



AGENDA
SUGARCREEK TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
Monday, April 18, 2022, 7:00 P.M.

REGULAR SESSION:

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. **Public Hearing**

Purpose: To consider levying an annual license tax upon the operation of motor vehicles on the public roads and highways in the unincorporated territory of the township as provided for in the ORC Section 4504.181. The tax would be at a rate of five dollars per motor vehicle on all motor vehicles the district of registration of which is located in the unincorporated area of the township levying the tax. Revenue collected would be used to pay for the costs and expenses of enforcing and administering the tax; to pay for the construction, reconstruction, improvement, maintenance and repair of township roads, bridges, and culverts; to pay for the purchase, erection and maintenance of traffic signs, markers, lights and signals; to pay for the purchase of road machinery and equipment; to pay for the planning, construction and maintaining suitable buildings to house such equipment; to pay for any costs apportioned to the township under section 4907.47 of the Ohio Revised Code; and to supplement revenue already available for the aforementioned purposes.

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

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 Sugarcreek Parks and Schools Meeting - June 7th, 5:30 pm

8. Consent Agenda Items

- A. Payment of Bills
- B. Approval of Minutes
- C. Resignation of Fire Department Staff – Kendall Cunic – 2022.04.18.01
- D. Resignation of Administration Staff – Courtney Shuttleworth – 2022.04.18.02
- E. Appointment of Roads and Service Department Staff – Michael Ward and Chase Morgan – 2022.04.18.03
- F. Proclamation of Recognition – Marty Heide

9. Discussion Agenda Items

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

11. Trustee/Staff Discussion

12. Adjourn



MEETING CONDUCT AND GUIDELINES

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

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

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

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

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

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

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

Thank you.

Sugarcreek Township Trustees



**Administrator's Report to the Trustees
April 18, 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.
- Met with and Administrator and Trustee from an area township to discuss annexation issues in their community and provided input.
- Met with Cathy Gonzalez of KLA Consulting, a representative for OTARMA regarding risk management issues for the Township. Overall, we are in good compliance on all issues. She will be sending a letter in follow-up.
- Meetings continue on the I-675/Wilmington Pike study for future improvements. We anticipate late spring to have public information 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.
- We are awaiting to hear from the State of Ohio on our request for Capital Funding of our proposed Veterans Memorial.

Respectfully Submitted,

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

Barry P. Tiffany
Township Administrator



**Staff Report for the Sugar Creek Township Board of Trustees
April 5, 2022 to April 13, 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:

- **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.
 - **BZA04-2022:** Applicants, Tom and Pam Gallimore, are requesting a Variance from Section 4.14 C. 6 Table 4-6 of the Sugar Creek Township Zoning Resolution to allow for the construction of a semi-inground pool in the side yard of the subject property. The subject property is 2893 Ferry Road, parcel L32000100100001500, owned by Thomas and Pamela Gallimore, and located in the E (Estate Residential) District.

Zoning Commission Activities:

- **May 3, 2022 Zoning Commission Meeting**
 - **ZC01-2022:** Applicant Grand Communities, LLC has submitted their monument sign plans and the railing treatment for the elevations facing Center Point for review by the Zoning Commission via the Minor Modification.

Meetings/Accomplishments:

- Attended Chamber Meeting on April 7, 2022
- Attended labor management meeting on April 7, 2022
- Preapplication meeting with BZA Application on April 12, 2022
- Attended technical review meeting (Sugar Point) on April 12, 2022
- Met with IGS to discuss supplier option on April 13, 2022
- Attended meeting with GCEO and architect for Popeye's on April 14, 2022
- Newsletter taking shape nicely; working on updating our property tax graphic to include (last included in 2018)
- Prepared and sent legal and public notices for the April 28, 2022 BZA Meeting (02-2022, 03-2022 and 04-2022)



Jeffrey A. Leaming
Fire Chief

Staff Report for Sugar Creek Township Trustees April 1, 2022 thru April 15, 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)

- Code Enforcement and Sprinklers
- PALS Refresher

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: 254 0 Overdose calls with 0 patients receiving Narcan
- Vehicle Crashes: 36
- Fire Responses: 70
324 6.3% or 20 calls have been to Cornerstone

Accomplishments/Information:

- Concrete apron replacement at station 72 will begin when weather allows
- Concrete polishing of floors at station 72 is being scheduled
- Members of the department participated in the community clean up April 9th cleaning Swigert Road
- Obtaining bids on kitchen renovations with dish washer installs at both fire stations
- Engine 71 remains out of service for pump rebuild
- Ladder Truck assembly is complete and lettered on 4/12 and will be displayed at FDIC April 28, 29 & 30

Status of Significant Issues the Fire Department is Addressing:

- Waiting on Electrical Permit so repairs can be made to restore fuel tanks at the Public Safety Building
- 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:

- Public Safety 911 Board Meeting April 21st
- Sugar Maple Festival (Fire Department will be in Parade) April 23rd
- Auto Extrication Demonstration 2 pm April 23rd and 24th in front of Station 71 during the festival

- Brad Mader (Our last active Volunteer Firefighter and a Township resident) will be recognized as our Hometown Hero at 1:15 pm on Sat. 4/23 at Bellbrook Park Pavilion by the Optimist Club
- Fire Department Instructor's Conference Ladder on display April 28, 29, & 30

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	Replace Damaged Bay Door	\$2,000.00
2	(5) Mobile Radios	\$35,000.00	Inside Building Painting / Bay (Sta. 72)	\$9,000.00	Carpet training / Day room / Bunk Room	\$11,000.00
3	Medic Unit	\$250,000.00	Build Gear Room (in Bay Sta. 72)	\$55,000.00	Kitchen (Sta. 71)	\$15,000.00
4			Radio Batteries	\$2,500.00	Kitchen (Sta. 72)	\$25,000.00
5			Concrete Bay Floor Repair/Replace Sta. 71	\$30,000.00	Painting Interior (Sta. 71)	\$3,000.00
6			Chain saw	\$1,375.00	Replace Carpet (Sta. 71)	\$7,000.00
7			Hand Tools	\$3,000.00	Bay Floor crack repair / repaint floor	\$36,000.00
8			Replace Hose	\$10,000.00	Painting (bay) (Sta. 71)	\$8,000.00
9			Station Alerting	\$54,000.00	Wall Gear Racks	\$6,500.00
10			Upgrade MDT's	\$15,000.00	Dedicated Maintenance Program	\$2,500.00
11			Replace Staff Vehicles (2) 2025	\$125,000.00	Relocate Flag pole and Install lighting	\$2,000.00
12						
13						
14						
15						
16						
17						
18						
19						
20						
21						
		Total	\$885,000.00	\$306,075.00		\$118,000.00

TOTAL- \$1,309,075.00

Respectfully Submitted,



Jeffrey A. Leaming



Michael A. Brown
Chief of Police

Trustee Report April 18, 2022

Training

- 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)	\$3,047,100.00
Expenditures as of April 12, 2022	\$880,121.73
% of Budget Used	28.6%
% of Budget Year Target for the end of April	33.2%
% of Budget Remaining	71.4%
Cash Balance as of April 12, 2022	\$1,525,388.04

EVENTS/APPEARANCES

- On April 5th, Chief Brown participated in a Zoom Meeting for Flock Safety Kick Off.
- On April 9th, Chief Brown and other members of the police department participated in the Community Clean-up.
- On April 14th, Chief Brown attend the Ministerial Luncheon.
- On April 15th, Chief Brown attended the Good Friday Crosswalk.

Respectfully submitted,

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

Michael A. Brown
Chief of Police



Michael A. Brown
Chief of Police

Police Blotter

March 31, 2022

- Business and house checks
- Crash report on Wagner Road
- Traffic stops

April 1, 2022

- Business and house checks
- Community policing
- Solicitor on Wilmington Pike
- Harassment report on Lower Bellbrook Road

April 2, 2022

- Theft report on Clio Road
- Trespassing on Wilmington-Dayton Road
- Burglary reported on Ridgeway Road
- Theft arrest on Wilmington Pike

April 3, 2022

- Suspicious vehicle on Seton Hill Drive
- Request of an officer on Glory Drive
- An animal complaint on N. Lakeman Drive
- Domestic dispute on Bayberry Cove Drive
- Theft reported on Kilkenny Court

April 4, 2022

- Nothing to Report

April 5, 2022

- Traffic stops
- Crash report on Wilmington Pike
- Crash report on Little Miami Drive
- Disturbance on Feedwire Road
- Noise complaint on Wilmington-Dayton Road

April 6, 2022

- Juvenile complaint on Upper Bellbrook Road
- Crash reported on Wilmington-Dayton Road
- An unwanted subject on Surrey Trail
- Crash report on Clyo Road

April 7, 2022

- Nothing to Report

April 8, 2022

- Community policing
- Business checks
- Fraud report on Seton Hill Drive
- Neighbor problems on Bailey's Trail
- Welfare check on Clyo Road
- Juvenile complaint on Wilmington-Dayton Road

April 9, 2022

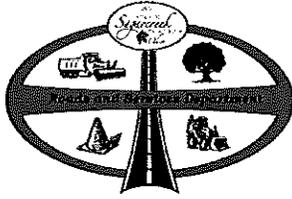
- Theft arrest on Wilmington Pike
- Welfare check on Wilmington Pike
- Community policing

April 10, 2022

- Suspicious person on Stutsman Road
- Crash report on Centerville Road
- An animal complaint on Wilmington Pike

April 11, 2022

- Nothing to Report



**Staff Report for
Sugar Creek Township Trustees
April 18, 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:

- Road review after heavy wind/rain
- Remove signs from ROW (7)
- Put up "road closed" signs LSC/Wagner roads
- Go to Home Depot for blinds, install blinds (7) in Admin
- Clean up trees/brush numerous roads in Township
- Clean grate on Cedar Ridge
- Interview applicant
- Lifted guardrail and install gravel berm LSC
- Wash F250, rinse F150
- Change batteries in radar units (2)
- Cut ditch and grade behind Service Building
- Moved plows to Quonset hut
- Repair bottom of garage door 3
- Remove salt spreaders 701, 702, Polaris
- Clean shop area
- Install berm box on 701
- Clean up downed branches 2090 Ferry Rd
- Mowed, edged, weed eat Clyo Rd
- Troubleshoot 702 rear lights
- Close Ferry Rd South-tree on power line
- Clean and service Massey Ferguson tractor
- Cut/clean up brush-Clyo Rd
- Cut/clean up tree on Timberwild
- Clean salt spreaders-703, 704
- Take 704 to Interstate Ford-seatbelt warranty work-pick up when completed
- Install "25 mph speed limit" sign on Oak Creek Dr
- Repair "stop" sign-Tollgate/Sugar Creek Dr
- Mow/weed eat around shop
- Remove dead possum-Shepherd Rd
- Troubleshoot/repair weed eater

- **Deliver “road work” letters to residents on Carpenter Rd**
- **Berm River Edge Circle**
- **Removed trash bags from Row from TWP clean-up day**
- **Borrow tractor to till community gardens**
- **Tilled gardens**
- **Pick up spreader motor from Zoresco**
- **Patch potholes numerous roads within TWP**
- **Remove salt spreaders 703, 704**
- **Remove dead possum-Cedar Ridge**
- **Remove dead Muskrat-Middle Run**
- **Fill sink hole Pineview**
- **Take 702 to Rush International(rear lights)**

Respectfully,

Dale Owens
Director of Roads and Services



AGENDA
SUGARCREEK TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING

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5. Reports

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- 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. Resignation of Fire Department Staff – Kendall Cunic – 2022.04.18.01
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11. Trustee/Staff Discussion

12. Adjourn

Payment Listing

4/4/2022 to 4/15/2022

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
644-2022	04/11/2022	04/11/2022	CH	BUREAU OF WORKERS' COMPENSATION	\$5,395.36	O
				Purpose: MONTHLY PAYMENT		
88242	04/05/2022	04/05/2022	AW	JOSHUA DARNELL	\$16.74	O
				Purpose: REFUND OF DENTAL AND VISION INS		
88244	04/05/2022	04/05/2022	AW	BciCAPITAL	\$106,852.56	O
				Purpose: LADDER TRUCK LOAN PAYMENT		
88245	04/05/2022	04/05/2022	AW	RONALD GUDGELL	\$40.00	O
				Purpose: FUEL REIMBURSEMENT		
88246	04/05/2022	04/05/2022	AW	TREASURER OF STATE	\$1,074.00	O
				Purpose: 2ND QTR UAN FEES		
88247	04/05/2022	04/05/2022	AW	MIAMI VALLEY REGIONAL PLANNING COM	\$3,698.86	O
				Purpose: 2022 MEMBERSHIP		
88248	04/05/2022	04/05/2022	AW	VALLEY ASPHALT CORPORATION	\$274.40	O
				Purpose: COLD MIX		
88249	04/05/2022	04/05/2022	AW	CAPITAL ELECTRIC LINE BUILDERS	\$594.78	O
				Purpose: LIGHT REPAIR AT CLYO AND CENTERPOINTE		
88250	04/05/2022	04/05/2022	AW	CHOICE ONE ENGINEERING	\$3,310.00	O
				Purpose: FEEDWIRE AND CARPENTER ROADS		
88251	04/05/2022	04/05/2022	AW	OFFICE DEPOT	\$158.50	O
				Purpose: SUPPLIES		
88252	04/05/2022	04/05/2022	AW	MEYERS PRINTING & DESIGN, INC.	\$132.91	O
				Purpose: VEHICLE INVENTORY FORMS		
88253	04/05/2022	04/05/2022	AW	IMAGE TREND, INC.	\$1,631.52	O
				Purpose: ANNUAL FEE		
88254	04/05/2022	04/05/2022	AW	BRADLEY C. MADER	\$507.30	O
				Purpose: 1ST QTR VOLUNTEER		
88255	04/05/2022	04/05/2022	AW	SUTPHEN CORPORATION	\$1,611.29	O
				Purpose: BALANCE DUE AS A RESULT OF CHANGES		
88256	04/05/2022	04/05/2022	AW	MEDICOUNT MANAGEMENT, INC.	\$1,290.96	O
				Purpose: FEB EMS PATIENTS		
88257	04/05/2022	04/05/2022	AW	MUFFLER BROTHERS	\$200.46	O
				Purpose: CAR 114		
88258	04/05/2022	04/05/2022	AW	WORLD FUEL SERVICES, INC.	\$1,263.38	O
				Purpose: FUEL		
88259	04/05/2022	04/05/2022	AW	TREASURER OF STATE	\$100.00	O
				Purpose: ACCESS FEE		
88260	04/05/2022	04/05/2022	AW	AES OHIO	\$559.02	O
				Purpose: ELECTRIC		
88261	04/05/2022	04/05/2022	AW	DC DOOR COMPANY	\$200.00	O
				Purpose: DOOR PROGRAMMING		
88262	04/05/2022	04/05/2022	AW	CITY OF BELLBROOK	\$68.51	O
				Purpose: WATER		
88263	04/05/2022	04/05/2022	AW	TECH ADVISORS	\$5,321.00	O
				Purpose: OFFICE 365 AND MONTHLY BILLING		
88264	04/05/2022	04/05/2022	AW	US BANK EQUIPMENT FINANCE	\$902.00	O
				Purpose: COPIER FEES		

Payment Listing

4/4/2022 to 4/15/2022

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
88265	04/05/2022	04/05/2022	AW	CHARTER COMMUNICATIONS	\$126.60	O
	Purpose:	STA 71 PHONES				
88266	04/05/2022	04/05/2022	AW	BOUND TREE MEDICAL, LLC	\$112.42	O
	Purpose:	EMS SUPPLIES				
88267	04/05/2022	04/05/2022	AW	CENTERPOINT ENERGY	\$294.92	O
	Purpose:	STA 71				
88271	04/12/2022	04/12/2022	AW	AES OHIO	\$1,574.58	O
	Purpose:	ELECTRIC				
88272	04/12/2022	04/12/2022	AW	RUMPKE CONSOLIDATED	\$239.49	O
	Purpose:	TRASH REMOVAL				
88273	04/12/2022	04/12/2022	AW	GREENE COUNTY SANITARY ENGINEER	\$587.60	O
	Purpose:	WATER				
88274	04/12/2022	04/12/2022	AW	CARA TILFORD	\$100.00	O
	Purpose:	CUSTOMER SERVICE AWARD				
88275	04/12/2022	04/12/2022	AW	TRANSUNION RISK & ALTERNATIVE DATA	\$75.00	O
	Purpose:	SEARCHES				
88276	04/12/2022	04/12/2022	AW	WASH IT DEAN	\$45.00	O
	Purpose:	CAR WASHES				
88277	04/12/2022	04/12/2022	AW	HENDERSON PRODUCTS, INC.	\$1,621.50	O
	Purpose:	TRUCK REPAIRS				
88278	04/12/2022	04/12/2022	AW	AIM MEDIA MIDWEST	\$354.90	O
	Purpose:	ZONING ADS				
88279	04/12/2022	04/12/2022	AW	GEM CITY CLEANING CREW	\$350.00	O
	Purpose:	ADMIN CLEANING				
88280	04/12/2022	04/12/2022	AW	HOME DEPOT CREDIT SERVICES	\$274.68	O
	Purpose:	BLINDS				
88281	04/12/2022	04/12/2022	AW	MEGACITY FIRE PROTECTION	\$557.55	O
	Purpose:	INSPECTIONS				
88282	04/12/2022	04/12/2022	AW	CENTERPOINT ENERGY	\$1,023.16	O
	Purpose:	NATURAL GAS				
88283	04/12/2022	04/12/2022	AW	VIKING HEATING	\$5,816.00	O
	Purpose:	IT AIR CONDITIONER REPAIR				
88284	04/12/2022	04/12/2022	AW	TECH ADVISORS	\$2,604.70	O
	Purpose:	ANTIVIRUS SERVICE, BACKUP SUPPORT				
88285	04/12/2022	04/12/2022	AW	HORTON EMERGENCY VEHICLES	\$20.49	O
	Purpose:	M-71 REPAIRS				
88286	04/12/2022	04/12/2022	AW	BOUND TREE MEDICAL, LLC	\$8.10	O
	Purpose:	EMS SUPPLIES				
88287	04/12/2022	04/12/2022	AW	LOWE'S COMPANIES INC.	\$170.13	O
	Purpose:	MISC PURCHASES				
88288	04/12/2022	04/12/2022	AW	CAPITAL TIRE, INC.	\$1,166.80	O
	Purpose:	TIRES FOR CARS 105 AND 110				
88289	04/12/2022	04/12/2022	AW	DnD UNIFORMS, INC.	\$384.40	O
	Purpose:	UNIFORMS				
88290	04/12/2022	04/12/2022	AW	CHARTER COMMUNICATIONS	\$116.59	O
	Purpose:	PHONE AND CABLE				

Payment Listing

4/4/2022 to 4/15/2022

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
88291	04/12/2022	04/12/2022	AW	SEDGWICK	\$4,795.00	O
				Purpose: ANNUAL GROUP ENROLLMENT		
88292	04/12/2022	04/12/2022	AW	ADVANCE AUTO PARTS	\$304.14	O
				Purpose: CAR 110 PARTS		
88293	04/12/2022	04/12/2022	AW	MUFFLER BROTHERS	\$554.40	O
				Purpose: CAR 110		
88294	04/12/2022	04/12/2022	AW	ENERGY SERVICES	\$6,814.59	O
				Purpose: PROPANE		
88295	04/12/2022	04/12/2022	AW	ERNST CONCRETE	\$66.00	O
				Purpose: CRUSHED RECYCLED CONCRETE BASE		
88296	04/12/2022	04/12/2022	AW	TIME WARNER CABLE	\$772.88	O
				Purpose: INTERNET, ETHERNET, TV		
88297	04/12/2022	04/12/2022	AW	OFFICE DEPOT	\$36.99	O
				Purpose: PAPER		
88298	04/12/2022	04/12/2022	AW	FIRE APPARATUS SERVICE AND REPAIR, I	\$450.00	O
				Purpose: ENG 71 REPAIRS		
88299	04/12/2022	04/12/2022	AW	WORLD FUEL SERVICES, INC.	\$862.65	O
				Purpose: FUEL		
88300	04/12/2022	04/12/2022	AW	SINCLAIR COMMUNITY COLLEGE	\$871.18	O
				Purpose: TRAINING - JOHNSON		
88301	04/12/2022	04/12/2022	AW	DELL FINANCIAL SERVICES	\$892.83	O
				Purpose: COMPUTER RENTALS		
88302	04/12/2022	04/12/2022	AW	PRO ONCALL TECHNOLOGIES	\$248.57	O
				Purpose: MONTHLY PAYMENT		
88303	04/12/2022	04/12/2022	AW	MEGACITY FIRE PROTECTION	\$86.95	O
				Purpose: INSPECTIONS		
88304	04/12/2022	04/12/2022	AW	ATLANTIC EMERGENCY SOLUTIONS	\$3,679.80	O
				Purpose: PISTON INTAKE VALVES		
88305	04/12/2022	04/12/2022	AW	AIRGAS USA, LLC	\$22.86	O
				Purpose: OXYGEN		
88306	04/12/2022	04/12/2022	AW	PHOENIX SAFETY OUTFITTERS	\$12,900.00	O
				Purpose: 5 SETS OF TURN OUT GEAR		
88307	04/12/2022	04/12/2022	AW	OFFICE DEPOT	\$177.14	O
				Purpose: SUPPLIES		
88308	04/12/2022	04/12/2022	AW	WORLD FUEL SERVICES, INC.	\$523.68	O
				Purpose: FUEL		
88309	04/12/2022	04/12/2022	AW	VERIZON WIRELESS	\$626.91	O
				Purpose: CELL PHONES - POLICE		
Total Payments:					\$187,514.73	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$187,514.73	

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



AGENDA
SUGARCREEK TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
Monday, April 18, 2022, 7:00 P.M.

REGULAR SESSION:

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Public Hearing**

Purpose: To consider levying an annual license tax upon the operation of motor vehicles on the public roads and highways in the unincorporated territory of the township as provided for in the ORC Section 4504.181. The tax would be at a rate of five dollars per motor vehicle on all motor vehicles the district of registration of which is located in the unincorporated area of the township levying the tax. Revenue collected would be used to pay for the costs and expenses of enforcing and administering the tax; to pay for the construction, reconstruction, improvement, maintenance and repair of township roads, bridges, and culverts; to pay for the purchase, erection and maintenance of traffic signs, markers, lights and signals; to pay for the purchase of road machinery and equipment; to pay for the planning, construction and maintaining suitable buildings to house such equipment; to pay for any costs apportioned to the township under section 4907.47 of the Ohio Revised Code; and to supplement revenue already available for the aforementioned purposes.

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

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 Sugarcreek Parks and Schools Meeting - June 7th, 5:30 pm

8. Consent Agenda Items

- A. Payment of Bills
- B. Approval of Minutes
- C. Resignation of Fire Department Staff – Kendall Cunic – 2022.04.18.01
- D. Resignation of Administration Staff – Courtney Shuttleworth – 2022.04.18.02
- E. Appointment of Roads and Service Department Staff – Michael Ward and Chase Morgan – 2022.04.18.03
- F. Proclamation of Recognition – Marty Heide

9. Discussion Agenda Items

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

11. Trustee/Staff Discussion

12. Adjourn

The Board of Trustees of Sugarcreek Township, Greene County, Ohio, in Regular Session on April 4th, 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 Denise Moore.
- 3) **All in attendance stood for the Pledge of Allegiance.**
- 4) **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 had nothing to add to his report.

Fire

Chief Leaming was not present. There was nothing to add to his report.

Police

Chief Brown was not present. There was nothing to add to his report. Mrs. Destefani mentioned the FLOCK cameras that will be coming into the Township. There was some discussion on the upcoming newsletter and what needed to be added in, so the community knows what great things are going on in the Township.

Roads and Service

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

Information Technology

There was nothing to add. Mrs. Destefani asked about the network outage. Mr. Tiffany stated that Spectrum replaced some equipment at the admin building so everything is working properly now.

Trustees

Mr. Moeller stated that there was a big windstorm that passed through over the weekend and there was some damage around the Township. He also stated that he has some people gathered together for the Community Clean-up Day and he is excited about that. Mr. Moeller stated that there is a bill to be passed by the state for Part Time Firefighters to be able to work more hours. Mrs. Destefani stated that she helped interview the Park District candidates, there were great applicants who applied. A lot of elected officials helped out in this process, and it was a great experience. She spoke about the Veterans Memorial, and the

progress that it is making. Mrs. Destefani also mentioned the Brick Fundraiser to help support the Veterans Memorial, you can find more information on our Sugarcreek Township website. Mrs. Destefani mentioned talking about a scholarship for an Ally award next meeting day Mr. Cramer stated that he is excited to go to the Dayton Development Coalition in Washington DC this week. Mr. Cramer also stated there is a new park along the Little Miami River that will be introduced. It is a 50-acre park that will be along 725 and the Little Miami River. It will include a pollination area, and archery area, possibly a new site for the canoe launch. Mr. Tiffany touched on a local issue about school resources officers being in the public schools to help with any events or incidents that may happen.

5) **Public Comments – Agenda Items**

There were no comments.

6) **Old Business**

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

7) **Consent Agenda Items**

- A. Payment of Bills
- B. Approval of Minutes
- C. 2022 Permanent Appropriations – 2022.03.21.03 *Amended

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,

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	\$ 33,280.00
	<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	\$ 583,072.00
	<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
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.

D. Resolution of Necessity – Renewal of Fire Levy – 2022.04.04.01

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 _____ of _____, 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 _____,

Portion of Political Subdivision (authorized to vote on issue)

the _____ 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 election held

General, Primary, Special

on .

Date of Election

THEREFORE, BE IT RESOLVED, by the of ,

Governing body Political subdivision

Greene County, OH, that the Greene County Auditor is hereby requested to certify to the _____:

Governing body

1.The total current tax valuation of , and Portion of Political Subdivision (authorized to vote on issue)

2.The dollar amount of revenue that would be generated by mills.Millage

BE IT FURTHER RESOLVED that the purpose of the tax is

Purpose (*use additional lines if needed*)

And is for commencing and appearing on the tax list for the years specified: _ .

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 pursuant

Portion of Political Subdivision (authorized to vote on issue)

to Section of the Ohio Revised Code, and which shall be

ORC Section

_(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

_____ voted

_____ voted

_____ voted

_____ voted

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

Adopted , .

Month and day Year

FISCAL OFFICER CERTIFICATION

I, _____ of _____, Greene County, Ohio,

Name of Fiscal Officer or Clerk Political subdivision

certify this Resolution to be a true and correct copy of Resolution No. , as

Resolution number

adopted by the _____ of _____, Greene County, Ohio,

Governing Body Political subdivision

and recorded in the official record of proceedings of the meeting held on , .

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

Mrs. Destefani – Yes

Mr. Moeller – Yes

8) Discussion Agenda Items

- a) Park District Commissioner

Mr. Tiffany stated that himself and Mrs. Destefani have come together and agreed on a candidate, Mr. Steve Haller He is a great candidate for the job, he brings a level of skill in the legal department that Mr. Tiffany and Mrs. Destefani believe would be an excellent addition to the board.

Mr. Cramer made a motion to endorse the candidate, Mr. Haller, that Mrs. Destefani and Mr. Tiffany have chosen, Mr. Moeller seconded. Roll was called with the vote being as followed:

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

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

Denise Moore asked about the roads being marked in the neighborhood, she just would like to know what work is being marked. Mrs. Destefani stated that there is a lot of gas lines being put in right now so that could be what the marked pavement is for. She also asked about the traffic in the neighborhood, and if there was anything they could do to alleviate the traffic. Mrs. Destefani suggested putting one of the LED speed limit signs in that part of the neighborhood to see if that would help.

Louis Schatzberg thanked the Township Police and Fire Departments for there response to a crash accident that happened by his house Thursday night.

10) **Trustee/Staff Discussions**

Mr. Tiffany stated that the Fire Chief received a concrete bid for the ramp that he would like to move forward with. There is also work being done to the Fire department side of the building on the floors, pulling up the carpet and putting in new flooring.

11) **Executive Session**

Mr. Tiffany stated that there was need for an executive session under section 12122G2 of the ORC to consider the purchase of property for public purposes.

Mr. Cramer made a motion to move into Executive session, Mrs. Destefani seconded. Roll was called with the vote being as follows:

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

Mr. Cramer moved to come back from executive session at 9:09pm.

12) **Adjourn**

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

Mr. Cramer – Yes

Mrs. Destefani – Yes
Mr. Moeller – Yes

Richard J Demko, Fiscal Officer



AGENDA
SUGARCREEK TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
Monday, April 18, 2022, 7:00 P.M.

REGULAR SESSION:

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Public Hearing**

Purpose: To consider levying an annual license tax upon the operation of motor vehicles on the public roads and highways in the unincorporated territory of the township as provided for in the ORC Section 4504.181. The tax would be at a rate of five dollars per motor vehicle on all motor vehicles the district of registration of which is located in the unincorporated area of the township levying the tax. Revenue collected would be used to pay for the costs and expenses of enforcing and administering the tax; to pay for the construction, reconstruction, improvement, maintenance and repair of township roads, bridges, and culverts; to pay for the purchase, erection and maintenance of traffic signs, markers, lights and signals; to pay for the purchase of road machinery and equipment; to pay for the planning, construction and maintaining suitable buildings to house such equipment; to pay for any costs apportioned to the township under section 4907.47 of the Ohio Revised Code; and to supplement revenue already available for the aforementioned purposes.

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

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 Sugarcreek Parks and Schools Meeting - June 7th, 5:30 pm

8. Consent Agenda Items

- A. Payment of Bills
- B. Approval of Minutes
- C. Resignation of Fire Department Staff – Kendall Cunic – 2022.04.18.01
- D. Resignation of Administration Staff – Courtney Shuttleworth – 2022.04.18.02
- E. Appointment of Roads and Service Department Staff – Michael Ward and Chase Morgan – 2022.04.18.03
- F. Proclamation of Recognition – Marty Heide

9. Discussion Agenda Items

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

11. Trustee/Staff Discussion

12. Adjourn



**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2022.04.18.01**

IN RE: Resignation of Fire Department Staff – Kendall Cunic

WHEREAS, Part-time Firefighter/EMT, Kendall Cunic has indicated his desire to resign from the Sugarcreek Township Fire Department; and,

WHEREAS, Kendall Cunic was hired as a member of the Sugarcreek Township Fire Department on February 24, 2022; and,

WHEREAS, Chief Jeffrey A. Leaming recommends we accept the resignation of Kendall Cunic.

NOW THEREFORE, BE IT RESOLVED that the Board of Sugarcreek Township Trustees officially accept the resignation of Kendall Cunic effective April 22, 2022.

Fred Cramer, Chairperson

Carolyn L. Destefani, Vice Chairperson

Marvin Moeller, Trustee

Richard J. Demko, Fiscal Officer

Notice of Departure

Kendall Cunic

321 Shepherds Way,

South Lebanon OH, 45065

8 April 2022

Sugarcreek Fire Department

4398 Clys Rd

Dayton, OH, 45459

To Whom it May Concern:

Please accept this as my letter of resignation for my part-time Firefighter/EMT. My final shift will be 04/22/2022. I have discovered new opportunities within my career that I believe will offer me new challenges and broaden my experience and knowledge.

I would like to thank you for the opportunity of working here at Sugarcreek Fire Department. I have learned numerous things from my supervisors and fellow firemen about life, the fire service, and EMS care. The things I have learned will be extremely beneficial to me in my career development. I wish you and your department the best. I have sincerely enjoyed my time working under you, and hope that we can remain in touch.

Best regards,

Kendall Cunic



AGENDA
SUGARCREEK TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
Monday, April 18, 2022, 7:00 P.M.

REGULAR SESSION:

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Public Hearing**

Purpose: To consider levying an annual license tax upon the operation of motor vehicles on the public roads and highways in the unincorporated territory of the township as provided for in the ORC Section 4504.181. The tax would be at a rate of five dollars per motor vehicle on all motor vehicles the district of registration of which is located in the unincorporated area of the township levying the tax. Revenue collected would be used to pay for the costs and expenses of enforcing and administering the tax; to pay for the construction, reconstruction, improvement, maintenance and repair of township roads, bridges, and culverts; to pay for the purchase, erection and maintenance of traffic signs, markers, lights and signals; to pay for the purchase of road machinery and equipment; to pay for the planning, construction and maintaining suitable buildings to house such equipment; to pay for any costs apportioned to the township under section 4907.47 of the Ohio Revised Code; and to supplement revenue already available for the aforementioned purposes.

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

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 Sugarcreek Parks and Schools Meeting - June 7th, 5:30 pm

8. Consent Agenda Items

- A. Payment of Bills
- B. Approval of Minutes
- C. Resignation of Fire Department Staff – Kendall Cunic – 2022.04.18.01
- D. Resignation of Administration Staff – Courtney Shuttleworth – 2022.04.18.02
- E. Appointment of Roads and Service Department Staff – Michael Ward and Chase Morgan – 2022.04.18.03
- F. Proclamation of Recognition – Marty Heide

9. Discussion Agenda Items

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

11. Trustee/Staff Discussion

12. Adjourn



**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2022.04.18.02**

IN RE: Resignation of Administration Department Staff – Courtney Shuttleworth

WHEREAS, Full-time Administrative Receptionist, Courtney Shuttleworth has indicated her desire to resign from the Sugar Creek Township Administration Department; and,

WHEREAS, Miss Shuttleworth was hired as a member of the Sugar Creek Township Administration Department on April 10, 2018; and,

WHEREAS, Township Administrator Barry Tiffany recommends we accept the resignation of Courtney Shuttleworth.

NOW THEREFORE, BE IT RESOLVED that the Board of Sugar Creek Township Trustees officially accept the resignation of Courtney Shuttleworth effective April 29, 2022.

Fred Cramer, Chairperson

Carolyn L. Destefani, Vice Chairperson

Marvin Moeller, Trustee

Richard J. Demko, Fiscal Officer

April 15th, 2022

Barry Tiffany,

I, Courtney Shuttleworth am hereby turning in my resignation to Sugarcreek Township, my last day of work will be **Friday April 29th, 2022**. I am so thankful for the opportunity to work with all of you for the past 4 years! I appreciate everything that I have been taught and will carry the experiences I have gained with me into my next career path. You all have taught me lessons in my professional career and in life that I will truly carry with me for the rest of my life. Over the past 4 years I have developed my professional self with the projects and tasks you all have trusted me with. From taking over the Farmers' Market, to helping plan events like the GCTA Christmas party and the Community Cleanup Day, to making sure our Minutes and website are updated and accurate. I feel I am leaving Sugarcreek Township well rounded, and full of experiences that will help me in these next steps.

Thank you,

Courtney Shuttleworth.

A handwritten signature in black ink that reads "Courtney Shuttleworth". The signature is written in a cursive, flowing style with a long horizontal line extending from the top of the "h" across the top of the signature.



AGENDA
SUGARCREEK TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
Monday, April 18, 2022, 7:00 P.M.

REGULAR SESSION:

- 1. Call to Order**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. Public Hearing**

Purpose: To consider levying an annual license tax upon the operation of motor vehicles on the public roads and highways in the unincorporated territory of the township as provided for in the ORC Section 4504.181. The tax would be at a rate of five dollars per motor vehicle on all motor vehicles the district of registration of which is located in the unincorporated area of the township levying the tax. Revenue collected would be used to pay for the costs and expenses of enforcing and administering the tax; to pay for the construction, reconstruction, improvement, maintenance and repair of township roads, bridges, and culverts; to pay for the purchase, erection and maintenance of traffic signs, markers, lights and signals; to pay for the purchase of road machinery and equipment; to pay for the planning, construction and maintaining suitable buildings to house such equipment; to pay for any costs apportioned to the township under section 4907.47 of the Ohio Revised Code; and to supplement revenue already available for the aforementioned purposes.

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

- 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 Sugarcreek Parks and Schools Meeting - June 7th, 5:30 pm

8. Consent Agenda Items

- A. Payment of Bills
- B. Approval of Minutes
- C. Resignation of Fire Department Staff – Kendall Cunic – 2022.04.18.01
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- E. Appointment of Roads and Service Department Staff – Michael Ward and Chase Morgan – 2022.04.18.03
- F. Proclamation of Recognition – Marty Heide

9. Discussion Agenda Items

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

11. Trustee/Staff Discussion

12. Adjourn



SUGARCREEK TOWNSHIP
RESOLUTION NO. 2022.04.18.03

IN RE: Appointment of Roads and Services Department Personnel
Michael Ward and Chase Morgan

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

WHEREAS, Township Administrator Barry P. Tiffany is recommending the appointments of Michael Ward and Chase Morgan to Full-Time Service Worker I; and,

WHEREAS, Mr. Barry P. Tiffany states the 2022 Budget has sufficient funds allocated for these appointments.

NOW THEREFORE, BE IT RESOLVED that Michael Ward shall be appointed to the position of Full-time Service Worker I at the pay rate of \$16.75 per hour, payable on a bi-weekly basis conditional to obtaining a CDL class license within three (3) months of hire date, and that Chase Morgan shall be appointed to the position of Full-time Service Worker I at the pay rate of \$16.75 per hour, payable on a bi-weekly basis.

BE IT FURTHER RESOLVED these appointments for Michael Ward and Chase Morgan shall have an effective date of May 16, 2022, and are subject to a one (1) year probationary period ending May 16, 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, April 18, 2022, 7:00 P.M.

REGULAR SESSION:

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Public Hearing**

Purpose: To consider levying an annual license tax upon the operation of motor vehicles on the public roads and highways in the unincorporated territory of the township as provided for in the ORC Section 4504.181. The tax would be at a rate of five dollars per motor vehicle on all motor vehicles the district of registration of which is located in the unincorporated area of the township levying the tax. Revenue collected would be used to pay for the costs and expenses of enforcing and administering the tax; to pay for the construction, reconstruction, improvement, maintenance and repair of township roads, bridges, and culverts; to pay for the purchase, erection and maintenance of traffic signs, markers, lights and signals; to pay for the purchase of road machinery and equipment; to pay for the planning, construction and maintaining suitable buildings to house such equipment; to pay for any costs apportioned to the township under section 4907.47 of the Ohio Revised Code; and to supplement revenue already available for the aforementioned purposes.

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

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 Sugarcreek Parks and Schools Meeting - June 7th, 5:30 pm

8. Consent Agenda Items

- A. Payment of Bills
- B. Approval of Minutes
- C. Resignation of Fire Department Staff – Kendall Cunic – 2022.04.18.01
- D. Resignation of Administration Staff – Courtney Shuttleworth – 2022.04.18.02
- E. Appointment of Roads and Service Department Staff – Michael Ward and Chase Morgan – 2022.04.18.03
- F. Proclamation of Recognition – Marty Heide

9. Discussion Agenda Items

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

11. Trustee/Staff Discussion

12. Adjourn



**PROCLAMATION OF RECOGNITION AND APPRECIATION FOR
Ms. Marty Heide**

WHEREAS, Marty Heide has worked with Congressman Mike Turner for more than thirty years, nineteen of those serving Ohio's 10th District; and,

WHEREAS, Ms. Heide began her work around 1991 in then, Lawyer Mike Turner's private legal practice, as a paralegal, then supported Mike Turner during his two terms as the Mayor of the City of Dayton, Ohio, and joined him when he was elected as a U.S. Congressman in 2003: and,

WHEREAS, during her tenure, Ms. Heide has gone from Case Manager (2003-2011) to Field Representative and District Office Manager (2011-2021) finishing as the Director of Special Events and District Outreach (2021-2022); and,

WHEREAS, Ms. Heide has acted as the Ohio eyes and ears for Congressman Turner while he is in Washington D.C. and is always eager to pass along information by attending Sugar Creek Township Trustee meetings and Greene County Township Association functions to provide updates; and

WHEREAS, Ms. Heide has decided to retire at the end of April 2022; and,

NOW THEREFORE, the Trustees of the Board of Sugar Creek Township hereby recognizes, honors, thanks, and celebrates Marty Heide for her many years of service within Ohio's 10th District and wishes Ms. Heide the absolute best in her retirement and her upcoming vacation to Iceland!

Fred Cramer, Chairperson

Carolyn L. Destefani, Vice-Chairperson

Marvin Moeller, Trustee