



AGENDA
SUGARCREEK TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
Monday, June 5, 2023, 7:00 P.M.

REGULAR SESSION:

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Swearing in of Fire Department Staff**
 - A. Promotion of Fire Department Staff - Grant Wirth - 2023.06.05.01
 - B. Promotion of fire department Staff - Scott Rigsby - 2023.06.05.02
 - C. Appointment of Fire Department Staff Douglas Wiltse - 2023.06.05.03
5. **Reports**
 - D. Administrator
 - E. Zoning
 - F. Fiscal Officer
 - G. Fire
 - H. Police
 - I. Roads and Services
 - J. Information Technology
 - K. 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. Minutes
 - C. Authorizing the Township Administrator to Act as Signatory to Amend SRO Memorandum of Understanding with School District - 2023.06.05.04
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**
12. **Adjourn**



MEETING CONDUCT AND GUIDELINES

As Trustees of Sugarcreek Township, we encourage residents to attend our Township Meetings. We appreciate you taking time out of your busy schedules to be a part of your Government in action. To help meetings move along in a positive manner, we have established the following guidelines for our meetings:

This is a Township Business meeting and is to be conducted in a professional, business-like manner. It is not our intention to embarrass or demean each other or any members of the audience. We will treat each other with courtesy and respect and we ask for the same courtesy and respect from the audience. No one will get special treatment. These guidelines are for all of us.

As a professional meeting should not go longer than an hour to an hour and a half, it is our intention to stay within a reasonable time limit and follow the agenda.

There will be an Open Discussion at the end of the agenda for the audience to give comments on Township issues. When you have a question or comment, please go to the microphone, state your name and address and direct your question to the Trustees. Please try to limit your comments to 3-5 minutes so as to allow everyone an opportunity to speak.

We appreciate your input. We will not allow any personal attacks or any type of outbursts or profanity from the audience.

If you have any personal comments that you would like to make to us as individuals, please feel free to call the Township Administrative offices or allow us to set up a time to speak with you individually.

It is our goal that meetings are productive and positive. We will do our best to conduct effective, professional meetings.

Thank you.

Sugarcreek Township Trustees



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**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2023.06.05.01**

IN RE: Promotion of Fire Department Personnel – Grant Wirth

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 Douglas M. Buffenbarger requests the promotion of Grant Wirth from Full-time Firefighter/Paramedic to Full-time Lieutenant Firefighter/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 promotion of Grant Wirth to the position of Full-time Lieutenant Firefighter/Paramedic at the pay rate of \$26.68 per hour with an effective date of May 30, 2023, and is subject to a one (1) year probationary period ending May 30, 2024.

Carolyn L. Destefani, Chairperson

Fred Cramer, Vice Chairperson

Marvin Moeller, Trustee

Richard J. Demko, Fiscal Officer



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- 12. Adjourn**



**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2023.06.05.02**

IN RE: Promotion of Fire Department Personnel – Scott Rigsby

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 Douglas M. Buffenbarger requests the promotion of Scott Rigsby from Full-time Lieutenant Firefighter/Paramedic to Full-time Captain, 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 promotion of Scott Rigsby to the position of Full-time Captain Firefighter/Paramedic at the pay rate of \$29.35 per hour with an effective date of May 29, 2023, and is subject to a one (1) year probationary period ending May 29, 2024.

Carolyn L. Destefani, Chairperson

Fred Cramer, Vice Chairperson

Marvin Moeller, Trustee

Richard J. Demko, Fiscal Officer



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**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2023.06.05.03**

IN RE: Appointment of Fire Department Staff
Doug Wiltse

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

WHEREAS, vacancies exist within the classification of Firefighter/Paramedic; and,

WHEREAS, Daniel Gibson has the necessary qualifications to serve in those capacities for the Sugarcreek Township Fire Department; and,

WHEREAS, funds are available for this purpose within the Fire Department's 2023 Operating Budget.

NOW, THEREFORE, BE IT RESOLVED, that Doug Wiltse shall be appointed to Full-time Firefighter II/Paramedic within the Sugarcreek Fire Department at the rate of \$22.11 per hour; and,

FURTHER BE IT RESOLVED, the above-mentioned appointment for Doug Wiltse will have an effective date of May 31, 2023, with a one (1) year probationary period ending on May 31, 2024.

Carolyn L. Destefani, Chairperson

Fred Cramer, Vice Chairperson

Marvin Moeller, Trustee

Richard J. Demko, Fiscal Officer



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**Staff Report for the Sugar Creek Township Board of Trustees
May 16, 2023 to June 5, 2023**

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

Board of Zoning Appeals Activities:

- **May 25, 2023 BZA Meeting Follow-up:**
 - **BZA07-2023:** Applicant, Douglas David Hodson, is requesting an Area/Dimensional Variance from Section 4.14 C. 6 Table 4-6 of the Sugar Creek Township Zoning Resolution to allow for the construction of a detached garage in the front yard of the subject property. The subject property is 1282 Carpenter Road, owned by Douglas David Hodson, further identifiable by parcel number L32000200150009600, containing 5.3940 acres and located in the E (Estate Residential) District.
 - **The BZA approved the variance as requested by the applicant.**
 - **BZA08-2023:** Applicant, Richard Hill, is requesting an Area/Dimensional Variance from Section 4.14 E. 9. b. of the Sugar Creek Township Zoning Resolution to allow for the construction of a ground mounted solar array in the side yard of the subject property. The subject property is 970 Mead Road, owned by Richard and Katrina Hill, further identifiable by parcel number L32000200300006900, containing 1.4 acres and located in the R-1A (Suburban Residential-Low) District.
 - **The BZA approved the variance as requested by the applicant.**
- **June 22, 2023 BZA Meeting:**
 - **BZA09-2023:** Applicant, Brain Andzik, is requesting an Area/Dimensional Variance from Section 4.14 D. 3. a. of the Sugar Creek Township Zoning Resolution to allow for the construction of a 1752 SF detached garage, larger than the 1002 SF allowance. The subject property is 3764 Grand Oak Trail, owned by Brain Andzik, further identifiable by

parcel number L32000100120029600, containing 10 acres and located in the R-1A (Suburban Residential-Low) District.

Zoning Commission Activities:

- **June 6, 2023 Zoning Commission Meeting**
 - **BZC01-2023:** The Sugarcreek Township Zoning Commission is requesting a text amendment to the Sugarcreek Township Zoning Resolution to expand our PUD-R District's applicability clause and to make other minor modifications to governing language.
 - **BZC02-2023:** The Sugarcreek Township Zoning Commission is requesting a Long Range Land Use Plan amendment to identify Planned Residential Development as being potentially appropriate in Planning Areas 1 and 8.

Meetings/Accomplishments:

- Attended Department Head Meeting on May 17, 2023
- Pre-application meeting with residents to discuss barn construction on May 17, 2023
- Attended Labor Management Meeting on May 17, 2023
- Pre-application meeting with resident/contractor to discuss detached garage construction on May 22, 2023
- Attended Department Head Meeting on May 24, 2023
- Attended meeting with residents to discuss Carpenter Road construction on May 24, 2023
- Attended union negotiations on May 25, 2023
- Attended BZA Meeting on May 25, 2023
- Attended Department Head Meeting on May 31, 2023
- Attended Reserve Grand Opening event on June 1, 2023
- Met with resident to discuss garage addition on June 5, 2023
- Continue to work with Prosecutor's Office on Enterprise Fleet Management contract
- Prepared and sent BZA and Zoning Commission packets
- Completed and sent BZA Notices of Decision



Sugarcreek Township Trustees Report For June 1, 2023

The following information is a snapshot of the activities and areas of responsibilities for Sugarcreek Township Fire Department. This report was generated on 06.01.2023 to keep the Board of Trustees informed of their Fire Department. If further information is needed, please contact Chief Doug Buffenbarger at 937-848-7344.

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

- Officer Training
- EVOG / Cone course
- Cyanide Training
- 5-minute drills Hydrant hookups

Statistics: Year To Date 2023

Status report generated on May 31st, 2023, at 1500 hours.

- Total Call Volume = 525
- Cornerstone = 54 (10.3%)
- Fire Calls = 141* (26.9%)
- EMS Calls = 384 (73.1%)
- MVC's = 59 (11.2%)

Mutual Aid Given (number of incidents)

- The number of times Fire apparatus was requested = 38
- The number of times EMS apparatus was requested = 12

(21-Spring Valley, 12-Bellbrook, 8-Washington Twp, 8-Beavercreek Twp, 1-Kettering)

Mutual Aid Received (number of incidents)

- The number of times we requested Fire apparatus = 18
- The number of times we requested EMS apparatus = 12

(12-Bellbrook, 9-Washington Twp, 4-Spring Valley, 4-Beavercreek Twp, 1-Kettering, 1-Xenia)

*Fire Calls were adjusted and lowered from the last report due to multiple EMS reports skewing the EMS run numbers. The numbers on this sheet are correct as of today.

Information:

- We are accepting appointments for car seat installation
- Will offer CPR certification to the public in June
- Captain promotional testing has been completed
- Lt. Rigsby has been appointed to Captain effective May 29, 2023
- New hire FF/Paramedic Doug Wiltse starts May 31st and will be assigned to C-Shift (Capt. Johnson)
- Working with union on MOU for hiring Firefighter EMT-Basics
- Posted for full time firefighter position

Status of Issues the Fire Department is Addressing:

- New tires needed for Battalion vehicle
- ATV needs service. Emergency lights are not working and minor engine issues
- Annual hose testing will commence in June
- BWC stair chair grant looks promising will be notified in 8 weeks if awarded

Fire Department Scheduled Events Attended:

- Sprinkler and Fire alarm testing continue at the Reserves of Sugarcreek
- Fire dept. participated in the Middle School field day May 17, 2023
- Summer Kick-Off at Christ Church event June 1, 2023
- Reserve Apartments Grand opening event June 1, 2023

Fiscal:

As of 04.25.2023	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
Fire	\$3,331,900.00	\$636,178.32	\$963,345.77	\$1,757,790.02	28.694%
EMS	\$198,120.00	\$53,341.07	\$62,718.50	\$84,357.20	31.294%
Cell Tower Fund	\$24,000.00	\$0.00	\$0.00	\$24,000.00	0.000%
Department Total	\$3,554,020.00	\$689,519.39	\$1,026,064.27	\$1,866,147.22	28.970%

Projected Capital Needs:

- Bay Doors at Station 71 \$15,000
- Bay Doors at Station 72 \$25,000
- New Fire Hose \$10,000
- Replace Staff Cars 2025 \$125,000
- Hose Testing Machine \$5,000
- Training Prop \$30,000
- Replace ATV \$30,000
- Fire Marshal Vehicle (2024) \$62,500

Respectfully Submitted,

Joann Zimmerman
Assistant Chief



Michael A. Brown
Chief of Police

Trustee Report June 5, 2023

Training

- On June 5th – 9th, Officer Lacy will be attending the Semi-Auto Pistol Instructor class.
- During the week of June 12th, our department will have Firearms State Re-Qualifications.
- On June 20th, Detective Mantia will be attending the Human Trafficking class at Wright State.
- On June 20th, Officer Liggett will be attending the Cannabis Analysis webinar.

Fiscal

Budget 2023 (Final Appropriation)	\$3,071,100.00
Expenditures as of May 15, 2023	\$1,124,235.49
% of Budget Used	36.2%
% of Budget Year Target for the end of May	41.5%
% of Budget Remaining	63.8%
Cash Balance as of May 15, 2023	\$1,177,231.72

EVENTS/APPEARANCES

- On May 25th, our officers helped with the Zombie Run on the last day of school.

Respectfully submitted,



Michael A. Brown
Chief of Police



Michael A. Brown
Chief of Police

Police Blotter

May 4, 2023

- Business and house checks
- Community policing
- Request of an officer on Cloy Road
- Juvenile complaint on Surrey Trail

May 5, 2023

- Traffic stops
- Theft arrest on Wilmington Pike
- Fireworks reported on Little Sugar Creek Road

May 6, 2023

- Theft arrest on Wilmington Pike
- Juvenile complaint on N. Reserve Street
- Crash report on Lower Bellbrook Road
- Noise complaint on Belfast Drive

May 7, 2023

- Welfare check on Cloy Road
- Peace officer request on Timshel Street
- Disturbance reported on Wilmington Pike
- Domestic dispute on Clearbrook Drive

May 8, 2023

- Theft arrest on Wilmington Pike
- Crash report on Seton Hill Drive
- Welfare check on Wilmington Pike

May 9, 2023

- Nothing to Report

May 10, 2023

- Fraud report on Timshel Street
- Theft arrest on Wilmington Pike
- Request of an officer on Conference Road
- Bike Patrol

May 11, 2023

- Nothing to Report

May 12, 2023

- Neighbor problem on Wilmington-Dayton Road
- Theft arrest on Wilmington Pike
- Panhandling reported on Feedwire Road
- Business checks
- Welfare check on Wilmington Pike

May 13, 2023

- Nothing to Report

May 14, 2023

- Disturbance on Chimney Lane
- Bike Patrol
- An animal complaint on Wilmington Pike
- Welfare check on Gerhardt Circle
- Juvenile complaint on Center Point Drive
- Theft report on Persimmon Ridge Place

May 15, 2023

- Bike Patrol
- School bus violation on N. Lakeman Drive
- Welfare check on Ferry Road

May 16, 2023

- Nothing to Report

May 17, 2023

- Suspicious person on Wilmington Pike
- Request of an officer on Clys Road
- Community policing
- Theft reported on Bayberry Cove Drive

May 18, 2023

- Business and house checks
- Community policing
- Criminal damaging reported on Wilmington Pike
- Theft arrest on Wilmington Pike

May 19, 2023

- Suspicious vehicle on Grafmill Road
- Harassment report on Center Point Drive
- Theft report on Wilmington-Dayton Road
- Juvenile complaint on Lower Bellbrook Road

May 20, 2023

- Traffic stops
- Suspicious person on Feedwire Road
- Crash report on Feedwire Road

May 21, 2023

- Welfare check on Little Sugarcreek Road
- Theft report on Feedwire Road
- Noise complaint on Settlers Bay Court

May 22, 2023

- Nothing to Report

May 23, 2023

- Request of an officer on Brookdale Lane
- Panhandling on Wilmington Pike
- Juvenile complaint on Lower Bellbrook Road
- Criminal damaging on Brown Road

May 24, 2023

- Theft report on Feedwire Road
- Community policing
- An animal complaint on Conference Road

May 25, 2023

- Nothing to Report

May 26, 2023

- Crash report on Wilmington Pike
- Crash report on S. Alpha Bellbrook Road
- Abandoned vehicle on Cheatham Way

May 27, 2023

- Burglary reported on Pinebrook Court
- Theft arrest on Wilmington Pike
- Request of an officer on Wilmington Pike

May 28, 2023

- Nothing to Report

May 29, 2023

- Suspicious vehicle on Valais Court
- Community policing
- Unwanted subject on Surrey Trail
- Noise complaint on Penewit Road

May 30, 2023

- Bike patrol
- Found property on Swigart Road
- Crash on State Route 725
- Juvenile complaint on Surrey Trail
- Crash report on Wilmington Pike
- Welfare check on Conference Road

May 31, 2023

- Business and house checks
- Bike patrol
- Crash on Feedwire Road
- Welfare check on Waynesville Road



**Staff Report for
Sugar Creek Township Trustees
June 5, 2023**

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

Calls for Service:

- There were no call outs for this time period

Accomplishments:

- Repaired berm-Conference Rd
- Serviced John Deere tractor
- Road mowing cycle
- Mulched islands and Administration building areas
- Mowed and trimmed-Plaza, 2090 Ferry Rd, walk path, Martin property, Pine Ct (all x2)
- Installed berm box-701, installed hitch and chute for Dura patcher
- Filled garden water tank (x5)
- Changed radar batteries (x2)
- Removed 9 dumped tires Little Miami Dr
- Cut and removed leaning tree-Washington Mill Rd
- Received crack sealing machine and three skids of material
- Roadside weed spraying-signs and guardrails
- Removed dumped mattress-Centerville Rd
- Monthly roadside sign inspection
- Removed dead deer-725, dead goose-725 at pond, dead possum-Center Point Dr
- Repaired TWP marker-E Social Row Rd
- Borrowed bucket truck from City of Bellbrook-worked on garage door 8
- Walkthrough-Bellasera
- Repaired storm grate-River Edge Circle

Respectfully,

Dale Owens
Director of Roads and Services



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Payment Listing

5/15/2023 to 6/2/2023

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
912-2023	05/23/2023	05/23/2023	CH	HUNTINGTON NATIONAL BANK	\$2,258.58	O
	Purpose:	MISC CHARGES				
90651	03/07/2023	03/07/2023	AW	LOWE'S COMPANIES INC.	\$332.96 *	V
	Purpose:	MISC PURHCASES				
90651	05/23/2023	05/23/2023	AW	LOWE'S COMPANIES INC.	-\$332.96	V
90907	05/15/2023	05/15/2023	AW	ESO SOLUTIONS, INC.	\$631.24	O
	Purpose:	COMMUNICATION LINK WITH HOSPITALS				
90908	05/15/2023	05/15/2023	AW	INTERSTATE FORD	\$798.50	O
	Purpose:	HOSE LEAK REPLACED				
90909	05/15/2023	05/15/2023	AW	SUGARCREEK DIRECT FAMILY CARE	\$3,520.00	O
	Purpose:	FAMILY CARE				
90910	05/15/2023	05/15/2023	AW	TARGET SOLUTIONS LEARNING LLC	\$4,857.32	O
	Purpose:	SCHEDULING SOFTWARE				
90911	05/15/2023	05/15/2023	AW	IMAGE TREND, INC.	\$3,000.00	O
	Purpose:	SOFTWARE RENEWAL				
90912	05/15/2023	05/15/2023	AW	TIME WARNER CABLE	\$46.33	O
	Purpose:	INTERNET				
90913	05/15/2023	05/15/2023	AW	RUMPKE CONSOLIDATED	\$105.63	O
	Purpose:	TRASH REMOVAL				
90914	05/15/2023	05/15/2023	AW	GREENE COUNTY SANITARY ENGINEER	\$135.24	O
	Purpose:	WATER AND SEWER				
90915	05/15/2023	05/15/2023	AW	CHARTER COMMUNICATIONS	\$97.60	O
	Purpose:	CABLE				
90916	05/15/2023	05/15/2023	AW	AES OHIO	\$562.89	O
	Purpose:	ELECTRIC				
90917	05/15/2023	05/15/2023	AW	AIRGAS USA, LLC	\$28.01	O
	Purpose:	OXYGEN				
90918	05/15/2023	05/15/2023	AW	PHOENIX SAFETY OUTFITTERS	\$717.75	O
	Purpose:	UNIFORMS				
90919	05/15/2023	05/15/2023	AW	VALLEY ASPHALT CORPORATION	\$198.00	O
	Purpose:	COLD MIX				
90921	05/15/2023	05/15/2023	AW	DC DOOR COMPANY	\$610.00	O
	Purpose:	REPLACE EYES ON BAY 8				
90922	05/16/2023	05/16/2023	AW	OHIO PUBLIC WORKS COMMISSION	\$20,376.66	O
	Purpose:	BROWN ROAD/CLYO ROAD PAYMENT				
90923	05/16/2023	05/16/2023	AW	ODP BUSINESS SOLUTIONS,LLC	\$283.34	O
	Purpose:	SUPPLIES				
90924	05/16/2023	05/16/2023	AW	PRO ONCALL TECHNOLOGIES	\$318.57	O
	Purpose:	MONTHLY BILL				
90925	05/16/2023	05/16/2023	AW	DELL FINANCIAL SERVICES	\$1,785.66	O
	Purpose:	COMPUTERS (2 MOS)				
90926	05/16/2023	05/16/2023	AW	RUMPKE CONSOLIDATED	\$115.49	O
	Purpose:	TRASH REMOVAL				
90927	05/16/2023	05/16/2023	AW	HORIZON MEDICAL PRODUCTS	\$86.41	O
	Purpose:	EMS SUPPLIES				
90928	05/16/2023	05/16/2023	AW	OCCUPATIONAL HEALTH CENTERS OF OF	\$2,594.00	O

Payment Listing

5/15/2023 to 6/2/2023

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
		Purpose: DRUG TESTING/PHYSICALS				
90929	05/16/2023	05/16/2023	AW	AES OHIO	\$857.20	O
		Purpose: ELECTRIC				
90930	05/16/2023	05/16/2023	AW	DUNCAN OIL COMPANY	\$1,075.17	O
		Purpose: FUEL				
90931	05/16/2023	05/16/2023	AW	CHARTER COMMUNICATIONS	\$735.00	O
		Purpose: INTERNET/DISPATCH				
90932	05/16/2023	05/16/2023	AW	CHARTER COMMUNICATIONS	\$506.04	O
		Purpose: MONTHLY BILLS				
90933	05/16/2023	05/16/2023	AW	VERIZON WIRELESS	\$570.19	O
		Purpose: MDTs				
90934	05/16/2023	05/16/2023	AW	MUFFLER BROTHERS	\$133.12	O
		Purpose: CAR 110				
90935	05/16/2023	05/16/2023	AW	Global Business Solutions, Inc.	\$951.42	O
		Purpose: AUDIO/VISUAL REPAIRS				
90936	05/16/2023	05/16/2023	AW	WASH IT DEAN	\$75.00	O
		Purpose: CAR WASHES				
90937	05/16/2023	05/16/2023	AW	OHIO ASSOCIATION OF CHIEFS OF POLICE	\$195.00	O
		Purpose: 2023 DUES				
90938	05/16/2023	05/16/2023	AW	K. E. ROSE COMPANY	\$95.00	O
		Purpose: CAR 111				
90939	05/16/2023	05/16/2023	AW	HENRY SCHEIN, INC.	\$274.46	O
		Purpose: EMS SUPPLIES				
90940	05/23/2023	05/23/2023	AW	LOWE'S COMPANIES INC.	\$332.96	O
		Purpose: MISC PURHCASES				
90942	05/23/2023	05/23/2023	AW	FRED CRAMER	\$20.00	O
		Purpose: CELL PHONE				
90943	05/23/2023	05/23/2023	AW	BARRY TIFFANY	\$750.00	O
		Purpose: CELL PHONE AND CAR ALLOWANCE				
90944	05/23/2023	05/23/2023	AW	CARA TILFORD	\$450.00	O
		Purpose: CELL PHONE AND CAR ALLOWANCE				
90945	05/23/2023	05/23/2023	AW	CAROLYN L. DESTEFANI	\$20.00	O
		Purpose: CELL PHONE				
90946	05/23/2023	05/23/2023	AW	MARVIN MOELLER	\$20.00	O
		Purpose: CELL PHONE				
90947	05/23/2023	05/23/2023	AW	DALE OWENS	\$20.00	O
		Purpose: CELL PHONE				
90948	05/23/2023	05/23/2023	AW	RICHARD CIPRIANO	\$20.00	O
		Purpose: CELL PHONE				
90949	05/23/2023	05/23/2023	AW	JOSHUA DARNELL	\$20.00	O
		Purpose: CELL PHONE				
90950	05/23/2023	05/23/2023	AW	CHASE MORGAN	\$20.00	O
		Purpose: CELL PHONE				
90951	05/23/2023	05/23/2023	AW	TAYLOR STINSON	\$20.00	O
		Purpose: CELL PHONE				
90952	05/23/2023	05/23/2023	AW	IAN TAMPLIN	\$20.00	O

Payment Listing

5/15/2023 to 6/2/2023

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
		Purpose: CELL PHONE				
90953	05/23/2023	05/23/2023	AW	LOWE'S COMPANIES INC.	\$981.30	O
		Purpose: MISC CHARGES				
90954	05/23/2023	05/23/2023	AW	ODP BUSINESS SOLUTIONS,LLC	\$275.18	O
		Purpose: SUPPLIES				
90955	05/23/2023	05/23/2023	AW	MUFFLER BROTHERS	\$21.06	O
		Purpose: CAR 105				
90956	05/23/2023	05/23/2023	AW	DC DOOR COMPANY	\$610.00	O
		Purpose: DOOR REPAIRS				
90957	05/23/2023	05/23/2023	AW	HERITAGE FIRE EQUIPMENT	\$1,943.76	O
		Purpose: LADDER TESTING				
90958	05/23/2023	05/23/2023	AW	TROPHY SPORTS CENTER	\$358.00	O
		Purpose: UNIFORMS				
90959	05/23/2023	05/23/2023	AW	US BANK EQUIPMENT FINANCE	\$1,519.51	O
		Purpose: COPIER FEES				
90960	05/23/2023	05/23/2023	AW	DUNCAN OIL COMPANY	\$950.78	O
		Purpose: FUEL				
90961	05/23/2023	05/23/2023	AW	POLLACK LAW, LLC	\$105.00	O
		Purpose: LEGAL FEES				
90962	05/23/2023	05/23/2023	AW	TECH ADVISORS	\$9,897.00	O
		Purpose: SERVICES				
90963	05/23/2023	05/23/2023	AW	MICHAEL BROWN	\$50.00	O
		Purpose: CELL PHONE				
90964	05/23/2023	05/23/2023	AW	DOUG EVANS	\$20.00	O
		Purpose: CELL PHONE				
90965	05/23/2023	05/23/2023	AW	MARK WHITE	\$20.00	O
		Purpose: CELL PHONE				
90966	05/23/2023	05/23/2023	AW	ENERGY OPTIMIZERS, USA	\$959.01	O
		Purpose: ENERGY CONTRACT				
90967	05/23/2023	05/23/2023	AW	IPMBA	\$75.00	O
		Purpose: DUES-TERRY				
90968	05/23/2023	05/23/2023	AW	CHUCK'S BODY SHOP	\$565.87	O
		Purpose: CAR 112				
90969	05/23/2023	05/23/2023	AW	CITI CARDS	\$188.32	O
		Purpose: MISC CHARGES				
90970	05/23/2023	05/23/2023	AW	BATTERIES PLUS	\$413.62	O
		Purpose: BATTERY				
90974	05/23/2023	05/23/2023	AW	DENTAL CARE PLUS, INC.	\$3,389.04	O
		Purpose: APRIL/MAY DENTAL INS				
90980	05/23/2023	05/23/2023	AW	FIDELITY SECURITY LIFE INSURANCE CO.	\$664.67	O
		Purpose: VISION INS				
90984	05/23/2023	05/23/2023	AW	STANDARD INSURANCE COMPANY	\$725.07	O
		Purpose: MAR - MAY LIFE INS				
90986	06/02/2023	05/31/2023	SW	Skipped Warrants 90986 to 90986 Series 1	\$0.00	V
		Purpose: Skipped Warrants 90986 to 90986 with Payment Series of 1				
Total Payments:					\$73,707.01	

Payment Listing

5/15/2023 to 6/2/2023

Total Conversion Vouchers:	\$0.00
Total Less Conversion Vouchers:	<u>\$73,707.01</u>

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, June 5, 2023, 7:00 P.M.

REGULAR SESSION:

- 1. Call to Order**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. Swearing in of Fire Department Staff**
 - A. Promotion of Fire Department Staff - Grant Wirth - 2023.06.05.01
 - B. Promotion of fire department Staff - Scott Rigsby - 2023.06.05.02
 - C. Appointment of Fire Department Staff Douglas Wiltse - 2023.06.05.03
- 5. Reports**
 - D. Administrator
 - E. Zoning
 - F. Fiscal Officer
 - G. Fire
 - H. Police
 - I. Roads and Services
 - J. Information Technology
 - K. 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. Minutes
 - C. Authorizing the Township Administrator to Act as Signatory to Amend SRO Memorandum of Understanding with School District - 2023.06.05.04
- 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**
- 12. Adjourn**

The Board Of Trustees Of Sugarcreek Township, Greene County, Ohio, in Regular Session on May 1st, 2023, at 7:00pm

REGULAR SESSION:

1. Call to Order

2. Roll Call

Mr. Demko called the roll with Board Members, Mrs. Destefani, Mr. Moeller, and Mr. Cramer in attendance. Also, in attendance were Doug Cozad, David Lambright, Louis Schatzberg, Donna Hellmann, Kevin Price, Scott Carper, and Students of The Hog Flyers

3. Pledge of Allegiance

4. Recognition of the Hog Flyers, Winners of the State Competition

Mr. Cramer reported on the achievements of the Bellbrook Hog Flyers and recognized super attendant Doug Cozad. Mr. Cramer introduces Dave Lambright as the start of the Flyer Hogs and how it began.

Mr. Lambright addressed that he is just the facilitator, the students take most of the credit for their success.

5. Swearing in of Todd Tignor to Lieutenant - 2023.05.01.01

**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2023.05.01.01**

IN RE: Promotion of Fire Department Personnel – Todd Tignor

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 Douglas M. Buffenbarger requests the promotion of Todd Tignor from Part-time Firefighter/Paramedic to Full-time Fire Lieutenant, 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 promotion of Todd Tignor to the position of Full-time Fire Lieutenant at the pay rate of \$26.68 per hour with an effective date of May 15, 2023, and is subject to a one (1) year probationary period ending May 15, 2024.

Chief Buffenbarger reviewed the history of Lieutenant Tignor's training background. Chief Buffenbarger swore in Todd Tignor.

6. Reports

A. Administrator

Mrs. Destefani spoke on behalf of Mr. Tiffany, the meeting's continuing topic of the construction roadwork of the Wilmington Pike I- 675 Interchange, there will be a meeting opened to the community for ODOT preferred recommendations on June 6th 5pm-7pm at Sinclair College. Mr. Cramer stated there is 6 million dollars accumulated for funding as of now.

Mr. Cramer stated that Mr. Tiffany met with the Greene County township administrators; the priority issue discussed was the county wide dispatch.

B. Zoning

Mrs. Tilford has nothing to add. Mrs. Destefani inquired about the PUD-R discussions, Mrs. Tilford stated the first discussion will be May 2nd.

Mrs. Tilford discussed the potential process to obtain a vehicle for the Roads and Services Department, with Enterprise Fleet Management.

Mrs. Destefani addressed the OBC board meeting. Ohio Benefits Co-op Mrs. Tilford reported the OBC annual renewal meeting last was week, they are looking at 4% increase in health care costs which is a reasonable increase due to our township's good standing with low claims through the years.

Mrs. Destefani asked about PopShelf. Mrs. Tilford reported it is owned by Dollar General and it is more of a home goods type of store that will be in plaza one. In addition, we will be getting a new bakery.

C. Fiscal Officer

Mr. Demko addressed the \$500 donation for the memorial fund that was not specifically designated, and spoke about the \$ 25,000 grant for the memorial fund as well.

D. Fire

Chief Buffenbarger had nothing to add.

E. Police

Mrs. Tilford discussed the Bike Rodeo on Chief Brown's behalf. The Bike Rodeo had a lower attendance this year and they will be looking at moving it to a more accessible location for next year to help increase the numbers.

Mr. Moeller asked what MILO training is. Mrs. Tilford states police offices go through scenarios training.

F. Roads and Services

Repaving is not yet finished on the roads. Joe Hoffmann will be leaving the Roads and Services department.

G. Information Technology

None.

H. Trustees

Mr. Moeller stated that there was a great turn out for the Sugar Maple festival. The

Miami Valley Regional Planning dinner he attended was a success. Mr. Cramer stated that the strategy meeting that occurred with LJ, the engineer for the 675 interchange. Mr. Cramer also discussed the future bike trail. May 19 will be the UNCIN ribbon cutting ceremony. Mr. Cramer requested the 675-project letter be sent out. Mr. Cramer attended a dinner where Governor DeWine presented Greene County with 12 million dollars for the new jail. Mrs. Destefani stated the Greene County Regional Planning meeting had final results for what Greene County should look like in 2040. Mrs. Destefani attended the wastewater community meeting for Greene County. They are finishing the remote tracking for water consumption.

7. **Public Comments** - Limited to five minutes per person. Agenda related business only. (Time cannot be yielded to another person.)

None

8. **Old Business**

Mrs. Destefani asked about the school, city, township, and park meeting. Mr. Cozad stated it is still being determined.

9. **Consent Agenda Items**

A. Payment of Bills

B. Minutes

C. Resignation of Fire Department Staff - Bradd Whitley - 2023.05.01.02

SUGARCREEK TOWNSHIP

RESOLUTION NO. 2023.05.01.02

IN RE: Resignation of Fire Department Staff – Bradd Whitley

WHEREAS, Part-time Lieutenant, Bradd Whitley has indicated his desire to resign from the Sugarcreek Township Fire Department; and,

WHEREAS, Bradd Whitley was began as a volunteer member of the Sugarcreek Township Fire Department on June 6, 2005; and,

WHEREAS, Chief Doug Buffenbarger recommends we accept the resignation of Bradd Whitley.

NOW THEREFORE, BE IT RESOLVED that the Board of Sugarcreek Township Trustees officially accepts the above-mentioned resignation effective June 6, 2023.

D. Resignation of Roads and Services Staff - Joe Hoffman - 2023.05.01.03

SUGARCREEK TOWNSHIP

RESOLUTION NO. 2023.05.01.03

IN RE: Resignation of Roads and Services Department Staff – Joe Hoffmann

WHEREAS, Part-time Roads and Services Service Worker I, Joe Hoffmann has indicated his desire to resign from the Sugarcreek Township Roads and Services Department; and,

WHEREAS, Mr. Hoffmann was hired as a member of the Sugarcreek Township Roads and Services Department on September 28, 2020; and,

WHEREAS, Township Administrator Barry Tiffany recommends we accept the resignation of Joe Hoffmann.

NOW THEREFORE, BE IT RESOLVED that the Board of Sugarcreek Township Trustees officially accept the resignation of Joe Hoffmann effective May 10, 2023.

E. Declaring Excess Property - Police Department - 2023.05.01.04

SUGARCREEK TOWNSHIP

RESOLUTION NO. 2023.05.01.04

IN RE: Declaration of Excess Property – Police Department

WHEREAS, the Sugarcreek Township Police 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.

Nikon D70 Digital Camera

- Property tag 005117
- Serial Number 3292883
- Two accessory cords and lens caps

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.

Mrs. Destefani made a motion to accept the consent agenda items as written

Mr. Moeller seconded.

Vote as follows:

Mrs. Destefani, Yes

Mr. Cramer, yes

Mr. Moeller, Yes

10. Discussion Agenda Items

Mrs. Destefani presented an additional Proclamation for the National Day of Prayer,

Mrs. Destefani made a motion to accept proclamation of National Day of Prayer

Mr. Moeller seconded.

Vote as follows:

Mrs. Destefani, Yes

Mr. Cramer, yes

Mr. Moeller, Yes

11. Public Comments - Limited to five minutes per person. Township related business only. (Time cannot be yielded to another person.)

Donna Hellmann, 3981 Windy Bluff CT Ms. Hellmann asked how to obtain the New Resident packets. Mrs. Tilford states they can be sent to her via email.

Kevin Price, 3249 Spillway CT. spoke in opposition of Jim Martin's land issue. Mr. Price stated the land was gifted to the township by Jim Martin, Mr. Price recalls 37 acres. Mr. Price stated the township has determined that the land cannot be used by the public as a park etc. Mr. Price stated rather than gift the land to non-excluded family members, the decision that's been made is to sell the property. Mr. Price stated he believes the intent of the township is to sell all or part of Jim Martin property to a Martin family member. Mr. Price questioned what would happen if Jodi Martin does not buy all of Jim Martin's property? Mr. Price stated the intent is to sell the remaining property that Ms. Martin does not acquire to someone whose property abutts Jim Martins. Mr. Price stated the idea to seek an agreement with the Martin family member who acquires the property and have become a dual-purpose lane. And no easement would be required. Mr. Price stated if you are not going to seek a variance and not work with the park district, put in a conservation deed restriction on the land that is going to be sold so the land does not become another housing area with 25 homes over the next 5-10 years. He would encourage the Trustees to do the right thing, not the most profitable to the general fund. He noted he is disappointed in the lack of working as a team with the park district. He noted it is beyond him.

Mr. Cramer thanked Mr. Price for his comments and noted that he believes if Mr. Price were to talk to Jodi she would share that she is content with the status of discussions.

Mr. Price indicated that he speaks to Jodi every day and he does not think that is the case. He noted it depends on what happens with the property. If she gets the property then yes

but not if she hears chainsaws in a few years.

Donna Hellmann, 3981 Windy Bluff CT
addressed the concerns of the residents around the Jim Martin property.

Mrs. Destefani redirected back to Mr. Price's comments stating the area where Mr. Martin's property is, is zoned in a fashion where the lots cannot be smaller than 500 acres.

12. Trustee/Staff Discussion

Mrs. Destefani stated Mary Kay Marsh has students wanting to contribute to the Veterans Memorial, using that as their fundraising project for student council.

Adjourn

Mrs. Destefani 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

The Board of Trustees of Sugarcreek Township, Greene County, Ohio, in Regular Session on May 15 at 7:02 PM.

1. Call to Order

2. Roll Call

Mr. Demko called the roll with Board Members, Mrs. Destefani, Mr. Moeller, and Mr. Cramer in attendance. Also in attendance, Kevin Price, and Donna Hellmann

3. Pledge of Allegiance

4. Swearing in of Fire Department Staff, Fire Marshal - Jordan Ewing - 2023.05.15.01

**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2023.05.15.01**

IN RE: Promotion of Fire Department Personnel – Jordan Ewing

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 Douglas M. Buffenbarger requests the promotion of Jordan Ewing from Part-time Firefighter/EMT to Full-time Fire Marshal, 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 promotion of Jordan Ewing to the position of Full-time Fire Marshal at the pay rate of \$26.38 per hour with an effective date of May 15, 2023, and is subject to a one (1) year probationary period ending May 15, 2024.

Mrs. Destefani made a motion to accept the swearing in of Fire Department Staff- Jordan Ewing
Mr. Tiffany seconded.

Vote as follows:

Mrs. Destefani, Yes

Mr. Cramer, yes

Mr. Moeller, Yes

Chief Buffenbarger stated we lost our Fire Marshall to retirement who was a knowledgeable man yet knew that Jordan Ewing would be the perfect replacement. Buffenbarger reviewed Jordan Ewing's history with fire department. Buffenbarger declared Jordan Ewing sworn in as Fire Marshal for the Sugarcreek Fire Department.

5. Reports

A. Administrator

Mr. Tiffany has nothing to add. Mrs. Destefani discussed the prior workshop conversation for the I-675 Wilmington pike interchange overview. The information was on what ODot plans, including the timeline and what to expect from Crystal Corbin.

Mr. Moeller stated that the residents' questions that were about the Township having to do something with their mail due to the mailboxes being moved to the end of the construction area. Mr. Moeller asked Mr. Tiffany about the relocation of the mailboxes. Dale Owens stated that he spoke with the general contractor and the letter carrier and it was taken care of. Mr. Owens stated he will check on that situation again to see if he can find anything else.

Mrs. Destefani asked about the Marshalls paint on the roof and if there are any updates on that? Mrs. Tilford stated they sent them a letter and it is a warranty issue with a painting contractor that will hopefully be worked out soon.

Mrs. Destefani asked about the timeline for the Carpenter Road project. Mr. Owens stated the Carpenter Road construction timeline should be around 3- 4 weeks.

Mr. Moeller asked if they will be piping or putting open ditches at the end of the road. Mr. Owens stated that it is a ditch that should be mow able as well as being a foot deep.

Mrs. Destefani addressed the project for the telephone pole relocation and if that is still in motion. Mr. Owen will inquire about that.

B. Zoning

Mrs. Tilford stated that the Zoning Commission met and elected new officers. Donna Hellmann will be acting in an officer capacity.

Mrs. Destefani made a motion to allow one time customer service award to Cara Tilford.

Mrs. Destefani made a motion to allow the one time award to Cara Tilford

Mr. Cramer seconded.

Vote as follows:

Mrs. Destefani, Yes

Mr. Cramer, yes

Mr. Moeller, Yes

C. Fiscal Officer

Mr. Demko stated we received a \$500 donation to the veterans memorial at the middle school in addition to the student council from a resident.

Mr. Demko stated the tax budget is due in July so in June They will be meeting with the department heads to share the estimated revenues are, to compare and see what rolls into the budget next year. Mr. Cramer asked if we are anticipating the budget to be similar to the past years. Mr. Demko stated that he believes it to be consistent.

D. Fire

Nothing to add. Mrs. Destefani asked if the department would be getting a vehicle for the Fire Marshal. Mr. Tiffany stated that it's a question of the availability on the police departments next vehicle so that they can then move one over to the fire department.

Mrs. Destefani noted that she attended the CPR training and asked if it would be available for the public. Chief Buffenbarger stated the CPR training will be open to the public.

E. Police

Chief Brown thanks the public for voting to pass the levy. As a direct result of passing the levy, Chief Brown stated that they are now hiring 3 officers. Officer Gudgell is retiring and Chief Brown confirmed that they will be looking for one full-time person at the police department, one fulfilling the SRO fulltime for the school, and then the additional SRO. Mrs. Tilford noted that on June 30th 1-4, there will be a retirement reception, open house format, here for officer Ron Gudgell.

Mr. Cramer noted that the MILO training was held at the admin building and sounded intense and he commended Chief Brown for putting the officers through the training.

F. Roads and Services

Mr. Owens had nothing to add. Mr. Owens noted that the CPR training was well done and much appreciated.

Mrs. Destefani asked about the mowing at Pine Court. Mr. Owens stated that mowing there was being done this week.

G. Information Technology

Nothing to add

H. Trustees

Mr. Moeller stated he went to the middle school presentation where the school was giving some funding to memorial.

Mr. Moeller noted that he has spoken to several members of the community and everything seems to be going well and everyone is happy.

Mr. Cramer stated he will be attending these upcoming events; this Wednesday is the Cornerstone Dedication. The Wright Patterson community event being held on the 19th. Mr. Cramer also stated the UNICIN ribbon cutting will be held on the 19th at 1pm. On June 6th, the public portion of the 675 project will commence. Mr. Cramer noted the homebuilders association golf outing will be on May 22nd.

Mr. Cramer stated that the Bellbrook high school Hog flyers went to Denver to represent Ohio and this community, and they won first place.

Mr. Cramer addressed the Greene County Township Administration meeting last week asking "where are we on the Greene County dispatch?" "The administration did not have a good answer at the time. Mr. Cramer stated Commissioner Peralis had Brandon from the Greene County Administration call with updates. Mr. Cramer stated he thought this project would be progressing since the township signed in January. Mr. Cramer reported they have yet to sign all the townships up to the current dispatch systems due to the slow progression of getting the last few townships in so that we have this year's stuff done. Mr. Cramer stated the expectation of having a system by the end of December is not the expectation for Greene County Administration.

Mr. Cramer stated the Greene County Legislation breakfast is on June 9th at 7:30am as well as the Greene County paddling event down the Little Miami River with Hope Taft.

Mrs. Destefani stated the Spring Lakes ribbon cutting on June 7th that the public is welcome to attend and the River festival will be downtown on June 10th.

Mrs. Destefani stated Mary Kay Marsh who is the Bellbrook student council advisor, approached us wanting to use the Veterans Memorial park as a fundraising opportunity for the student council who presented us with a \$1,000 check at their pep rally.

6. Public Comments - Limited to five minutes per person. Agenda related business only. (Time cannot be yielded to another person.)

None

7. Old Business

Mrs. Destefani confirmed with Barry about talking with Doug Cozad about the joint meeting that will be held next year. Mr. Tiffany confirmed that they will schedule for September and March next year.

8. Consent Agenda Items

A. Payment of Bills

B. Minutes

C. Appointment of Fire Department Staff - Daniel Gibson - 2023.05.15.02

SUGARCREEK TOWNSHIP
RESOLUTION NO. 2023.05.08.02

IN RE: Authorizing the Township Administrator to enter into a Purchase Agreement for the Sale of Township Real Property Pursuant to R.C. 505.10(A)(6)

WHEREAS, former Township Resident, Mr. James Martin, through his trust, directed that his property and contents located at 2465 Stewart Road, Sugarcreek Township, Greene County, Ohio be transferred to Sugarcreek Township; and,

WHEREAS, the property located at 2465 Stewart Road is identified on the Greene County Auditor's website as parcel numbers L32000200270002600 and L32000200270001200 totaling approximately 38.252 acres; and,

WHEREAS, pursuant to R.C. 505.10(A), when the Township has property that the Board of Trustees finds is not needed for public use, is obsolete, or is unfit for the use for which it was acquired, the Board may sell and convey that property or otherwise dispose of it in accordance with the parameters of the statute; and,

WHEREAS, pursuant to R.C. 505.10(A)(6), when the Township has title to real property and the Board of Township Trustees wishes to sell or otherwise transfer the property, the Board, upon a unanimous vote of its members and by resolution, may authorize the transfer and conveyance of that real property to any person upon whatever terms are agreed to between the Board and that person; and,

WHEREAS, the Board of Trustees wishes to enter into a purchase agreement with Ms. Jodi Puterbaugh for the sale of approximately 14 acres of the aforementioned property with all buildings and contents, to be more fully described by survey and subject to legal subdivision under Ohio law, at an agreed upon price of \$134,000 and contingent upon a successful bid and prior closing by an adjoining property owner

for the remaining balance of the property, which must be combined with the successful bidders property;
and,

WHEREAS, the Board of Trustees wishes to sell the remaining property (approximately 24.252 acres) by solicited sealed bid, to be more fully described by survey, to one of the adjoining properties which must be combined with their existing parcel within 60 days of the closing date of the sale of the property and signing of an affidavit confirming the property is to be combined, and,

WHEREAS, both new parcels are being sold as is with no warranties represented or implied.

NOW THEREFORE, BE IT RESOLVED, that the Trustees do hereby find that the property located at 2465 Stewart Road, Sugarcreek Township, Greene County, Ohio is not needed for public use.

BE IT FURTHER RESOLVED, that the Trustees do hereby authorize the Township Administrator to enter into a purchase agreement with Ms. Jodi Puterbaugh in compliance with the conditions listed above and to take all necessary steps to close on the sale of the property and convey the deed to Ms. Puterbaugh.

BE IT FURTHER RESOLVED, that the Trustees do hereby authorize the Township Administrator sell and convey the remaining property in compliance with the conditions listed above and in any manner authorized by law.

BE IT FURTHER RESOLVED, that the proceeds for the sale of the property shall be directed to the General Fund of Sugarcreek Township for the use of the Board of Trustees at their discretion within the limits of the law.

D. Requesting Speed Study - 2023.05.15.03

SUGARCREEK TOWNSHIP
RESOLUTION NO. 2023.05.15.03
IN RE: Requesting a Speed Zone Study on Fauber Road

WHEREAS, Township Administrator, Barry Tiffany, is requesting a speed zone study be performed on Fauber Road, that is located within the boundaries of said Township; and,

WHEREAS, the Board of Trustees finds that such request is of sufficient importance to the public welfare and safety to order a speed zone study be performed on said roadway,

NOW THEREFORE, BE IT RESOLVED, that the Board of Trustees of Sugarcreek Township, Greene County, Ohio is hereby requesting the County Engineer prepare a speed zone study on Fauber Road.

BE IT FURTHER RESOLVED, that once complete, the speed zone study will be sent to the State of Ohio for evaluation for a change in the posted speed limit on said road, if warranted.

E. Proclamation of Recognition - Memorial Day 2023

PROCLAMATION OF RECOGNITION
Memorial Day 2023

WHEREAS, On Memorial Day, we honor and reflect upon the courage, integrity, and selfless dedication of the members of our United States of America Armed Forces who have made the greatest sacrifice in service to our Nation; and,

WHEREAS, In honor and recognition of all of our fallen service members, on May 11, 1950, by a joint resolution Congress approved the amended U.S. Code, Title 36, Section 116, requesting that the President issue a proclamation calling on the people of the United States to observe each Memorial Day, the last Monday in May, as a day of prayer for permanent peace and remembrance.

WHEREAS, The Legacy of Memorial Day was first established in 1868 and we have a sacred obligation as a Nation to support our Service Member Families and to always honor the memories of their loved ones; and,

WHEREAS, Our Nation will never forget the courage and patriotism demonstrated by the countless men and women who laid down their lives so that we may continue to pursue a more perfect Union and protect the unalienable rights Americans hold dear. They came from every part of the country, of every background and belief, united by a shared belief in our uniquely American creed — that all people are created equal. We will honor their legacy by continuing our work to live up to that commitment and to advance the values they lived and died to defend; and,

NOW THEREFORE, the Sugarcreek Township Board of Trustees hereby recognizes the American service members that have given their lives to uphold our Constitution and to defend the safety and freedoms of our citizens. These patriots embody the best of the American spirit. They put themselves on the line for our shared values — for duty, honor, and country — and they paid the ultimate price. Our Nation can never fully repay the debt we owe to our fallen heroes and their families.

Mrs. Destefani made a motion to accept the consent agenda items without the minutes

Mr. Moeller seconded.

Vote as follows:

Mr. Moeller, Yes

Mrs. Destefani, Yes

Mr. Cramer, yes

9. Discussion Agenda Items

None

10. Public Comments - Limited to five minutes per person. Township related business only. (Time cannot be yielded to another person.)

Kevin Price, 3249 Spillway Ct, stated that he was curious as to what the potential is for the additional SRO. Mr. Tiffany stated the SRO will hopefully be in place before next school year.

Mr. Price asked when it will become public, what is going to happen with the disposition of the former Jim Martin Property.

Mrs. Destefani stated June 5th, Jodi changed her agreement to purchase 14 acres of the original property. The remaining areas will be opened to the 7 abutting property owners to the parcel to be purchased as a closed bid. Mrs. Destefani reports the letter with that information was sent out to the 7 residents last week, via certified and regular mail.

Mr. Tiffany clarified the requirement for purchase states that the new property must be combined to one parcel with their current property.

Mrs. Destefani stated the idea of the entire parcel being offered to the park district was something to be considered, but we had a family member who was interested in the property so that seemed like the better option between the two.

Donna Hellmann, 3981 Windy Bluff Ct, curious about the result of the speed studies that were done a while back for Possum Run and Little Sugar roads. Mr. Tiffany stated the speed studies on the two roads resulted in no change.

11. Trustee/Staff Discussion

Mrs. Destefani asked about the recording of the meetings. Mr. Tiffany noted that it was not happening yet.

Mr. Tiffany stated that we are close to having the legality done on Enterprise Fleet but wanted to confirm with the trustees being on board with using that service to procure vehicles.

Mr. Moeller asked what the service entails. Mr. Tiffany stated the key is you get the same state bid pricing and source well which is federal pricing, that they can use also. They look at the fleet and look at when it is an operatable time to trade vehicles in and get new ones. They purchase the old vehicles from you and credit it to your new purchase.

Mrs. Destefani made a motion to utilize Enterprise Fleet Management Service for a cost savings benefit to the Township.

Mr. Moeller seconded the motion.

Vote as follows:

Mr. Moeller, Yes

Mrs. Destefani, Yes

Mr. Cramer, yes

12. Adjourn

Mrs. Destefani makes the motion to adjourn at 7:56

Mr. Cramer seconded.

Vote as follows:

Mr. Moeller, Yes

Mrs. Destefani, Yes

Mr. Cramer, yes



AGENDA
SUGARCREEK TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
Monday, June 5, 2023, 7:00 P.M.

REGULAR SESSION:

- 1. Call to Order**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. Swearing in of Fire Department Staff**
 - A. Promotion of Fire Department Staff - Grant Wirth - 2023.06.05.01
 - B. Promotion of fire department Staff - Scott Rigsby - 2023.06.05.02
 - C. Appointment of Fire Department Staff Douglas Wiltse - 2023.06.05.03
- 5. Reports**
 - D. Administrator
 - E. Zoning
 - F. Fiscal Officer
 - G. Fire
 - H. Police
 - I. Roads and Services
 - J. Information Technology
 - K. 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. Minutes
 - C. Authorizing the Township Administrator to Act as Signatory to Amend SRO Memorandum of Understanding with School District - 2023.06.05.04
- 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**
- 12. Adjourn**



**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2023-06-05-04**

IN RE: Authorizing the Township Administrator to Act as Signatory to Amend SRO Memorandum of Understanding with School District

WHEREAS, Sugar Creek Township and the Bellbrook Sugar Creek School District entered into a Memorandum of Understanding in March of 2023, for the provision of a School Resource Officer for a three (3) year term commencing in the 2023/2024 school year; and,

WHEREAS, the Board of Trustees and staff have determined it in the best interest of the community to provide an additional School Resource Officer at the Middle School beginning in the 2023/2024 school year; and,

WHEREAS, the Police Chief and Township Administrator have worked with the superintendent of the School District to draft the attached First Amendment to the previously agreed upon MOU; and,

WHEREAS, Chief Michael A. Brown and Barry Tiffany, Township Administrator believe the attached Amendment to the MOU agreement to be in the best interest of the community and recommend that the Board of Trustees enter into said Amendment.

NOW THEREFORE, BE IT RESOLVED, that the Trustees do hereby authorize the Township Administrator to act as signatory to amend the SRO Memorandum of Understanding with the School District as attached hereto.

Carolyn Destefani, Chairperson

Fred Cramer, Vice-Chairperson

Marvin Moeller, Trustee

Richard Demko, Fiscal Officer



AGENDA
SUGARCREEK TOWNSHIP BOARD OF TRUSTEES
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 - A. Payment of Bills
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 - C. Authorizing the Township Administrator to Act as Signatory to Amend SRO Memorandum of Understanding with School District - 2023.06.05.04
- 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**
- 12. Adjourn**