



AGENDA
SUGARCREEK TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
Monday, August 15, 2022, 7:00 P.M.

REGULAR SESSION:

- 1. Call to Order**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. Appointment and Swearing in of Full-Time Police Officer -Daniel S. Beavers – 2022.08.15.01**
- 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**
- 8. Consent Agenda Items**
 - A. Payment of Bills
 - B. Approval of Minutes
 - C. Implementing Credit Cards From Huntington National Bank– 2022.08.15.02
 - D. Agreement Between Greene County Engineer and the Sugar Creek Board of Trustees 2022 Pavement Marking program – 2022.08.15.03
 - E. Resignation of Fire Department Staff – Jacob Hines – 2022.08.15.04
 - F. Appointment of Fire Department Staff – Anthony Strait – 2022.08.15.05
 - G. Declare Excess Property – Fire Department – 2022.08.15.06
 - H. Transfer of Appropriations – General Fund to Veterans Memorial Fund – 2022.08.15.07
 - I. Increase Appropriations for Veterans Memorial Fund – 2022.08.15.08
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- 11. Trustee/Staff Discussion**

12. Executive Session

13. 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



**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2022.08.15.01**

IN RE: Appointment of Full-Time Police Officer Daniel S. Beavers

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

WHEREAS, a vacancy exists within the classification of full-time Police Officer; and,

WHEREAS, the vacancy has been posted for application in accordance with township policy and the current labor contract; and,

WHEREAS, an assessment center was conducted which included testing in basic exercises, review board and personal interviews with the Chief of Police; and,

WHEREAS, after a review of all the candidates, Police Chief Michael A. Brown recommends this appointment, and confirms that there are funds available for this position in the 2022 operating budget,

NOW THEREFORE, BE IT RESOLVED, that Daniel S. Beavers is hereby appointed as full-time Police Officer effective August 16, 2022, at a pay rate of \$28.11 per hour, payable on a bi-weekly basis, and subject to a one (1) year probationary period ending August 16, 2023.

Fred Cramer, Chairperson

Carolyn L. Destefani, Vice Chairperson

Marvin Moeller, Trustee

Richard J. Demko, Fiscal Officer



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**Administrator's Report to the Trustees
August 15, 2022**

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

- We are out to bid for the Carpenter Road Project and will have the bid opening on the 18th of this month.
- Meetings continue on the I-675/Wilmington Pike study for future improvements.
- Attended the Woodland Ridge HOA meeting along with Chiefs Brown and Leaming. No complaints were received and everyone in attendance appeared to be very happy with the Township services.
- Met with staff from the City of Centerville to discuss future development of the Cornerstone property south of I-675 along Clys Road. Access to the property is of major concern. There are currently no proposed users. This is pre-development discussion.
- Met with City managers and Administrators of Greene County to discuss issues we are experiencing. Bellbrook is out to bid for tornado sirens and says they will be installing at least two in their community. Dispatching services were also discussed and the possible addition of personnel of the maintenance of the system. They do have new servers on order to implement and are waiting for their arrival.

Respectfully Submitted,

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

Barry P. Tiffany
Township Administrator



**Staff Report for the Sugarcreek Township Board of Trustees
July 19, 2022 to August 11, 2022**

The following is a snapshot of the activities and areas of responsibility for the Sugarcreek Township Planning and Zoning Department. This report is prepared to keep the Board of Trustees informed and the citizens apprised of their Planning and Zoning Department. If further information or explanation is needed, please contact Cara Tilford at 937-848-8426.

Board of Zoning Appeals Activities:

- **July 28, 2022 Board of Zoning Appeals Meeting: Follow-up**
 - **BZA07-2022:** Applicant, John Shonle is requesting a Variance from Section 4.14 B. 6. of the Sugarcreek Township Zoning Resolution to allow for the construction of a ground mounted solar array on a currently vacant parcel. The subject property is McBee Road (located directly adjacent to 966 McBee Road), parcel L32000200150006900, contains 1.0 acre, is owned by John Stuart Shonle Trustec, and located in the R-1A (Suburban Residential-Low) District.
 - **The BZA approved the applicant's request.**
- **August 25, 2022 Board of Zoning Appeals Meeting**
 - **BZA08-2022:** Applicant, Amanda Smith, is requesting a Variance from Section 7.04 B. 1. a. and 7.04 B. 1. e. of the Sugarcreek Township Zoning Resolution to allow for the construction of 6' wood privacy fence extending 88' from the house toward Wilmington Dayton Road and extending 21' from the house toward Conference Road in front yards of the subject parcel (a corner lot with frontage on both Conference and Wilmington Dayton Roads). The subject property is 4267 Conference Road, parcel L32000100050001500, contains 1.78 acres, is owned by Amanda Caudill, and located in the E (Estate Residential) District.

Zoning Commission Activities:

- **August 2, 2022 Zoning Commission Meeting: Canceled**
- **Next meeting scheduled for September 6, 2022 (no submissions received for the Agenda)**

Meetings/Accomplishments:

- Met with GCEO, City of Centerville to discuss Cornerstone South property access
- Attended BZA Meeting on July 28, 2022
- Added bid information for Carpenter Road project to website
- Call with Grand Communities to discuss Sugar Point project on August 4, 2022
- Attended RPCC Technical Review Meeting via Zoom on August 10, 2022
- Met with residents to discuss Variance process on August 11, 2022
- Online Portal for submitting Zoning Certificates and Driveway/ROW Permits is live; feedback has been positive so far
- Prepared and sent BZA Packets for the July 28, 2022 BZA Meeting
- Prepared and sent Legal and Public Notices for BZA08-2022
- Working with legal counsel on violation abatement (5053 Timberly Drive-Holly's LaPetite Academy)



Michael A. Brown
Chief of Police

Trustee Report August 15, 2022

Training

- On August 9th, Property Room Clerk Montgomery and Records Clerk Smith attended the Ohio Attorney General's 2022 Sunshine Law update.
- Officer Terry attended the two-week course for Evidence Technician Training.
- On August 10th, SRO Officer Black attended the ALICE training.
- No other classes scheduled for August.

Fiscal

Budget 2022 (Final Appropriation)	\$3,047,100.00
Expenditures as of July 31, 2022	\$1,067,729.77
% of Budget Used	54%
% of Budget Year Target for the end of July	58.1%
% of Budget Remaining	46%
Cash Balance as of July 31, 2022	\$786,368.68

EVENTS/APPEARANCES

- On July 20th, Chief Brown attended the SRO meeting at the school.
- On July 26th, Chief Brown participated in a zoom meeting with LAMAR.
- On July 27th, Chief Brown attended the Montgomery County Chief's Luncheon and the Woodland HOA meeting.
- On July 29th, Chief Brown attended the School Safety Meeting.
- On August 6th, Chief Brown and our officers attended the Kable Mill Block Party.
- On August 9th, Chief Brown attended the EAP meeting for the BHS stadium.

Congratulations to our new officer

Respectfully submitted,



Michael A. Brown
Chief of Police



Michael A. Brown
Chief of Police

Police Blotter

July 11, 2022

- Business and house checks
- Community policing
- Disturbance report on Cloy Road
- Crash report on Stewart Road

July 12, 2022

- Nothing to Report

July 13, 2022

- Theft report on Faubee Road
- Domestic dispute on N. Lakeman Drive
- Crash report on Cloy Road

July 14, 2022

- Traffic stops
- Crash report on Upper Bellbrook Road

July 15, 2022

- Crash on Wilmington-Dayton Road
- Theft arrest on Wilmington Pike
- Welfare check on McBee Road

July 16, 2022

- Nothing to Report

July 17, 2022

- Theft arrest on Wilmington Pike
- Peace officer needed on Centerville Road
- Noise complaint on Surrey Trail

July 18, 2022

- Community policing
- Theft arrest on Wilmington Pike
- Welfare check on Gerhardt Circle
- Domestic dispute on N. Lakeman Drive

July 19, 2022

- Business and house checks
- Community policing
- Suspicious person on Conifer Trail

July 20, 2022

- Welfare check on State Route 725
- Criminal damaging on Wilmington Pike
- Traffic stops
- Crash report on Waynesville Road

July 21, 2022

- An animal complaint on Killian Court
- Request of an officer on Clys Road
- Juvenile complaint on Sonoma Court
- Crash report on Wilmington Pike

July 22, 2022

- Theft arrest on Wilmington Pike
- An animal complaint on Bayberry Cove Drive
- Crash report on Wilmington Pike

July 23, 2022

- Domestic dispute on Surrey Trail
- Theft report on Bayberry Cove Drive
- Domestic dispute on Briggs Road
- Theft arrest on Wilmington Pike

July 24, 2022

- Nothing to Report

July 25, 2022

- Business checks
- Theft report on Bayberry Cove Drive
- Welfare check on Surrey Trail
- Bike Patrol on Swigart Road

July 26, 2022

- Bike Patrol on Wilmington Pike
- Juvenile complaint on Surrey Trail
- Harassment on Sugar Ridge Blvd.

July 27, 2022

- Business and house checks
- Community policing
- Fight reported in Surrey Trail
- Domestic dispute on Ferry Road
- Crash report on Wilmington-Dayton Road

July 28, 2022

- Fraud report on Wilmington Pike
- An animal complaint on Washington Mill Road
- Crash report on Ferry Road

July 29, 2022

- Nothing to Report

July 30, 2022

- Traffic stops
- Noise complaint on Surrey Trail
- Criminal damaging on Wagner Road

July 31, 2022

- Business checks
- Community policing
- Crash on Wilmington-Dayton Road
- Panhandling reported on Clio Road
- Harassment charges on N. Lakeman Drive

August 1, 2022

- Business and house checks
- Crash report on Statehouse Court
- Domestic dispute on N. Lakeman Drive
- Criminal damaging on Sugarbrook Trail

August 2, 2022

- Theft report on Feedwire Road
- Request of an officer on Indian Wells Trail
- Traffic stops

August 3, 2022

- Community policing
- Crash report on Upper Bellbrook Road
- Crash report on Wilmington-Dayton Road
- Theft arrest on Wilmington Pike

August 4, 2022

- Welfare check on Wilmington-Dayton Road
- An animal complaint on Killian Court
- Intoxicated subject on Brookdale Lane
- Domestic violence report on Waynesville Road

August 5, 2022

- Theft arrest on Wilmington Pike
- Crash report on Wilmington Pike
- Welfare check on Wilmington Pike
- Suspicious vehicle on Social Row Road

August 6, 2022

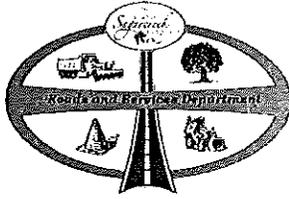
- Nothing to Report

August 7, 2022

- Crash report on Wilmington-Dayton Road
- An animal complaint on Wilmington-Dayton Road
- Traffic stops

August 8, 2022

- Nothing to Report



**Staff Report for
Sugarcreek Township Trustees
August 15, 2022**

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

Calls for Service:

- There were no calls for service during this time period

Accomplishments:

- Remove signs ROW-25
- Went to Harworth Tire-new service car tire, 550 tire repair, 2 new trailer tires
- Dura patch-Ferry N, Shepherd Rd, Possum Run Rd, Cedar Ridge Rd, Haines Rd, Spahr Rd
- Berm Haines Rd, Spahr Rd, Mc Bee Rd
- Reorganized Quonset hut
- Cut up and removed downed tree Brown Rd
- Cut and removed low hanging limb-Middle Run Rd
- Removed dead possum-Lakeman Ave @ E Briggs Rd, Dead raccoons-LSC, dead squirrel-Ferry S. Dead deer Lower Bellbrook Rd, Feedwire Rd, Spahr Rd
- Restored topsoil and grass Fire station-Clyo Rd
- Cold patch LSC
- Mowed and trimmed Clyo Rd, Walk path, Fallis Cemetery-x2
- Mowed and trimmed Admin/Service-x3
- Patch potholes-Ferry Rd, Lac Lamem,
- Cleared brush and limbs from signs-Ferry S
- Sent Chase Morgan for physical in preparation for CDL class
- Repaired trim on garage door 8
- Went to Valley Asphalt-Dryden Rd for cold patch
- Hauled large concrete fill to Little Miami Rd
- Cold patch in front of new curb/catch basins-Seton Hill, Wagner Hill, Silverado Rds and Sarah's Way
- Cut and remove limbs sight distance issue-LSC/Timberly
- Replace headlight 704(550)
- Took/pick up F250 to Interstate Ford-code issue-DEF wiring harness
- Went to A&A Safety for signs
- Install new "Timberly" signs on "T" signs LSC
- Went to Middletown for emulsion x3
- Cleaned and organized shop area
- Trimmed trees on Spahr Rd, Washington Mill Rd

- **Cleaned out ditch-shop area**
- **Cleaned up Massey Ferguson mowing tractor**
- **Received new John Deere mowing tractor**
- **Removed downed tree-Timber Trail**
- **Monthly exit light inspection-Admin/Service**
- **Went to Ag-Pro for new Super Z bearings**
- **CDL training-x9-Mike**
- **Fabricated rubber guards for new mowing tractor**
- **Delivered/pick up Block Party signs-Big Wheel Race**
- **Went to Wilmington for washed #9's-Dura patch**
- **Removed fallen tree-Vimark Rd**
- **Removed fallen tree-Graf Mill Rd**
- **Reattached "Park Entrance" sign-LSC**
- **Borrowed bucket truck from Bellbrook-cleaned side of building repair gutter**
- **Weed whip TWP roads**
- **Cut branches blocking "Stop sign" Clearbrook**
- **Changed radar batteries x3**
- **Assisted PD in removal of tent at pond**
- **Cleaned graffiti off sign-Brown Rd**
- **Weed whip Twp guardrails**
- **Saw cut area of McBee Rd for future full depth repair**
- **Install new "Deer Crossing" signs and "Neighborhood Watch" signs**

Respectfully,

Dale Owens
 Director of Roads and Services



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Payment Listing

7/18/2022 to 8/31/2022

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
1247-2022	07/18/2022	07/18/2022	CH	KEY BANK	\$6,293.52	O
				Purpose: JUNE EMPLOYEE HRA CHARGES		
1328-2022	07/26/2022	07/26/2022	CH	KEY BANK	\$448.38	O
				Purpose: MISC PURCHASES		
88686	07/18/2022	07/18/2022	AW	GEM CITY CLEANING CREW	\$350.00	O
				Purpose: OFFICE CLEANING		
88687	07/18/2022	07/18/2022	AW	AMERICAN PLANNING ASSOCIATION	\$446.00	O
				Purpose: DUES FOR CARA		
88688	07/18/2022	07/18/2022	AW	RUMPKE CONSOLIDATED	\$97.86	O
				Purpose: TRASH REMOVAL		
88689	07/18/2022	07/18/2022	AW	MELVIN STONE COMPANY	\$116.87	O
				Purpose: LIMESTONE		
88691	07/18/2022	07/18/2022	AW	BERAN CUSTOM WOODWORKING, LLC	\$1,140.00	O
				Purpose: PLAQUES		
88692	07/18/2022	07/18/2022	AW	HOME DEPOT CREDIT SERVICES	\$31.25	O
				Purpose: SUPPLIES		
88693	07/19/2022	07/19/2022	AW	A & A SAFETY	\$329.50	O
				Purpose: LETTERS FOR ADDRESS SIGNS		
88694	07/19/2022	07/19/2022	AW	DUNCAN OIL COMPANY	\$1,746.65	O
				Purpose: FUEL		
88695	07/19/2022	07/19/2022	AW	ODP BUSINESS SOLUTIONS,LLC	\$39.53	O
				Purpose: PAPER, ETC.		
88696	07/19/2022	07/19/2022	AW	K & M INDUSTRIAL FASTENERS	\$52.75	O
				Purpose: PARTS		
88697	07/25/2022	07/25/2022	AW	BARRY TIFFANY	\$750.00	O
				Purpose: CELL PHONE AND CAR ALLOWANCE		
88698	07/25/2022	07/25/2022	AW	CARA TILFORD	\$450.00	O
				Purpose: CELL PHONE AND CAR ALLOWANCE		
88699	07/25/2022	07/25/2022	AW	FRED CRAMER	\$20.00	O
				Purpose: CELL PHONE		
88700	07/25/2022	07/25/2022	AW	CAROLYN L. DESTEFANI	\$20.00	O
				Purpose: CELL PHONE		
88701	07/25/2022	07/25/2022	AW	MARVIN MOELLER	\$20.00	O
				Purpose: CELL PHONE		
88702	07/25/2022	07/25/2022	AW	DALE OWENS	\$20.00	O
				Purpose: CELL PHONE		
88703	07/25/2022	07/25/2022	AW	RICHARD CIPRIANO	\$20.00	O
				Purpose: CELL PHONE		
88704	07/25/2022	07/25/2022	AW	JOSHUA DARNELL	\$20.00	O
				Purpose: CELL PHONE		
88705	07/25/2022	07/25/2022	AW	CHASE MORGAN	\$20.00	O
				Purpose: CELL PHONE		
88706	07/25/2022	07/25/2022	AW	MICHAEL WARD	\$20.00	O
				Purpose: CELL PHONE		
88707	07/25/2022	07/25/2022	AW	ENERGY OPTIMIZERS, USA	\$959.01	O
				Purpose: ENERGY CONTRACT		

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88708	07/25/2022	07/25/2022	AW	PREMIER HEALTH	\$591.68	O
				Purpose: EMPLOYEE CARE		
88709	07/25/2022	07/25/2022	AW	DnD UNIFORMS, INC.	\$278.00	O
				Purpose: PATCHES		
88710	07/25/2022	07/25/2022	AW	HARWORTH TIRE AND AUTO	\$35.00	O
				Purpose: TIRE REPAIR		
88711	07/25/2022	07/25/2022	AW	CERTIFIED LABORATORIES	\$165.02	O
				Purpose: PRE CONTACT LOTION		
88712	07/25/2022	07/25/2022	AW	MICHAEL BROWN	\$50.00	O
				Purpose: CELL PHONE		
88713	07/25/2022	07/25/2022	AW	MARK WHITE	\$20.00	O
				Purpose: CELL PHONE		
88714	07/25/2022	07/25/2022	AW	DOUG EVANS	\$20.00	O
				Purpose: CELL PHONE		
88715	07/25/2022	07/25/2022	AW	ROBERT JORDAN	\$20.00	O
				Purpose: CELL PHONE		
88719	07/29/2022	07/25/2022	AW	JOANN ZIMMERMAN	\$77.61	O
				Purpose: REFUND OF AFLAC W/H		
88720	07/26/2022	07/26/2022	AW	OFFICE DEPOT	\$257.43	O
				Purpose: SUPPLIES		
88721	07/26/2022	07/26/2022	AW	DUNCAN OIL COMPANY	\$2,882.92	O
				Purpose: FUEL		
88722	07/26/2022	07/26/2022	AW	CHARTER COMMUNICATIONS	\$738.67	O
				Purpose: MAIN PHONE ACCT		
88723	07/26/2022	07/26/2022	AW	ACT, INC.	\$1,991.00	O
				Purpose: PART FOR BOAT MOTOR REPAIR		
88724	07/26/2022	07/26/2022	AW	PHOENIX SAFETY OUTFITTERS	\$187.95	O
				Purpose: UNIFORMS		
88725	07/26/2022	07/26/2022	AW	AT&T MOBILITY	\$593.27	O
				Purpose: PHONES, TABLETS, ETC		
88726	07/26/2022	07/26/2022	AW	EVOLUTION CREATIVE SOLUTIONS	\$57.67	O
				Purpose: BUSINESS CARDS - OFFICER BLACK		
88727	07/26/2022	07/26/2022	AW	OHIO SCHOOL RESOURCE OFFICERS ASS	\$399.00	O
				Purpose: TRAINING - OFFICER BLACK		
88728	07/26/2022	07/26/2022	AW	JOHN DEERE FINANCIAL	\$223.88	O
				Purpose: EMPLOYEE JEANS, TRIMMER LINE		
88729	07/26/2022	07/26/2022	AW	DAYTON DAILY NEWS	\$170.97	O
				Purpose: 13 WEEK SUBSCRIPTION		
88730	07/26/2022	07/26/2022	AW	KETTERING HEALTH NETWORK	\$107.13	O
				Purpose: PRISONER BILL		
88731	07/26/2022	07/26/2022	AW	TREASURER OF STATE	\$100.00	O
				Purpose: MONTHLY ACCESS		
88732	07/26/2022	07/26/2022	AW	CITI CARDS	\$624.10	O
				Purpose: MISC PURCHASES		
88733	07/26/2022	07/26/2022	AW	FIRE APPARATUS SERVICE AND REPAIR, I	\$15,868.13	O
				Purpose: E 71 REPAIRS, PUMP TESTING, ANNUAL INSPECTION		

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88738	08/01/2022	08/01/2022	AW	BECKY ROSS	\$25.00	V
				Purpose: REFUND OF ZONING PERMIT		
88738	08/01/2022	08/01/2022	AW	BECKY ROSS	-\$25.00	V
88739	08/01/2022	08/01/2022	AW	MUFFLER BROTHERS	\$223.15	O
				Purpose: OIL CHANGES, AC REPAIR		
88740	08/01/2022	08/01/2022	AW	DnD UNIFORMS, INC.	\$228.00	O
				Purpose: UNIFORMS		
88741	08/01/2022	08/01/2022	AW	NAVIA BENEFIT SOLUTIONS, INC.	\$60.00	O
				Purpose: APRIL COBRA		
88742	08/01/2022	08/01/2022	AW	A & A SAFETY	\$315.00	O
				Purpose: NEIGHBORHOOD WATCH SIGNS		
88743	08/01/2022	08/01/2022	AW	NORTHCOAST PRODUCTS	\$1,698.00	O
				Purpose: RAPID SET EMULSION		
88744	08/01/2022	08/01/2022	AW	BECKY ROSS	\$25.00	O
				Purpose: REFUND OF ZONING PERMIT		
88746	08/02/2022	08/02/2022	AW	DUNCAN OIL COMPANY	\$1,029.31	O
				Purpose: FUEL		
88747	08/02/2022	08/02/2022	AW	VALLEY ASPHALT CORPORATION	\$435.00	O
				Purpose: COLD MIX		
88748	08/02/2022	08/02/2022	AW	ODP BUSINESS SOLUTIONS,LLC	\$62.94	O
				Purpose: PAPER		
88749	08/02/2022	08/02/2022	AW	CHOICE ONE ENGINEERING	\$2,000.00	O
				Purpose: CARPENTER ROAD IMPROVEMENTS - BIDDING		
88750	08/02/2022	08/02/2022	AW	DC DOOR COMPANY	\$520.00	O
				Purpose: GARAGE DOOR REPAIRS		
88751	08/10/2022	08/10/2022	AW	OCCUPATIONAL HEALTH CENTERS OF OH	\$173.00	O
				Purpose: Chace Morgan DOT physical		
88752	08/10/2022	08/10/2022	AW	A & A SAFETY	\$67.00	O
				Purpose: HIP sign Timberly		
88753	08/10/2022	08/10/2022	AW	AIRGAS USA, LLC	\$24.41	O
				Purpose: Oxygen		
88754	08/10/2022	08/10/2022	AW	AES OHIO	\$232.16	O
				Purpose: ST 71 Electric		
88755	08/10/2022	08/10/2022	AW	AES OHIO	\$1,071.66	O
				Purpose: Electric Safety bldg and Range		
88756	08/10/2022	08/10/2022	AW	DELL FINANCIAL SERVICES	\$892.83	O
				Purpose: August rental fees		
88757	08/10/2022	08/10/2022	AW	PRO ONCALL TECHNOLOGIES	\$248.57	O
				Purpose: usage 8/8/22-9/7-22		
88758	08/10/2022	08/10/2022	AW	US BANK EQUIPMENT FINANCE	\$1,184.47	O
				Purpose: equipment financing - copiers		
88759	08/10/2022	08/10/2022	AW	CENTERPOINT ENERGY	\$104.49	O
				Purpose: Natural Gas		
88760	08/10/2022	08/10/2022	AW	GREENE COUNTY SANITARY ENGINEER	\$423.08	O
				Purpose: Water		
88761	08/10/2022	08/10/2022	AW	QUADIENT FINANCE USA, INC.	\$150.00	O

Payment Listing

7/18/2022 to 8/31/2022

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
	Purpose:	July Postage				
88762	08/10/2022	08/10/2022	AW	TECH ADVISORS	\$7,545.56	O
	Purpose:	yearly renewal and monthly fee				
88763	08/10/2022	08/10/2022	AW	TREASURER OF STATE	\$758.50	O
	Purpose:	financial audit				
88764	08/10/2022	08/10/2022	AW	SUGARCREEK DIRECT FAMILY CARE	\$2,960.00	O
	Purpose:	May and June contributions				
88765	08/10/2022	08/10/2022	AW	AIM MEDIA MIDWEST	\$333.44	O
	Purpose:	public/legal notice postings				
Total Payments:					\$61,636.32	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$61,636.32	

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.



AGENDA
SUGARCREEK TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
Monday, August 15, 2022, 7:00 P.M.

REGULAR SESSION:

- 1. Call to Order**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. Appointment and Swearing in of Full-Time Police Officer -Daniel S. Beavers – 2022.08.15.01**
- 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**
- 8. Consent Agenda Items**
 - A. Payment of Bills
 - B. **Approval of Minutes**
 - C. Implementing Credit Cards From Huntington National Bank– 2022.08.15.02
 - D. Agreement Between Greene County Engineer and the Sugar Creek Board of Trustees 2022 Pavement Marking program – 2022.08.15.03
 - E. Resignation of Fire Department Staff – Jacob Hines – 2022.08.15.04
 - F. Appointment of Fire Department Staff – Anthony Strait – 2022.08.15.05
 - G. Declare Excess Property – Fire Department – 2022.08.15.06
 - H. Transfer of Appropriations – General Fund to Veterans Memorial Fund – 2022.08.15.07
 - I. Increase Appropriations for Veterans Memorial Fund – 2022.08.15.08
- 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**

The Board of Trustees of Sugarcreek Township, Greene County, Ohio, in Regular Session on July 18th, 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, Mr. Moeller, and Mr. Cramer were in attendance. Also, in attendance were Louis Schatzberg, Donna Hellmann and Denise Moore, Hope Taft, Chris Barnett, Nadine Daugherty and family and friends of Kaitlyn Holbrook.
- 3) **All in attendance stood for the Pledge of Allegiance.**
- 4) **Swearing in Full Time Fire Fighter Kaitlyn Holbrook – 2022.07.18.01**

Chief Leaming explained that fire service runs deep in the Holbrook family and noted that he feels lucky to have Kaitlyn take on this full time role for us. He feels very confident she has a successful and long career in front of her.

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

WHEREAS, this need is met through the periodic reclassification of Fire Department employees and volunteers; and,

WHEREAS, Chief Jeffrey A. Leaming requests the reclassification of Kaitlyn Holbrook from Part-time Firefighter II/Paramedic to Full-time Firefighter II/Paramedic, in accordance with the Table of Organization of the Sugarcreek Township Fire Department;

NOW THEREFORE, BE IT RESOLVED, that this Board of Trustees approve the reclassification of Kaitlyn to the position of Full-time Firefighter II/Paramedic.

FURTHER BE IT RESOLVED, the above-mentioned appointment for Ms. Holbrook will have an effective date of July 11, 2022 with a one (1) year probationary period ending on July 11, 2023 and have a pay rate of \$21.57 per hour.

- 5) **Chris Barnett - Little Miami Watershed Network**

Mrs. Barnett reviewed the Economic Impact Study done on the economic impact of a 43-mile stretch of the northern Little Miami River. She noted a total recreation and local economic value of \$14.9 million per year. She noted that 836,000 trips took place to 45 sites along these 43 miles of the Little Miami River. She noted that the results were clear and encouraging that the Little Miami River is an economic engine for the region.

- 6) **Public Hearing-ZC-Case 10-2021: The Board of Trustees of Sugarcreek Township, Greene County, Ohio initiated by passage of a Resolution a text amendment to the Sugarcreek Township Zoning Resolution addressing the maximum height permitted for**

fences in front yards on corner lots (impacted Sections include 4.12 and 7.04). – 2022.07.18.02

Mr. Cramer made a motion to open the public hearing which was seconded by Mrs. Destefani. Upon call of the roll, the vote resulted in the following:

Mr. Cramer-yes
Mrs. Destefani-yes
Mr. Moeller-yes

Mrs. Tilford explained that multiple variances have been issued for fences in secondary front yards on corner lots by the Board of Zoning Appeals, permitting a 6” increase in height from the underlying 42” allowance. This prompted staff to propose this text amendment to the Board of Trustees, which was recommended for approval by both Regional Planning and the Zoning Commission.

Mr. Cramer asked for anyone present to speak on the case.

Ms. Moore indicated that as part of the zoning workshop series through Regional Planning variance history was discussed as one reason to take on a text amendment.

There being no one else present wishing to speak, Mr. Cramer made a motion to close the public hearing, which was seconded by Mr. Moeller. Upon call of the roll the vote resulted in the following:

Mr. Cramer-yes
Mrs. Destefani-yes
Mr. Moeller-yes

Mrs. Destefani noted that this proposal makes sense and is the right move for the township to make.

Mr. Moeller commented on the fact that it doesn’t make sense to continue to charge residents \$500 for a variance for something that the BZA keeps approving.

Mr. Cramer concurred with the statements and made a motion to approve the text amendment as presented by staff, which was seconded by Mr. Moeller. Upon call of the roll, the vote resulted in the following:

Mr. Cramer-yes
Mrs. Destefani-yes
Mr. Moeller-yes

7) 2023 Budget – 2022.07.18.03

Mr. Demko went over the 2023 Budget for the Trustees noting that his office and the Department Heads were monitoring spending and carryover closely and would continue to do so. All township funds remain in good shape.

Mr. Cramer made a motion to approve the 2023 Budget as presented by the Fiscal Office, which was seconded by Mr. Moeller. Upon call of the roll, the vote resulted in the following:

Mr. Cramer-yes
Mrs. Destefani-yes
Mr. Moeller-yes

8) **Reports**

Administration

Mr. Tiffany stated that we have opted to have Choice One manage the bidding for the Carpenter Road project.

Zoning

Mr. Cramer asked about the new zoning database system. Mrs. Tilford indicated that training has gone very well and we go live next week with the online portal. She noted that it should be very easy to navigate for residents.

Fiscal Officer

Mr. Demko noted that audit is ongoing. He explained the group working on our audit had to pull away to finish a larger project but they would be returning to finish in the near future. He noted he appreciates all the office staff, Linda and Sara in particular, for their assistance responding to information and document requests.

Fire

Chief Leaming indicated that they would plan to do the ladder truck dedication at the Fire Open House in October, details will be forthcoming.

Police

Chief Brown had nothing to add to his report.

Roads and Service

Mr. Owens had nothing to add to his report.

Information Technology

Mr. Tiffany had nothing to add relative to IT.

Trustees

Mrs. Destefani reviewed meetings attended and provided an update on the Veterans Memorial noting we are awaiting official notification on support from Greene County, anticipating a \$25,000 contribution.

Public Comments – Agenda Items

No comments.

9) **Old Business**

10) **Consent Agenda Items**

A. Payment of Bills

B. Approval of Minutes

C. Appointment of Administration Staff – Madeleine Rogg – 2022.07.18.04

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

WHEREAS, a vacancy exists within the position of Administrative Assistant/Social Media and Marketing Coordinator; and,

WHEREAS, this vacancy was advertised and applications for the position were evaluated; and,

WHEREAS, personal interviews were conducted by the Township Administrator; and,

WHEREAS, after a review of the candidates, it was determined that Madeleine Rogg met or exceeded all requirements,

NOW THEREFORE, BE IT RESOLVED, that this Board of Trustees appoints Madeleine Rogg as full-time Administrative Assistant/Social Media and Marketing Coordinator at the entry level rate of \$18.95 per hour,

FURTHER BE IT FURTHER RESOLVED, that Ms. Rogg's employment shall have an effective date of June 13, 2022, and is subject to a one (1) year probationary period ending June 13, 2023.

D. Appointment of Fire Department Staff – Adam Gartenman, Keven Messer, Evan Thompson – 2022.07.18.05

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 Part-time Firefighter/EMT; and,

WHEREAS, Adam Gartenman, Kevin Messer and Evan Thompson have the necessary qualifications to serve in the capacity of Part-time EMS and/or Part-time Firefighter/EMT for the Sugarcreek Township Fire Department; and,

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

NOW, THEREFORE, BE IT RESOLVED, that Adam Gartenman shall be appointed to Part-time EMS Only within the Sugarcreek Fire Department at the rate of \$17.01 per hour, Kevin Messer shall be appointed to Part-time Firefighter/EMT within the Sugarcreek Fire Department at the rate of \$16.71 per hour and Evan Thompson shall be appointed to Part-time Firefighter/EMT within the Sugarcreek Fire Department at the rate of \$16.71 per hour; and,

FURTHER BE IT RESOLVED, the above-mentioned appointments for Mr. Gartenman and Mr. Messer shall have an effective date of June 6, 2022 with a one (1) year probationary period ending on June 6, 2023, and Mr. Thompson shall have an effective date of June 17, 2022 with a one (1) year probationary period ending on June 17, 2023.

E. Resignation of Police Department Staff – Office James Cagg – 2022.07.18.06

WHEREAS, Police Officer James Cagg has submitted his letter of resignation from the Sugarcreek Township Police Department; and,

WHEREAS, Mr. Cagg joined the Sugarcreek Township Police Department on March 20, 2017; and,

WHEREAS, Chief Michael Brown recommends we accept the resignation of James Cagg.

NOW THEREFORE, BE IT RESOLVED that the Board of Sugarcreek Township Trustees officially accepts the resignation of James Cagg effective July 7, 2022.

F. 2022 Collective Bid Agreement with Greene County Engineer – 2022.07.18.07

WHEREAS, this Board of Trustees has agreed to participate in the competitive bid contract for the Collective Paving Program for 2022 as bid by the Greene County Engineer; and,

WHEREAS, this opportunity enables Sugarcreek Township to participate in a competitive bidding contract that the Greene County Engineer offers to all government entities of Greene County; and,

WHEREAS, this cooperative Collective Bid Program affords significant savings to Sugarcreek Township through the economies of scale realized by group purchasing and unified contract administration,

NOW, THEREFORE, BE IT RESOLVED, that this Board of Trustees, by executing the attached document, does hereby enter into said agreement and authorizes payment for the Township's proportional share of roadwork completed.

G. Authorizing Township Administrator to Go out Bid – 2022.07.18.08

WHEREAS, the carpenter Road Improvement project is of great importance to roadway network in Sugarcreek Township and Greene County, and;

WHEREAS, all design and engineering for the project is complete and ready for construction, and;

WHEREAS, Sugarcreek Township has received a grant for more than 84% of the anticipated cost of \$345,806.00 to complete, and;

WHEREAS, the project includes participation of Sugarcreek Township and the Greene County Engineer, all parties concurring.

NOW THEREFORE, BE IT RESOLVED, this Board of Sugarcreek Township Trustees hereby authorizes the Township Administrator to advertise for bids to construct and complete the Carpenter Road Improvement project.

H. Authorizing Township Administrator s signatory for Carpenter Road Improvement project Agreement – 2022.07.18.09

WHEREAS, the Township desires to proceed to bid and construct the Carpenter Road Improvement Project; and,

WHEREAS, Choice One Engineering has provided a proposed cost of \$4,000 to prepare and complete the bidding process on behalf of Sugarcreek Township in accordance with the Ohio Revised Code.

NOW THEREFORE, BE IT RESOLVED that this Board of Trustees for Sugarcreek Township does hereby authorize the Township Administrator to act as the signatory and enter into an agreement with Choice One Engineering for the completion of the bidding and award process for the construction of the Carpenter Road Improvement Project.

Mrs. Destefani made a motion to approve the Consent Agenda items, which was seconded by Mr. Cramer. Upon call of the roll, the vote resulted in the following:

Mr. Cramer-yes
Mrs. Destefani-yes
Mr. Moeller-yes

12. Discussion Agenda Items

A. Authorizing Township Administrator to enter into an agreement for Kitchen Remodel for the Fire Department at Public Safety Building – 2022.07.18.10

Mr. Tiffany explained that we did receive three estimates and he and Chief Leaming recommend going with the estimate received from Dream Big Contracting LLC. He noted he will be working with Chief and the Prosecutor's Office on a contract for services.

WHEREAS, the Township desires to remodel the kitchen areas at the Fire stations; and,

WHEREAS, Fire Chief Jeffrey Leaming obtained several bids for the work needed and after consideration has made a recommendation; and;

WHEREAS, Dream Big Contracting LLC has provided a proposed cost of \$41,906 to complete the remodel of two kitchens.

NOW THEREFORE, BE IT RESOLVED that this Board of Trustees for Sugarcreek Township does hereby authorize the Township Administrator to act as the signatory and enter into an agreement with Dream Big Contracting, LLC to complete the kitchen remodel projects.

Mr. Moeller made a motion to approve, which was seconded by Mr. Cramer. Upon call of the roll, the vote resulted in the following:

Mr. Cramer-yes
Mrs. Destefani-yes
Mr. Moeller-yes

B. Authorizing payment to Butler Tech for CDL Class and Certification for Chase Morgan – 2022.07.18.11

Mr. Tiffany noted that the way CDL testing was changed necessitates a course to be completed by a candidate. This will allow Chase to take the test.

WHEREAS, the Township Roads and Services Department requires staff to be properly trained and certified to maintain safety; and,

WHEREAS, Director of Roads and Services, Dale Owens recognizes the need for additional training and Class B Certification for staff; and,

WHEREAS, Butler Tech has provided a cost of \$3,400.00 to complete a course and obtain a Class A Commercial Driver License.

NOW THEREFORE, BE IT RESOLVED that this Board of Trustees for Sugarcreek Township, in accordance with the Township Educational Benefit Program, does hereby authorize payment of \$3,400.00.

Mr. Cramer made a motion to approve, which was seconded by Mr. Moeller. Upon call of the roll, the vote resulted in the following:

Mr. Cramer-yes
Mrs. Destefani-yes
Mr. Moeller-yes

C. Creating a Veterans Memorial Fund – 2022.07.18.12

Mr. Tiffany explained this is a necessary step to begin accepting donations for the Veterans Memorial.

WHEREAS, the Sugarcreek Township Board of Trustees desires to create a fund for the construction of a planned Veterans Memorial in Sugarcreek Township; and,

WHEREAS, the creation of a new fund is necessary to maintain adequate records of the program finances; and,

WHEREAS, the Auditor of State allows the creation of new funds within the Chart of Accounts; and,

WHEREAS the Fiscal Officer has provided this Board with the funding line numbers necessary to establish the required fund within the Sugarcreek Township Chart of Accounts, as follows:

Fund Number 2912 Veterans Memorial Fund

NOW THEREFORE, BE IT RESOLVED, that the new Fund has been established, in accordance with the law.

Mrs. Destefani made a motion to approve, which was seconded by Mr. Moeller. Upon call of the roll, the vote resulted in the following:

Mr. Cramer-yes
Mrs. Destefani-yes
Mr. Moeller-yes

D. Authorizing Township Administrator to enter into an Agreement with Republic First National for Purchase of Road Department Tractor and Mower – 2022.07.18.13

Mr. Tiffany explained that Republic will finance our tractor and mower purchase, we have had them finance other equipment and are happy with them.

WHEREAS, a well-equipped fleet of vehicles is necessary for the preservation of roads and safe travel within Sugarcreek Township; and

WHEREAS, Kenn-Feld Group, LLC has a John Deere 5100M Utility Tractor and Mower at State Bid pricing in stock that meets the needs and specifications desired to provide adequate service for the department.

WHEREAS, Financing will be through Republic First National.

NOW, THEREFORE BE IT RESOLVED, that this Board of Trustees of Sugarcreek Township, Ohio, does hereby authorize the Township Administrator to enter into Agreements for the purchase of a John Deere 5100M Utility Tractor and Mower, not to exceed \$60,833.54.

Mr. Moeller made a motion to approve, which was seconded by Mr. Cramer. Upon call of the roll, the vote resulted in the following:

Mr. Cramer-yes
Mrs. Destefani-yes
Mr. Moeller-yes

E. Fire Apparatus Access Driveways and Bridges

Chief Leaming explained that with Trustee approval they would like to add the provided language to the Fire Code for the township to address standards for long residential driveways. The Fire Department does not want to be in a situation where a home is need of fire service, but inaccessible due to poor planning during construction.

Mr. Moeller noted that Spring Valley has a similar standard and made a motion to approve, which was seconded by Mrs. Destefani. Upon call of the roll, the vote resulted in the following:

Mr. Cramer-yes
Mrs. Destefani-yes
Mr. Moeller-yes

13. Public Comments

Ms. Moore indicated that she has not received a response from the Trustees regarding a celebration in Sugarcreek for Juneteenth. Mr. Cramer noted that they did discuss the issue and the Work Session tonight and a response is forthcoming.

14. Trustee/Staff Discussions

No discussion.

15. Executive Session

There was no Executive Session needed.

16. Adjourn

Mr. Cramer made a motion to adjourn, which was seconded by Mr. Moeller. Upon call of the roll, the vote resulted in the following:

Mr. Cramer-yes
Mrs. Destefani-yes
Mr. Moeller-yes

Richard J Demko, Fiscal Officer



AGENDA
SUGARCREEK TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
Monday, August 15, 2022, 7:00 P.M.

REGULAR SESSION:

- 1. Call to Order**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. Appointment and Swearing in of Full-Time Police Officer -Daniel S. Beavers – 2022.08.15.01**
- 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**
- 8. Consent Agenda Items**
 - A. Payment of Bills
 - B. Approval of Minutes
 - C. **Implementing Credit Cards From Huntington National Bank– 2022.08.15.02**
 - D. Agreement Between Greene County Engineer and the Sugar Creek Board of Trustees 2022 Pavement Marking program – 2022.08.15.03
 - E. Resignation of Fire Department Staff – Jacob Hines – 2022.08.15.04
 - F. Appointment of Fire Department Staff – Anthony Strait – 2022.08.15.05
 - G. Declare Excess Property – Fire Department – 2022.08.15.06
 - H. Transfer of Appropriations – General Fund to Veterans Memorial Fund – 2022.08.15.07
 - I. Increase Appropriations for Veterans Memorial Fund – 2022.08.15.08
- 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**



SUGARCREEK TOWNSHIP
RESOLUTION NO. 2022.08.15.02

IN RE: Implementing Credit Cards from Huntington National and Authorizing the Township Administrator to Execute a Card Agreement

WHEREAS, the Board of Trustees of Sugar Creek Township, Greene County has authorized Card use provided by The Huntington National Bank.

WHEREAS, Cards may be used for those purposes involving the procurement of goods and/or services for Township business for which the Township has appropriated funds in its annual appropriations budget.

NOW THEREFORE, BE IT RESOLVED that this Board of Trustees for Sugar Creek Township does hereby authorize the Township Administrator to execute a Card agreement with Huntington National Bank.

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, August 15, 2022, 7:00 P.M.

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- 11. Trustee/Staff Discussion**



SUGARCREEK TOWNSHIP
RESOLUTION NO. 2022.08.15.03

IN RE: Agreement between the Greene County Engineer and the Sugarcreek Township Board of Trustees

The Greene County Engineer and the Sugarcreek Township Board of Trustees (hereinafter referred to as the Engineer and the Trustees, respectively), agree to the following:

WHEREAS, the Trustees desire to participate with the Engineer in the 2022 Pavement Markings Program by the Greene County Engineer; and,

WHEREAS, all work within the Trustees' jurisdiction shall be inspected by the Trustees, and all questions decided which may arise as to quality and acceptability of materials furnished, work performed, the rate of progress, the interpretation of the specifications, and the acceptable fulfillment of the work on the part of the County Engineer will be determined by the Trustees; and,

WHEREAS, the County will invoice the Trustees directly for the actual quantities of work performed, all line-item extras, and/or negotiated extra work; and,

WHEREAS, the Engineer will ensure the work has been performed in accordance with the Township's instructions.

NOW, THEREFORE, BE IT RESOLVED, the acceptance of this agreement is indicated by the signatures below.

Fred Cramer, Chairperson

Carolyn Destefani, Vice Chairperson

Marvin Moeller, Trustee

Richard J. Demko, Fiscal Officer

**AGREEMENT BETWEEN THE GREENE COUNTY ENGINEER
AND
THE SUGARCREEK TOWNSHIP BOARD OF TRUSTEES**

The Greene County Engineer and the Sugarcreek Township Board of Trustees (hereinafter referred to as the Engineer and the Trustees, respectively), agree to the following:

WHEREAS, the Trustees desire to participate with the Engineer in the 2022 Pavement Markings program by the Greene County Engineer.

WHEREAS, all work within the Trustees' jurisdiction shall be inspected by the Trustees, and all questions decided which may arise as to quality and acceptability of materials furnished, work performed, the rate of progress, the interpretation of the specifications, and the acceptable fulfillment of the work on the part of the County Engineer will be determined by the Trustees.

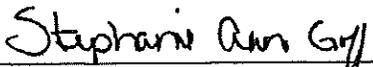
WHEREAS, the County will invoice the Trustees directly for the actual quantities of work performed, all line-item extras, and/or negotiated extra work.

WHEREAS, the Engineer will ensure the work has been performed in accordance with the Township's instructions.

THEREFORE, the acceptance of this agreement is indicated by the signatures below:

GREENE COUNTY ENGINEER:

Witnessed by: _____



Stephanie Ann Goff, P.E., P.S.

SUGARCREEK TOWNSHIP TRUSTEES: By

Resolution No: _____

Date: _____

Approved as to Form:



Ashley N. Caldwell
Assistant Prosecuting Attorney
Greene County Prosecuting Attorney's Office



AGENDA
SUGARCREEK TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
Monday, August 15, 2022, 7:00 P.M.

REGULAR SESSION:

- 1. Call to Order**
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- 4. Appointment and Swearing in of Full-Time Police Officer -Daniel S. Beavers – 2022.08.15.01**
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 - 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**
- 8. Consent Agenda Items**
 - A. Payment of Bills
 - B. Approval of Minutes
 - C. Implementing Credit Cards From Huntington National Bank– 2022.08.15.02
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**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2022.08.15.04**

IN RE: Resignation of Fire Department Staff – Jacob Hines

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

WHEREAS, Jacob Hines was hired as a member of the Sugarcreek Township Fire Department on March 10, 2022; and,

WHEREAS, Chief Jeffrey A. Leaming recommends we accept the resignation of Jacob Hines.

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

Fred Cramer, Chairperson

Carolyn L. Destefani, Vice Chairperson

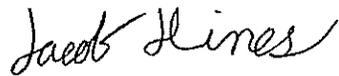
Marvin Moeller, Trustee

Richard J. Demko, Fiscal Officer

Chief Leaming,

Please accept my resignation from Sugarcreek Twp. Fire Dept as of Aug. 23, 2022. I want to thank you and Sugarcreek Township for the experience and opportunity that was afforded to me. At this time, to better accommodate my needs for a consistent work schedule, I took a shifted position with Xenia Township Fire. This move also helps serve the community where I reside.

Sincerely,

A handwritten signature in cursive script that reads "Jacob Hines".

Jacob Hines

FF/EMT



AGENDA
SUGARCREEK TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
Monday, August 15, 2022, 7:00 P.M.

REGULAR SESSION:

- 1. Call to Order**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. Appointment and Swearing in of Full-Time Police Officer -Daniel S. Beavers – 2022.08.15.01**
- 5. Reports**
 - A. Administrator
 - B. Zoning
 - C. Fiscal Officer
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**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2022.08.15.05**

IN RE: Appointment of Fire Department Staff
Anthony Straight

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, Anthony Straight 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 Anthony Straight 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. Straight will have an effective date of August 10, 2022 with a one (1) year probationary period ending on August 10, 2023.

Fred Cramer, Chairperson

Carolyn L. Destefani, Vice Chairperson

Marvin Moeller, Trustee

Richard J. Demko, Fiscal Officer



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**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2022.08.15.06**

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

2013 KME Rear Mount Platform Ladder Truck
VIN 1K9AF6483DN058447

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

Fred Cramer, Chairperson

Carolyn L. Destefani, Vice Chairperson

Marvin Moeller, Trustee

Richard J. Demko, Fiscal Officer



Jeffrey A. Leaming
Fire Chief

8/11/2022

To: Mr. Barry Tiffany
Ref: Declared Item

Ladder 72 has been in the fleet since 2014. Due to the ongoing mechanical issues, I recommend that this vehicle be declared surplus and be disposed of per the Township Trustees direction.

The following pertinent information has been provided to assist in the sale or disposal of this vehicle.

KME Rear Mount Platform Ladder Truck
102' Aerial
Water Tank Size: 300 Gallons
VIN: 1K9AF6483DN058447
Model Year: 2013
H.P. (SAE) 475
G.V.W.R. 81,000
Front Axle: MFS-20-133ANK44
Front Tires 425/65R22.5
Front Rims: 22.5x13.00
Front GAWR 23000 LBS
Front and Rear Axle: RT-58-185
Rear Tires: 315/80R22.5
Rear Rims: 22.5x9.00
Rear GAWR: 58000 LBS
Mileage: 23104.7
Engine Hours; 1806.6
Aerial Hours: 605.6

Pump Data:
Waterous
Model: CSU
Serial Number: 144831
Capacity 2000 GPM
Single Stage

Respectfully,

A handwritten signature in black ink, appearing to read "Jeffrey A. Leaming", is written over a faint, larger version of the signature.

Jeffery A. Leaming
Fire Chief



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TRANSFER OF APPROPRIATIONS

RESOLUTION #: 2022.08.15.07

Debit Fund Number	Account Name	Credit Fund Number	Account Name	Amount to Debit/Credit
1000	General Fund	2912	Veterans Memorial Fund	\$ 50,000
				\$
				\$
			Total Transfers:	\$ 50,000

Explanation of Transfers: Contributions made from General Fund to Veterans Memorial Fund.

SUBMITTED BY: _____
 Sara Contreras, Administrative Assistant to the Township Administrator

APPROVED BY: _____
 Barry P. Tiffany, Township Administrator

 Fred Cramer, Chairperson Carolyn L. Destefani, Vice Chairperson Marvin Moeller, Trustee

The foregoing transfer of appropriations was made on the 15th day of August 2022, and is recorded in the journal of Sugar Creek Township, Ohio.

 Richard J. Demko, Fiscal Officer



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**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2022.08.15.08**

IN RE: Increase Appropriations for Veterans Fund

WHEREAS, the need exists to increase appropriations for the 2912 Veterans Memorial Fund; and,

WHEREAS, the Fiscal Officer has certified the availability of these funds within the 2022 Budget and has provided this Board with the funding number and the Township Administrator has provided the amount to be appropriated:

<u>Fund Name</u>	<u>From</u>	<u>To</u>
2912 Veterans Memorial Fund	\$0.00	\$50,000.00

NOW THEREFORE BE IT RESOLVED, the increased appropriation shall be made in accordance with the law.

Fred Cramer, Chairperson

Carolyn L. Destefani, Vice-Chairperson

Marvin Moeller, Trustee

Richard J. Demko, Fiscal Officer



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12. Executive Session

13. Adjourn