



AGENDA
SUGARCREEK TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING

Monday, November 6th, 2023, 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. Minutes
 - C. Approving Funds Toward the Jim "Pee Wee" Martin Statue – 2023.11.06.01
 - D. Declaration of Excess Property – Police Department – 2023.11.06.02
- 8. Discussion Agenda Items**
- 9. Public Comments** - Limited to five minutes per person. Township related business only.
(Time cannot be yielded to another person.)
- 10. Trustee/Staff Discussion**
- 11. Executive session** – ORC Section 121.22.G1
- 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



**Staff Report for the Sugar Creek Township Board of Trustees
October 17, 2023 to November 2, 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:

- **October 26, 2023 BZA Meeting: Follow-up**
 - **BZA14-2023:** Applicant, Christopher Michael LaFountain, is requesting a Variance from Section 4.14 C. 6 Table 4-6 of the Sugar Creek Township Zoning Resolution to allow for the construction of a pool in the side yard of the subject property. The subject property is 2484 Stewart Road, parcel L32000200300009700, owned by Christopher Michael LaFountain, and located in the A-1 (Agricultural) District.
 - **The BZA approved the request as submitted by the applicant.**
- **November 16, 2023 BZA Meeting: Cancellation pending**

Zoning Commission Activities:

- **October 3, 2023 Zoning Commission Meeting: Follow-up**
 - **BZC03-2023:** Doyle Hughes Development, LLC is requesting a map amendment to the Sugar Creek Township Zoning Resolution to rezone 3634 Feedwire Road from R-1A (Suburban Residential-Low) District to PUD-R (Residential Planned Unit Development) District. The subject property contains 58.281 acres, can be further identified by parcel number L32000100130000300, and is owned by RJ Real Estate Properties, LLC. Doyle Hughes Development, LLC is also requesting preliminary development plan approval under Article 5 of the Sugar Creek Township Zoning Resolution for approval of the preliminary plan for a residential subdivision.

- **The Zoning Commission tabled the applicant's request and set the next hearing date for November 8, 2023 at 7:00 p.m. at the Sugarcreek Township Administration Office.**

Meetings/Accomplishments:

- Numerous phone calls and in person meetings to discuss the Feedwire Farm proposal
- Met with Paycor to discuss payroll groups on October 23, 2023
- Attended Senate Select Committee on Housing meeting on October 26, 2023 in Cincinnati
- Attended Greene County Commissioner's Meeting on October 26, 2023
- Attended BZA Meeting on October 26, 2023
- Met with Zoning Commission member to discuss Feedwire Farm development proposal on October 31, 2023
- Met with Compass Point Planning on November 1, 2023 to discuss Long Range Land Use Plan Update
- Met with Enterprise to discuss police, fire and service vehicle needs on November 1, 2023
- OTA Conference registration and housing pending (Sara is working on getting everyone's confirmations sent)
- Miami Valley Planning and Zoning Conference-will send registrations next week for those wishing to attend

Fire Department Scheduled Events Attended:

- PSISN Board Meeting
- Chamber of Commerce Meeting
- Beggar’s Night
- Caleigh’s Place Fire Safety Week
- Firefighter Wiltse attended “Brothers Helping Brothers” Training
- Greene County Fire Chiefs Meeting at Cedarville Township
- Captain Johnson and Paramedic Woodall will be attending Sinclair Job Fair on 11.16.2023 (Recruiting)

Fiscal:

As of October 31 st , 2023	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
Fire	\$3,370,852.27	\$185,597.34	\$2,594,741.78	\$615,927.26	76.400%
EMS	\$198,120.00	\$27,901.87	\$151,028.59	\$21,486.31	75.357%
Cell Tower Fund	\$24,000.00	\$0.00	\$0.00	\$24,000.00	0.000%
Department Total	\$3,592,972.27	\$237,499.21	\$2,745,770.37	\$637,413.57	75.836%

Projected Capital Needs:

- Replace ATV-71 \$39,900
- Bay Doors Station 71 \$15,000
- Bay Doors Station 72 \$25,000
- Training Prop \$30,000
- Replace Staff Cars \$125,000
- Fire Marshal Vehicle \$65,000
- Hose Testing Machine \$5,000
- Thermal Imaging Camera \$7,000
- MDT for Fire Marshal \$3,500

Respectfully Submitted,

Doug Buffenbarger
Fire Chief



Michael A. Brown
Chief of Police

Trustee Report November 6, 2023

Training

- On November 1st, Sergeant Evans and Property Room Clerk Montgomery attended the *Property Room Training* course.
- On November 2nd, Officer Beavers attended the *Interview and Interrogation* class.
- No other classes for November.

Fiscal

Budget 2023 (Final Appropriation)	\$3,071,100.00
Expenditures as of October 24, 2023	\$2,387,703.42
% of Budget Used	77%
% of Budget Year Target for the end of October	83%
% of Budget Remaining	23%
Cash Balance as of October 24, 2023	\$1,208,749.33

EVENTS/APPEARANCES

- On October 20th, Chief Brown attended the BSCSC Board Meeting.
- On October 23rd, Chief Brown attended the PSISN Board Meeting.
- On October 27th, Chief Brown attended the Greene County Jail Groundbreaking.
- On October 28th, the police department held our Drug Drop Off.
- On October 31st, our officers handed out candy to the community.
- On November 2nd, Chief Brown attended the School Active Shooter Team Meeting.
- On November 3rd, Chief Brown attended the School Safety Meeting.

Respectfully submitted,



Michael A. Brown
Chief of Police



Michael A. Brown
Chief of Police

Police Blotter

October 9, 2023

- Business and house checks
- Domestic violence reported in Bayberry Cove Drive
- Community policing
- Theft reported on Feedwire Road
- Theft reported on Wilmington Pike
- Theft reported on Little Sugarcreek Road

October 10, 2023

- Suspicious vehicle on Conference Road
- Welfare check on Rose Lake Drive
- Juvenile complaint on Little Sugarcreek Road
- Theft report on Silverado Drive

October 11, 2023

- Nothing to Report

October 12, 2023

- Traffic stops
- An animal complaint on S. Fairfield road
- Crash report on Wilmington Pike
- Juvenile complaint on Ravelle Court

October 13, 2023

- Juvenile complaint on Wilmington Pike
- Theft arrest on Wilmington Pike
- Welfare check on Centerpoint Drive

October 14, 2023

- Nothing to Report

October 15, 2023

- Domestic violence on McBee Road
- Community policing
- Business checks

October 16, 2023

- Welfare check on Upper Bellbrook Road
- Disturbance on Wilmington Pike
- Theft arrest on Wilmington Pike
- Crash report on Feedwire Road

October 17, 2023

- Nothing to Report

October 18, 2023

- Theft arrest on Wilmington Pike
- An animal complaint on Carleton Drive
- Crash report on Cloy Road
- Request of an officer on Surrey Trail

October 19, 2023

- Juvenile complaint on Feedwire Road
- Traffic stops

October 20, 2023

- Theft arrest on Wilmington Pike
- Crash report on Centerville Road
- Welfare check on Wagner Road

October 21, 2023

- Crash report on State Route 725
- Suspicious person on Ferry Road
- Parking violation on Wilmington Pike

October 22, 2023

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

October 23, 2023

- Theft arrest on Panama Place
- An animal complaint on Penewit Road
- Suspicious person on Feedwire Road
- Traffic stops

October 24, 2023

- Nothing to Report

October 25, 2023

- Crash report on Centerville Road
- Request of an officer on S. Reserve Street
- Fraud report on Sears Road

October 26, 2023

- Welfare check on Swigart Road
- Crash report on Feedwire Road
- Crash report on Wilmington Pike

October 27, 2023

- Fraud report on Surrey Trail
- Harassment report on Beech Hill Drive
- Request of an officer on Clyo Road
- Crash report on Lower Bellbrook Road

October 28, 2023

- Nothing to Report

October 29, 2023

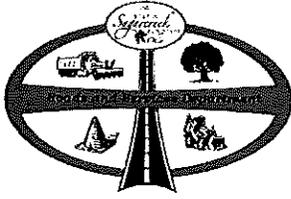
- Theft arrest on Wilmington Pike
- Suspicious person on Brown Road
- Traffic stops

October 30, 2023

- Community policing
- Business checks
- Theft arrest on Wilmington Pike

October 31, 2023

- Crash report on Wilmington Pike
- Theft arrest on Wilmington Pike
- Welfare check on Waynesville Road



**Staff Report for
Sugar Creek Township Trustees
November 6, 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 calls for service in this time period

Accomplishments:

- Repaired brush head on mini excavator
- Cleaned up corner Center Creek Cir- sight distance issue
- Dura Patch- Spahr Rd, berm on Conference, Ferry Rd, Berryhill Rd, Brown Rd
- Lubra-Seal International salt trucks
- Set up salt spreader and lubricated 705, 701, 702
- Trim trees- Middle Run
- Went to Bobcat of Dayton- 2) hydraulic hoses, fluid; repair lines on Mini
- Removed several dead animals on Township roads
- Mowed Clio, walk path, Veterans Memorial, Center Point, 2090 Ferry Rd
- Cleaned and washed all trucks
- LTAP training- Snow and Ice Removal
- Dug hole at 2090 Ferry Rd for bomb squad
- Changed radar batteries-(x2)
- Repaired pole saw
- Modified grate on Ferry Road for easier removal
- Remove signs from ROW-(x14)

Respectfully,

Dale Owens
Director of Roads and Services



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Payment Listing

10/16/2023 to 11/30/2023

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
1941-2023	10/16/2023	10/16/2023	CH	HUNTINGTON NATIONAL BANK	\$556.20	O
				Purpose: MISC CREDIT CARD CHARGES		
91545	10/17/2023	10/17/2023	AW	ZIONS BANK, CORPORATE TRUST	\$387,748.33	O
				Purpose: PAY OFF PSB		
91546	10/17/2023	10/17/2023	AW	BARRY TIFFANY	\$760.00	O
				Purpose: CAR ALLOWANCE AND CELL PHONE		
91547	10/17/2023	10/17/2023	AW	CARA TILFORD	\$460.00	O
				Purpose: CAR ALLOWANCE AND CELL PHONE		
91548	10/17/2023	10/17/2023	AW	CAROLYN L. DESTEFANI	\$40.00	O
				Purpose: CELL PHONE		
91549	10/17/2023	10/17/2023	AW	FRED CRAMER	\$40.00	O
				Purpose: CELL PHONE		
91550	10/17/2023	10/17/2023	AW	MARVIN MOELLER	\$40.00	O
				Purpose: CELL PHONE		
91551	10/17/2023	10/17/2023	AW	RICH DEMKO	\$40.00	O
				Purpose: CELL PHONE		
91552	10/17/2023	10/17/2023	AW	DALE OWENS	\$60.00	O
				Purpose: CELL PHONE		
91553	10/17/2023	10/17/2023	AW	JOSHUA DARNELL	\$40.00	O
				Purpose: CELL PHONE		
91554	10/17/2023	10/17/2023	AW	CHASE MORGAN	\$40.00	O
				Purpose: CELL PHONE		
91555	10/17/2023	10/17/2023	AW	TAYLOR STINSON	\$40.00	O
				Purpose: CELL PHONE		
91556	10/17/2023	10/17/2023	AW	IAN TAMPLIN	\$40.00	O
				Purpose: CELL PHONE		
91557	10/17/2023	10/17/2023	AW	RICHARD CIPRIANO	\$40.00	O
				Purpose: CELL PHONE		
91558	10/17/2023	10/17/2023	AW	GREENE COUNTY EMERGENCY MANAGER	\$1,134.09	O
				Purpose: 2024 HYPER REACH COLLABORATION		
91559	10/17/2023	10/17/2023	AW	GREENE COUNTY AUDITOR	\$1,715.76	O
				Purpose: 2024 GCEM ALLOACTION		
91560	10/17/2023	10/17/2023	AW	CHARTER COMMUNICATIONS	\$1,351.74	O
				Purpose: VARIOUS TELEPHONE INVOICES		
91561	10/17/2023	10/17/2023	AW	SUN BADGE CO.	\$137.75	O
				Purpose: RETIREMENT BADGE		
91562	10/17/2023	10/17/2023	AW	MEYERS PRINTING & DESIGN, INC.	\$55.45	O
				Purpose: BUSINESS CARDS		
91563	10/17/2023	10/17/2023	AW	O'REILLY AUTOMOTIVE, INC.	\$458.02	O
				Purpose: PARTS		
91564	10/17/2023	10/17/2023	AW	LEADER MACHINERY COMPANY, LTD	\$308.00	O
				Purpose: AGGREGATE HOSE		
91565	10/17/2023	10/17/2023	AW	AIM MEDIA MIDWEST	\$386.36	O
				Purpose: ZONING ADS		
91566	10/17/2023	10/17/2023	AW	DELL FINANCIAL SERVICES	\$892.83	O
				Purpose: COMPUTER RENTALS		

Payment Listing

10/16/2023 to 11/30/2023

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
91567	10/17/2023	10/17/2023	AW	SUPERIOR PLUS PROPANE	\$1,570.26	O
				Purpose: PROPANE		
91568	10/17/2023	10/17/2023	AW	AES OHIO	\$442.85	O
				Purpose: ELECTRIC		
91569	10/17/2023	10/17/2023	AW	AIRGAS USA, LLC	\$38.99	O
				Purpose: OXYGEN		
91570	10/17/2023	10/17/2023	AW	HENRY SCHEIN, INC.	\$434.27	O
				Purpose: EMS SUPPLIES		
91571	10/17/2023	10/17/2023	AW	FIRELANDS SUPPLY COMPANY	\$1,280.00	O
				Purpose: GUARDRAIL		
91572	10/17/2023	10/17/2023	AW	STREETLIGHT PRINTING	\$325.00	O
				Purpose: PUBLIC EDUCATION STICKERS		
91573	10/17/2023	10/17/2023	AW	LASERLINE	\$1,070.00	O
				Purpose: RUST PROOFING		
91574	10/17/2023	10/17/2023	AW	MICHAEL BROWN	\$60.00	O
				Purpose: CELL PHONE		
91575	10/17/2023	10/17/2023	AW	DOUG EVANS	\$40.00	O
				Purpose: CELL PHONE		
91576	10/17/2023	10/17/2023	AW	PRO ONCALL TECHNOLOGIES	\$391.45	O
				Purpose: MONTHLY FEE AND SERVICE CALL		
91577	10/17/2023	10/17/2023	AW	MARK WHITE	\$40.00	O
				Purpose: CELL PHONE		
91578	10/17/2023	10/17/2023	AW	Paul Guerrero	\$40.00	O
				Purpose: CELL PHONE		
91579	10/17/2023	10/17/2023	AW	LESLEY STAYER	\$40.00	O
				Purpose: CELL PHONE		
91580	10/17/2023	10/17/2023	AW	TYLER MANTIA	\$40.00	O
				Purpose: CELL PHONE		
91581	10/17/2023	10/17/2023	AW	CRAIG BLACK	\$40.00	O
				Purpose: CELL PHONE		
91582	10/17/2023	10/17/2023	AW	ODP BUSINESS SOLUTIONS,LLC	\$154.36	O
				Purpose: SUPPLIES		
91583	10/17/2023	10/17/2023	AW	DnD UNIFORMS, INC.	\$170.00	O
				Purpose: UNIFORMS		
91584	10/17/2023	10/17/2023	AW	A. E. DAVID COMPANY	\$251.49	O
				Purpose: PATCHES		
91585	10/17/2023	10/17/2023	AW	MUFFLER BROTHERS	\$85.25	O
				Purpose: CAR 109 AND FUSION		
91586	10/17/2023	10/17/2023	AW	SPECTRUM	\$11.58	O
				Purpose: TV CHARGES - ADMIN		
91587	10/17/2023	10/17/2023	AW	AES OHIO	\$281.98	O
				Purpose: STA 71		
91588	10/17/2023	10/17/2023	AW	GATEWAY AUTO CLINIC	\$76.39	O
				Purpose: TAHOE		
91589	10/17/2023	10/17/2023	AW	PHOENIX SAFETY OUTFITTERS	\$268.98	O
				Purpose: UNIFORMS		

Payment Listing

10/16/2023 to 11/30/2023

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
91590	10/17/2023	10/17/2023	AW	DUNCAN OIL COMPANY	\$2,124.59	O
				Purpose: FUEL		
91591	10/17/2023	10/17/2023	AW	RUMPKE CONSOLIDATED	\$108.22	O
				Purpose: TRASH REMOVAL		
91593	10/23/2023	10/23/2023	AW	FIRE APPARATUS SERVICE AND REPAIR, I	\$2,765.34	O
				Purpose: REPAIRS AND PUMP TESTS		
91594	10/23/2023	10/23/2023	AW	AIRGAS USA, LLC	\$392.35	O
				Purpose: OXYGEN		
91595	10/23/2023	10/23/2023	AW	BUCKEYE POWER SALES CO., INC.	\$445.00	O
				Purpose: ANNUAL GENERATOR MAINT		
91596	10/23/2023	10/23/2023	AW	SIRCHIE FINGER PRINT LABORATORIES, I	\$232.43	O
				Purpose: EVIDENCE MATERIAL		
91597	10/23/2023	10/23/2023	AW	VERIZON WIRELESS	\$570.32	O
				Purpose: MDT		
91598	10/23/2023	10/23/2023	AW	QUADIENT FINANCE USA, INC.	\$300.00	O
				Purpose: POSTAGE		
91599	10/23/2023	10/23/2023	AW	PREMIER HEALTH	\$591.68	O
				Purpose: EMPLOYEE CARE		
91600	10/23/2023	10/23/2023	AW	OCCUPATIONAL HEALTH CENTERS OF OH	\$146.00	O
				Purpose: DRUG TEST/PHYSICAL		
91601	10/23/2023	10/23/2023	AW	ENERGY OPTIMIZERS, USA	\$959.01	O
				Purpose: ENERGY CONTRACT		
91602	10/23/2023	10/23/2023	AW	PHOENIX SAFETY OUTFITTERS	\$109.94	O
				Purpose: UNIFORMS		
91603	10/24/2023	10/24/2023	AW	DnD UNIFORMS, INC.	\$118.00	O
				Purpose: UNIFORMS		
91604	10/24/2023	10/24/2023	AW	BUCKEYE POWER SALES CO., INC.	\$980.00	O
				Purpose: SERVICE CONTRACTS		
91605	10/24/2023	10/24/2023	AW	BOBCAT OF DAYTON, INC.	\$287.50	O
				Purpose: HOSE AND FITTINGS, FLUIDS AND FILTERS		
91606	10/24/2023	10/24/2023	AW	NORTHCOAST PRODUCTS	\$2,696.20	O
				Purpose: RAPID SET EMULSION		
91607	10/24/2023	10/24/2023	AW	MELVIN STONE COMPANY	\$288.80	O
				Purpose: LIMESTONE		
91608	10/24/2023	10/24/2023	AW	MUTH BROTHERS EQUIPMENT	\$1,687.50	O
				Purpose: TROUBLE SHOOT AIR SYSTEMS		
91609	10/24/2023	10/24/2023	AW	O'REILLY AUTOMOTIVE, INC.	\$11.18	O
				Purpose: LIGHTS		
91610	10/24/2023	10/24/2023	AW	ODP BUSINESS SOLUTIONS,LLC	\$50.03	O
				Purpose: SUPPLIES		
91611	10/24/2023	10/24/2023	AW	A. E. DAVID COMPANY	\$297.75	O
				Purpose: UNIFORMS		
91612	10/24/2023	10/24/2023	AW	DUNCAN OIL COMPANY	\$632.88	O
				Purpose: FUEL		
91613	10/24/2023	10/24/2023	AW	MUFFLER BROTHERS	\$59.78	O
				Purpose: OIL CHANGE		

Payment Listing

10/16/2023 to 11/30/2023

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
91614	10/24/2023	10/24/2023	AW	GRANDMA'S GARDENS	\$8,547.86	O
				Purpose: CARPENTER ROAD BEAUTIFICATION (TREES, ETC.)		
91615	10/24/2023	10/24/2023	AW	CHARTER COMMUNICATIONS	\$742.47	O
				Purpose: MONTHLY FEES		
91616	10/24/2023	10/24/2023	AW	LOWE'S COMPANIES INC.	\$281.16	O
				Purpose: MISC SUPPLIES		
91617	10/24/2023	10/24/2023	AW	VOSS	\$430.53	O
				Purpose: BATTALION REPAIR		
91618	10/24/2023	10/24/2023	AW	AT&T MOBILITY	\$666.34	O
				Purpose: MDT, LIFEPAK CONNECTIONS		
91619	10/24/2023	10/24/2023	AW	PHOENIX SAFETY OUTFITTERS	\$103.00	O
				Purpose: UNIFORMS		
91621	10/31/2023	10/31/2023	AW	BARRY TIFFANY	\$65.46	O
				Purpose: COFFEE, TISSUES, ETC		
91622	10/31/2023	10/31/2023	AW	O'REILLY AUTOMOTIVE, INC.	\$32.65	O
				Purpose: SUPPLIES, WIPER BLADES		
91623	10/31/2023	10/31/2023	AW	DAYTON DAILY NEWS	\$170.97	O
				Purpose: 13 WEEK SUBSCRIPTION		
91624	10/31/2023	10/31/2023	AW	CITY OF XENIA	\$75,000.00	O
				Purpose: 911 DISPATCH SERVICE		
91625	10/31/2023	10/31/2023	AW	PAYCOR	\$326.66	O
				Purpose: TIMECLOCKS		
91626	10/31/2023	10/31/2023	AW	PRO ONCALL TECHNOLOGIES	\$1,149.10	O
				Purpose: INSTALL DOOR PHONE @ PSB		
91627	10/31/2023	10/31/2023	AW	OHIO PEACE OFFICERS TRAINING ACADE	\$475.00	O
				Purpose: SHOTGUN TRAINING - LACY		
91628	10/31/2023	10/31/2023	AW	VIKING HEATING	\$237.50	O
				Purpose: STA 71 SEMI ANNUAL PM		
91629	10/31/2023	10/31/2023	AW	DC DOOR COMPANY	\$296.00	O
				Purpose: B-70 DOOR REPAIR		
91630	10/31/2023	10/31/2023	AW	DAYTON REGIONAL HAZ MAT RESPONSE	\$390.88	O
				Purpose: PER CAPITA BLANCE DUE		
91631	10/31/2023	10/31/2023	AW	MUFFLER BROTHERS	\$272.11	O
				Purpose: CAR 113		
91632	10/31/2023	10/31/2023	AW	CAPITAL TIRE, INC.	\$540.00	O
				Purpose: TIRES		
91633	10/31/2023	10/31/2023	AW	BATTERIES PLUS	\$45.68	O
				Purpose: BATTERIES		
91634	10/31/2023	10/31/2023	AW	AXON ENTERPRISE, INC.	\$41,729.10	O
				Purpose: TASERS		
91639	10/31/2023	10/31/2023	AW	ODP BUSINESS SOLUTIONS,LLC	\$53.66	O
				Purpose: BATTERIES		
91640	10/31/2023	10/31/2023	AW	DUNCAN OIL COMPANY	\$1,751.79	O
				Purpose: FUEL		
Total Payments:					\$552,699.80	
Total Conversion Vouchers:					\$0.00	

Payment Listing

10/16/2023 to 11/30/2023

Total Less Conversion Vouchers: \$552,699.80

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 6th, 2023, 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. Minutes
 - C. Approving Funds Toward the Jim "Pee Wee" Martin Statue – 2023.11.06.01
 - D. Declaration of Excess Property – Police Department – 2023.11.06.02
- 8. Discussion Agenda Items**
- 9. Public Comments** - Limited to five minutes per person. Township related business only.
(Time cannot be yielded to another person.)
- 10. Trustee/Staff Discussion**
- 11. Executive session** – ORC Section 121.22.G1
- 12. Adjourn**

The Board of Trustees of Sugarcreek Township, Greene County, Ohio, in Regular Session on October 16, 2023, at 7:00PM.

1) Mrs. Destefani called the session to order at 7:00pm

2) **Mr. Demko called the roll with the board members**, Mr. Moeller, Mrs. Destefani, Mr. Cramer. Also in attendance, Barry Tiffany, Cara Tilford, Donna Hellmann, Louie Schatzberg.

3) **All in attendance stood for the Pledge of Allegiance.**

4) **Cub Scouts – Pack 3 Arrow of Light Scouts**

5) **Greene County Child Services – Issue 20 renewal**

Woman stated the purpose of Issue 20 and the impact it has on Greene County.

6) **Reports**

Administrator

Mrs. Tilford stated that Payor will be moving forward for our payroll.

Mr. Cramer commented on ODot's lean towards a divergent diamond solution vs split interchange diversion.

Mrs. Tilford confirmed that divergent address ODot's immediate needs. An evaluation analysis on efficiency between the two options is in the works driven by the Greene County Commission.

Mrs. Tilford stated if the Greene County Commission lacks interest in the project, it can result in the decision of the Divergent Diamond.

Zoning

Mrs. Tilford addressed the BZC meeting on Wednesday on the topic of plan modifications.

Mrs. Tilford started the discussion on holding a traffic study on Carpenter Rd. No feedback to follow up on currently.

Fiscal Officer

Mrs. Tilford informed the board of the department head meeting presenting the needs and how they can be met by the Township.

Fire

Chief Buffenbarger had nothing to add.

Police

Chief Brown had nothing to add.

Chief Brown stated that the department is down three officers. The recent hires are currently in their FTO program but should be set in the beginning of January.

Roads and Services

Mr. Owens had nothing to add.

Information Technology

None.

Trustees

Mr. Moeller asked about the money for the departments to spend on equipment.

Mrs. Tilford reiterated the meeting with the department head resulted in a list of things the departments needed.

Mrs. Tilford noted in the discussion the needs and cost that the budgets can support: Nozzles for the fire department ranging around \$2,100, fire hose \$24,000, fire gear (2) \$12,000 \$40,000 for tasers for police.

Mrs. Destefani commented on the interest fund and suggested using that money when it is truly needed.

Mrs. Tilford reported the additional funds that will be freed from the payment from the public safety office that will roll over to next year's budget.

Mrs. Tilford requested approval for the equipment that was presented in this meeting from the different departments.

Mr. Cramer reported River Ridge Two has water running.

Public Comments

None.

Old Business

None.

9) Consent Agenda Items

- A. Payment of Bills
- B. Minutes
- C. Reappointment of Board of Zoning Commission Member-Denise Moore – 2023.10.16.01

**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2023.10.16.01**

IN RE: Re-Appointment of Board of Zoning Commission Member Denise Moore

WHEREAS, the five-year term of Board of Zoning Commission member Denise Moore will expire on March 31, 2023; and,

WHEREAS, the Board of Zoning Commission plays a pivotal role in the land-use decisions for Sugarcreek Township; and,

WHEREAS, it is imperative that all positions on the Board of Zoning Commission be filled with Citizens who will make decisions that are in the best interest of Sugarcreek Township.

NOW THEREFORE, BE IT RESOLVED, that Denise Moore is hereby re-appointed to the Board of Zoning Commission for a five-year term expiring on March 31, 2028. (Said appointment made pursuant to Ohio Revised Code Section 519.04.)

D. Reappointment of Board of Zoning Appeals Member -Dan Haibach – 2023.10.16.02

**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2023.10.16.02**

IN RE: Re-appointment of Board of Zoning Appeals Member Daniel Haibach

WHEREAS, the five-year term of Board of Zoning Appeals member Daniel Haibach expired on July 31, 2023; and,

WHEREAS, Daniel Haibach has served as a Board of Zoning Appeals member since May 9, 2007; and,

WHEREAS, the Board of Zoning Appeals plays a pivotal role in the land-use decisions for Sugarcreek Township; and,

WHEREAS, it is imperative that all positions on the Board of Zoning Appeals be filled with citizens who will make decisions that are always in the best interest of Sugarcreek Township; and,

NOW THEREFORE, BE IT RESOLVED, that Daniel Haibach is hereby re-appointed to the Board of Zoning Appeals for a five-year term expiring on July 31, 2028. (Said appointment made pursuant to the Ohio Revised Code, Section 519.13.)

E. Amend Year 2023 Permanent Appropriations – 2023.10.16.03

**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2023.10.16.03**

IN RE: Year 2023 Permanent Appropriations *Amended

WHEREAS, the Board of Trustees has a duty under law to adopt and maintain a balanced budget; and,

WHEREAS, this Board, along with the Fiscal Officer and Township Administrator, have examined the estimate of revenues; and,

WHEREAS, it is evident that the proposed 2023 Appropriations for each Fund do not exceed estimated revenues, which may include 2022 carryovers and additional income, as certified to the Greene County Auditor's Office by the Township Fiscal Officer,

NOW THEREFORE, BE IT RESOLVED, that the following permanent appropriations be placed into effect:

1000	General Fund	
	Personal Services (Salaries)	\$ 422,430.00
	Employee Benefits	\$ 189,840.00
	Purchased Services	\$ 163,100.00
	Supplies & Materials	\$ 11,000.00
	Other Dues and Fees	\$ 1,000.00
	Health Districts	<u>\$ 33,280.00</u>
	<i>Total General Fund:</i>	<i>\$ 820,650.00</i>
2011	Motor Vehicle License Tax	\$ 30,000.00
2021	Gasoline Tax	\$ 225,000.00
2031	Road and Bridge	
	Personal Services	\$ 506,300.00
	Other	<u>\$ 559,126.16</u>
	<i>Total Road and Bridge:</i>	<i>\$1,065,426.16</i>
2081	Police District	
	Personal Services	\$2,564,000.00
	Other	<u>\$ 507,100.00</u>
	<i>Total Police District:</i>	<i>\$3,071,100.00</i>

2112	Fire District	
	Personal Services	\$2,566,500.00
	Other	<u>\$ 765,400.00</u>
	<i>Total Fire District:</i>	<i>\$3,331,900.00</i>

2231	Permissive Motor Vehicle Gas Tax	\$ 200,000.00
2281	Ambulance and Emergency Medical	
	Personal Services	\$ 133,420.00
	Other	<u>\$ 64,700.00</u>
	<i>Total Ambulance and Emergency Medical:</i>	<i>\$ 198,120.00</i>

2902	Jim Martin Memorial Fund	\$ 25.00
2904	Centerville Fire Ancillary	\$ 110,000.00
2906	Police Trust Fund	\$ 25,582.61
2907	Police Cell Tower Receipts	\$ 40,000.00
2908	Fire Cell Tower Receipts	\$ 24,000.00
2911	American Rescue Plan Fund	\$ 575,280.86
3102	General Bond Retirement	\$ 392,275.00
3901	Clyo Road TIF II	\$ 24,100.00
2909	MEP	\$ 4,350.00
2912	Veterans Memorial Fund	\$ 55,598.53
4901	Center Point Capital Project	\$.03
2913	Carpenter Road Project	\$ 314,707.68

Total Permanent Appropriations \$10,508,115.87

FURTHER BE IT RESOLVED that the above aggregate amounts be appropriated based upon the attached submittals (hereby incorporated) and a copy shall be sent to the Greene County Auditor.

F. Appointment of Fire Department staff – Alexis Taylor – 2023.10.16.04

**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2023.10.16.04**

IN RE: Appointment of Fire Department Staff
Alexis Taylor

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

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

WHEREAS, Alexis Taylor has the necessary qualifications to serve in that capacity 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 Alexis Taylor shall be appointed to Part-time Firefighter/EMT within the Sugarcreek Fire Department at the rate of \$17.38 per hour; and,

FURTHER BE IT RESOLVED, the above-mentioned appointment for Alexis Taylor will have an effective date of October 16, 2023, with a one (1) year probationary period ending on October 16, 2024.

Mr. Cramer made a motion to approve all consent agenda items. Mr. Cramer seconded.

Mr. Moeller - Yes
Mrs. Destefani - Yes
Mr. Cramer - Yes

Mr. Cramer made a motion to accept approval of Nozzles for the fire department ranging around \$2,000, fire hose \$23,000, fire gear (2) \$12,000, and \$40, 000 for tasers for police. Mrs. Destefani seconded.

Mr. Cramer - Yes
Mrs. Destefani - Yes
Mr. Moeller - Yes

Mrs. Destefani made a motion to accept the minutes from the last meeting. Mr. Moeller seconded.

Mrs. Destefani - Yes
Mr. Moeller - Yes
Mr. Cramer - Yes

Mrs. Destefani made a motion to accept the approval of the purchase. Mr. Moeller seconded.

Mrs. Destefani - Yes
Mr. Moeller - Yes
Mr. Cramer - Yes

11) Public Comments

None.

12) Trustee/Staff Discussion

Moeller commented on the middle rights.

13) Adjourn

Mrs. Destefani made a motion to adjourn. Mr. Cramer seconded.

Mrs. Destefani - Yes

Mr. Cramer - Yes

Mr. Moeller - Yes

Carolyn L. Destefani, Chairperson

Fred Cramer, Vice Chairperson

Marvin Moeller, Trustee

Richard J. Demko, Fiscal Officer



AGENDA
SUGARCREEK TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
Monday, November 6th, 2023, 7:00 P.M.

REGULAR SESSION:

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- 7. Consent Agenda Items**
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- 8. Discussion Agenda Items**
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- 12. Adjourn**



RESOLUTION APPROVING FUNDS TOWARD THE JIM “PEE WEE” MARTIN STATUE TO BE LOCATED IN THE SUGARCREEK TOWNSHIP VETERANS MEMORIAL PARK LOCATED OFF OF PINE COURT AT THE NORTHEAST INTERSECTION OF UPPER BELLBROOK AND FEEDWIRE ROADS.

RESOLUTION NO. 2023.11.06.01

WHEREAS, longtime Sugarcreek Township Resident and World War II Veteran Jim “Pee Wee” Martin passed away on September 11, 2022,

WHEREAS, the Board of Sugarcreek Township Trustees wishes to both honor and acknowledge Mr. Martin’s military service in support of World War II and to benefit Sugarcreek Township, Greene County, Ohio, and their citizens,

NOW THEREFORE, BE IT RESOLVED that the Sugarcreek Board of Trustees hereby agrees to directly pay Fisher Sculpture LLC \$6,338.00 upon the passage of this Resolution so that the one-seventh scale model of the Bronze Jim Pee Wee Martin Statue can be accomplished expeditiously,

Carolyn L. Destefani, Chairperson

Fred Cramer, Vice Chairperson

Marvin Moeller, Trustee

Richard J. Demko, Fiscal Officer



AGENDA
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- 12. Adjourn**



**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2023.11.06.02**

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 has been marked for destruction.

- AXON Taser X26P
- (1) Video Phone

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.

Carolyn L. Destefani, Chairperson

Fred Cramer, Vice Chairperson

Marvin Moeller, Trustee

Richard J. Demko, Fiscal Officer



AGENDA
SUGARCREEK TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING

Monday, November 6th, 2023, 7:00 P.M.

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- 12. Adjourn**