

**The Board of Trustees of Sugarcreek Township, Greene County, Ohio, in Regular Session on November 7<sup>th</sup>, 2022, at 7:00 PM.**

- 1) **Mr. Cramer called the session to order at 7:06 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, Denise Moore, Louie Schatzberg, and Nadine Daugherty.
- 3) **All in attendance stood for the Pledge of Allegiance.**
- 4) **Reports**

**Administration**

Mr. Tiffany had nothing to add to his report. Mr. Cramer asked if he had an update on the 675-Wilmington Pike project. He stated there have been no updates since the last time they discussed it. They have not had a meeting recently.

**Zoning**

Mrs. Tilford had nothing to add to her report. Mrs. Destefani noted one of the BZA cases and she just wants to know a little bit more about the cemetery. Mrs. Tilford stated in front of the mosque to the left is an old house and an old barn on a 1-1.5-acre lot. The Islamic society purchased that property, and they are proposing to raise the existing structures, put in some trees to buffer the site from the road, and then utilize that site for a cemetery. They currently have a cemetery that is far from their place of worship, so when they have services, it is disconnected from the mosque itself so they would like to offer cemetery availability at that site. Cemeteries are conditional uses in the estate-residential district, but this is a different kind of cemetery than what one would typically think about with large monuments. This cemetery will utilize small markers on the ground so it will be an open field with landscaping. She also adds any preparation of the body will occur at the mosque, but they do not use any chemicals or embalming. Mrs. Tilford also adds if they get approval through the BZA they will still need a license from the state to operate a cemetery. Mr. Moeller asked if they were planning on maintaining it themselves to which Mrs. Tilford stated yes it will not be a Sugarcreek Township cemetery it will be private. Mr. Tiffany asked if they have taken down the house on the property to which Mrs. Tilford replied yes.

Mrs. Destefani stated she also saw that Mrs. Tilford attended the Ohio Land Use and Zoning conference in October and she saw there was another conference coming up in December that she would like to attend as she has attended the conferences in Dayton in the past. Mrs. Tilford stated she would sign those up who want to attend and will forward out the schedule for the conference.

Mr. Moeller asked if ground mounted solar arrays were solar panels to which Mrs. Tilford replied yes. He added since they are on that topic, at the last township trustee's association meeting he heard them talking that the township is supposed to hold a public hearing on solar panels. Mrs. Tilford stated she is glad he brought that up, she knows this was spoken about over a year ago as the State of Ohio changed the law to allow for townships to exclude

themselves from the large solar farms that are required to go through a process through the state to get approval. As a part of the change to legislation, townships have the ability to make themselves off limits to these large solar farms. At that time, that is something the trustees wanted to have the county commissioners do. So, they asked them, and at the time there was a lawsuit over a large solar farm, and they wanted to wait until that was settled before moving forward. So just recently Mrs. Tilford followed up with Brandon and asked if they could move forward now and he stated they want the township to have a public hearing. So, the township will have to advertise that they are still on the same page about not wanting those large solar farms within the township and they will be hosting a public hearing per the request of the commissioners to make sure it is not just the trustees who don't want it, but it is also the larger community. Mrs. Tilford adds she does not expect a lot of people to show up to a meeting like that, but it is something they need to do. All trustees expressed favor in pursuing this. Mr. Cramer stated the largest attending HOA meeting they had in his neighborhood, was regarding solar panels. Mrs. Tilford stated when there is a particular solar panel being installed people express concern, but when it is talked about in more general terms there is less interest. Mrs. Tilford adds she has been receiving more applications and variances for solar panels as it can be more cost effective on an individual home basis but finding placement for the solar panels based on where the sun shines on a given property is difficult.

#### **Fiscal Officer**

Mr. Demko stated he spoke with the lead auditor Friday, and she assured him November 18, 2022 is her goal, but for sure it will be done by the end of the month. Mr. Cramer asked if all the audit stuff was out of the trustee conference room, to which Mr. Demko replied yes. He adds they have had some follow up questions this week, so he knows they are still working at it. Mr. Cramer asked Mr. Demko if he should put November 18<sup>th</sup> on his calendar. Mr. Demko stated he should put to ask about it on November 18<sup>th</sup>.

Mr. Demko stated they are going through the year-to-date expenditures compared to the permanent appropriations, so they have been going line by line through the departments. When they get to December, they will have a better idea of what to do moving forward into the next year.

Mrs. Destefani asked if the Greene County Animal Control for the second quarter was for picking up dead animals, to which Mr. Tiffany replied no, those are for stray cats. He adds it is \$25 a stray cat that they pick up in the township.

Mrs. Destefani also asked about the catch basin in rivers edge circle. Mr. Tiffany stated it was collapsing and needed replaced.

Mrs. Destefani also asked about the computer rentals through Dell, to which Mr. Tiffany clarified that it is a lease to own.

Mrs. Destefani also asked why the ladder truck was an expense versus a gain to which Mr. Tiffany replied that is GovDeals fee for listing and selling the truck online. He adds that the buyer pays that fee, we just convey it.

#### **Fire**

Ms. Zimmerman had nothing to add to the report. Mr. Cramer asked if we were involved in that grass fire that occurred in Greene County to which Ms. Zimmerman stated they were not.

Mrs. Destefani stated she loves seeing the fire and police department handing out candy for trick or treaters. It is a wonderful public relation with the community.

### **Police**

Chief Brown had nothing to add to his report. Mrs. Destefani stated she got the email about the notice to negotiate with the state of employee's relations boards. She knows it is a similar process every year, but wonders what they're planning to do with that. Chief Brown states the contract expires 4/1/22 so they will begin negotiating after the first of the year. Mr. Tiffany stated the contract is to be negotiated every 3 years and this is for 1 clerk and 4 sergeants.

Mr. Cramer asked if for the school resource officer training if this is for another added individual. Chief Brown stated no, this is for the current school resource officer. Mr. Cramer asked if they are going forward with a school resource officer, and Mr. Tiffany stated they are waiting to hear so they have not decided yet.

### **Roads and Service**

Mr. Owens had nothing to add to his report. Mrs. Destefani stated she saw that Chase Morgan passed his CDL test which is good news. Mr. Tiffany added now all the Road department is CDL licensed.

### **Information Technology**

Mr. Tiffany stated he has nothing to add to his report.

### **Trustees**

Mr. Moeller stated they need to start thinking now what they will do since there are rumors of a diesel shortage. He adds his wife was reading on Facebook that Lebanon is on their last tank of diesel fuel for their school buses, and do not have any allocations left. He does not know what they can do as a board to save on diesel fuel or if they are able to order it and store it. Mr. Tiffany stated he will reach out to Duncan Oil and see what is going on.

Mr. Moeller also mentioned he saw more things have been added to the residential package, so they need to work on getting that finished and read over it and try to figure out ways to get it out at the next work session. Mr. Moeller asked who was putting together the Christmas Dinner next month. Mrs. Tilford stated Mrs. Contreras is putting it together and they are currently working on getting donations.

Mrs. Destefani stated she attended the chamber sponsored craft fair at Bellbrook high school and they did a great job advertising so both vendors and shoppers were very happy which was very nice to see. She also stated tomorrow is the midterm election so don't forget to vote. She knows the chamber was updating the directory photos and wondered where they were with that. Mrs. Tilford stated she spoke with Jodi Martin about that, and she stated that she had photos she wanted to put in for the township, but the text looked okay. Mrs. Destefani also added that they are having a large event at Sugar Valley Golf Club that everyone is invited to, to go over the veteran's memorial plans. It will be on Wednesday, December 7, 2022 at 6-8 pm. She added they just heard back from the park district, and they have signed all the necessary paperwork, and everything is progressing nicely. Mr. Cramer added Sugar Valley Golf Club is hosting this at no charge and there will be a discounted

spaghetti dinner afterwards. Mrs. Destefani also stated on Wednesday, October 26 she attended the waste water meeting for Greene County and for statistics she found this interesting: Between the Beavercreek and Sugarcreek Waste Water Facilities they had 8,802 dry tons and 49,642 wet tons of waste to process. She added they are really busy facilities, but they do a great job. She also stated there is a water construction plant that is happening right off rotary park in Beavercreek. She also stated all trustees, township administrator, and assistant township administrator are registered to attend the Ohio Township Association winter conference January 25-27. She stated with Perspectives 2040 they are having another open house that is going to be at Sugar Valley Golf Club on December 13<sup>th</sup> from 5-6pm. So, if anyone wants to see the billboards showing the different plans for Greene County's Long Range Use Plan you are welcome to come to the golf club and see all the displays. Mrs. Destefani also stated she attended the meeting regarding the school resource officer and both people from the school board as well as the City of Bellbrook attended. She stated it is looking very promising that they will at least go from one school resource officer to potentially two and there is now a proposal for three. But ultimately, the agencies who are paying for it are the ones deciding at this point, but she does not think this will have a large impact on the township and will be benefit the students.

Mr. Cramer stated Mrs. Destefani covered everything he had, so he has nothing else to add.

5) **Public Comments – Agenda Items**

None.

6) **Old Business**

None.

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**

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.

**D. Increase Appropriations for the General Fund – 2022.11.07.02**

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.

**E. Resignation of Fire Department Staff – Robin Ortensie – 11.07.03**

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.

**F. Declaring Excess Property- Fire – 2022.11.07.04**

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.

**G. Declaring Excess Property – Admin – 2022.11.07.05**

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.

Mr. Cramer made a motion to approve payment of bills 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

Mr. Cramer made a motion to approve consent agenda items C, D,E, and G 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**

Mrs. Destefani had a couple edits to the minutes from the last meeting on October 3<sup>rd</sup>. But they were all small things that she highlighted.

Mr. Moeller stated he would like to break down agenda item F. He stated he is concerned that there would only be one reserve engine after they get rid of this one. He does not know why they would want to get rid of this engine. He stated he heard from Mr. Tiffany it had not been serviced for three years, but he does not know if this is true or not. Ms. Zimmerman provided a break down of the fire apparatus, so everyone was on the same page. She stated the engine that is currently not being used is 28 years old, and the NFDA recommends retiring a fire truck at 25 years old. Mr. Moeller stated he knows that is what they recommend, but he also knows there are many departments using engines that are older than 25 years. Ms. Zimmerman stated she does not think its safe. Mr. Moeller stated if it has been serviced and tested than it would be ok. He added he only thinks they're going to get \$6,000-\$7,000 for it. Ms. Zimmerman stated repairing it does not change the age of it. Ms. Zimmerman also had a cost analysis done on what it is going to cost to repair the engine right now, and it would be about \$20,000. But this does not include some of the things it is currently missing like the radio with headsets, NVT, Knox box, and a few other things which is roughly another \$18,000. She stated the engine had previously been slated and approved to be put out of service, so there were not repairs being done on it which can be seen on the fire apparatus. Some discussion followed when reviewing all the materials Ms. Zimmerman provided. Mr. Cramer asked what they are using the truck for now. Ms. Zimmerman stated nothing now as it has been sitting in the administration office parking lot, but previously was a backup to a backup engine. Some discussion followed. Mr. Cramer asked about the payment of the new fire truck. Mr. Demko stated they are paying \$100,000 every April and it should be paid off in 6 years give or take. Ms. Zimmerman stated that there is almost a 5-year delay in getting new trucks and it is something they should start looking into now. Mrs. Destefani asked Ms. Zimmerman if she felt that the fire department could still provide first rate

service while letting this engine go, to which Ms. Zimmerman replied yes. Mr. Moeller stated it does not make sense that we had an engine in service that needed that many repairs and that nothing would have been done. Mr. Moeller stated in his professional opinion he does not think they should let it go for a low cost even if it is a backup to a backup. He adds they have the building to store it in. Mrs. Destefani stated if it is only physically worth \$6000-\$7000 and they need to put in around \$40,000 into it to get it back running, that would not be a good investment. Mr. Moeller stated he does not understand how the trustees did not know anything about this last year. Mr. Cramer stated he is not seeing a return on investment when putting \$38,000 into a truck that is a backup. Mr. Moeller stated he wants to look and see if all of that is what the truck really needs. Mr. Tiffany stated the report Ms. Zimmerman provided listed many of the items and that list is from Bob Jones. Some discussion followed. Mrs. Destefani asked about storing the truck. Ms. Zimmerman stated they already do not have room for it with the other fire and medic vehicles and with winter coming up it is going to be in more disrepair if it sits outside. Mr. Moeller stated he finds it funny there is no room now, but it fit in there last year with a bigger ladder truck than the one they have now. Mr. Cramer stated Mr. Moeller brings more knowledge to the table on this subject than himself and Mrs. Destefani with hire fire experience, but he is also looking at the numbers and even if they only get \$5,000 for it, at least they didn't spend \$40,000 on it. Mr. Moeller stated he understands that they do not want to put money into an old apparatus. He asked when Bob Jones provided the numbers to which Mrs. Zimmerman replied today (October 3<sup>rd</sup>). Some discussion followed.

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

Mrs. Destefani-yes  
Mr. Moeller- no  
Mr. Cramer - yes

## **10. Public Comments**

None.

## **11. Trustee/Staff Discussions**

Mr. Cramer stated there is a fire levy on the ballot and they are interested in seeing how the citizens of Sugarcreek Township respond to it. He stated he spoke with people in his neighborhood and a neighborhood across the street and he did not speak with one person who was not in favor of it.

Mr. Tiffany stated Ms. Zimmerman has come to him and asked them to consider a blue card incident command system. Ms. Zimmerman stated there has been talk about wanting to get everyone on the same page and using the same terminology. She stated there have been neighboring communities that have gone to a blue card system. Mr. Cramer asked Ms. Zimmerman to elaborate on what it is. Ms. Zimmerman stated it is how to command an incident scene and using the same terminology across the board in different communities. She said even the three different shifts within Sugarcreek's fire department tend to operate differently which

can make it hard to operate in a standardize way. She feels this training is important to full time personnel and it can be passed on to part time personnel. Mrs. Destefani asked how expensive it is. Ms. Zimmerman stated to train the full-time staff it would cost \$3850 as it is \$385 a person. Some discussion followed. Ms. Zimmerman asked Mr. Moeller what he thought about the blue card system. He stated he liked it, but it is a lot of work but knows a lot of surrounding communities use it. Ms. Zimmerman stated when the fire staff is responding to different calls, they are sometimes lost if they are not familiar with this new terminology that is being used by surrounding communities. Mr. Tiffany stated he thinks it is a great idea and he would encourage the trustees to approve this. Mrs. Destefani asked how soon they can get trained once they approve this. Ms. Zimmerman stated it would take a little bit, but some of it is online at your own speed while other parts are in-person training at Beavercreek.

Mrs. Destefani made a motion to approve the blue card incident command system training 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

### **Executive Session**

Mr. Tiffany stated that there was need for an executive session under section 121.22.G.2 To consider the purchase of property for public purposes, the sale of property at competitive bidding, or the sale or other disposition of unneeded, obsolete, or unfit-for-use.

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 9:00 pm.

### **13. Adjourn**

Mr. Cramer made a motion to adjourn, 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

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Richard J Demko, Fiscal Officer