PURCHASES				
88164	03/15/2022	03/15/2022	AW	JEFFERSON HEALTH PLAN	\$55,966.85	O
		Purpose: FEB HEALTH INS				
88166	03/15/2022	03/15/2022	AW	DENTAL CARE PLUS, INC.	\$2,228.52	O
		Purpose: FEB DENTAL INS				
88168	03/15/2022	03/15/2022	AW	DENTAL CARE PLUS, INC.	\$2,011.92	O
		Purpose: MARCH DENTAL INS				
Total Payments:					\$183,233.36	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$183,233.36	

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.



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The Board of Trustees of Sugarcreek Township, Greene County, Ohio, in Regular Session on March 7th, 2022, at 7:00 PM.

- 1) **Mr. Cramer called the session to order at 7:05 pm.**
- 2) **Mr. Demko called the roll with Board Members Mr. Cramer, Mrs. Destefani, and Mr. Moeller being present. Also, in attendance was Donna Hellmann, Louie Schatzberg, and Brian Lampton.**
- 3) **All in attendance stood for the Pledge of Allegiance.**
- 4) **Brian Lampton – Award for Police Department
Ohio Collaborative Community Police Advisory Board**
- 5) **Reports**

Administration

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

Zoning

Mrs. Tilford was present. There was nothing to add to her report. Mrs. Destefani asked about the Rolandia property and when they would be starting the next phase. Mrs. Tilford stated that they did just submit for the next round of townhouses and apartments so they will be starting to build those once the weather starts to cooperate.

Fiscal Officer

Mr. Demko was present. He added that the Auditors will be coming soon to start their audit for 2021.

Fire

Chief Leaming was present. There was nothing to add to his report. Mr. Cramer thanked Chief Leaming for taking the Trustees on the trip to see the ladder truck, they are excited to have the truck make its way to the Township.

Police

Chief Brown was present. There was nothing to add to his report. Mrs. Destefani commended the officers who received great feedback on a call they went on to an accident.

Roads and Service

Mr. Owens was not present. There was nothing to add to his report. Mr. Tiffany stated that the Roads and Service Department is hiring one full time and one part time position.

Information Technology

There was nothing to add.

Trustees

Mr. Moeller mentioned a house bill going around right now that may be able to help the part time fire fighters with their hours. Mrs. Destefani mentioned the Community Clean up Day coming up on April 9th, 2022, and to sign up if you are interested. She also stated that a Fire Levy Renewal will be coming up so look out for that. Mrs. Destefani also mentioned that the Lions Club is doing a Community Day of Clean up, there will be a meeting Wednesday March 16th, to see who can do what projects, if anyone was interested. Mrs. Destefani lastly mentioned the Veterans Memorial is gaining support and the Brick fundraiser is still going on to help raise money for the site and statue of Jim Martin. Mr. Cramer stated he was glad he got the opportunity to go see where the ladder truck is being built and that he feels that they will take good care of us if anything happens to the truck in the future. Mr. Cramer also mentioned that broadband in the Township is expanding, and they are trying to get everyone a good connection.

6) **Public Comments – Agenda Items**

There were no comments

7) **Old Business**

A. City of Bellbrook, Bellbrook Sugarcreek Parks, and Schools Meeting - Meeting date - Last Week of March.

8) **Consent Agenda Items**

A. Payment of Bills

B. Approval of Minutes

C. Proclamation of Recognition– Dr. Keith A. Huelsman

PROCLAMATION OF APPRECIATION

Dr. Keith A. Huelsman, OD

WHEREAS, Dr. Keith A. Huelsman, OD has been providing for the vision care needs of Sugarcreek residents for over thirty years; and,

WHEREAS, his practice, Bellbrook Vision Center, has become an important part of the Bellbrook Sugarcreek business community; and,

WHEREAS, Dr. Huelsman has provided for the eyecare needs of our residents for decades and has done so with care and compassion; and,

WHEREAS, Dr. Huelsman has provided for a transition of his practice over to his partner Dr. Fie Yang to ensure his patients and his legacy of quality care to the Bellbrook Sugarcreek community continues; and,

WHEREAS, it is with sadness that we see this chapter of Dr. Keith Huelsman life come to a close and we join with his family, patients, friends and our larger community in wishing him the very best; and

NOW THEREFORE, the Trustees of the Board of Sugarcreek Township hereby recognizes and honors Dr. Keith A. Huelsman for his outstanding service to the Sugarcreek Township community for the past 30 years.

D. Appointment of Fire Department Staff – Kendall Cunic – 2022.03.07.01

SUGARCREEK TOWNSHIP

RESOLUTION NO. 2022.03.07.01

IN RE: Appointment of Fire Department Staff
Kendall Cunic

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

WHEREAS, vacancies exist within the classification of Part-time Firefighter II /EMT; and,

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

WHEREAS, funds are available for this purpose within the Fire Department's 2022 Operating Budget.

NOW, THEREFORE, BE IT RESOLVED, that Kendall Cunic shall be appointed to Part-time Firefighter II/EMT within the Sugarcreek Fire Department at the rate of \$15.91 per hour; and,

FURTHER BE IT RESOLVED, the above-mentioned appointment for Mr. Cunic will have an effective date of February 24, 2022 with a one (1) year probationary period ending on February 24, 2023.

E. Resignation of Fire department Staff – James Plummer and Megan Tolson –
2022.03.07.02

**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2022.03.07.02**

IN RE: Resignation of Fire Department Staff – James Plummer and Megan Tolson

WHEREAS, Part-time Firefighter II/EMT, James Plummer, and Part-time Firefighter II/EMT, Megan Tolson, have indicated their desire to resign from the Sugarcreek Township Fire Department; and,

WHEREAS, James Plummer was hired as a member of the Sugarcreek Township Fire Department on January 21, 2021 and Megan Tolson was hired as a member of the Sugarcreek Township Fire Department on September 9, 2021; and,

WHEREAS, Chief Jeffrey A. Leaming recommends we accept the resignations of James Plummer and Megan Tolson.

NOW THEREFORE, BE IT RESOLVED that the Board of Sugarcreek Township Trustees officially accept the resignations of James Plummer effective February 25, 2022, and Megan Tolson effective March 8, 2022.

Mr. Cramer made a motion to approve the Consent Agenda Items, with the changes being made to resolution 2022.03.07.01 Mrs. Destefani seconded. Roll was called with the vote being as follows:

Mr. Cramer – Yes
Mr. Moeller – Yes
Mrs. Destefani – Yes

9) **Discussion Agenda Items**

There were no discussion agenda items.

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

There were no public comments.

11) **Trustee/Staff Discussions**

There was no discussion.

12) **Adjourn**

Mr. Cramer made a motion to adjourn the Trustee meeting, Mrs. Destefani seconded.
Roll was called with the vote being as follows:

Mr. Cramer – Yes
Mr. Moeller – Yes
Mrs. Destefani – Yes

Richard J Demko, Fiscal Officer



AGENDA
SUGARCREEK TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
Monday, March 21, 2022, 7:00 P.M.

REGULAR SESSION:

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Hope Taft & Steve Knopp – Little Miami River Kleeners Update**
5. **Reports**
 - A. Administrator
 - B. Zoning
 - C. Fiscal Officer
 - D. Fire
 - E. Police
 - F. Roads and Services
 - G. Information Technology
 - H. Trustees
6. **Public Comments** - Limited to five minutes per person. Agenda related business only.
(Time cannot be yielded to another person.)
7. **Old Business**
 - A. City of Bellbrook, Bellbrook Sugar Creek Parks and Schools Meeting - Last week of March
8. **Consent Agenda Items**
 - A. Payment of Bills
 - B. Approval of Minutes
 - C. Appointment of Fire Department Staff – Jacob Hines – 2022.03.21.01
 - D. Declaration of Excess Property – Police Department – 2022.03.21.02
 - E. 2022 Permanent Appropriations – 2022.03.21.03
9. **Discussion Agenda Items**
 - A. Fire Levy
 - B. Five Dollar Motor Vehicle Tax
 - C. IT Room Air Conditioning Unit
 - D. Farmer's Market
 - E. School Resource Officer Contract

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

11. Trustee/Staff Discussion

12. Executive Session

13. Adjourn



SUGARCREEK TOWNSHIP
RESOLUTION NO. 2022.03.21.01
IN RE: Appointment of Fire Department Staff
Jacob Hines

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

WHEREAS, vacancies exist within the classification of Part-time Firefighter I /EMT; and,

WHEREAS, Jacob Hines has the necessary qualifications to serve in the capacity of Part-time Firefighter I/EMT for the Sugar Creek Township Fire Department; and,

WHEREAS, funds are available for this purpose within the Fire Department's 2022 Operating Budget.

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

FURTHER BE IT RESOLVED, the above-mentioned appointment for Mr. Hines will have an effective date of March 10, 2022 with a one (1) year probationary period ending on March 10, 2023.

Fred Cramer, Chairperson

Carolyn L. Destefani, Vice Chairperson

Marvin Moeller, Trustee

Richard J. Demko, Fiscal Officer



AGENDA
SUGARCREEK TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
Monday, March 21, 2022, 7:00 P.M.

REGULAR SESSION:

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Hope Taft & Steve Knopp – Little Miami River Kleeners Update**
5. **Reports**
 - A. Administrator
 - B. Zoning
 - C. Fiscal Officer
 - D. Fire
 - E. Police
 - F. Roads and Services
 - G. Information Technology
 - H. Trustees
6. **Public Comments** - Limited to five minutes per person. Agenda related business only.
(Time cannot be yielded to another person.)
7. **Old Business**
 - A. City of Bellbrook, Bellbrook Sugar Creek Parks and Schools Meeting - Last week of March
8. **Consent Agenda Items**
 - A. Payment of Bills
 - B. Approval of Minutes
 - C. Appointment of Fire Department Staff – Jacob Hines – 2022.03.21.01
 - D. Declaration of Excess Property – Police Department – 2022.03.21.02
 - E. 2022 Permanent Appropriations – 2022.03.21.03
9. **Discussion Agenda Items**
 - A. Fire Levy
 - B. Five Dollar Motor Vehicle Tax
 - C. IT Room Air Conditioning Unit
 - D. Farmer's Market
 - E. School Resource Officer Contract

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

11. Trustee/Staff Discussion

12. Executive Session

13. Adjourn



**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2022.03.21.02**

IN RE: Declaration of Excess Property – Police Department

WHEREAS, the Sugarcreek Township Police Department has identified equipment which is no longer needed for operations, and;

WHEREAS, the item listed below has been declared broken, obsolete or non-reparable and have been marked for destruction.

Car 107 – Chevrolet Caprice PPV

- VIN – 6G1MK5U2XDL825287
- Mileage – 106,664

NOW THEREFORE BE IT RESOLVED, that this Sugarcreek Township Board of Trustees hereby declares this property to be excess and directs the appropriate disposition of this property.

Fred Cramer, Chairperson

Carolyn L. Destefani, Vice Chairperson

Marvin Moeller, Trustee

Richard J. Demko, Fiscal Officer



AGENDA
SUGARCREEK TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
Monday, March 21, 2022, 7:00 P.M.

REGULAR SESSION:

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Hope Taft & Steve Knopp – Little Miami River Kleeners Update**
5. **Reports**
 - A. Administrator
 - B. Zoning
 - C. Fiscal Officer
 - D. Fire
 - E. Police
 - F. Roads and Services
 - G. Information Technology
 - H. Trustees
6. **Public Comments** - Limited to five minutes per person. Agenda related business only.
(Time cannot be yielded to another person.)
7. **Old Business**
 - A. City of Bellbrook, Bellbrook Sugar Creek Parks and Schools Meeting - Last week of March
8. **Consent Agenda Items**
 - A. Payment of Bills
 - B. Approval of Minutes
 - C. Appointment of Fire Department Staff – Jacob Hines – 2022.03.21.01
 - D. Declaration of Excess Property – Police Department – 2022.03.21.02
 - E. 2022 Permanent Appropriations – 2022.03.21.03
9. **Discussion Agenda Items**
 - A. Fire Levy
 - B. Five Dollar Motor Vehicle Tax
 - C. IT Room Air Conditioning Unit
 - D. Farmer's Market
 - E. School Resource Officer Contract

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

11. Trustee/Staff Discussion

12. Executive Session

13. Adjourn



SUGARCREEK TOWNSHIP
RESOLUTION NO. 2022.03.21.03
IN RE: Year 2022 Permanent Appropriations

WHEREAS, the Board of Trustees has a duty under law to adopt and maintain a balanced budget; and,

WHEREAS, this Board, along with the Fiscal Officer and Township Administrator, have examined the estimate of revenues; and,

WHEREAS, it is evident that the proposed 2022 Appropriations for each Fund do not exceed estimated revenues, which may include 2022 carryovers and additional income, as certified to the Greene County Auditor's Office by the Township Fiscal Officer,

NOW THEREFORE, BE IT RESOLVED, that the following permanent appropriations be placed into effect:

1000	General Fund	
	Personal Services (Salaries)	\$ 413,184.00
	Employee Benefits	\$ 193,680.00
	Purchased Services	\$ 161,200.00
	Supplies & Materials	\$ 11,440.00
	Other Dues and Fees	\$ 2,080.00
	Health Districts	<u>\$ 33,280.00</u>
	<i>Total General Fund:</i>	<i>\$ 814,864.00</i>
2011	Motor Vehicle License Tax	\$ 30,000.00
2021	Gasoline Tax	\$ 225,000.00
2031	Road and Bridge	
	Personal Services	\$ 534,072.00
	Other	<u>\$ 583,072.00</u>
	<i>Total Road and Bridge:</i>	<i>\$1,117,144.00</i>
2081	Police District	
	Personal Services	\$2,581,000.00
	Other	<u>\$ 466,100.00</u>
	<i>Total Police District:</i>	<i>\$3,047,100.00</i>
2112	Fire District	
	Personal Services	\$2,387,065.00
	Other	<u>\$ 958,852.00</u>
	<i>Total Fire District:</i>	<i>\$3,345,917.00</i>

2231	Permissive Motor Vehicle Gas Tax	\$ 200,000.00
2281	Ambulance and Emergency Medical	
	Personal Services	\$ 133,261.00
	Other	\$ 113,332.00
	<i>Total Ambulance and Emergency Medical:</i>	\$ 246,593.00
2904	Centerville Fire Ancillary	\$ 110,000.00
2906	Police Trust Fund	\$ 30,979.24
2907	Police Cell Tower Receipts	\$ 24,000.00
2908	Fire Cell Tower Receipts	\$ 24,000.00
2911	American Rescue Plan Fund	\$ 309,471.55
3102	General Bond Retirement	\$ 129,207.00
3901	Clyo Road TIF II	\$ 24,100.00
2909	MEP	\$ 3505.00

Total Temporary Appropriations \$9,681,880.79

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

Fred Cramer, Chairperson

Carolyn L. Destefani, Vice Chairperson

Marvin Moeller, Trustee

Richard J. Demko, Fiscal Officer