



AGENDA
SUGARCREEK TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
Monday, April 4, 2022, 7:00 P.M.

REGULAR SESSION:

- 1. Call to Order**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. Reports**
 - A. Administrator
 - B. Zoning
 - C. Fiscal Officer
 - D. Fire
 - E. Police
 - F. Roads and Services
 - G. Information Technology
 - H. Trustees
- 5. Public Comments** - Limited to five minutes per person. Agenda related business only.
(Time cannot be yielded to another person.)
- 6. Old Business**
 - A. City of Bellbrook, Bellbrook Sugar Creek Parks and Schools Meeting – May TBD
- 7. Consent Agenda Items**
 - A. Payment of Bills
 - B. Approval of Minutes
 - C. 2022 Permanent Appropriations – 2022.03.21.03 *Amended
 - D. Resolution of Necessity – Renewal of Fire Levy – 2022.04.04.01
- 8. Discussion Agenda Items**
 - A. Park District Commissioner
- 9. Public Comments** - Limited to five minutes per person. Township related business only.
(Time cannot be yielded to another person.)
- 10. Trustee/Staff Discussion**
- 11. Executive Session**
- 12. Adjourn**



MEETING CONDUCT AND GUIDELINES

As Trustees of Sugarcreek Township, we encourage residents to attend our Township Meetings. We appreciate you taking time out of your busy schedules to be a part of your Government in action. To help meetings move along in a positive manner, we have established the following guidelines for our meetings:

This is a Township Business meeting and is to be conducted in a professional, business-like manner. It is not our intention to embarrass or demean each other or any members of the audience. We will treat each other with courtesy and respect and we ask for the same courtesy and respect from the audience. No one will get special treatment. These guidelines are for all of us.

As a professional meeting should not go longer than an hour to an hour and a half, it is our intention to stay within a reasonable time limit and follow the agenda.

There will be an Open Discussion at the end of the agenda for the audience to give comments on Township issues. When you have a question or comment, please go to the microphone, state your name and address and direct your question to the Trustees. Please try to limit your comments to 3-5 minutes so as to allow everyone an opportunity to speak.

We appreciate your input. We will not allow any personal attacks or any type of outbursts or profanity from the audience.

If you have any personal comments that you would like to make to us as individuals, please feel free to call the Township Administrative offices or allow us to set up a time to speak with you individually.

It is our goal that meetings are productive and positive. We will do our best to conduct effective, professional meetings.

Thank you.

Sugarcreek Township Trustees



Staff Report for the Sugar Creek Township Board of Trustees March 22, 2022 to April 4, 2022

The following is a snapshot of the activities and areas of responsibility for the Sugar Creek 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: Follow-up**
 - **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.
 - *The BZA approved the request as submitted by the applicant.*
- **April 28, 2022 Board of Zoning Appeals Meeting**
 - **BZA Case 02-2022:** Applicant, Alison Crocker, is requesting a variance to allow for the construction of shed in a side yard. The subject property is 2601 Washington Mill Road, can be identified by parcel id L32000200270009100, is owned by Alison and Conan Crocker is and located in the A-1 (Agricultural) District.
 - **BZA Case 03-2022:** Applicants, Kelsey and Andrew Schneck, are requesting a variance to allow for the construction of a fence in the front yard on a corner lot. The subject property is 3636 Magnolia Trace Drive, can be identified L32000200300012100, is owned by Kelsey and Andrew Schenk and is located in the PUD-R (Residential Planned Unit Development) District.

Zoning Commission Activities:

- **April 5, 2022 cancelled**
- **Next meeting scheduled for May 3, 2022**

Meetings/Accomplishments:

- Met with property owner to discuss Carpenter Road project on March 22, 2022
- Met with property owner to discuss Carpenter Road project on March 22, 2022
- Met with property owner to discuss Carpenter Road project on March 23, 2022
- Attended BZA Meeting on March 24, 2022
- Met with property owner to discuss variance request on March 28, 2022
- Met with HOA representative to discuss map need on March 28, 2022
- Met with property owner to discuss Carpenter Road project on March 28, 2022
- Met with WHIO to discuss Community Clean-up Day on March 31, 2022
- Met with property owner to discuss variance request on April 4, 2022
- Working to identify best option for zoning database software
- Prepared, sent and posted Legal Notices pursuant to ORC Section 4504.181 for upcoming public hearings



Jeffrey A. Leaming
Fire Chief

Staff Report for Sugar Creek Township Trustees March 18, 2022 thru April 1, 2022

The following information is a snap shot of the activities and areas of responsibilities for Sugar Creek 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's Review / Testing / Skills Checkoff
- Officer Development

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: 230 0 Overdose calls with 0 patients receiving Narcan
- Vehicle Crashes: 33
- Fire Responses: 64
294 6.4% or 19 calls have been to Cornerstone

Accomplishments/Information:

- Concrete apron replacement at station 72 will begin when weather allows
- Reviewing bids on station 72 tile and carpet removal; concrete polishing
- Members of the department will be participating in the community clean up April 9th
- Obtaining bids on kitchen renovations with dish washer installs at both fire stations
- Engine 71 remains out of service for pump rebuild

Status of Significant Issues the Fire Department is Addressing:

- Continuing to monitor COVID-19 situation
- Continuously accepting applications for part time openings
- 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
- Ladder graphics scheduled for April 12th

Fiscal: 2022

As of March 25, 2022	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
Fire	\$3,257,865.00	\$795,256.05	\$729,639.02	\$1,758,636.04	22.221%
EMS	\$237,961.00	\$102,281.24	\$43,493.22	\$94,494.69	18.102%
Cell Tower Fund	\$24,000.00	\$0.00	\$0.00	\$24,000.00	0.000%
Department Total	\$3,519,826.00	\$897,537.29	\$773,132.24	\$1,877,130.73	21.792%

Projected Capital Needs:

Priority	Immediate	Moderate	Low
1	Engine	\$600,000.00	Battalion Bay sensors \$1,200.00
2	(5) Mobile Radios	\$35,000.00	Inside Building Painting / Bay (Sta. 72) \$9,000.00
3	Medic Unit	\$250,000.00	Buld Gear Room (in Bay Sta. 72) \$55,000.00
4			Radio Batteries \$2,500.00
5			Concrete Bay Floor Repair/Replace Sta. 71 \$30,000.00
6			Chain saw \$1,375.00
7			Hand Tools \$3,000.00
8			Replace Hose \$10,000.00
9			Station Alerting \$54,000.00
10			Upgrade MDT's \$15,000.00
11			Replace Staff Vehicles (2) 2025 \$125,000.00
12			
13			
14			
15			
16			
17			
18			
19			
20			
21			
	Total	\$885,000.00	\$306,075.00

TOTAL- \$1,309,075.00

Respectfully Submitted,



Jeffrey A. Leaming



Michael A. Brown
Chief of Police

Trustee Report April 4, 2022

Training

- On March 31st, Officer Joshua Lacy will be attending the “Effective Interview and Interrogation Techniques” at Centerville Police Department.
- On April 14th, Records Clerk Smith and Property Room Clerk Montgomery have a webinar on IBR Submissions.
- On April 21st, Detective Stayer will be attending the “Social Networking” training at Centerville Police Department.
- No other classes scheduled for April.

Fiscal

Budget 2022 (Final Appropriation)	\$2,999,100.00
Expenditures as of March 25, 2022	\$714,337.50
% of Budget Used	23.6%
% of Budget Year Target for the end of March	24.9%
% of Budget Remaining	76.4%
Cash Balance as of March 25, 2022	\$1,559,750.11

EVENTS/APPEARANCES

- On March 22nd, Chief Brown attended the Eagle Rise HOA meeting.
- On March 24th, Chief Brown attended the Greene County Chief's luncheon.
- On March 25th, Chief Brown and Sergeant Evans had a meeting regarding the Ohio Collaboration.
- On March 31st, Chief Brown will be attending the White Fence HOA meeting.

Respectfully submitted,



Michael A. Brown
Chief of Police



Michael A. Brown
Chief of Police

Police Blotter

March 16, 2022

- Business and house checks
- Crash report on Wilmington-Dayton Road
- Community policing

March 17, 2022

- Juvenile complaint on Wilmington Pike
- Traffic stops
- 911 Hang-up on Shannon Court

March 18, 2022

- Juvenile complaint on Upper Bellbrook Road
- Fraud report on Spillway Drive
- Welfare check on Catalpa View Way
- Disturbance on Bayberry Cove Drive
- Crash report on Clyo Road

March 19, 2022

- Intoxicated subject on Wilmington Pike
- Suspicious vehicle on Wilmington Pike
- Crash report on Centerville Road

March 20, 2022

- Domestic violence on River Edge Circle
- Disturbance on Wilmington Pike
- Neighbor problems on Sonoma Court
- Crash report on Feedwire Road

March 21, 2022

- Theft arrest on Wilmington Pike
- Request of an officer on N. Lakeman Drive
- Business checks
- Traffic stops

March 22, 2022

- Nothing to Report

March 23, 2022

- Crash report on River Edge Circle
- Community policing
- Juvenile complaint on Bayberry Cove Drive
- Crash report on Wilmington-Dayton Road
- An animal complaint on Centerville Road

March 24, 2022

- Nothing to Report

March 25, 2022

- Business and house checks
- Warrant on Clio Road
- Disturbance report on Wilmington Pike
- Theft arrest on Wilmington Pike

March 26, 2022

- Disturbance report on Bayberry Cove Drive
- Request of an officer on Wilmington-Dayton Road
- Harassment report on Bayberry Cove Drive
- Traffic stops

March 27, 2022

- Nothing to Report

March 28, 2022

- Peace officer requested at Bayberry Cove Drive
- Fraud report on Clio Road
- Crash report on Toll Gate Lane

March 29, 2022

- Crash report on Ferry Road
- Fraud report on Swigart Road
- Welfare check on Shepherd Road
- An animal complaint on Stewart Road

March 30, 2022

- Nothing to Report



Staff Report for Sugar Creek Township Trustees April 4, 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:

- No calls for service

Accomplishments:

- Grease Mini excavator
- Install chips and dust gravel for pad at FD
- Move containment tank and drill inspection hole at FD diesel tank
- Remove used oil drum from FD
- Completed tree/brush trimming behind guardrails-LSC
- Remove signs from ROW (3)
- Inspect washout at manhole- Country Wood
- Go to O'Reilly's -brake parts
- Patch potholes-Ferry Rd, Spring Valley Alpha, Sears, Middle Run, LSC, Aaron Dr Soaring Heights, Clearbrook, Spahr, Pineview, Bayberry Cove, Memorial,
- Repair culvert markers-Carpenter, Fauber Rds.
- Remove brush using Mini- LSC
- Road reviews-Mondays, after storms (3)
- Clean grates-Ferry Rd, Cedar Ridge
- Brake job-Service car, (including calipers) -Ford Fusion
- Remove rear tire of backhoe-take to Harworth, reinstall tire after repair
- Remove Farmers Market signs and fill holes
- Replace Schrader valve-front tire, loader
- Assist Xenia Twp with loading two used oil drums
- Service Worker I interviews (3)
- Remove logs from ROW LSC
- Set up tables for meeting (3) Admin Bld
- Repair berm- Middle Run (2), Sonoma, River Ridge Dr, Land Dr, Apache Tr, Winshire Terrace, Ferry S, Little Miami, River's Edge, Cedar Ridge
- Remove Dead raccoon- Clio
- Load street sweeper for Sandy's Towing- transit to Jack Doheny for servicing
- Picked up load of cold patch
- Reinstall insulation in attic- Admin
- Used mini to remove brush around pond
- Purchase blinds from Home Depot and install- Admin

- **Remove dead deer-Ferry Rd**
- **Trouble shoot and replace coil pack on F-150**
- **Empty, clean, and remove beet heat tanks-cold storage till next winter**
- **Repair power plug for beet heat tank-701**
- **Filled sink hole LSC- berm at Twp line/City**

Respectfully,

Dale Owens
Director of Roads and Services



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- 11. Executive Session**
- 12. Adjourn**

Payment Listing

3/21/2022 to 3/31/2022

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
88170	03/21/2022	03/21/2022	AW	MICHAEL BROWN	\$50.00	O
				Purpose: CELL PHONE		
88171	03/21/2022	03/21/2022	AW	DOUG EVANS	\$20.00	O
				Purpose: CELL PHONE		
88172	03/21/2022	03/21/2022	AW	MARK WHITE	\$20.00	O
				Purpose: CELL PHONE		
88173	03/21/2022	03/21/2022	AW	BARRY TIFFANY	\$750.00	O
				Purpose: CELL PHONE AND CAR ALLOWANCE		
88174	03/21/2022	03/21/2022	AW	CARA TILFORD	\$450.00	O
				Purpose: CELL PHONE AND CAR ALLOWANCE		
88175	03/21/2022	03/21/2022	AW	CAROLYN L. DESTEFANI	\$20.00	O
				Purpose: CELL PHONE		
88176	03/21/2022	03/21/2022	AW	FRED CRAMER	\$20.00	O
				Purpose: CELL PHONE		
88177	03/21/2022	03/21/2022	AW	MARVIN MOELLER	\$20.00	O
				Purpose: CELL PHONE		
88178	03/21/2022	03/21/2022	AW	DALE OWENS	\$20.00	O
				Purpose: CELL PHONE		
88179	03/21/2022	03/21/2022	AW	RICHARD CIPRIANO	\$20.00	O
				Purpose: CELL PHONE		
88180	03/21/2022	03/21/2022	AW	JOSEPH HOFFMAN	\$20.00	O
				Purpose: CELL PHONE		
88181	03/21/2022	03/21/2022	AW	ROBERT JORDAN	\$20.00	O
				Purpose: CELL PHONE		
88182	03/21/2022	03/21/2022	AW	JOSHUA DARNELL	\$20.00	O
				Purpose: CELL PHONE		
88183	03/21/2022	03/21/2022	AW	JOSHUA DARNELL	\$20.00	V
				Purpose: CELL PHONE		
88183	03/21/2022	03/21/2022	AW	JOSHUA DARNELL	-\$20.00	V
88184	03/22/2022	03/22/2022	AW	CERTIFIED LABORATORIES	\$370.00	O
				Purpose: PERMALUBE RED		
88185	03/22/2022	03/22/2022	AW	ZEP SALES AND SERVICE	\$109.95	O
				Purpose: HAND CLEANER		
88186	03/22/2022	03/22/2022	AW	GEM CITY CLEANING CREW	\$350.00	O
				Purpose: ADMIN CLEANING		
88187	03/22/2022	03/22/2022	AW	TIME WARNER CABLE	\$500.00	O
				Purpose: TELEPHONE		
88188	03/22/2022	03/22/2022	AW	OCCUPATIONAL HEALTH CENTERS OF OH	\$278.00	O
				Purpose: DRUG TESTING/PHYSICALS		
88189	03/22/2022	03/22/2022	AW	BUGS-OR-US PEST CONTROL	\$185.00	O
				Purpose: PEST CONTROL		
88190	03/22/2022	03/22/2022	AW	SPRING VALLEY BODY SHOP	\$483.73	O
				Purpose: UTILITY VEHICLE REPAIR		
88191	03/22/2022	03/22/2022	AW	ENERGY OPTIMIZERS, USA	\$959.01	O
				Purpose: ENERGY CONTRACT		
88192	03/22/2022	03/22/2022	AW	DC DOOR COMPANY	\$410.00	O

Payment Listing

3/21/2022 to 3/31/2022

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
		Purpose: BAY DOOR REPAIRS				
88193	03/22/2022	03/22/2022	AW	MOTOROLA SOLUTIONS, INC.	\$226.00	O
		Purpose: DEVICE PROGRAMMING				
88194	03/22/2022	03/22/2022	AW	ATLANTIC EMERGENCY SOLUTIONS	\$3,629.28	O
		Purpose: (3) 14" CHAINSAWS				
88195	03/22/2022	03/22/2022	AW	OHIO POLICE & FIRE PENSION FUND	\$1,000.00	O
		Purpose: LATE FORM FEE				
88196	03/22/2022	03/22/2022	AW	O'REILLY AUTOMOTIVE, INC.	\$674.94	O
		Purpose: OIL DRUM AND DEF				
88197	03/22/2022	03/22/2022	AW	WORLD FUEL SERVICES, INC.	\$2,563.64	O
		Purpose: FUEL				
88198	03/22/2022	03/22/2022	AW	MUFFLER BROTHERS	\$53.95	O
		Purpose: CAR 109				
88200	03/28/2022	03/28/2022	AW	BUSINESS PLANS	\$60.00	O
		Purpose: MARCH COBRA				
88201	03/28/2022	03/28/2022	AW	GREENE COUNTY CAREER CENTER	\$900.00	O
		Purpose: TRAINING - MANTIA, MOUNTJOY				
88202	03/28/2022	03/28/2022	AW	MEYERS PRINTING & DESIGN, INC.	\$148.93	O
		Purpose: PRISONER TRANSFER FORMS				
88203	03/28/2022	03/28/2022	AW	OHIO MACHINERY CO.	\$821.00	O
		Purpose: GROUND LADDER INSPECTION				
88204	03/29/2022	03/29/2022	AW	HARWORTH TIRE AND AUTO	\$72.50	O
		Purpose: BACKHOE TIRE REPAIR				
88205	03/29/2022	03/29/2022	AW	BATTERIES PLUS	\$359.45	O
		Purpose: BATTERIES				
88206	03/29/2022	03/29/2022	AW	O'REILLY AUTOMOTIVE, INC.	\$221.00	O
		Purpose: PARTS				
88207	03/29/2022	03/29/2022	AW	HORTON EMERGENCY VEHICLES	\$17.13	O
		Purpose: LIGHT FOR M73				
88208	03/29/2022	03/29/2022	AW	CIVIC PLUS	\$5,496.36	O
		Purpose: WEBSITE ANNUAL RENEWAL				
88209	03/29/2022	03/29/2022	AW	SCHUERHOLZ PRINTING	\$1,664.90	O
		Purpose: CIVIC ALERT POSTCARDS				
88210	03/29/2022	03/29/2022	AW	CHARTER COMMUNICATIONS	\$707.26	O
		Purpose: MARCH MASTER BILL				
88211	03/29/2022	03/29/2022	AW	CITI CARDS	\$751.90	O
		Purpose: MISC PURCHASES				
88217	03/29/2022	03/29/2022	AW	MEGACITY FIRE PROTECTION	\$282.80	O
		Purpose: ANNUAL INSPECTION				
88218	03/29/2022	03/29/2022	AW	OFFICE DEPOT	\$113.73	O
		Purpose: SUPPLIES				
88219	03/29/2022	03/29/2022	AW	WORLD FUEL SERVICES, INC.	\$3,266.45	O
		Purpose: FUEL				
88220	03/29/2022	03/29/2022	AW	CAPITAL ONE	\$6.24	O
		Purpose: STAPLES				
88221	03/29/2022	03/29/2022	AW	AT&T MOBILITY	\$551.29	O

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Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
		Purpose: TABLETS, PHONES, ETC				
88222	03/29/2022	03/29/2022	AW	SERVPRO OF SOUTH DAYTON	\$2,600.61	O
		Purpose: WATER DAMAGE MITIGATION				
88223	03/29/2022	03/29/2022	AW	JEFFERSON HEALTH PLAN	\$58,154.14	O
		Purpose: APRIL HEALTH INS				
88225	03/29/2022	03/29/2022	AW	STANDARD INSURANCE COMPANY	\$225.64	O
		Purpose: APRIL LIFE INS				
88227	03/29/2022	03/29/2022	AW	FIDELITY SECURITY LIFE INSURANCE CO.	\$625.54	O
		Purpose: APRIL VISION INS				
88229	03/29/2022	03/29/2022	AW	DENTAL CARE PLUS, INC.	\$1,424.62	O
		Purpose: APRIL DENTAL INS				
Total Payments:					\$91,714.99	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$91,714.99	

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 21st, 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, Denise Moore, and Janet Knopp.
- 3) **All in attendance stood for the Pledge of Allegiance.**
- 4) **Hope Taft and Steve Knopp – Little Miami River Kleeners Update**
Steve Knopp received the 2021 Small Town American Civic Volunteer Award
- 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.

Fiscal Officer

Mr. Demko was present. He stated that he has finalized the permanent appropriations for this year.

Fire

Chief Leaming was present. There was nothing to add to his report. Mr. Moeller asked for an update on the gas tanks at the Fire and Police building. Chief Leaming stated that they have restored that area and they are working on getting new tanks back there and getting gas back at the building. They are waiting on the electric to be repaired so that could take some time. Mrs. Destefani asked about the ladder truck and when the Township will be receiving it. Chief Leaming stated that once the truck is done being built it does still have to get outfitted.

Police

Chief Brown was present. There was nothing to add to his report. Mrs. Destefani asked if there was a date for the bike radios. Chief Brown stated they should be here by May 14th. Mr. Cramer asked how many we were getting. Chief Brown stated that there are 2 bikes and there are 2 officers that will be going to the bike training in June. Mrs. Destefani asked if the Police Department still gives ice cream coupon cards to kids with their helmets on. Chief Brown stated that they will be contacting Dairy Shed to get that program going again.

Roads and Service

Mr. Owens was present. There was nothing to add to his report. Mrs. Destefani asked about the procedure for removal of dead animals. Mr. Owens stated that if it is in the right of way

the Township does go and pick it up. There are occasions that the Township does go out and help residents who live on a county road or if there is an injured animal on a property, the Roads and Service crew will go and help those people out.

Information Technology

There was nothing to add.

Trustees

Mr. Moeller stated he went to the Health Commission meeting last week, they had some good statistics about the average usage for each community for each person.

Mrs. Destefani attended the Greene County Regional Planning Commission meeting. She also stated that the Park District Board interviews start tomorrow. Mr. Cramer stated that he took the proclamation to Dr. Keith Huelsman and his whole family was there and very thankful and appreciative that we did this proclamation for him. The Trustees also talked about the Community Cleanup Day coming up on April 9th, 2022.

6) Public Comments – Agenda Items

Hope Taft thanked the Township for sponsoring the webinar that will give the evaluation of the Little Miami Valley River. She stated the next river cleanup will be May 11th, 2022.

7) Old Business

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

8) Consent Agenda Items

A. Payment of Bills

B. Approval of Minutes

C. Appointment of Fire Department Staff – Jacob Hines – 2022.03.21.01

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 Sugarcreek 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 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 Jacob Hines 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. Hines will have an effective date of March 10, 2022, with a one (1) year probationary period ending on March 10, 2023.

D. Declaration of Excess Property – Police Department – 2022.03.21.02

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.

E. 2022 Permanent Appropriations – 2022.03.21.03

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>	<u>\$ 814,864.00</u>
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	\$ 466,100.00
	<i>Total Police District:</i>	<i>\$3,047,100.00</i>
2112	Fire District	
	Personal Services	\$2,387,065.00
	Other	\$ 958,852.00
	<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>	<i>\$ 246,593.00</i>
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
<hr/>		
	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.

Mr. Cramer made a motion to approve the Consent Agenda Items, 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**

- A. Fire Levy- Mr. Tiffany stated that there is a fire levy that expires soon, there will be a renewal coming up in the fall. There needs to be resolutions coming up that need to be ready for July.
- B. Five Dollar Motor Vehicle Tax – Mr. Tiffany stated that to help pay for the repaving of roadways there is a \$5.00 tax that can be added on to the license plate renewals. It comes directly to the Township, to help pay for the repaving of roads.

- C. IT Room Air Conditioning Unit – the Trustees approved this in the work session.
- D. Farmer’s Market – The Trustees decided that the Farmer’s Market will be closed this year.
- E. School Resource Officer Contract – The Trustees also discussed this in the work session, they signed it for the up coming 2022-2023 school year.

10) Public Comments – Discussion Agenda Items

Denise Moore stated that the corner of Center Pointe and Wilmington Pike there is a huge need for the road to get fixed. She stated that it gets chewed up every year and it just keeps getting worse and worse.

Donna Hellman stated that tomorrow night is the HOA meeting for Eagle Rise it starts at 7pm.

11) Trustee/Staff Discussions

There is a need for Executive session under section 121.22.G1 of the ORC to discuss rates of pay for nonunion employees. Mr. Cramer made a motion to move into Executive session at 7:56pm, Mrs. Destefani seconded. Roll was called with the vote being as follows:

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

Mr. Cramer made a motion to come back from Executive session at 10:04pm, Mrs. Destefani seconded. Roll was called with the vote being as follows:

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

Mr. Cramer made a motion to approve the pay raises discussed, Mr. Moller Seconded. Roll was called with the vote being as follows:

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

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, April 4, 2022, 7:00 P.M.

REGULAR SESSION:

- 1. Call to Order**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. Reports**
 - A. Administrator
 - B. Zoning
 - C. Fiscal Officer
 - D. Fire
 - E. Police
 - F. Roads and Services
 - G. Information Technology
 - H. Trustees
- 5. Public Comments** - Limited to five minutes per person. Agenda related business only.
(Time cannot be yielded to another person.)
- 6. Old Business**
 - A. City of Bellbrook, Bellbrook Sugar Creek Parks and Schools Meeting – May TBD
- 7. Consent Agenda Items**
 - A. Payment of Bills
 - B. Approval of Minutes
 - C. 2022 Permanent Appropriations – 2022.03.21.03 *Amended
 - D. Resolution of Necessity – Renewal of Fire Levy – 2022.04.04.01
- 8. Discussion Agenda Items**
 - A. Park District Commissioner
- 9. Public Comments** - Limited to five minutes per person. Township related business only.
(Time cannot be yielded to another person.)
- 10. Trustee/Staff Discussion**
- 11. Executive Session**
- 12. Adjourn**



**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2022.03.21.03**

IN RE: Year 2022 Permanent Appropriations *Amended

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,

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3102	General Bond Retirement	\$ 129,207.00
3901	Clyo Road TIF II	\$ 24,100.00
2909	MEP	\$ 3505.00
2910	COVID 19 Relief Fund	\$ 35.04

Total Temporary Appropriations \$9,681,915.83

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



AGENDA
SUGARCREEK TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
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**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2022.03.21.03**

IN RE: Year 2022 Permanent Appropriations *Amended

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Total Temporary Appropriations \$9,681,915.83

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

RESOLUTION OF NECESSITY

*RESOLUTION REQUESTING CERTIFICATION FROM COUNTY AUDITOR
PURSUANT TO OHIO REVISED CODE SECTION 5705.03
(Dollar amount of revenue generated by specified number of mills)*

WHEREAS, the Board of Trustees of Sugarcreek Township, Greene County, OH,
Governing body (e.g. board of trustees, etc) Political subdivision
determines that it is necessary to levy a tax outside the ten-mill limitation, and

WHEREAS, before seeking to have a levy approved by the electors of Sugarcreek Township,
Portion of Political Subdivision (authorized to vote on issue)
the Board of Trustees must seek the certification of the Greene County Auditor in compliance with
Governing body
Section 5705.03 of the Ohio Revised Code, submitted for the General election held
General, Primary, Special
on November 8, 2022.
Date of Election

THEREFORE, BE IT RESOLVED, by the Board of Trustees of Sugarcreek Township,
Governing body Political subdivision
Greene County, OH, that the Greene County Auditor is hereby requested to certify to the Board of Trustees;
Governing body

- 1. The total current tax valuation of Sugarcreek Township, and
Portion of Political Subdivision (authorized to vote on issue)
- 2. The dollar amount of revenue that would be generated by 2.00 mills.
Millage

BE IT FURTHER RESOLVED that the purpose of the tax is fire levy
Purpose (use additional lines if needed)

And is for Five (5) years commencing and appearing on the tax list for the years specified: 2023-2037.
Rate of time expressed in years or continuing period of time (CPT) List the years levy will appear on the tax list

Such tax is authorized to be submitted to a vote of the electors of the Sugarcreek Township pursuant
Portion of Political Subdivision (authorized to vote on issue)
to Section 5705.19 (I) of the Ohio Revised Code, and which shall be
ORC Section
a renewal of an existing tax
(Insert "an additional levy", "a renewal of an existing tax", or "a replacement of an existing tax")

BE IT FURTHER RESOLVED that the Greene County Auditor is requested to issue the certification
within ten days after receiving this Resolution.

_____ moved for the adoption of the Resolution, and
_____ seconded the motion. The vote was as follows:

_____ voted _____
_____ voted _____

Having received the required two-thirds majority, the Resolution was adopted.

Adopted April 04, 2022.
Month and day Year

FISCAL OFFICER CERTIFICATION

I, Rich Demko of Sugarcreek Township, Greene County, Ohio,
Name of Fiscal Officer or Clerk Political subdivision
certify this Resolution to be a true and correct copy of Resolution No. 2022.04.04.01, as
Resolution number
adopted by the Board of Trustees of Sugarcreek Township, Greene County, Ohio,
Governing Body Political subdivision
and recorded in the official record of proceedings of the meeting held on April 04, 2022.
Month and Day Year



AGENDA
SUGARCREEK TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
Monday, April 4, 2022, 7:00 P.M.

REGULAR SESSION:

- 1. Call to Order**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. Reports**
 - A. Administrator
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 - A. Park District Commissioner
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- 12. Adjourn**