



AGENDA
SUGARCREEK TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING

Monday, June 6, 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**
- 7. Consent Agenda Items**
 - A. Payment of Bills
 - B. Approval of Minutes
 - C. Appointment of Fire Department Staff – Stephen Jensen – 2022.06.06.01
 - D. Resignation of Roads and Services Seasonal Worker – Joshua Robinson – 2022. 06.06.02
 - E. Resignation of Fire Department Staff – Anthony Straight and Benjamin Norrod – 2022.06.06.03
- 8. Discussion Agenda Items**
- 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



**Administrator's Report to the Trustees
June 6, 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. All owners have agreed and we will look to go out to bid shortly.
- Attended a Safety Study meeting for the Centerville Road/Wilmington Dayton Road intersection.
- Meetings continue on the I-675/Wilmington Pike study for future improvements. Attended the stakeholder meeting on May 23rd.
- Bridgewired has completed the portion of the contract work for Ferry Road and part of Conference Road. This project is being funded in part by APRA Funds from the Township.
- The State of Ohio has agreed to provide \$90,000 for the construction of our Veteran's Memorial
- Attended the annual Legislative Breakfast at the Greene County Career Center.

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
May 17, 2022 to June 2, 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:

- **May 26, 2022 BZA Meeting: Follow-up**
 - **BZA05-2022:** Applicant, Eric Hamilton, is requesting a Variance from Section 4.12 G Table 4-4 and 4.16 E. 1. of the Sugar Creek Township Zoning Resolution to allow for the construction of front porch addition extending out approximately 6' front the front wall of the house. The subject property is 1080 S. Alpha Bellbrook Road, parcel L32000200160008600, owned by Eric and Elisabeth Hamilton, and located in the A-1 (Agricultural) District.
 - *The BZA approved the requested Variance.*
- **June 23, 2022 Board of Zoning Appeals Meeting**
 - **BZA06-2022:** Applicant, Dwayne Adams, is requesting a Variance from Section 4.14, Table 4-6 of the Sugar Creek Township Zoning Resolution to allow for the construction of an inground swimming pool in the side yard of the subject property. The subject property is 594 Conifer Trail, parcel L32000100140007900, owned by Dwayne and Debby Adams, containing 5.235 acres and located in the A-1 (Agricultural) District.

Zoning Commission Activities:

- **June 7, 2022 Zoning Commission Meeting**
 - **ZC01-2022:** Applicant Grand Communities, LLC has submitted their monument sign plans, elevations of the gallery buildings facing Center

Point, dumpster screen treatment and updated landscaping plan for review by the Zoning Commission via the Minor Modification process.

Meetings/Accomplishments:

- Prepared Notices of Decision from the May 26, 2022 BZA Meeting (05-2022)
- Met with property owner to discuss the Carpenter Road project on May 19, 2022
- Attended I-675/Wilmington Interchange Overview Update on May 23, 2022
- Attended iWorQ training on May 23, 2022
- Met with property owner to discuss the Carpenter Road project on May 26, 2022
- Attended meeting with Huntington on May 31, 2022
- Met with property owner to discuss accessory structure addition on May 31, 2022
- Met with contractor to discuss home addition on June 1, 2022
- Attended iWorQ/Payroc training on June 2, 2022
- Attended iWorQ training on June 2, 2022
- Received certification receipt for permissive tax back from the Ohio Bureau of Motor Vehicles (previously sent).
- Fire Levy Renewal has been filed with the Board of Elections
- Text Amendment (fences on corner lots) has been sent to the RPCC (awaiting recommendation during June RPCC meeting cycle). This will be a July Zoning Commission case.

Scheduled Events:

- A “Open House” for dedication of new Ladder Truck and Employee Recognition will be scheduled as soon as we can get a firm date on the Trucks final delivery

Fiscal: May 2022

As of March 25, 2022	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
Fire	\$3,345,917.00	\$634,208.83	\$1,191,912.22	\$1,545,462.06	35.352%
EMS	\$246,593.00	\$98,275.77	\$60,299.39	\$90,325.99	24.226%
Cell Tower Fund	\$24,000.00	\$0.00	\$0.00	\$24,000.00	0.000%
Department Total	\$3,616,510.00	\$732,484.60	\$1,252,211.61	\$1,659,788.05	34.359%

Projected Capital Needs:

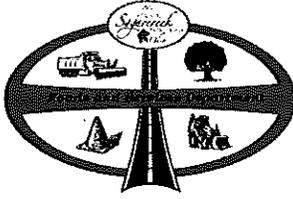
Priority	Immediate	Moderate	Low
1	Engine \$600,000.00	Battalion Bay sensors \$1,200.00	Replace Damaged Bay Door \$2,000.00
2	(5) Mobile Radios \$35,000.00	Inside Building Painting / Bay (Sta. 72) \$9,000.00	Carpet training / Day room / Bunk Room \$11,000.00
3	Medic Unit \$250,000.00	Build Gear Room (In 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 \$4,000.00	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

TOTAL - \$1,309,075.00

Respectfully Submitted,



Jeffrey A. Leaming



**Staff Report for
Sugar Creek Township Trustees
June 6, 2022**

The following information is a snapshot of the activities and areas of responsibilities for the Sugar Creek Township Roads and Services Department.

Calls for Service:

- There were no call outs for this time period

Accomplishments:

- Install new Township marker sign Upper Bellbrook Rd
- Repair Township marker sign Indian Ripple Rd
- Mow/weed whip Center Point Dr, Eric's Place, Clio Rd, sop area and walk path (3)
- Wash and clean inside F150
- Load F150 with cones and tables for PD and deliver to PD, unload later
- Cold patch Winding Brook, Soaring Heights, Mona Cir, Eric's Place, Pine View, LSC, Berryhill Ln, Ferry Rd
- Remove signs from ROW (10)
- Welcomed new employees
- Road review (5)
- Install new Neighborhood Watch signs Brown's Run
- Clean Shop
- Remove dead racoon-Fauber Rd, LSC
- Mulched Clio, Briggs Rds
- Pulled weeds at Admin building landscape
- Walk through at The Landings section 5, 6
- Cleaned backhoe, mower and rearranged Quonset hut
- Trim trees at shop
- Cut brush – Erickman Ln., Fauber Rd, Carpenter Rd
- Repair berm, remove headwall in ditch line, clean up fallen trees- Brown Rd
- Cut and remove brush and stumps-Carpenter Rd at Middle school
- Remove and reinstall No Outlet sign Catalpa View Way
- Remove and replace aluminum plate and repair fender-tilt trailer
- Road review- heavy rain
- Pole saw- Berryhill Ln and Marshfield
- Went to Rural King for new garden hoses
- Clean storm drain -Ferry Rd
- Berm-Ferry Rd, Middle Run (E), Sears Rd
- Mowed pond area, Fallis Cemetery
- Made and install new Vimark sign

- **LTAP training- Work Zone Safety for newer employees**
- **Went to Harworth-new tires F150**
- **Checked on complaint-walk path Feedwire near Winshire Terrace- Temp patch**
- **Replace radar batteries (2)**
- **Flush and clean street sweeper, loan to Beaver creek TWP**
- **Roadside mower training**
- **Ditch Middle Run W near Haines, McBee Rd**
- **Trim trees Middle Run**

Respectfully,

Dale Owens
Director of Roads and Services



Michael A. Brown
Chief of Police

Trustee Report June 6, 2022

Training

- On June 20th – 25th, Officer Terry and Officer Liggett will be attending the IPMBA Bike Patrol Training at the University of Dayton.
- No other classes scheduled for June.

Fiscal

Budget 2022 (Final Appropriation)	\$3,047,100.00
Expenditures as of May 31, 2022	\$1,155,839.60
% of Budget Used	37.6%
% of Budget Year Target for the end of May	41.5%
% of Budget Remaining	62.4%
Cash Balance as of May 31, 2022	\$1,264,014.08

EVENTS/APPEARANCES

- On May 24th, Chief Brown attended the Active Threat Committee Meeting.
- On May 25th, Chief Brown attended the Montgomery County Chief's Luncheon.

Respectfully submitted,



Michael A. Brown
Chief of Police



Michael A. Brown
Chief of Police

Police Blotter

May 12, 2022

- Business and house checks
- Traffic stops
- Crash on State Route 725
- Welfare check on Lower Bellbrook Road
- Crash on Feedwire Road
- Juvenile complaint on Shepherd Road

May 13, 2022

- Community policing
- Theft arrest on Wilmington Pike
- Crash report on Wilmington Pike

May 14, 2022

- Domestic dispute on N. Lakeman Drive
- Noise complaint on Surrey Trail
- Juvenile complaint on E. Briggs Road
- Theft arrest on Wilmington Pike

May 15, 2022

- Nothing to Report

May 16, 2022

- Burglary report on Conifer Trail
- Menacing charges on Washington Mill Road
- Crash report on Swigart Road

May 17, 2022

- Nothing to Report

May 18, 2022

- Suspicious vehicle on Wilmington Pike
- Community policing
- An animal complaint on Wilmington Pike
- Crash report on Cloy Road
- Theft arrest on Wilmington Pike

May 19, 2022

- Suspicious vehicle on Carpenter Road
- Crash report on Wilmington-Dayton Road
- Traffic stops

May 20, 2022

- Community policing
- Domestic violence report on Swigart Road
- Business checks

May 21, 2022

- Business and house checks
- Community policing

May 22, 2022

- Traffic stops
- Criminal damaging/theft on Little Sugarcreek Road
- Domestic dispute on Wilmington Pike

May 23, 2022

- Nothing to Report

May 24, 2022

- An animal complaint on Wilmington Pike
- Theft report on N. Lakeman Drive
- Parking violation on Ferry Road

May 25, 2022

- Panhandling on Wilmington Pike
- Civil complaint on Country Wood Drive
- An animal complaint on Washington Mill Road

May 26, 2022

- Nothing to Report

May 27, 2022

- Juvenile complaint on Surrey Trail
- Noise complaint on Bayberry Cove Drive
- Traffic stops

May 28, 2022

- An animal complaint on Ferry Road
- Crash on Royal Woods Lane
- Welfare check on Rose Lake Drive
- Theft arrest on Wilmington Pike

May 29, 2022

- Domestic violence report on Bayberry Cove Drive
- Solicitor on McBee Road
- Suspicious vehicle on Mead Road

May 30, 2022

- Nothing to Report

May 31, 2022

- Noise complaint on Ferry Road
- Welfare check on Feedwire Road
- Intoxicated subject on Mead Road



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Payment Listing

5/16/2022 to 6/6/2022

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
88409	05/17/2022	05/17/2022	AW	BARRY TIFFANY	\$750.00	O
				Purpose: CAR ALLOWANCE AND CELL PHONE		
88410	05/17/2022	05/17/2022	AW	CARA TILFORD	\$450.00	O
				Purpose: CELL PHONE AND CAR ALLOWANCE		
88411	05/17/2022	05/17/2022	AW	FRED CRAMER	\$20.00	O
				Purpose: CELL PHONE		
88412	05/17/2022	05/17/2022	AW	CAROLYN L. DESTEFANI	\$20.00	O
				Purpose: CELL PHONE		
88413	05/17/2022	05/17/2022	AW	MARVIN MOELLER	\$20.00	O
				Purpose: CELL PHONE		
88414	05/17/2022	05/17/2022	AW	RICHARD CIPRIANO	\$20.00	O
				Purpose: CELL PHONE		
88415	05/17/2022	05/17/2022	AW	JOSHUA DARNELL	\$20.00	O
				Purpose: CELL PHONE		
88416	05/17/2022	05/17/2022	AW	ROBERT JORDAN	\$20.00	O
				Purpose: CELL PHONE		
88417	05/17/2022	05/17/2022	AW	DALE OWENS	\$20.00	O
				Purpose: CELL PHONE		
88418	05/17/2022	05/17/2022	AW	RUMPKE CONSOLIDATED	\$94.81	O
				Purpose: TRASH REMOVAL		
88419	05/17/2022	05/17/2022	AW	AES OHIO	\$394.44	O
				Purpose: ELECTRIC		
88420	05/17/2022	05/17/2022	AW	HORIZON MEDICAL PRODUCTS	\$110.80	O
				Purpose: EMS SUPPLIES		
88421	05/17/2022	05/17/2022	AW	PHOENIX SAFETY OUTFITTERS	\$423.80	O
				Purpose: UNIFORMS		
88422	05/17/2022	05/17/2022	AW	MOTOROLA SOLUTIONS, INC.	\$286.00	O
				Purpose: RADIO REPAIRS		
88423	05/17/2022	05/17/2022	AW	GLACIER COMPUTER LLC	\$74.62	O
				Purpose: MONITOR MOUNT FOR L72		
88424	05/17/2022	05/17/2022	AW	K. E. ROSE COMPANY	\$280.00	O
				Purpose: BLACK LED SPOTLIGHT		
88425	05/17/2022	05/17/2022	AW	BATTERIES PLUS	\$12.87	O
				Purpose: BATTERIES		
88426	05/17/2022	05/17/2022	AW	BOUND TREE MEDICAL, LLC	\$889.12	O
				Purpose: EMS SUPPLIES		
88427	05/17/2022	05/17/2022	AW	GATEWAY AUTO CLINIC	\$136.07	O
				Purpose: CAR 106		
88428	05/17/2022	05/17/2022	AW	VERIZON WIRELESS	\$626.91	O
				Purpose: CELL PHONES - POLICE		
88429	05/17/2022	05/17/2022	AW	TECH ADVISORS	\$5,321.00	O
				Purpose: IT SERVICES		
88430	05/17/2022	05/17/2022	AW	PRO ONCALL TECHNOLOGIES	\$248.57	O
				Purpose: PHONE		
88431	05/17/2022	05/17/2022	AW	MEYERS PRINTING & DESIGN, INC.	\$96.91	O
				Purpose: CARD FORMS		

Payment Listing

5/16/2022 to 6/6/2022

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
88432	05/17/2022	05/17/2022	AW	INTERSTATE BILLING SERVICE, INC.	\$1,089.56	O
				Purpose: TRUCK REPAIRS		
88433	05/17/2022	05/17/2022	AW	TIME WARNER CABLE	\$42.10	O
				Purpose: ADMIN TV		
88434	05/17/2022	05/17/2022	AW	OFFICE DEPOT	\$59.18	O
				Purpose: SUPPLIES		
88435	05/17/2022	05/17/2022	AW	DUNCAN OIL COMPANY	\$2,876.44	O
				Purpose: FUEL		
88436	05/17/2022	05/17/2022	AW	AIM MEDIA MIDWEST	\$422.46	O
				Purpose: ZONING ADS		
88437	05/17/2022	05/17/2022	AW	ALCOR SUPPLY & FIXTURE COMPANY	\$290.34	O
				Purpose: PAPER PRODUCTS		
88438	05/17/2022	05/17/2022	AW	MUFFLER BROTHERS	\$14.50	O
				Purpose: CAR 108 TIRE		
88439	05/17/2022	05/17/2022	AW	BENJAMIN LIGGETT	\$21.18	O
				Purpose: REIMB FOR INNER TUBES		
88440	05/17/2022	05/17/2022	AW	DUNCAN OIL COMPANY	\$1,896.12	O
				Purpose: FUEL		
88442	05/23/2022	05/23/2022	AW	O'REILLY AUTOMOTIVE, INC.	\$95.47	O
				Purpose: PARTS		
88443	05/23/2022	05/23/2022	AW	HOME DEPOT CREDIT SERVICES	\$46.37	O
				Purpose: MISC PURCHASES		
88444	05/23/2022	05/23/2022	AW	IWORQ	\$10,000.00	O
				Purpose: ZONING PERMIT PORTAL		
88445	05/24/2022	05/24/2022	AW	MICHAEL BROWN	\$63.62	O
				Purpose: REIMB FOR ICE AND CELL PHONE		
88446	05/24/2022	05/24/2022	AW	MARK WHITE	\$20.00	O
				Purpose: CELL PHONE		
88447	05/24/2022	05/24/2022	AW	DOUG EVANS	\$20.00	O
				Purpose: CELL PHONE		
88448	05/24/2022	05/24/2022	AW	ENERGY OPTIMIZERS, USA	\$959.01	O
				Purpose: ENERGY CONTRACT		
88449	05/24/2022	05/24/2022	AW	DELL FINANCIAL SERVICES	\$892.83	O
				Purpose: COMPUTER RENTALS		
88450	05/24/2022	05/24/2022	AW	FIRE APPARATUS SERVICE AND REPAIR, I	\$180.00	O
				Purpose: E 73 BRAKES		
88451	05/24/2022	05/24/2022	AW	ALCOR SUPPLY & FIXTURE COMPANY	\$96.82	O
				Purpose: PAPER PRODUCTS		
88452	05/24/2022	05/24/2022	AW	WORLD FUEL SERVICES, INC.	\$101.98	O
				Purpose: FUEL		
88453	05/24/2022	05/24/2022	AW	OFFICE DEPOT	\$68.25	O
				Purpose: SUPPLIES		
88459	05/31/2022	05/31/2022	AW	JEFFERSON HEALTH PLAN	\$58,154.14	O
				Purpose: MAY HEALTH INS		
88461	05/31/2022	05/31/2022	AW	STANDARD INSURANCE COMPANY	\$239.45	O
				Purpose: MAY LIFE INS		

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5/16/2022 to 6/6/2022

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88463	05/31/2022	05/31/2022	AW	DENTAL CARE PLUS, INC.	\$1,903.40	O
	Purpose: JUNE DENTAL					
88466	05/31/2022	05/31/2022	AW	FIDELITY SECURITY LIFE INSURANCE CO.	\$1,274.31	O
	Purpose: APRIL AND MAY VISION INS					
88470	05/31/2022	05/31/2022	AW	OFFICE DEPOT	\$121.63	O
	Purpose: SUPPLIES					
88471	05/31/2022	05/31/2022	AW	MUFFLER BROTHERS	\$590.54	O
	Purpose: CARS 110 AND 113					
88472	05/31/2022	05/31/2022	AW	EVOLUTION CREATIVE SOLUTIONS	\$115.34	O
	Purpose: BUSINESS CARDS					
88473	05/31/2022	05/31/2022	AW	CITI CARDS	\$1,601.21	O
	Purpose: MISC PURCHASES					
88474	05/31/2022	05/31/2022	AW	STAPLES CREDIT PLAN	\$13.99	O
	Purpose: ADDRESS LABELS					
88475	05/31/2022	05/31/2022	AW	O'REILLY AUTOMOTIVE, INC.	\$29.99	O
	Purpose: MOTOR OIL					
88476	05/31/2022	05/31/2022	AW	AT&T MOBILITY	\$571.17	O
	Purpose: TABLETS, PHONES, ETC					
88477	05/31/2022	05/31/2022	AW	OMNI - PRINTS	\$68.50	O
	Purpose: SURVEY BUSINESS CARDS					
88478	05/31/2022	05/31/2022	AW	OCCUPATIONAL HEALTH CENTERS OF OH	\$295.00	O
	Purpose: DRUG TESTING/PHYSICAL					
88479	05/31/2022	05/31/2022	AW	DUNCAN OIL COMPANY	\$938.12	O
	Purpose: FUEL					
88480	05/31/2022	05/31/2022	AW	JOHN DEERE FINANCIAL	\$149.97	O
	Purpose: GARDEN HOSES					
88481	05/31/2022	05/31/2022	AW	TREASURER OF STATE	\$100.00	O
	Purpose: ACCESS FEE					
Total Payments:					\$95,758.91	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$95,758.91	

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 May 16th, 2022, at 7:00 PM.

- 1) **Mr. Cramer called the session to order at 7:00 pm.**
- 2) **Mr. Demko called the roll with Board Members**, Mrs. Destefani and Mr. Cramer were in attendance. Mr. Moeller arrived after roll due to an urgent issue. Also, in attendance were Louis Schatzberg, 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.

Mr. Tiffany advised that there has not been any word from the State regarding capital funding for the memorial.

Mr. Tiffany, Mrs. Tilford and Chief Brown attended a safety study meeting for Centerville Rd/Wilmington-Dayton intersection. County is looking to make it safer.

Mrs. Destefani questioned about plans, roundabouts. Mr. Tiffany stated that this is State funding so there has to be a very broad view of all the options.

Mr. Tiffany stated that he also attended a meeting with the Administrators of Beavercreek Township and Xenia Township to discuss the Little Miami River. Beavercreek Township has spent a lot of money this last year cleaning out the log jam. They hired a group called the River Rangers and got it cleared out. Mr. Tiffany mentioned that there are other areas that need to be cleared. The idea discussed would be to have the County set up a program to manage the river every year rather than waiting until there is a blockage. The study received from Hope Taft of the economic impact is significant. There is a park near Trebein that is under water a lot of the time because of these log jams. Mrs. Destefani asked who the contact at the County would be. Mr. Tiffany stated that Brandon would be the contact. Currently Alex from Beavercreek Township is heading it up. They got permits from the state and Army Corps of engineers to do it. He noted the Little Miami River was the first National Scenic River.

Zoning

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

Mr. Tiffany asked if iWorQ had provided an invoice yet.

Mr. Cramer asked about the Carpenter Road project. Mr. Tiffany advised there were still 2 property owners that needed to sign the agreement.

Mrs. Destefani asked when iWorQ goes live. Mrs. Tilford stated that we would be up and running mid-July. They are in process of migrating all information over.

Mrs. Destefani asked if iWorQ is a standardized program. Mrs. Tilford stated that it was but for the regional planning side it didn't seem that iWorQ would not play into that. Those are county building department issues.

Mr. Cramer noted that Popeye's is adhering to the new standards that are in place for the Wilmington Pike corridor.

Fiscal Officer

Mr. Demko was present. Mr. Demko stated that the 1 year audit will start in June.

Mr. Tiffany asked about the cost. Mr. Demko stated that it would be slightly less than the 2 year audit.

Fire

Chief Leaming was present. Chief Leaming, along with a few members of the department, attended a job fair at Sinclair Community College. It was for recent graduates from the fire program.

Chief Leaming mentioned a \$70 million dollar first responder grant that they are exploring. There is no buy in from the Township. It funds retention, recruitment, and wellness programs. Application is due June 7.

Mrs. Destefani asked about the kitchen project.

Chief Leaming stated that he is accepting bids.

Police

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

Mrs. Destefani asked about the Bike Rodeo. Chief Brown stated that they registered 21 bikes. Perfect weather. Several events were going on in the area.

Roads and Service

Mr. Owens was present. Mr. Owens added to his report that there are 3 new Service workers that have started, two full-time and one temporary part-time.

Information Technology

There was nothing to add.

Trustees

Mrs. Destefani and Mr. Moeller attended the Greene County Township Association hosted by the Waste Water Committee. Mrs. Destefani mentioned an article in the newspaper that there is an initiative to soften the water in the county, Mrs. Destefani also attended National Association of Towns and Townships virtual fly-in OTA. Looking at legislative priorities, she stated that the main piece of legislation they were opposed to was the Federal Gas Tax Holiday. This would take the 18.4 cents per gallon and suspend it for the rest of the year and in the process take away \$20 Billion Dollars of road improvement funds. Also spoke about first responders and broadband and cyber security. She stated that it was a very informative meeting.

Keith Huelsman's funeral was May 10th. He was recognized at the March Trustee meeting. Mr. Cramer mentioned that he attended the services and noted that Mr. Huelsman's family was very appreciative of the Township's recognition.

Greene County annual report to the community on Friday May 6. Bellbrook Sugarcreek Middle School was recognized with a Governor Thomas Edison award for excellence in STEM education and David Graham received the Richard J. Meloski award for outstanding auditor of the year.

On May 7 Mrs. Destefani attended the Beavercreek Women League scholarship lunch emceed by Gabby Enright.

The Trustees took a tour of the Sugarcreek waste water facility plant where their tag line is “Your number two is our number one!”.

Mr. Cramer noted that in the summer months 80% of the water in the Little Miami River has gone through a waste water plant. Mr. Cramer talked about the treated water standards versus the required EPA standards. The plant was updated in 2009 for \$40 million dollars.

Mr. Cramer attended Marty Heide’s retirement party.

Mr. Moeller stated he has been working with the senator on HB 564 regarding volunteer fire department staffing to change the language in existing bill. Also working with state representatives on the same bill.

5) **Public Comments – Agenda Items**

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. Initiate Text Amendment to the Sugarcreek Township Zoning Resolution – 2022.05.16.01

WHEREAS, ORC 519.12 authorizes the Board of Trustees to initiate amendments to the Zoning Resolution by passage of a Resolution; and,

WHEREAS, the Board of Sugarcreek Township Trustees deems it in the best interest of the community to initiate text amendments to Sections 7.04 and 4.12 of the Sugarcreek Township Zoning Resolution in response to an increasing number of variances approved for fences in front yards on corner lots; and,

NOW THEREFORE, BE IT RESOLVED, the Sugarcreek Township Board of Trustees does hereby initiate a text amendment to the Zoning Resolution to amend Sections 7.04 and 4.12 and instructs the Assistant Township Administrator to certify this Resolution to the Zoning Commission.

Mr. Tiffany explained the change requested would allow for a fence to be 48” from the current 42”. A good zoning practice is if a Zoning Department is receiving a high number of applications for the same variance, a consideration to look at the text should be made. This would initiate a text amendment and the Board of Zoning Commission who would then discuss and make a recommendation on whether or not to approve it. They may make adjustments or they may come up with a different idea but either way it is something that needs to be looked at.

Mrs. Destefani stated that if it a recurring issue she is in favor.

Mr. Moeller mentioned that the variance application is fee is \$500 and if the Board is going to approve it anyway, it makes sense to amend to save the resident that money.

There was more discussion regarding the details of the proposed language and the process.

D. Appointment of Fire Department Staff – Elijah Brown – 2022.05.16.02

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 EMS only; and,

WHEREAS, Elijah Brown has the necessary qualifications to serve in the capacity of Part-time EMS only 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 Elijah Brown shall be appointed to Part-time EMS only within the Sugarcreek Fire Department at the rate of \$17.84 per hour; and,

FURTHER BE IT RESOLVED, the above-mentioned appointment for Mr. Brown will have an effective date of May 16, 2022 with a one (1) year probationary period ending on May 16, 2023.

E. Re-appointment of Roads and Services Seasonal Worker – Joshua Robinson – 2022.05.16.03

WHEREAS, the need exists to establish and maintain a viable temporary work force within the Sugarcreek Township Service Department; and,

WHEREAS, the Board of Sugarcreek Township Trustees, by previous resolution, has authorized the hiring of Temporary Part-time employees, effective November 19, 2007, for a period not-to-exceed 180 days; and,

WHEREAS, Joshua Robinson has previously worked with the department as a temporary part-time employee, has been re-interviewed, and has undergone all necessary screening and testing,

NOW THEREFORE, BE IT RESOLVED, that this Board of Township Trustees does hereby appoint Joshua Robinson to the position of Temporary Part-Time Service Personnel, at a rate of pay of \$15.00 per hour Effective date TBD for a period not to exceed 180 days.

F. Declaration of Excess Property – Police Department – 2022.05.16.04

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

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

2013 Chevrolet Caprice PPV
VIN 6G1MK5U28DL825286
Mileage 106,071

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.

G. Resolution Appointing Initial Region 14 Representative and Alternate Representative to the OneOhio Recovery Foundation, Inc. Board – 2022.05.16.05

WHEREAS, the Board of Trustees of Sugarcreek Township, is a Local Government that has adopted and approves The OneOhio Memorandum of Understanding (“The Memorandum”), which establishes a mechanism to disburse settlement proceeds from opioid litigation into Ohio’s communities to help abate the opioid crisis, including allocations to Local Governments and Regions through a statewide Foundation; and

WHEREAS, this jurisdiction is a participant in Region 14 as established by The Memorandum; and

WHEREAS, pursuant to The Memorandum each Region shall create their own governance structure so it ensures all Local Governments have input and equitable representation regarding regional decisions including representation on the statewide Foundation Board and selection of projects to be funded from the Region’s regional Share; and

WHEREAS, the imminent distribution of Opioid Funds through the OneOhio Recovery Foundation, Inc. requires immediate appointment of a regional representative from this Region; and

WHEREAS, Regions have the responsibility to make submissions regarding the allocation of funds to projects that will equitably serve the needs of the entire Region; and

WHEREAS, Greta Hochstetler Mayer has expressed a willingness and ability to serve as the initial Region 14 Representative on the OneOhio Recovery Foundation, Inc. Board for an initial term that will begin May 16, 2022 by and upon concurrence of all Local Governments participating in Region 14, and end May 15, 2024 upon reappointment, a successor appointment, resignation or removal by the regional board.

WHEREAS, Karen Scherra has expressed a willingness and ability to serve as the initial Region 14 Alternate Representative alternate on the OneOhio Recovery Foundation, Inc. Board for an initial term that will begin May 16, 2022 by and upon concurrence of all Local Governments participating in Region 14, and end

May 15, 2024 upon reappointment, a successor appointment, resignation or removal by the regional board.

NOW THEREFORE BE IT RESOLVED, by this legislative body that:

Section 1. Subject to and effective upon the concurrence of all Local Governments (counties, cities, villages, townships) in Region 14, Greta Hochstetler Mayer shall be appointed as the initial Region 14 Representative to the OneOhio Recovery Foundation, Inc. Board;

Section 2. Subject to and effective upon the concurrence of all Local Governments (counties, cities, villages, townships) in Region 14, Karen Scherra shall be appointed as the initial Region 14 Alternate Representative to the OneOhio Recovery Foundation, Inc. Board;

Section 3. This Region 14 Representative and Alternate may exercise all authority of a OneOhio Recovery Foundation, Inc. Board member under Section D.3 through and including D.11 of The OneOhio Memorandum of Understanding during this initial appointment; and shall report any such actions to the regional board in this Region;

Section 4. It is found and determined that all formal actions of this legislative body relating to the adoption of this Resolution were adopted in an open meeting, and that all deliberations that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements;

Section 5. This Resolution is hereby declared to be an emergency measure, necessary for the preservation of the public peace, health, welfare and safety. The reason for the emergency is to ensure prompt pursuit of funds to assist in abating the opioid epidemic throughout Ohio.

Mrs. Destefani stated that she is on the Board with Commissioner Dick Gould. Of the Opioid settlement dollars, 15% will go to the Attorney General to run OneOhio Recovery Foundation and 30% will go to local government. The remaining goes to the OneOhio Recovery Foundation to help fund programs.

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

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

8) **Discussion Agenda Items**

No discussion items.

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

10) **Trustee/Staff Discussions**

Mrs. Destefani mentioned the flyer for Past, Present and Future: Stories of Racism in Greene County presentation being held at the Township Administration building on Saturday, June 4th.

11) **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, June 6, 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**
- 7. Consent Agenda Items**
 - A. Payment of Bills
 - B. Approval of Minutes
 - C. Appointment of Fire Department Staff – Stephen Jensen – 2022.06.06.01
 - D. Resignation of Roads and Services Seasonal Worker – Joshua Robinson – 2022. 06.06.02
 - E. Resignation of Fire Department Staff – Anthony Straight and Benjamin Norrod – 2022.06.06.03
- 8. Discussion Agenda Items**
- 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. 2022.06.06.01**

IN RE: Appointment of Fire Department Staff
Stephen Jensen

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

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

WHEREAS, Steven Jensen has the necessary qualifications to serve in the capacity of Part-time Firefighter II/Paramedic for the Sugar Creek Township Fire Department; and,

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

NOW, THEREFORE, BE IT RESOLVED, that Stephen Jensen shall be appointed to Part-time Firefighter II/Paramedic within the Sugar Creek Fire Department at the rate of \$19.95 per hour; and,

FURTHER BE IT RESOLVED, the above-mentioned appointment for Mr. Jensen will have an effective date of May 23, 2022 with a one (1) year probationary period ending on May 23, 2023.

Fred Cramer, Chairperson

Carolyn L. Destefani, Vice Chairperson

Marvin Moeller, Trustee

Richard J. Demko, Fiscal Officer



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- 12. Adjourn**



**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2022.06.06.02**

IN RE: Resignation of Roads and Service Department Seasonal Staff – Joshua Robinson

WHEREAS, Temporary Part-time Seasonal worker, Joshua Robinson has indicated his desire to resign from the Sugar Creek Township Roads and Services Department; and,

WHEREAS, Roads and Services Director Dale Owens recommends we accept the resignations of Mr. Robinson.

NOW THEREFORE, BE IT RESOLVED that the Board of Sugar Creek Township Trustees officially accept the above mentioned resignation effective May 23, 2022.

Fred Cramer, Chairperson

Carolyn L. Destefani, Vice Chairperson

Marvin Moeller, Trustee

Richard J. Demko, Fiscal Officer

I, Joshua Robinson resign effective May 23rd, 2022. Thank
you for all the opportunities and making me feel welcome.

A handwritten signature in black ink, appearing to be 'JR' or 'J.R.', written in a stylized, cursive-like font.



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- 12. Adjourn**



**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2022.06.06.03**

IN RE: Resignation of Fire Department Staff – Anthony Straight and Benjamin Norrod

WHEREAS, Full-time Firefighter/Paramedic, Anthony Straight has indicated his desire to resign from the Sugarcreek Township Fire Department; and,

WHEREAS, Part-time Firefighter, Benjamin Norrod has indicated his desire to resign from the Sugarcreek Township Fire Department; and,

WHEREAS, Anthony Straight was hired as a member of the Sugarcreek Township Fire Department on September 5, 2018; and,

WHEREAS, Benjamin Norrod was hired as a member of the Sugarcreek Township Fire Department on April 27, 2022; and,

WHEREAS, Chief Jeffrey A. Leaming recommends we accept the resignations of Anthony Straight and Benjamin Norrod.

NOW THEREFORE, BE IT RESOLVED that the Board of Sugarcreek Township Trustees officially accept the above mentioned resignations effective June 18, 2022, and May 19, 2022 respectively.

Fred Cramer, Chairperson

Carolyn L. Destefani, Vice Chairperson

Marvin Moeller, Trustee

Richard J. Demko, Fiscal Officer

Letter Of Resignation

Chief Leaming,

I would like to thank all who have been apart of my journey here at Sugarcreek Township. It has been an honor working beside each and every one of you. Without the knowledge provided from my peers and coworkers I would not be where I am today. Sugarcreek has been my first home in the fire service and I will forever cherish it as so. The friends and relationships I have made here will last a life time. My last day will June 17th, 2022.

Sincerely, FF Straight

May 19,2022

To Chief Leaming, And Command Staff of SugarCreek Twp Fire Dept.

I want to thank you for the opportunity to join the fire department. I have enjoyed the last few weeks on the department. With this being said it is unfortunate that I am writing this letter of resignation. It is not easy writing this because I see so many opportunities with this department. There have been some changes in my home life, including my wife getting a new job. We would run into childcare issues if I were to stay with the department which is the reason for my resignation. I will not be able to put forth the time and effort needed to continue with the department. I want to thank you all for brining me on with open arms and truly made me feel welcome. This resignation is effective 5-19-2022. Thank you again, I wish nothing but the best for all.

Sincerely

Benjamin Norrod



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