

The Board of Trustees of Sugarcreek Township, Greene County, Ohio, in Regular Session on May 2nd, 2022, at 7:00 PM.

- 1) **Mr. Cramer called the session to order at 7:01 pm.**
- 2) **Mr. Demko called the roll with Board Members** Mr. Cramer, Mrs. Destefani, and Mr. Moeller being present. Also, in attendance was Kim McCarthy, Donna Hellmann 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. Mrs. Destefani asked what the public information format for the Wilmington Pike/675 interchange would look like. Mr. Tiffany does not have that information yet.

Mr. Moeller asked if the electric for the gas pumps was up and running yet. Chief Brown stated that crews were there working but he was unsure if the work was completed.

Mr. Cramer asked if there was a response from a letter sent from Mr. Davis to Sherrod Brown's office with regards to a meeting they had while in Washington DC. Mr. Tiffany stated that we had not yet but that was standard.

Mr. Cramer asked about the covered bridge for the bike path. Project is on hold for now due to the 675 improvement project. Ms. Tilford expressed that it did not make sense to put the bridge in and then tear it down in a couple of years when the project started. Mr. Tiffany concurred that it would be wasting taxpayer money to move forward with building the bridge only to take it down. Mrs. Destefani agreed that would be wasting tax dollars. Mr. Moeller suggested to wait until the plans came in and decide if the bridge could fit in with the new plan. Mr. Tiffany stated that it could be as much as a year away before we see any plans for the widening. Mr. Cramer asked how much money was in the grant. Ms. Tilford stated it was around \$300,000. Mr. Tiffany stated that the money would be preserved for the Township.

Mr. Tiffany brought up HB264 relating to part time employees working 1500 hours. Because we are classified as a large employer we will be issued 6 additional hours. The Township would gain very little, if any, benefit from this.

Zoning

Mrs. Tilford was present. Mrs. Tilford added to her report information about iWorQ which is a zoning portal. This portal will make the process of applying for and processing Zoning Certificates more streamlined. There is a cost of \$10,000 up front for year one and \$6000/year moving forward associated with this new program. Mrs. Tilford recommends this upgrade. Mrs. Destefani asked the average permit cost. The range is anywhere from thousands for commercial down to \$25 for a fence. Mrs. Destefani is in favor of this new system. Mr. Cramer asked about training and education. Mrs. Tilford stated that is was included. All data will be saved in the cloud and can be a backed up and downloaded at will. Mrs. Destefani suggested that another person be trained on this as well. Mr. Cramer is in favor as well as Mr. Moeller.

Fiscal Officer

Mr. Demko was present. He stated the ARP funds have been reported.

Mr. Cramer asked about an update on the newsletter. Mrs. Tilford stated that there will be a draft as soon as possible. Mr. Moeller requested we add an article with regards to sidewalk responsibility.

Fire

Chief Leaming was not present. Mrs. Destefani mentioned the Sugar Maple Festival demonstrations done by the fire department. Mr. Moeller spoke about the Fire Department Instructors Conference in Indianapolis. Sugarcreek's new truck was on display. Mr. Cramer mentioned that we were able to purchase the new truck without having to put a levy on the ballot. He stated that he is proud of that and also of the relationship we have built with Sutphen.

Mr. Cramer noted that there were no overdose deaths and no Narcan doses issued. Mr. Tiffany stated that the deaths in previous years were largely due to Fentanyl laced heroin and the fentanyl problem is much less prevalent today that it has been.

Police

Chief Brown was present. There was nothing to add to his report. Mr. Destefani mentioned the optimist club presentation and that she enjoyed seeing Officer Klark being honored.

School safety meeting was attended by Stephanie Goff and Mrs. Destefani was pleased to see that she attended. Mrs. Destefani asked about the result of the drug drop off event. Chief Brown indicated that for the five drop off locations the total intake was 830 pounds of pills. Chief Brown mentioned the Bike Rodeo coming up on May 14 at the high school.

Roads and Service

Mr. Owens was not present. There was nothing to add to his report. Mrs. Destefani asked about the street sweeper training. Mr. Tiffany stated that we have a couple of new employees that needed training. Mr. Cramer mentioned Waynesville Road not having high speed internet. He asked what the cost would be. Mr. Tiffany stated that the cost would be \$125,000. Our goal is to include Waynesville Road on this project. Mr. Tiffany is going to verify the placement. Mr. Cramer stated that the agreement was to do the high speed internet and the second priority was the road conditions. Mr. Cramer stated that some places were delaying road resurfacing because quotes have been up to 50% higher than anticipated. Mr. Tiffany stated that ours was not that high.

Mr. Tiffany stated that Bridgewired is lowering their price by \$5 for customers giving credit to the Trustees. They have more customers now and can offer that lower price.

Information Technology

There was nothing to add.

Trustees

Mr. Moeller stated that some of his neighbor's never received the postcard that was sent out regarding the notification sign-ups. Mr. Moeller met with a resident on Carpenter Road who has agreed to the project as long as the trees are replaced. Mr. Moeller attended the Jump fest to honor Mr. Martin's 101st birthday.

Mrs. Destefani attended the Jump fest as well. She mentioned the Veterans memorial statue and how Mr. Martin wanted all 3000 names of the fallen to be incorporated. Mrs. Destefani attended the wastewater committee meeting for Greene County.

Mr. Cramer attended the parade and handed out postcards along the route.

Mr. Cramer mentioned that Greene County Sherriff's office has an app that you can download and you can get alerts and submit a tip for a crime or something that needs to be done, jail and inmate, community resources and more.

Mrs. Destefani stated that Greene County has started their Veteran's Hall of Fame. There were 24 inducted in on Saturday.

5) **Public Comments – Agenda Items**

Kim McCarthy, 2525 Stewart Rd questioned Chief Brown about the speeding on Stewart Road. Chief Brown stated that he can have officers go out there.

She asked about the Sugarcreek Direct Family Care and how well that was going. Mr. Tiffany stated that participation is well received and costs have decreased. Ms. McCarthy asked if all employees were using it. Mr. Tiffany stated that employees can opt out of this. Mr. Tiffany will send the numbers to Ms. McCarthy.

6) **Old Business**

A. City of Bellbrook, Bellbrook Sugarcreek Parks, and Schools Meeting – TBD

7) **Consent Agenda Items**

A. Payment of Bills

B. Approval of Minutes

C.

**RESOLUTION TO PROCEED
OF THE TAXING AUTHORITY**
(Revised Code, Sec. 5703.19, 191, 192, 194, 21, 26)

The Board of Trustees of Sugarcreek Township,
Governing body (e.g., village council, board of trustees, etc.) Political subdivision

met in Regular session on May 02, 2022 at the office of
Regular or Special Month and day Year

Board of Trustees with the following members present:
Governing body

Fred Cramer
Carolyn L. Destefani
Marvin Moeller

FRED CRAMER moved the adoption of the following Resolution:
Member name

WHEREAS, the amount of taxes which may be raised within the ten-mill limitation will be insufficient to provide an adequate amount for the necessary requirements of the said Sugarcreek Township
Political subdivision
Greene County; therefore be it

RESOLVED, by the Board of Trustees, Greene County, two-thirds of all members elected
Governing body
thereto concurring, that it is necessary to levy a tax in excess of the ten mill limitation for the benefit of the
Sugarcreek Township for the purpose of fire levy
Political subdivision Purpose (use additional lines if needed)

at a rate not exceeding 2.00 mills for each one dollar of valuation, which amounts
Millage
to \$ 0.20 for each one hundred dollars of valuation, for Five (5) years commencing
Rate expressed in dollars Length of time in years
and appearing on the tax list for the years so specified: 2023-2027
List the years levy will appear on tax list

Said levy is (choose one of the following):

An additional levy of _____ mills.

A renewal of an existing levy of 2.0000 mills.

A renewal of an existing levy of _____ mills and an increase of _____ mills to constitute a tax of _____ mills.

A renewal of part of an existing levy, being a reduction of _____ mills to constitute a tax of _____ mills.

A replacement of an existing levy of _____ mills.

A replacement of an existing levy of _____ mills and an increase of _____ mills to constitute a tax of _____ mills.

A replacement of part of an existing levy, being a reduction of _____ mills, to constitute a tax of _____ mills.

RESOLVED, that the question of levying additional taxes be submitted to the electors of said
Sugarcreek Township at the General election to be held at the usual voting places
Political subdivision General, Primary, Special
within said Sugarcreek Township on the 8th day of November, 2022; and be it further
Political subdivision Day Month Year

RESOLVED, that said levy be placed upon the tax list of the current year after the February settlement next
succeeding the election, if a majority of the electors voting thereon vote in favor thereof, and be it further

RESOLVED, that the Clerk or Fiscal Officer of Sugarcreek Township be and is hereby directed
Political subdivision
to certify a copy of this Resolution to the Board of Elections of Greene County, Ohio and notify said Board of
Elections to cause notice of election on the question of levying said tax to be given as required by law.

D. Re-appointment of Board of Zoning Appeals Members Cindy Vantrease and Erin Moore – 2022.05.02.02

**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2022.05.02.02**

IN RE: Re-appointment of Board of Zoning Appeals Members Cindy Vantrease and Erin Moore

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

WHEREAS, it is imperative that all positions on the Board of Zoning Appeals be filled with citizens who will make decisions that are always in the best interest of Sugarcreek Township; and,

NOW THEREFORE, BE IT RESOLVED, that Cindy Vantrease is hereby re-appointed to the Board of Zoning Appeals for a term expiring on July 31, 2025, and Erin Moore is hereby re-appointed to the Board of Zoning Appeals for a term expiring on July 31, 2026. (Said appointment made pursuant to the Ohio Revised Code, Section 519.13.)

E. Re-Appointment of Board of Zoning Commission Members Doug Betz, Donna Hellmann, and John Baldino – 2022.05.02.03

**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2022.05.02.03**

IN RE: Re-Appointment of Board of Zoning Commission Members Doug Betz, Donna Hellmann, and John Baldino

WHEREAS, the Board of Zoning Commission plays a pivotal role in the land-use decisions for Sugarcreek Township; and,

WHEREAS, it is imperative that all positions on the Board of Zoning Commission be filled with Citizens who will make decisions that are in the best interest of Sugarcreek Township.

NOW THEREFORE, BE IT RESOLVED, that Donna Hellmann is hereby re-appointed to the Board of Zoning Commission for a five-year term expiring on March 31, 2025, Doug Betz is hereby re-appointed to the Board of Zoning Commission for a five-year term expiring on March 31, 2026, and John Baldino is hereby re-appointed to the Board of Zoning Commission for a five-year term expiring on March 31, 2027. (Said appointments made pursuant to Ohio Revised Code Section 519.04.)

**F. Reclassification of Roads and Services Department Personnel - Joseph Hoffmann
2022.05.02.04**

**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2022.05.02.04**

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

WHEREAS, Township Administrator Barry P. Tiffany is requesting the reclassification of Joseph Hoffmann from full-time Service Worker I to part-time Service Worker I;

WHEREAS, Mr. Barry P. Tiffany states the 2022 Budget has sufficient funds allocated for this reclassification;

NOW THEREFORE, BE IT RESOLVED, that Joseph Hoffmann shall be reclassified to the position of part-time Service Worker I at the rate of \$15.00 per hour payable on a bi-weekly basis.

FURTHER BE IT RESOLVED, this reclassification shall have an effective date of May 1, 2022, and is subject to a one (1) year probationary period ending May 1, 2023.

G. Resignation of Fire Department Staff – Ashleigh Havener, Kristen Barrera, Mitchell Stidham – 2022.05.02.05

**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2022.05.02.05**

IN RE: Resignation of Fire Department Staff – Ashleigh Havener, Kristen Barrera, Mitchell Stidham

WHEREAS, Part-time Firefighter/EMT, Ashleigh Havener, Kristen Barrera and Mitchell Stidham have indicated their desire to resign from the Sugarcreek Township Fire Department; and,

WHEREAS, Ashleigh Havener was hired as a member of the Sugarcreek Township Fire Department on February 18, 2020; and,

WHEREAS, Kristen Barrera was hired as a member of the Sugarcreek Township Fire Department on January 16, 2018; and,

WHEREAS, Mitchell Stidham was hired as a member of the Sugarcreek Township Fire Department on July 12, 2021; and,

WHEREAS, Chief Jeffrey A. Leaming recommends we accept the resignations of Ashleigh Havener, Kristen Barrera and Mitchell Stidham.

NOW THEREFORE, BE IT RESOLVED that the Board of Sugarcreek Township Trustees officially accept the above mentioned resignations effective April 22, 2022, April 29, 2022 and May 16, 2022 respectively.

H. Declaration of Excess Property – Fire Department 2022.05.02.06

**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2022.05.02.06**

IN RE: Declaration of Excess Property – Fire Department

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

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

- Plastic Storage Container 24” x 15” x 19”

- Metal Cabinet 83”x 42” x 19”
- Metal Cabinet 28.5” x 42” 19”
- Metal Cabinet 28” x 30” x 19”

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.

I. Appointment of Fire Department Staff - Benjamin Norrod – 2022.05.02.07

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, Benjamin Norrod 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 Benjamin Norrod shall be appointed to Part-time Firefighter I/EMT within the Sugarcreek Fire Department at the rate of \$15.75 per hour; and,

FURTHER BE IT RESOLVED, the above-mentioned appointment for Mr. Norrod will have an effective date of April 27, 2022 with a one (1) year probationary period ending on April 27, 2023.

J. Proclamation for National Day of Prayer

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, Benjamin Norrod 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 Benjamin Norrod shall be appointed to Part-time Firefighter I/EMT within the Sugarcreek Fire Department at the rate of \$15.75 per hour; and,

FURTHER BE IT RESOLVED, the above-mentioned appointment for Mr. Norrod will have an effective date of April 27, 2022 with a one (1) year probationary period ending on April 27, 2023.

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**

Mr. Tiffany states that the purchase of CAD Integration with Elite Reporting for the fire department was above the amount he is able to approve without Trustee consent.

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

Denise Moore, stated that this month is Asian American Native Hawaiian Pacific Islander Heritage Month and she thought it would be nice if the Township recognized that.

Donna Hellmann, requested that information regarding the new Ladder truck purchase be put in the newsletter so that the citizens can understand.

Mrs. Destefani stated that they have touched on that in the upcoming newsletter. There was some discussion regarding both trucks and the need for the new truck.

10) **Trustee/Staff Discussions**

Reviewed the job description for the Administrative assistant/Social Media Coordinator position.

11) **Adjourn**

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

Roll was called with the vote being as follows:

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

Richard J Demko, Fiscal Officer