



AGENDA
SUGARCREEK TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
Monday, November 7, 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. Acceptance of Dedicated Roadway for Maintenance of Streets and Storm Systems for Oak Brooke Section 3 – 2022.11.07.01
 - D. Increase Appropriations for the General Fund – 2022.11.07.02
 - E. Resignation of Fire Department Staff – Robin Ortensie – 11.07.03
 - F. Declaring Excess Property- Fire – 2022.11.07.04
 - G. Declaring Excess Property – Admin – 2022.11.07.05
- 8. Discussion Agenda Items**
- 9. Public Comments** - Limited to five minutes per person. Township related business only.
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- 10. Trustee/Staff Discussion**
- 11. Executive Session**
- 12. Adjourn**



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11. **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
November 7, 2022**

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

- Meetings continue on the I-675/Wilmington Pike study for future improvements.
- The Common Pleas Court has approved the agreement between the Park District and the Township for the transfer of property for the construction of our Veterans Memorial. We will proceed to have the parcel created with a deed for transfer.
- Met with the Xenia City Manager, the County Administrator, and the City Manager of Bellbrook to discuss the proposed increase in contracted rates for the provision of dispatching services. They are working to determine the best price they can provide to retain us in the center.
- Attended the Long-Range Land Use Plan Public Input meeting. Approximately 10 residents attended and gave their input. Generally speaking, all attendees were in agreement with the current language and direction of the plan.
- Met with the Greene County Engineer to discuss status of projects in Sugarcreek Township.

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
October 4, 2022 to November 3, 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:

- **October 27, 2022 BZA Meeting: Follow-up**
 - **BZA11-2022:** Jeff Oslin is requesting a Variance to allow for the construction of a covered patio addition 1'-4" into the required rear yard setback. The subject property is 1633 Weeping Willow Court, parcel L32000100120025700, owned by Betsy and Jeff Petry, containing 0.213 acres and located in the PUD-R (Residential Planned Unit Development) District.
 - **The BZA approved the applicant's request.**
 - **BZA12-2022:** Applicants, Zachary and Lisa Hemphill, are requesting Variances from Section 4.14 D. 3. a. and Section 4.14 D. 4. a. of the Sugar Creek Township Zoning Resolution to allow for the construction a 2640 SF barn. The subject property is 4303 Swigart Road, parcel L32000100010005700, owned by Zachary and Lisa Hemphill, containing 5.045 acres and located in the R-1A (Suburban Residential Low) District.
 - **The BZA approved the applicant's request.**
- **November 17, 2022 BZA Meeting**
 - **BZA Case 14-2022:** Applicant, Gregg Baker, is requesting an area/dimensional variance from Section 4.13 D. 3. b. of the Sugar Creek Township Zoning Resolution to allow for the enclosure of the 12' x 50' lean to on the east side of the existing barn. The subject property is 603 Carpenter Road, parcel L32000100140000400, owned by Gregg Baker

and Betsy McCord, located in the A-1 (Agricultural) District and containing 5.438 acres.

- **BZA Case 15-2022:** Applicant, Islamic Society of Greater Dayton, is requesting a Conditional Use approval under Article 3.07 E. of the Sugarcreek Township Zoning Resolution to allow for the establishment of a cemetery and the construction of a 20' x 24' preparation room. The subject parcels are 730 South Alpha Bellbrook Road, parcel L32000200150013600, owned by North American Islamic Trust I, containing 15.116 acres, located in the E (Estate Residential) District and 692 South Alpha Bellbrook Road, parcel L32000200150013500, owned by Alpha Dayton LLC, containing 1.62 acres, located in the E (Estate Residential) District.
- **BZA16-2022:** Applicant, Christine McMillian/Third Sun Kokosing, is requesting a variance from Article 4, Subsections 4.14 C. 6. and 4.14 E. 9. b. of the Sugarcreek Township Zoning Resolution to allow for the construction of a ground mounted solar array in the front yard adjacent to Washington Mill Road. The subject property is 2422 Washington Mill Road, parcel L32000200270001300, owned by Douglas D. Day, containing 5.216 acres, and located in the A-1 (Agricultural) District

Zoning Commission Activities:

- **November 1, 2022 Meeting: Canceled (no submissions received for the Agenda)**
- **Next meeting scheduled for December 6, 2022**

Meetings/Accomplishments:

- Attended Raksha Bandham event on October 10, 2022
- Pre-application meeting with BZA applicant on October 12, 2022
- Attended RPCC Technical Review Meeting on October 12, 2022
- Pre-application meeting with BZA applicant on October 17, 2022
- Attended meeting with GCEO on October 18, 2022
- Attended Ohio Land Use and Zoning Conference on October 20, 2022
- Attended BZA Meeting on October 27, 2022
- Attended Coffee with Champions on November 1, 2022
- Attended meeting to discuss dispatch on November 2, 2022
- Prepared and sent staff reports and BZA Packets for the October Meeting
- Prepared and sent Legal and Public Notices for the November BZA Meeting



Sugarcreek Township Trustees Report For November 7, 2022

The following information is a snapshot of the activities and areas of responsibilities for Sugarcreek Township Fire Department. This report was generated on 9.30.2022 to keep the Board of Trustees informed of their Fire Department. If further information is needed, please contact Assistant Chief Zimmerman at 937-848-7344.

Trainings: (Note: Trainings are conducted via Zoom between fire stations whenever possible)

- Auto Extrication
- Pharmacology
- Ventilation Training and JPR 13 & 14
- Trauma Case Reviews
- Fire Mobile Trailer search and rescue training
- Care Flight case review 1025

Statistics:

2021 Totals

- EMS Responses: 875 4 Overdose calls with 1 patient(s) receiving Narcan
- Vehicle Crashes: 149
- Fire Responses: 260
1135 6.7% or 76 calls have been to Cornerstone

2022 Totals Year to Date

- EMS Responses: 795 8 Overdose calls with 3 patient receiving Narcan
- Vehicle Crashes: 129
- Fire Responses: 278
1073 7.9% or 85 calls have been to Cornerstone

Mutual Aid Given (number of incidents)

- Fire = 55
- EMS = 41

Mutual Aid Received (number of incidents)

- Fire = 26
- EMS = 16

Information:

- Fire station kitchen project at both station's is currently underway

Status of Issues the Fire Department is Addressing:

- Full-time testing scheduled for November 4th completed.
- Currently accepting applications for part time openings

- Fiscal outlook of the department is summarized below current as of 10.24.2022
- 2.0 mill levy up for renewal; currently expires 2022

Fire Department Scheduled Events Attended:

- Lowes Safety Day
- Woodland Ridge Block Party
- First Baptist Church Fall Festival
- Home Depot Safety Day
- Trick or Treat Night
- Halloween in the Park
- Middle School Fall Festival
- Greene County Fire Chief Meeting
- Public Safety 911 Board Meeting

Fiscal:

As of October 24, 2022	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
Fire	\$3,345,917.00	\$181,541.45	\$2,677,805.20	\$512,236.46	79.423%
EMS	\$246,593.00	\$64,224.55	\$151,240.68	\$33,435.92	60.763%
Cell Tower Fund	\$24,000.00	\$0.00	\$0.00	\$24,000.00	0.000%
Department Total	\$3,616,510.00	\$245,766.00	\$2,829,045.88	\$569,672.37	77.625%

Projected Capital Needs:

Priority	Immediate	Moderate	Low
1	Engine \$750,000.00	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 \$380,000.00	Build Gear Room (In Bay Sta. 72) \$55,000.00	Kitchen (Sta. 71) \$15,000.00
4		Radio Batteries \$2,500.00	Kitchen (Sta. 72) \$25,000.00
5		Concrete Bay Floor Repair/Replace Sta. 71 \$30,000.00	Painting Interior (Sta. 71) \$3,000.00
6		Chain saw \$1,375.00	Replace Carpet (Sta. 71) \$7,000.00
7		Hand Tools \$3,000.00	Bay Floor crack repair / repaint floor \$36,000.00
8		Replace Hose \$10,000.00	Painting (bay) (Sta. 71) \$8,000.00
9		Station Alerting \$54,000.00	Wall Gear Racks \$6,500.00
10		Upgrade MDT's \$15,000.00	Dedicated Maintenance Program \$2,500.00
11		Replace Staff Vehicles (2) 2025 \$125,000.00	Relocate Flag pole and Install lighting \$2,000.00
12			
13			
14			
15			
16			
17			
18			
19			
20			
21			
	Total \$1,165,000.00		\$306,075.00
			TOTAL- \$1,589,075.00

Respectfully Submitted,

Assistant Fire Chief
Joann Zimmerman



Michael A. Brown
Chief of Police

Trustee Report November 7, 2022

Training

- On October 19th, Officer Ben Liggett attended the FTO Training.
- On October 24th, SRO Officer Black will have Basic SRO Training through ZOOM.
- On October 24th, Officer McKeever attended the Core Criminal Investigation course which gives techniques for criminal investigations for uniformed officers and detectives.
- No other classes scheduled for October or November.

Fiscal

Budget 2022 (Final Appropriation)	\$3,047,100.00
Expenditures as of October 24, 2022	\$2,304,483.04
% of Budget Used	75%
% of Budget Year Target for the end of October	83%
% of Budget Remaining	25%
Cash Balance as of October 24, 2022	\$1,384,559.10

EVENTS/APPEARANCES

- On October 6th, Chief Brown attended the PSISN Board Meeting.
- On October 8th, our officers stopped by Lowes and Woodland Ridge for the community outreach.
- On October 10th, Chief Brown, Sergeant Guerrero, and Sergeant White attended the Hindu Community Celebration.
- On October 13th, Chief Brown attended the Ministerial Luncheon.
- On October 15th, Chief Brown and Sergeant Marlatt handed out candy at the Halloween in the Park.
- On October 20th, Chief Brown attended the Greene County Chief's Luncheon.
- On October 29th, was our Drug Drop Off.
- On October 31st, our officers handed out candy for Halloween.
- On November 4th, Chief Brown attended the School Safety Meeting.

Respectfully submitted,



Michael A. Brown
Chief of Police



Michael A. Brown
Chief of Police

Police Blotter

September 29, 2022

- Business and house checks
- Crash report on Wilmington-Dayton Road
- Disturbance on Feedwire Road
- Traffic stops

September 30, 2022

- Community policing
- An animal complaint on Shepherd Road
- Disturbance on Surrey Trail
- Crash report on Wilmington Pike
- Request of an officer on Clearbrook Drive

October 1, 2022

- Business and house checks
- Traffic stops
- Unwanted subject reported on Napa Valley Drive
- Request of an officer on Clio Road

October 2, 2022

- Intoxicated subject on Bayberry Cove Drive
- Noise complaint on Ferry Road
- Harassment charges on Wilmington Pike

October 3, 2022

- Suspicious vehicle on Swigart Road
- Community policing
- Welfare check on Clio Road
- Theft report on Alex Court
- Theft arrest on Wilmington Pike
- Request of an officer on Surrey Trail

October 4, 2022

- Welfare check on Wilmington Pike
- Theft report on Bayberry Cove Drive
- Juvenile complaint on Waynesville Road
- Domestic violence on River Bluff Drive

October 5, 2022

- Crash report on Centerville Road
- An animal complaint on Conference Road
- Theft arrest on Wilmington Pike

October 6, 2022

- Nothing to Report

October 7, 2022

- Crash report on Wilmington-Dayton Road
- Peace officer needed on Waynesville Road
- Disturbance on Fernwood Court

October 8, 2022

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

October 9, 2022

- Welfare check on Feedwire Road
- Theft report on River Highland Drive
- Traffic stops
- Crash report on Stutsman Road

October 10, 2022

- Business and house checks
- Crash report on Wilmington Pike
- Request of an officer on Cloy Road
- Welfare check on Surrey Trail

October 11, 2022

- Theft report on Ferry Road
- Crash report on State Route 725
- Community policing

October 12, 2022

- Crash report on Wilmington-Dayton Road
- An animal complaint on Heritage Trace Court
- Criminal damaging on Upper Bellbrook Road
- Panhandling on Wilmington Pike
- Protection Order Violation on N. Lakeman Drive

October 13, 2022

- Nothing to Report

October 14, 2022

- Traffic stops
- Menacing on Oak Creek Drive
- Theft arrest on Wilmington Pike

October 15, 2022

- Theft arrest on Wilmington Pike
- Domestic dispute on E. Briggs Road
- Disturbance on Bayberry Cove Drive
- Crash report on Wilmington Pike

October 16, 2022

- An animal complaint on Upper Bellbrook Road
- Theft arrest on Wilmington Pike
- Welfare check on Little Sugarcreek Road
- Community policing

October 17, 2022

- Business and house checks
- Community policing
- Crash report on Wilmington Pike

October 18, 2022

- Nothing to Report

October 19, 2022

- Traffic stops
- Crash report on Wilmington Pike

October 20, 2022

- Crash report on Feedwire Road
- Crash report on Wilmington-Dayton Road
- Peace officer needed on Red Oak Drive
- Noise complaint on Oak Creek Drive

October 21, 2022

- Crash report on Wilmington-Dayton Road
- Fraud report taken on Feedwire Road
- Crash report on Upper Bellbrook Road

October 22, 2022

- Crash report on Wilmington-Dayton Road
- Panhandling on Feedwire Road
- Suspicious vehicle on Lower Bellbrook Road
- An assault report taken on Wilmington Pike

October 23, 2022

- Theft arrest on Wilmington Pike
- Crash report on Wilmington-Dayton Road
- Traffic stops

October 24, 2022

- Nothing to Report

October 25, 2022

- Noise complaint on Oak Creek Drive
- Community policing
- Theft report on Feedwire Road
- Request of an officer on Surrey Trail

October 26, 2022

- Crash report on State Route 725
- Crash report on Wilmington Pike
- Request of an officer on Oak Creek Drive

October 27, 2022

- Theft report on Pepperwell Circle
- Crash report on Wilmington Pike
- Community policing

October 28, 2022

- Theft arrest on Wilmington Pike
- Theft report on Seton Hill Drive
- Request of an officer on Wilmington Pike

October 29, 2022

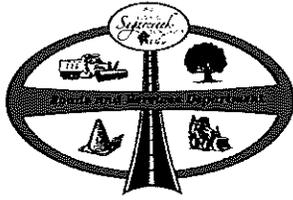
- Nothing to Report

October 30, 2022

- An animal complaint on Washington Mill Road
- Crash report on Wilmington Pike
- Theft arrest on Wilmington Pike
- Criminal damaging on Feedwire Road

October 31, 2022

- Crash on Wilmington Pike
- Crash on State Route 725
- Juvenile complaint on Surrey Trail



**Staff Report for
Sugar Creek Township Trustees
November 7, 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 calls for service during this period

Accomplishments:

- Crack sealed Clio, McBee, Ferry, Talon Ridge, Walnut Hills, clean and returned crack sealer
- Remove signs from ROW (20)
- Loaded catch basin top for Jordan Concrete
- Replaced signpost on arrow sign-McBee
- Remove dead raccoon-LSC (x2), Washington Mill, Ferry, Carpenter
- Remove dead cat-Waynesville Rd
- Load tested radar battery units
- Removed brush/trees from ditch-throughout TWP
- Replaced dead battery in skid steerer
- Installed new "neighborhood watch" signs- Fauber, Winding Brook, Ericman
- Milled Talon Ridge, installed new pavement
- Passed CDL test-Chase
- Remove dead possum-Haines, Spahr, Wash. Mill, Ferry, S Alpha Bell
- Proof roll-Landings sec 8
- Saw cut Ferry, remove pavement, full depth repair, install new pavement
- Repair berm Ferry Rd
- Driveway permits-Landings
- Moved and smashed vehicles for FD training
- Replaced "No Outlet" sign-Ericman, school bus sign-Ferry
- Paved radius-Conference/Ferry
- Cold patched Possum Run- water tap settling
- Prep street sweeper for cycle-start sweeping cycle including new side brooms and rubber on bottom collector
- Mowed Plaza, walk path
- Prep road mower, begin mowing Row cycle
- Change radar batteries (4)
- Delivered and pick up Block party signage-Woodland ridge
- Remove dead deer-Wilmington Pike, Lower Bell, River Edge Cir, Mead, 725@
River Edge Cir

- Took scrap metal to Xenia Iron
- Monthly sign inspection
- Worked on hydraulics-705
- Remove dead skunk-Surrey Trail
- Install new Water Shed signs-Mcbee, Haines, LSC, Middle Run
- Cold patch and roll section of road-Pineview
- Brought Jim Martin truck to shop area
- Weed whip-curb area, porkchop-Wilmington Pike
- Remove 5 dumped tires-LSC
- Dura patched Ferry @ Ernst Concrete, Pineview, Cedar Ridge, LSC @radius
- Replaced 25mph sign and post-Lakeman(hit by car)
- Trimmed trees and brush-Washington Mill, Fauber, Spahr
- Bermed LSC
- Removed berm box from 701
- Replaced pump and pulley-Street Sweeper
- Take 701, 702 to Xenia Ankeney-yearly inspection
- Proof roll-Landings (x3)
- Replaced "No Outlet" and "Neighborhood watch" signs-Oleva
- Remove gravel and rocks- Cedar ridge/River Ridge
- Met with builder-Settlers bay
- Assisted City with painting of our stop bars
- Repair exhaust-701, clamps, brackets and new heat shield
- Cleaned catch basins-leaves and debris
- Moved plows 705, 702 to main building
- Driver's training-plow Chase, Mike
- Pipeline safety class-Greene Co.
- Demo kitchen Station 72
- Weed whip guard rails throughout TWP
- Cleaned up and mowed garden
- Installed salt spreader and serviced-705
- Repaired and cleaned Dura Patcher, returned to Beaver creek TWP
- Ice and snow class-Columbus
- Dropped off truck jack- PD

Respectfully,

Dale Owens
 Director of Roads and Services



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Payment Listing

10/10/2022 to 11/4/2022

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
1789-2022	10/17/2022	10/17/2022	CH	BUREAU OF WORKERS' COMPENSATION	\$4,778.61	O
				Purpose: MONTHLY PAYMENT		
1867-2022	10/24/2022	10/24/2022	CH	HUNTINGTON NATIONAL BANK	\$57.84	O
				Purpose: MISC PURCHASES		
88640	07/11/2022	07/11/2022	AW	A & A SAFETY	\$1,318.00 *	V
				Purpose: LETTERS FOR ADDRESS SIGNS		
88640	10/31/2022	10/31/2022	AW	A & A SAFETY	-\$1,318.00	V
90024	10/10/2022	10/10/2022	AW	AIM MEDIA MIDWEST	\$207.66	O
				Purpose: ZONING ADS		
90025	10/10/2022	10/10/2022	AW	DRAIN TECH	\$690.00	O
				Purpose: DRAIN WORK		
90026	10/10/2022	10/10/2022	AW	TRANSUNION RISK & ALTERNATIVE DATA	\$75.00	O
				Purpose: SEARCHES		
90027	10/10/2022	10/10/2022	AW	GREENE COUNTY ANIMAL CONTROL	\$360.00	O
				Purpose: 2ND QTR ANIMAL CONTROL		
90028	10/10/2022	10/10/2022	AW	TOM'S MULCH	\$199.75	O
				Purpose: LANDSCAPER RAVENWOOD		
90029	10/10/2022	10/10/2022	AW	MELVIN STONE COMPANY	\$109.04	O
				Purpose: LIMESTONE		
90030	10/10/2022	10/10/2022	AW	JOSHUA JOHNSON	\$214.93	O
				Purpose: REIMB FOR PAPER AND RENEWAL		
90031	10/10/2022	10/10/2022	AW	A. E. DAVID COMPANY	\$217.85	O
				Purpose: UNIFORMS		
90032	10/10/2022	10/10/2022	AW	CAPITAL TIRE, INC.	\$153.91	O
				Purpose: TIRES		
90033	10/10/2022	10/10/2022	AW	HOME DEPOT CREDIT SERVICES	\$12.45	O
				Purpose: CAR SUPPLIES		
90035	10/10/2022	10/10/2022	AW	GREENE COUNTY SANITARY ENGINEER	\$809.73	O
				Purpose: WATER AND SEWER USAGE		
90036	10/10/2022	10/10/2022	AW	DUNCAN OIL COMPANY	\$2,858.62	O
				Purpose: FUEL		
90037	10/10/2022	10/10/2022	AW	MUFFLER BROTHERS	\$34.02	O
				Purpose: TIRE INSTALL		
90038	10/10/2022	10/10/2022	AW	TECH ADVISORS	\$5,714.00	O
				Purpose: MONTHLY SERVICES, BACKUPS		
90039	10/10/2022	10/10/2022	AW	QUADIENT FINANCE USA, INC.	\$300.00	O
				Purpose: POSTAGE		
90040	10/10/2022	10/10/2022	AW	CENTERPOINT ENERGY	\$185.71	O
				Purpose: NATURAL GAS		
90041	10/10/2022	10/10/2022	AW	CITY OF BELLBROOK	\$171.70	O
				Purpose: WATER USAGE		
90042	10/10/2022	10/10/2022	AW	CHARTER COMMUNICATIONS	\$123.96	O
				Purpose: CABLE AND PHONE		
90043	10/10/2022	10/10/2022	AW	BRADLEY C. MADER	\$566.90	O
				Purpose: 3RD QTR VOLUNTEER		
90044	10/10/2022	10/10/2022	AW	PHOENIX SAFETY OUTFITTERS	\$106.99	O

Payment Listing
10/10/2022 to 11/4/2022

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
		Purpose: LEATHER PASSPORT				
90045	10/10/2022	10/10/2022	AW	LOWE'S COMPANIES INC.	\$2,616.18	O
		Purpose: MISC PURCHASES				
90046	10/11/2022	10/11/2022	AW	JEFFERSON HEALTH PLAN	\$58,362.45	O
		Purpose: JULY HEALTH INS				
90047	10/11/2022	10/11/2022	AW	DUNCAN OIL COMPANY	\$291.63	O
		Purpose: FUEL				
90048	10/17/2022	10/17/2022	AW	BARRY TIFFANY	\$766.00	O
		Purpose: CELL PHONE, CAR ALLOWANCE, REIMB FOR TITLE TRANSFER				
90049	10/17/2022	10/17/2022	AW	CARA TILFORD	\$450.00	O
		Purpose: CELL PHONE, CAR ALLOWANCE				
90050	10/17/2022	10/17/2022	AW	FRED CRAMER	\$20.00	O
		Purpose: CELL PHONE				
90051	10/17/2022	10/17/2022	AW	CAROLYN L. DESTEFANI	\$20.00	O
		Purpose: CELL PHONE				
90052	10/17/2022	10/17/2022	AW	MARVIN MOELLER	\$20.00	O
		Purpose: CELL PHONE				
90053	10/17/2022	10/17/2022	AW	DALE OWENS	\$20.00	O
		Purpose: CELL PHONE				
90054	10/17/2022	10/17/2022	AW	RICHARD CIPRIANO	\$20.00	O
		Purpose: CELL PHONE				
90055	10/17/2022	10/17/2022	AW	JOSHUA DARNELL	\$20.00	O
		Purpose: CELL PHONE				
90056	10/17/2022	10/17/2022	AW	ROBERT JORDAN	\$20.00	O
		Purpose: CELL PHONE				
90057	10/17/2022	10/17/2022	AW	CHASE MORGAN	\$20.00	O
		Purpose: CELL PHONE				
90058	10/17/2022	10/17/2022	AW	MICHAEL WARD	\$20.00	O
		Purpose: CELL PHONE				
90059	10/17/2022	10/17/2022	AW	JORDAN CONCRETE SERVICES, LLC	\$5,263.16	O
		Purpose: CATCH BASIS - RIVERS EDGE CIRCLE				
90060	10/17/2022	10/17/2022	AW	VALLEY ASPHALT CORPORATION	\$600.60	O
		Purpose: ROAD MATERIAL				
90061	10/17/2022	10/17/2022	AW	HARWORTH TIRE AND AUTO	\$179.50	O
		Purpose: TIRES				
90062	10/17/2022	10/17/2022	AW	AES OHIO	\$381.47	O
		Purpose: ELECTRIC				
90063	10/17/2022	10/17/2022	AW	TIME WARNER CABLE	\$1,235.00	O
		Purpose: INTERNET, EHTERNET, ETC				
90064	10/17/2022	10/17/2022	AW	PRO ONCALL TECHNOLOGIES	\$386.62	O
		Purpose: TELEPHONE REPLACEMENT				
90065	10/17/2022	10/17/2022	AW	VERIZON WIRELESS	\$627.04	O
		Purpose: CELL PHONES - POLICE				
90068	10/18/2022	10/18/2022	AW	MUFFLER BROTHERS	\$81.65	O
		Purpose: FORD EXPLORER				
90069	10/18/2022	10/18/2022	AW	GATEWAY AUTO CLINIC	\$192.59	O

Payment Listing
10/10/2022 to 11/4/2022

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
		Purpose: CAR 114				
90070	10/18/2022	10/18/2022	AW	TIME WARNER CABLE	\$42.10	O
		Purpose: ADMIN - TV				
90071	10/18/2022	10/18/2022	AW	DUNCAN OIL COMPANY	\$1,652.05	O
		Purpose: FUEL				
90072	10/18/2022	10/18/2022	AW	HERITAGE FIRE EQUIPMENT	\$5,586.19	O
		Purpose: REPAIRS TO E71				
90073	10/18/2022	10/18/2022	AW	AIRGAS USA, LLC	\$23.81	O
		Purpose: OXYGEN				
90074	10/18/2022	10/18/2022	AW	AES OHIO	\$1,265.77	O
		Purpose: ELECTRIC				
90075	10/18/2022	10/18/2022	AW	DANCO LETTERING	\$125.00	O
		Purpose: M72 DECALS				
90076	10/18/2022	10/18/2022	AW	P & R COMMUNICATIONS SERVICE, INC.	\$355.35	O
		Purpose: RADIO REPAIR				
90077	10/18/2022	10/18/2022	AW	O'REILLY AUTOMOTIVE, INC.	\$46.89	O
		Purpose: PARTS				
90078	10/18/2022	10/18/2022	AW	PRO ONCALL TECHNOLOGIES	\$248.57	O
		Purpose: TELEPHONE				
90079	10/18/2022	10/18/2022	AW	INTERSTATE FORD	\$2,432.12	O
		Purpose: M72 TIRES, ALIGNMENT				
90081	10/18/2022	10/18/2022	AW	FIDELITY SECURITY LIFE INSURANCE CO.	\$666.61	O
		Purpose: OCT VISION INS				
90082	10/18/2022	10/18/2022	AW	U.S. BANK ST. PAUL	\$70,843.50	O
		Purpose: CENTERPOINTE DRIVE				
90083	10/18/2022	10/18/2022	AW	ODP BUSINESS SOLUTIONS,LLC	\$814.31	O
		Purpose: SUPPLIES				
90084	10/18/2022	10/18/2022	AW	RUMPKE CONSOLIDATED	\$260.05	O
		Purpose: TRASH REMOVAL				
90085	10/18/2022	10/18/2022	AW	BATTERIES PLUS	\$218.68	O
90086	10/18/2022	10/18/2022	AW	HORTON EMERGENCY VEHICLES	\$23.15	O
		Purpose: MAGNETIC SWITCH				
90087	10/18/2022	10/18/2022	AW	POSITIVE PROMOTIONS, INC.	\$360.94	O
		Purpose: FIRE SAFETY KITS				
90088	10/18/2022	10/18/2022	AW	IMAGE TREND, INC.	\$3,500.00	O
		Purpose: ANNUAL FEE				
90089	10/18/2022	10/18/2022	AW	POLLACK LAW, LLC	\$507.50	O
		Purpose: LEGAL FEES				
90090	10/18/2022	10/18/2022	AW	CHASE MORGAN	\$45.25	O
		Purpose: REIMB FOR CDL LICENSE				
90091	10/18/2022	10/18/2022	AW	OHIO FIRE CHIEF'S ASSOCIATION	\$75.00	O
		Purpose: AD FOR FIRE CHIEF'S POSITION				
90092	10/18/2022	10/18/2022	AW	WASH IT DEAN	\$70.00	O
		Purpose: CAR WASHES				
90093	10/18/2022	10/18/2022	AW	VANCE OUTDOORS, INC.	\$1,306.00	O
		Purpose: CARTRIDGES				

Payment Listing

10/10/2022 to 11/4/2022

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
90094	10/18/2022	10/18/2022	AW	MEYERS PRINTING & DESIGN, INC.	\$48.76	O
				Purpose: BUSINESS CARDS		
90095	10/18/2022	10/18/2022	AW	MUFFLER BROTHERS	\$57.06	O
				Purpose: CAR 119		
90096	10/18/2022	10/18/2022	AW	PESTER PLUMBING	\$149.00	O
				Purpose: WATER HEATER REPAIRS		
90097	10/18/2022	10/18/2022	AW	LINDA M. LOTSPAIIH	\$147.92	O
				Purpose: REIMB FOR HALLOWEEN CANDY		
90098	10/18/2022	10/18/2022	AW	CHARTER COMMUNICATIONS	\$116.59	O
				Purpose: CABLE AND PHONE		
90099	10/18/2022	10/18/2022	AW	MARK WHITE	\$20.00	O
				Purpose: CELL PHONE		
90100	10/18/2022	10/18/2022	AW	DOUG EVANS	\$20.00	O
				Purpose: CELL PHONE		
90101	10/18/2022	10/18/2022	AW	MICHAEL BROWN	\$50.00	O
				Purpose: CELL PHONE		
90102	10/18/2022	10/18/2022	AW	GEM CITY CLEANING CREW	\$350.00	O
				Purpose: ADMIN CLEANING		
90103	10/20/2022	10/20/2022	AW	CITI CARDS	\$34.14	O
				Purpose: costco coffee cups		
90104	10/24/2022	10/24/2022	AW	DELL FINANCIAL SERVICES	\$892.83	O
				Purpose: COMPUTER RENTALS		
90105	10/24/2022	10/24/2022	AW	PREMIER HEALTH	\$591.68	O
				Purpose: EMPLOYEE CARE		
90106	10/24/2022	10/24/2022	AW	CHARTER COMMUNICATIONS	\$720.95	O
				Purpose: TELEPHONE		
90107	10/24/2022	10/24/2022	AW	ENERGY OPTIMIZERS, USA	\$959.01	O
				Purpose: ENERGY CONTRACT		
90108	10/24/2022	10/24/2022	AW	A. E. DAVID COMPANY	\$17.95	O
				Purpose: NAMEPLATE		
90111	10/24/2022	10/24/2022	AW	DENTAL CARE PLUS, INC.	\$1,912.32	O
				Purpose: NOV DENTAL INSURANCE		
90112	10/25/2022	10/25/2022	AW	MUFFLER BROTHERS	\$147.33	O
				Purpose: OIL CHANGES		
90113	10/25/2022	10/25/2022	AW	DAYTON DAILY NEWS	\$170.97	O
				Purpose: 13 WEEK SUBSCRIPTION		
90114	10/25/2022	10/25/2022	AW	LIQUIDITY SERVICES OPERATIONS, LLC	\$35,108.85	O
				Purpose: GOV DEALS LADDER TRUCK FEE		
90116	10/31/2022	10/31/2022	AW	JEFF LEAMING	\$450.00	O
				Purpose: 9 MOS CELL PHONE		
90117	10/31/2022	10/31/2022	AW	GLACIER COMPUTER LLC	\$78.71	O
				Purpose: BRACKET		
90118	10/31/2022	10/31/2022	AW	PHOENIX SAFETY OUTFITTERS	\$302.85	O
				Purpose: UNIFORMS		
90119	10/31/2022	10/31/2022	AW	AT&T MOBILITY	\$604.42	O
				Purpose: CELL PHONES - FIRE		

Payment Listing

10/10/2022 to 11/4/2022

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
90120	10/31/2022	10/31/2022	AW	O'REILLY AUTOMOTIVE, INC.	\$32.98	O
				Purpose: BRUSHES		
90121	10/31/2022	10/31/2022	AW	DAYTON REGIONAL HAZ MAT RESPONSE	\$1,334.76	O
				Purpose: PER CAPITA FEE		
90122	10/31/2022	10/31/2022	AW	CITI CARDS	\$1,012.40	O
				Purpose: MISC PURCHASES		
90123	10/31/2022	10/31/2022	AW	MUNICIPAL EMERGENCY SERVICES	\$590.00	O
				Purpose: REPAIR STRONG ARM CHARGER		
90130	11/01/2022	11/01/2022	AW	DUNCAN OIL COMPANY	\$2,788.82	O
				Purpose: FUEL		
90131	11/01/2022	11/01/2022	AW	SUGARCREEK DIRECT FAMILY CARE	\$3,200.00	O
				Purpose: JULY AND AUGUST FEES		
90132	11/01/2022	11/01/2022	AW	GREENE COUNTY ANIMAL CONTROL	\$180.00	O
				Purpose: 3RD QTR ANIMAL CONTROL		
90133	11/01/2022	11/01/2022	AW	ODP BUSINESS SOLUTIONS,LLC	\$129.86	O
				Purpose: SUPPLIES		
90134	11/01/2022	11/01/2022	AW	PHOENIX SAFETY OUTFITTERS	\$296.85	O
				Purpose: UNIFORMS		
90135	11/01/2022	11/01/2022	AW	OHD, LLLP	\$150.00	O
				Purpose: SCOTT PAK REPAIR		
90136	11/01/2022	11/01/2022	AW	JOHN DEERE FINANCIAL	\$185.94	O
				Purpose: WORKS SHIRTS AND PANTS		
90137	11/01/2022	11/01/2022	AW	KLEEM, INC.	\$287.50	O
				Purpose: STOP BARS		
90138	11/01/2022	11/01/2022	AW	SCHUERHOLZ PRINTING	\$5,201.80	O
				Purpose: NEWSLETTER		
90139	11/01/2022	11/01/2022	AW	NATIONAL ASSOCIATION OF FIRE INVESTI	\$65.00	O
				Purpose: 2023 DUES - J. JOHNSON		
90140	11/01/2022	11/01/2022	AW	MEDICOUNT MANAGEMENT, INC.	\$645.30	O
				Purpose: SEPT EMS BILLING		
90141	11/01/2022	11/01/2022	AW	FIRE APPARATUS SERVICE AND REPAIR, I	\$1,031.95	O
				Purpose: E-71 AND E-72 MAINTENANCE		
Total Payments:					\$238,797.90	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$238,797.90	

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, November 7, 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. Acceptance of Dedicated Roadway for Maintenance of Streets and Storm Systems for Oak Brooke Section 3 – 2022.11.07.01
 - D. Increase Appropriations for the General Fund – 2022.11.07.02
 - E. Resignation of Fire Department Staff – Robin Ortensie – 11.07.03
 - F. Declaring Excess Property- Fire – 2022.11.07.04
 - G. Declaring Excess Property – Admin – 2022.11.07.05
- 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. Adjourn**

The Board of Trustees of Sugarcreek Township, Greene County, Ohio, in Regular Session on October 3rd, 2022, at 7:00 PM.

- 1) **Mr. Cramer called the session to order at 7:05 pm.**
- 2) **Mr. Demko called the roll with Board Members, Mrs. Destefani, Mr. Moeller, and Mr. Cramer were in attendance. Also, in attendance were Donna Hellmann and Denise Moore.**
- 3) **All in attendance stood for the Pledge of Allegiance.**
- 4) **Reports**

Administration

Mr. Tiffany stated he was in Columbus on 10/03/2022 for CLOUT (The Coalition of Large Ohio Urban Townships) and it was announced the fee last year as a member of the association was \$65 for the conference and this year it will be \$110-\$120. Mr. Cramer asked how they can make increases like that. Mr. Tiffany stated that is a great question. Mr. Tiffany added it was justified by them saying it is still the cheapest conference in Ohio. Some discussion followed on membership increases and why. Mrs. Tilford added these organization have been playing a more active role in communities which could be a cause for the price increases. Some discussion followed.

Mr. Cramer asked if there is another school board meeting scheduled with the city and the township. Mr. Tiffany stated nothing has been scheduled but there has been some discussion between the managers because they felt that the city of Bellbrook was caught off guard by the meeting. At the most recent city of Bellbrook council meeting, they approved funding to provide a school resource officer which feels like they are wanting to do their own thing, but they are still trying to schedule a meeting. Some discussion followed. Mr. Cramer added he found that interesting because at the meeting it was discussed that the City of Bellbrook and Sugarcreek Township would provide a school resource officer and the school board would pay 50% of each, which before it was his understanding Sugarcreek would be 33% of the total bill. Mr. Cramer stated this meeting needs to happen because we may show them the rate that we would charge for our office may be different of that then the City of Bellbrook. Mr. Tiffany added interesting enough their rate came down. Some discussion followed. Mr. Cramer stated he will let Mr. Tiffany schedule that meeting and to let him know if he needs any help.

Mr. Cramer added regarding Mr. Martin's 2-day event, he knows Mr. Tiffany did most of the planning and coordinating and that went off without a hitch. He stated our road crew managing the parking and procession line was amazing. He also added all the people standing in the City of Bellbrook waving the American Flag was one of the most touching events he had ever participated in. As well it was really neat to see the City of Bellbrook fire department waving their flag and all of the officers from other cities/counties helping us with the shut down of 675 and 35. He was just impressed with the entire program. Mr. Moeller added he thinks the board of trustees should send a letter of appreciation to all the officers, road department, and dire staff who came out to help with the event. Mr. Cramer and Mrs. Destefani both stated they would do that. Some discussion followed. Mr. Cramer stated there's three trustees and three

departments, why don't they each pick one to write the letter to. Mr. Moeller picked fire, Mrs. Destefani picked police, and Mr. Cramer picked service. All three trustees will sign each letter, but the letters will be proofread by Mr. Tiffany and Mrs. Tilford.

Zoning

Mrs. Tilford had nothing to add to her report. Mrs. Destefani asked how the planning and zoning open hour went and what kinds of comments she received. Mrs. Tilford stated generally speaking everyone was in agreement on the recommendations of the plan, so it was a really helpful exercise. They now have the margins on how to move forward and will be meeting on it in the coming months and will have another open house or a public meeting on the zoning commission or trustee level.

Fiscal Officer

Mr. Demko stated he spoke with the lead auditor today and they are scheduled to get something back by the end of October, but everything has been positive so far. Mr. Cramer added he talked to someone from the state about the records class requirement for Mr. Cramer and Mrs. Destefani and she is looking into it and will get back to them.

Fire

Mr. Tiffany had nothing to add to the report. Mr. Moeller asked if they had heard anything about the kitchen remodels. Mr. Tiffany stated they do not have a start date yet, but they do have the cabinets ordered and they are moving down that track. The fire department open house has been rescheduled due to it being scheduled the same day as Halloween in the park. Mr. Cramer added how impressed he was seeing the new ladder truck with the large flag. Mr. Destefani added seeing it at night with the lights lighting up the flag was beautiful.

Police

Chief Brown had nothing to add to his report. Mr. Cramer stated the police team at the Mr. Martin event were dressed professionally, acting professionally, and he was very proud of our police force especially at the VA center. Mr. Tiffany added he spoke with Ms. Martin who was in Toccoa, Georgia for the weekend and she said that town is like being back in time. They host a parade every year and this year it was almost cancelled because they did not have any World War II vets there that were left to participate. She also said when she was there, they were treated like royalty, and everyone was so interested in speaking with Mr. Martin's grandkids.

Mrs. Destefani wanted to say how nice of a job Mr. Mountjoy is doing on the public representation side of things for the police as he asked for some of the pictures from Mr. Martins event for the Facebook page. Chief Brown added Officer Mountjoy's grandfather is a photographer and he has agreed to come and take professional head shots of all the officers, and they plan to highlight an officer once a month. Mrs. Destefani asked when Sugarcreek's drug drop off was scheduled for. Chief Brown stated October, 29 from 10 am – 2 pm. He stated it has not been posted yet because he has not received the posters.

Roads and Service

Mr. Owens was not present and had nothing to add to his report. Mr. Tiffany adds he and Mr. Owens were talking the other day about the roadways in Florida and how all of the street signs and stop signs were completely pushed to the ground and the millions of dollars in street signs

that need to be replaced. Mr. Moeller asked about the removal of an exhaust system on Talon Ridge. Mrs. Tilford stated it was an exhaust system that fell off a car. Some discussion followed. Mrs. Destefani asked what the signage for block parties entailed. Mr. Tiffany said the service department closes the roads. Mr. Cramer stated he spoke with a resident who was very excited about how responsive the township was when he voiced a concern about a clogged drain. The township was out there almost immediately getting it taken care of. Some discussion followed.

Information Technology

Mr. Tiffany stated he knows they are reaching the end of their contracts with IT and will need to discuss that.

Trustees

Mr. Moeller stated regarding doing something in front of the township building, he has drawn up some ideas of what he imagines it could look like out there and will show it to anyone who is interested in seeing it. Mr. Cramer agrees there needs to be a sign indicating this is the township building as we had the Governor come here and our sign was straightened out. Mr. Moeller added these were just his ideas and he did not know if anyone else had any other ideas. Mr. Tiffany stated based on what he can see from Mr. Moeller sign design, that sign would be \$30,000.00. Mr. Moeller added he can go get some pricing as well as there are certain things the service department cannot do on their own, but he just wants it to look a little nicer when people come to visit. Mrs. Destefani states she feels that they missed the opportunity to have community help as she was hoping to utilize community cleanup day. Mr. Moeller also adds he is still working on the package for new residents as he is still waiting to get information back from the different departments. Mrs. Destefani expressed she is still not understanding how we are to know when someone is moving into the community to receive these welcome packages. Mrs. Tilford stated they previously spoke about getting with home builders, getting with HOAs, and Mr. Moeller himself volunteering to walk door to door. But there is still the question of how they will know when people are moving in and out. Mr. Moeller stated he is doubtful they will get to everyone moving in but even if they can get to 25-30% of people. Mrs. Tilford stated this is a project they did back in 2012/2014 and there were folders and in the folders were letters from the police and fire chiefs, zoning brochure, etc. So, she does not feel it is too difficult to get the information together, its going to be difficult getting it out. Mr. Cramer stated they are all in agreement that it sounds like a good idea, he is just not sure how to execute it but feels the ideas presented so far of getting with homebuilders and HOA's will be the most effective way. Some discussion followed. Mrs. Hellman mentioned they may be able to provide realtors with the welcome package to hand out as well. Mrs. Destefani asked for clarification on who is heading this project as she thought it was Mrs. Tilford. Mr. Moeller stated he is just bringing up the idea again, and he reiterated he would be able to handle the south part of the township as he knows every house coming in there and could bring it to them. Some discussion followed on the purpose of the welcome package. Mrs. Destefani stated she likes the idea of it, but is unsure if it would be an us thing to do. She wonders if it would be the Chamber who would be better equipped to hand them out and we just provide some of the information. Mr. Moeller stated the Chamber also involves the city of Bellbrook too and is not just strictly the township and he feels they are more interested in business than residents. Mr. Cramer stated they would discuss this further. Some discussion followed on HOA's using outside companies to distribute information for a cost.

Mr. Moeller also added he noticed that the public hero program at the fire department is going well. He asked if an email was sent to everyone, as the fire staff are the only ones showing up for it right now. Some discussion followed on what the healthy hero's program was.

Mr. Moeller asked if we need a resolution for increase for the Miami Valley Regional Planning committee. Mr. Tiffany stated he thinks we will be a part of it in 2023 and whoever our representative is will be voting on our behalf so the trustees may discuss how they would like to vote, but no resolution is needed. Some discussion followed.

Mrs. Destefani asked since she is going as Mr. Moeller's alternate to the MVRPC is Mr. Cramer can be her alternate to the Chamber meeting. Mr. Cramer replied yes.

Mrs. Destefani added she is attending the Ohio Defense and Aerospace forum 10/3 and 10/4 which brings in a lot of military leaders from 10 different military facilities in Ohio. She states there have been very interesting conversations and a lot of the leaders are in direct communication with Congressman Turner on what they think he should do. She does not know how it affects the township with Wright-Patterson Airforce base being right in their back yard, but it has been interesting discussion.

Mrs. Destefani also adds she was approached after Mr. Martins funeral and Jim Keys is very interested in Sugar Valley supporting the veteran's memorial and trying to raise funds for the statue. Mr. Keys asked if they would be able to give a presentation at the gold club in order to promote donations and brick sales. If this is done, she would like advertising on the website and to reach out to the community to just get it as publicized as possible. The date of 10/27/22 at 7pm was talked about but specifically asked for township leadership to be there. Mrs. Tilford stated she has a BZA meeting that night, but Mr. Cramer and Mr. Moeller are available. Mr. Tiffany states there have been 54 brick sales so far which leaves 2,946 to go. Mr. Cramer stated then this is the kind of thing we need to promote it. Mrs. Destefani states she needs to confirm the time but will get a flyer out as soon as everything is confirmed.

Mrs. Destefani asked about the cell phone policy. She knows the service department gets \$20 monthly because they are out on the roads and need to communicate to one another except for Joe since he has elected not to. Mrs. Destefani would like to know the official policy on the use of cellphones. Mr. Tiffany stated employees who would use their phones on the field or those who would be called in after hours are offered to be issues a cell phone or use their personal cellphones and receive the compensation. Mrs. Destefani asked how that works with fire and police. Mr. Tiffany stated it is on an individual basis and a phone is provided to those who do not elect to get reimbursed.

Mr. Cramer asked Mrs. Tilford to speak on the interview she had with WHIO. Mrs. Tilford explained she had the opportunity to speak with Ms. Martin regarding Mr. Martin and the statue and the veteran's memorial and how important it is for the community to see it built. Some discussion followed on all the news articles on Mr. Martin.

Mr. Cramer stated he did sign up to go to the Dayton Development Coalition fly-in on 10/17 from 5-8pm. He knows it is premature but does not know if there is going to be a work session or not that evening as there is a Trustee meeting. Some discussion followed. He also stated 10/13/22 he is going to be attending Coffee with Champions in Kettering/Moraine at the new start up they have.

Mr. Cramer asked Chief Brown to speak about the Hindu Temple of Dayton. Chief Brown stated it is next Monday beginning at 6-8 pm and is similar to the event hosted in 2019. The

event is called Raksha Bandhan celebration and is a celebration to recognize members of the Sugarcreek Township Police and Fire departments. Hindu community is offering the threads and tying a knot of Protection as well as offering a prayer for prosperity, health and wellbeing of the Police Officers and Firefighters/EMS of Sugarcreek Township. All trustees stated they will be in attendance.

Mr. Cramer stated he told Ms. Moore he would get back her regarding a request she had sent him. He stated Mrs. Destefani has put together a document that he feels she will really like. He wants to reiterate he has not forgotten about her; they just want to make sure they got it right and will have it to her this week. Some discussion followed.

5) **Public Comments – Agenda Items**

None.

6) **Old Business**

None.

7) **Consent Agenda Items**

A. **Payment of Bills**

B. **Approval of Minutes**

C. **Annual Report of Township Roads – 2022.10.03.01**

WHEREAS, the Board of Trustees has received the Annual Township Road Inventory Report from the Greene County Engineer; and,

WHEREAS, this Report has been reviewed by the Director of Roads and Services, Dale Owens, and the Township Administrator, Barry P. Tiffany, and found to be accurate as presented; and,

WHEREAS, this Report indicates the road names, length in miles, their condition as well as work completed the past twelve (12) months,

NOW THEREFORE, BE IT RESOLVED, that this Report, as presented and reviewed, is accepted by this Board of Township Trustees.

FURTHER BE IT RESOLVED, a signed copy shall be returned to the Greene County Engineer.

D. **Resignation of Police Department Staff – Officer Adam Klark – 2022.10.03.02**

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

WHEREAS, Mr. Klark joined the Sugarcreek Township Police Department on June 3, 2019; and,

WHEREAS, Chief Michael Brown recommends we accept the resignation of Adam Klark.

NOW THEREFORE, BE IT RESOLVED that the Board of Sugarcreek Township Trustees officially accepts the resignation of Adam Klark effective October 7, 2022.

E. Increase Appropriations for the 2112 Fire Fund – 2022.10.03.03

WHEREAS, the need exists to increase appropriations for the 2112 Fire 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>
2112 Fire Fund	\$3,345,917.00	\$3,849,143.85

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

F. Declaring Excess Property- Police – 2022.10.03.04

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

WHEREAS, the item(s) listed below shall be given to the Greene County Career Center for the Police Academy.

- Twenty (20) out of date ballistic vests

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. Proclamation – October is Domestic Violence Awareness Month

WHEREAS, Domestic Violence in America is intolerable, unacceptable, must be stopped and deserves considerable public attention; and,

WHEREAS, Children who witness domestic violence often grow up believing that physical cruelty in relationships is acceptable behavior, and thus they tend to perpetuate a cycle of violence in society; and,

WHEREAS, Many Federal, State and local programs addressing the domestic violence problem have achieved success, bringing greater safety to families; and,

WHEREAS, Community leaders, police, judges, advocates, healthcare workers, and concerned Americans are working together across America to develop solutions to this serious problem and to implement services that will improve our responses when it occurs; and,

WHEREAS, Programs designed to educate men and women about ways they can prevent domestic violence are being developed across our Nation; and,

WHEREAS, Numerous law enforcement officials and departments have created specialized domestic violence units that cooperate with community advocates to enhance services for victims and representatives from the faith community frequently provide essential support in areas where there may be no other services available; and,

WHEREAS, Anyone can be a victim of domestic violence regardless of age, sex, ethnicity, sexual orientation, socioeconomic status, or religion; and,

WHEREAS, We must continue to hold domestic abusers accountable, punish them to the full extent of the law and prevent them from inflicting more abuse,

NOW THEREFORE, BE IT RESOLVED, that this Board of Trustees of Sugarcreek Township, does hereby proclaim October 2022 to be designated as Domestic Violence Awareness Month, and urges all Citizens to participate in activities sponsored by the Family Violence Prevention Center of Greene County, which encourages all Sugarcreek Township residents to work toward the elimination of interpersonal violence.

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

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

9. Discussion Agenda Items

Mr. Tiffany stated regarding declaring excess property, Chief Brown was cleaning out upstairs and came across twenty vests that have a shelf life and degrade over time and instead of just getting rid of them, they will be donating them to the police academy career center for their training. It is not anything they would wear in the line of duty; it is only something they would use for training.

Mr. Cramer asked if Officer Klark is leaving for Warren County for a pay issue or another reason. Mr. Tiffany stated he has always wanted to be a deputy sheriff. Some discussion followed. Mr. Cramer adds he just wanted to know if there was a problem they could have addressed. Chief Brown adds they have started advertising now for the new open position. Mr. Tiffany states it is a statewide issue finding police officers and fire fighters. Some discussion followed.

Mrs. Destefani asked about the sewer pump replacement/cleaning fee for \$2,000. Mr. Tiffany stated the pump went out, but it was 20 years old.

10. Public Comments

Ms. Moore stated she has had people in her neighborhood ask her when some of the other roads in the township will be getting fixed. Mr. Tiffany states he does not know. Every year they do an assessment on the roads, and they rank and rate them. For it to be re-paved it must be at the bottom of the list. They understand everyone wants the new black pavement. Mrs. Hellman states she has been asked similar questions and what she does is takes the rating road list and the townships phone number. Some discussion followed. Mr. Tiffany added the roads get a very small portion of the taxes that residents pay. Some discussion followed. Mr. Tiffany added all of the allocated road money for paving projects has already been spent. Mr. Cramer added he spoke with a resident who was so pleased with the internet connection they are receiving now after the township installed fiber. Mr. Tiffany mentioned the Greene County Engineer was giving another fiber installation project in the township on Waynesville Rd a lot of problems requiring sea level elevations when no other county has required that. Mr. Cramer stated this is October, I would like to say by December, 31 2022 we have all of the high-speed internet installation done.

Mrs. Destefani asked Ms. Moore to let them know how much the city of Bellbrook agreed to pay for the Black History Month Art Contest. Ms. Moore stated \$250 as well as helping them advertise, provide a judge, have the winners present at a council meeting.

11. Trustee/Staff Discussions

None.

Executive Session

Mr. Tiffany stated that there was need for an executive session under section 121.G.1 To consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee.

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

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

Mr. Cramer moved to come back from executive session at 9:42 pm.

13. 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:

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

Richard J Demko, Fiscal Officer



AGENDA
SUGARCREEK TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
Monday, November 7, 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. Acceptance of Dedicated Roadway for Maintenance of Streets and Storm Systems for Oak Brooke Section 3 – 2022.11.07.01
 - D. Increase Appropriations for the General Fund – 2022.11.07.02
 - E. Resignation of Fire Department Staff – Robin Ortensie – 11.07.03
 - F. Declaring Excess Property- Fire – 2022.11.07.04
 - G. Declaring Excess Property – Admin – 2022.11.07.05
- 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. Adjourn**



**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2022.11.07.01**

IN RE: Acceptance of Dedicated Roadway for Maintenance
Of Streets and Storm Systems for Oak Brooke Section 3

WHEREAS, this Board of Township Trustees has received the name Oak Brooke, Section 3, from the Greene County Engineer which will become the responsibility of Sugarcreek Township per Ohio Revised Code (O.R.C.) 5553.31; and,

WHEREAS, the maintenance and responsibility for these roadways will belong to the Sugarcreek Township Trustees; and,

WHEREAS, the following roadways have met the specifications and inspection procedures of both the Greene County Engineer and the Sugarcreek Township Roads and Services Department:

Oak Brooke, Section 3

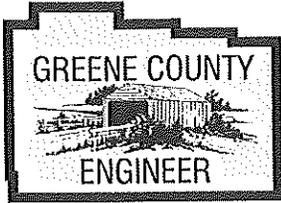
NOW THEREFORE, BE IT RESOLVED, that these subdivision roads are accepted as the responsibility of Sugarcreek Township and the speed limit in this residential area shall be set at 25 miles per hour.

Fred Cramer, Chairperson

Carolyn L. Destefani, Vice Chairperson

Marvin Moeller, Trustee

Richard J. Demko, Fiscal Officer



STEPHANIE ANN GOFF, P.E., P.S.

GREENE COUNTY ENGINEER

615 Dayton-Xenia Road
Xenia, Ohio 45385-2697
Office (937) 562-7500
Fax (937) 562-7510

MAINTENANCE AND RESPONSIBILITY

SUBDIVISION: Oak Brooke Section 3

TOWNSHIP OR CITY: Sugarcreek Township

The following signatures from the appropriate and authorized offices hereby approve and accept the maintenance responsibility for the streets and storm system for the subject development:

Township Officer(s):

_____ Date: _____
_____ Date: _____
_____ Date: _____

City Officer: _____ Date: _____

Village Officer: _____ Date: _____



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

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 - 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. Acceptance of Dedicated Roadway for Maintenance of Streets and Storm Systems for Oak Brooke Section 3 – 2022.11.07.01
 - D. **Increase Appropriations for the General Fund – 2022.11.07.02**
 - E. Resignation of Fire Department Staff – Robin Ortensie – 11.07.03
 - F. Declaring Excess Property- Fire – 2022.11.07.04
 - G. Declaring Excess Property – Admin – 2022.11.07.05
- 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. Adjourn**



SUGARCREEK TOWNSHIP
RESOLUTION NO. 2022.11.07.02
IN RE: Increase Appropriations for General Fund

WHEREAS, the need exists to increase appropriations for the 1000 General 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>
1000 General Fund	\$814,864.00	\$864,864.00

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



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

REGULAR SESSION:

- 1. Call to Order**
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- 6. Old Business**
- 7. Consent Agenda Items**
 - A. Payment of Bills
 - B. Approval of Minutes
 - C. Acceptance of Dedicated Roadway for Maintenance of Streets and Storm Systems for Oak Brooke Section 3 – 2022.11.07.01
 - D. Increase Appropriations for the General Fund – 2022.11.07.02
 - E. Resignation of Fire Department Staff – Robin Ortensie – 11.07.03
 - F. Declaring Excess Property- Fire – 2022.11.07.04
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(Time cannot be yielded to another person.)
- 10. Trustee/Staff Discussion**
- 11. Adjourn**



**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2022.11.07.03**

IN RE: Resignation of Fire Department Staff – Robin Ortensie

WHEREAS, Part-time Fire Secretary, Robin Ortensie has indicated her desire to resign from the Sugarcreek Township Fire Department; and,

WHEREAS, Robin Ortensie was hired as a member of the Sugarcreek Township Fire Department on October 12, 2015; and,

WHEREAS, Assistant Chief Joann Zimmerman recommends we accept the resignation of Robin Ortensie.

NOW THEREFORE, BE IT RESOLVED that the Board of Sugarcreek Township Trustees officially accepts the above-mentioned resignation effective November 8, 2022.

Fred Cramer, Chairperson

Carolyn L. Destefani, Vice Chairperson

Marvin Moeller, Trustee

Richard J. Demko, Fiscal Officer

October 16, 2022

Dear Assistant Chief, Joann:

Please accept my letter of resignation for employment at Sugarcreek Township Fire Department. I can not express how much I have enjoyed working for the fire department over the last 7 years. What a wonderful department it has been. Thank you for all you have done for me. My last day will be November 8, 2022.

Sincerely Yours,



Robin Ortensie

11-07-22



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

REGULAR SESSION:

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- 2. Roll Call**
- 3. Pledge of Allegiance**
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 - A. Administrator
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- 6. Old Business**
- 7. Consent Agenda Items**
 - A. Payment of Bills
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 - C. Acceptance of Dedicated Roadway for Maintenance of Streets and Storm Systems for Oak Brooke Section 3 – 2022.11.07.01
 - D. Increase Appropriations for the General Fund – 2022.11.07.02
 - E. Resignation of Fire Department Staff – Robin Ortensie – 11.07.03
 - F. **Declaring Excess Property- Fire – 2022.11.07.04**
 - G. Declaring Excess Property – Admin – 2022.11.07.05
- 8. Discussion Agenda Items**
- 9. Public Comments** - Limited to five minutes per person. Township related business only.
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- 10. Trustee/Staff Discussion**
- 11. Adjourn**



**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2022.11.07.04**

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 has been marked for destruction.

1994 KME Top Mount Midship Fire Engine

VIN 1FV6JLCB3RL880102

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

10.14.2022

To: Mr. Barry Tiffany
Ref: Declared Item

Engine 73 has been in the fleet since 1994. 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.

1994 KME Top Mount Midship Fire Engine
Water Tank Size: 1000 Gallons
VIN: 1FV6JLCB3RL880102
Model Year: 1994/July
G.V.W.R.
38,000 Total
Front 12,000
Rear 26,000
Front Tires F5561 12R22.5/16PR
Front Rims: 22.5 x 8.25
Rear Tires: M843 RR22.5/16PR
Rear Rims: 22.5 x 8.25
Mileage: 55389.4
Engine Hour: 5917.6

Pump Data:
Hale Single Stage
Model: QSMG 125-19
Rated: 2070 GPM

Respectfully,

A handwritten signature in purple ink, appearing to read "Joann Zimmerman", is written over a horizontal line.

Joann Zimmerman
Assistant Fire Chief



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

REGULAR SESSION:

- 1. Call to Order**
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- 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. Adjourn**



**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2022.11.07.05**

IN RE: Declaration of Excess Property – Administration Department

WHEREAS, the Sugarcreek Township Administration 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 has been marked for destruction.

1999 Ford F15

VIN 1FTZF1824XNA63911

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