



AGENDA
SUGARCREEK TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING

Monday, January 1st, 2024, 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. Resignation of Administrative Staff – Brianna McCaleb – 2024.01.08.01
 - D. Resignation of Fire Department Staff – Jay Evans – 2024.01.08.02
 - E. Clout Membership Renewal – 2024.01.08.03
 - F. Establish New Funds – 2024.01.08.04
- 8. Discussion Agenda Items**
 - A. Little Miami Watershed Network
- 9. Public Comments** - Limited to five minutes per person. Township related business only.
(Time cannot be yielded to another person.)
- 10. Trustee/Staff Discussion**
- 11. Adjourn**



MEETING CONDUCT AND GUIDELINES

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

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

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

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

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

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

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

Thank you.

Sugarcreek Township Trustees



**Administrator's Report to the Trustees
January 8, 2024**

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

- Depositions will continue in January on litigation matters.
- Meetings continue regarding the I-675/Wilmington Pike Corridor project. The AER should commence soon and take approximately 4-6 months to complete. This will give us more information on cost of Right-of-way acquisition, impact on utilities and costs, impacts on businesses and costs, necessity of included design features, such as number of lanes under I-675 and at Wilmington and Feedwire on certain designs. The goal is to have adequate information to make an informed determination on the selected alternative.
- The Trustees, Fiscal Officer and staff members are registered to attend the Ohio Township Association's annual conference the second week in February.
- Negotiations with the Fire Union will begin this spring as their current contract expires in April of this year.
- Each of the Department Heads and staff are to commended on their excellent care for their budgets over the past year.

Respectfully Submitted,

A handwritten signature in black ink, appearing to be "B. Tiffany", written over a horizontal line.

Barry P. Tiffany
Township Administrator



**Staff Report for the Sugar Creek Township Board of Trustees
December 19, 2023 to January 8, 2024**

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:

- **December 28, 2023 BZA Meeting-cancelled**
- **Next meeting scheduled for January 25, 2024 (cancellation pending, no applications received prior to the meeting's closing date)**

Zoning Commission Activities:

- **January 2, 2024 Zoning Commission Meeting-cancelled**
- **Next Meeting scheduled for February 6, 2024**

Meetings/Accomplishments:

- Meeting regarding violation abatement on January 2, 2024
- Meeting with Zoning Commission representatives to discuss Miami Valley Planning and Zoning Workshop attendance, feedback on January 4, 2024
- Met with resident to discuss violation abatement on January 5, 2024
- Received new blanket bond from AES/DP&L to replace numerous smaller bonds for project work within Sugar Creek Township
- Approved an additional lot combination in Magnolia Meadows
- Updated township demographics with newest ACS 5-Year Survey data
- Updated website with 2024 Meeting Schedules
- Working with Compass Point Planning on Long Range Land Use Plan Update; county was able to successfully transfer mapping data; hoping for initial review with Committee to begin in the next week or two



Sugarcreek Township Trustees Report For January 8th, 2024

The following information is a snapshot of the activities and areas of responsibilities for Sugarcreek Township Fire Department. This report was generated on 01.08.2024 to keep the Board of Trustees informed of their Fire Department. If further information is needed, please contact Chief Buffenbarger at 937-848-7344.

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

- Fire Rescue 1 Academy Training Platform
- Blue Card Communications (Size-up)
- Trauma case review with Premier/Careflight
- Trauma case review with Kettering Health

Statistics:

2023 Totals

Report current as of 12.31.2023

- | | |
|--------------------------------------|---------------------------------|
| • EMS Responses: 990 (74.7%) | 175 MVC's (13.2%) |
| • <u>Fire Responses: 336 (25.3%)</u> | |
| 1326 | 126 calls to Cornerstone (9.5%) |

Mutual Aid Given (number of incidents)

- Fire = 88
- EMS = 39
- (36-Spring Valley, 50-Bellbrook, 12-Washington Twp, 13-Beavercreek Twp, 8-Wayne Twp, 4-Kettering, 1-Franklin Twp, 2-Xenia)

Mutual Aid Received (number of incidents)

- Fire = 40
- EMS = 45
- (39-Washington Twp, 29-Bellbrook, 12-Spring Valley, 13-Beavercreek, 2-Wayne Twp, 6-Kettering, 1-Xenia, 1-Xenia Twp)

Information:

- Met with Rich Demko to discuss 2024 temporary appropriations.
- Boat 71 back in service. New boat skin received last week.
- Took delivery of new staff vehicle (Ford Explorer).
- New batteries purchased for the Bullard Thermal Imaging Camera.

Status of Issues the Fire Department is Addressing:

- E71 is out of service for head gasket replacement.
- New staff vehicle is on the waiting list at K.E. Rose for emergency lighting.
- New staff vehicle scheduled for graphics at Danco.

4398 Clys Road | Sugarcreek, Ohio 45305

(P) 937.848.7344 | (F) 937.848.5188

www.SugarcreekOH.US

Fire Department Scheduled Events Attended:

- Attended PSISN Board Meeting on 12.20.2023
- Attended Ferry Rd. Christmas Parade on 12.23.2023
- Attended Bellbrook Christmas Parade (Ladder 72)
- Attended Regional Hazmat Advisory Board Meeting. Chief Buffenbarger is now the Vice Coordinator of the Regional Hazmat Advisory Board.
- Chief Buffenbarger was keynote speaker for the Springfield Fire Rescue Division Recruit Graduation Ceremony held on January 5th at the Clark State Performing Arts Center.

Fiscal:

As of December 31, 2023	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
Fire	\$3,370,852.27	\$47,658.62	\$3,278,475.43	\$70,132.33	96.532%
EMS	\$198,120.00	\$4,385.93	\$192,152.13	\$3,878.71	95.876%
Cell Tower Fund	\$174,922.28	\$0.00	\$150,922.28	\$24,000	86.280%
Department Total	\$3,743,894.55	\$52,044.55	\$3,621,549.84	\$98,011.04	96.732%

Projected Capital Needs:

- Replace ATV-71 \$39,900
- Bay Doors Station 71 \$15,000
- Bay Doors Station 72 \$25,000
- Training Prop \$40,000
- 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 January 8, 2023

Training

- No classes scheduled for January.

Fiscal

Budget 2023 (Final Appropriation)	\$3,071,100.00
Expenditures as of December 15, 2023	\$2,920,538.29
% of Budget Used	94%
% of Budget Year Target for the end of December	100%
% of Budget Remaining	6%
Cash Balance as of December 15, 2023	\$693,921.66

No figures for January

EVENTS/APPEARANCES

- On December 20th, Chief Brown attended the PSISN Board Meeting.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "M. Brown".

Michael A. Brown
Chief of Police



Michael A. Brown
Chief of Police

Police Blotter

December 14, 2023

- Business and house checks
- Community policing
- Suspicious vehicle on Upper Bellbrook Road
- Welfare check on Pine Court
- Theft report on Feedwire Road

December 15, 2023

- Traffic stops
- Juvenile complaint on Feedwire Road
- Crash report on Swigart Road
- Crash report on Wagner Road
- Theft arrest on Wilmington Pike

December 16, 2023

- Theft arrest on Wilmington Pike
- Theft report on Conference road
- Residential alarm on Penewit Road

December 17, 2023

- Nothing to Report

December 18, 2023

- Crash on Feedwire Road
- Theft arrest on Wilmington Pike
- Crash report on Golden Clove Bend
- Traffic stops

December 19, 2023

- Nothing to Report

December 20, 2023

- Community policing
- Welfare check on Ryder Court
- Theft report on Feedwire Road
- Intoxicated subject on Wilmington Pike
- Crash report on Wilmington Pike

December 21, 2023

- Nothing to Report

December 22, 2023

- Traffic complaint on Surrey Trail
- Business checks
- Theft report on Feedwire Road

December 23, 2023

- Harassment charges on Wilmington Pike
- Suspicious vehicle on Wilmington Pike
- Noise complaint on Surrey Trail
- An animal complaint on Park Terrace

December 24, 2023

- Report of a fight on Wilmington Pike
- Peace officer needed on Surrey Trail
- 911 Hang up on Wilmington Pike
- Domestic violence report on Brookdale Lane

December 25, 2023

- Nothing to Report

December 26, 2023

- Nothing to Report

December 27, 2023

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

December 28, 2023

- Juvenile complaint in Kables Mill Drive
- Crash report on Cloyo Road

December 29, 2023

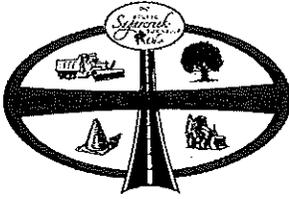
- Nothing to Report

December 30, 2023

- Noise complaint on Bayberry Cove Drive
- Crash report on Feedwire Road

December 31, 2023

- Welfare check on Bayberry Cove Drive
- Traffic stops
- Domestic violence report on Conference Road



**Staff Report for
Sugar Creek Township Trustees
January 8, 2024**

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:

- Inspect/mark curb-Clear Brook Dr
- Installed new fuel pumps @ Service-trench, conduit, wiring
- Changed radar batteries(X3)
- Clean catch basins-LSC
- Greased both trailers-wheel bearings
- Cleaned shop area
- Cleaned up around storm drain-Lac Lamén, Lakeman(leaves, debris)
- Ditched Brown Rd
- Repair garage door eight
- Removed downed limbs-Washington Mill, Carpenter Rd,
- Dropped off, picked up road closed signs for Christmas parade-Ferry S
- Picked up signs and sign panels from Kleem
- Replaced numerous traffic and street signs throughout TWP
- Patched pot holes-Kable's Mill, McBee Rd
- Repaired crosswalk pole- Centerpoint/Clyo Rds
- Removed Christmas lights-Admin. Building
- Remove signs from ROW(X10)

Respectfully,

Dale Owens
Director of Roads and Services



AGENDA
SUGARCREEK TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
Monday, January 1st, 2024, 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. Resignation of Administrative Staff – Brianna McCaleb – 2024.01.08.01
 - D. Resignation of Fire Department Staff – Jay Evans – 2024.01.08.02
 - E. Clout Membership Renewal – 2024.01.08.03
 - F. Establish New Funds – 2024.01.08.04
- 8. Discussion Agenda Items**
 - A. Little Miami Watershed Network
- 9. Public Comments** - Limited to five minutes per person. Township related business only.
(Time cannot be yielded to another person.)
- 10. Trustee/Staff Discussion**
- 11. Adjourn**

Payment Listing

12/18/2023 to 12/31/2023

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
2385-2023	12/18/2023	12/18/2023	CH	HUNTINGTON NATIONAL BANK	\$1,649.26	O
	Purpose:	MISC CREDIT CARD PURCHASES				
2386-2023	12/18/2023	12/18/2023	CH	HUNTINGTON NATIONAL BANK	\$92.86	O
	Purpose:	DEC BANK SERVICE CHARGE				
2402-2023	12/26/2023	12/26/2023	CH	HUNTINGTON NATIONAL BANK	\$92.86	O
	Purpose:	Bank Service Fee				
2467-2023	12/26/2023	12/26/2023	CH	ZIONS FIRST NATIONAL BANK	\$260,098.68	O
2468-2023	12/26/2023	12/26/2023	CH	WELLS FARGO EQUIPMENT FINANCE	\$56,551.70	O
91840	12/18/2023	12/18/2023	AW	DC DOOR COMPANY	\$1,660.00	O
	Purpose:	DOOR REPAIR				
91841	12/18/2023	12/18/2023	AW	RUMPKE CONSOLIDATED	\$106.42	O
	Purpose:	TRASH REMOVAL				
91842	12/18/2023	12/18/2023	AW	AIM MEDIA MIDWEST	\$178.70	O
	Purpose:	ZONING ADS				
91843	12/18/2023	12/18/2023	AW	BUGS-OR-US PEST CONTROL	\$225.00	O
	Purpose:	PEST CONTROL				
91844	12/18/2023	12/18/2023	AW	AIRGAS USA, LLC	\$38.99	O
	Purpose:	OXYGEN				
91845	12/18/2023	12/18/2023	AW	TROPHY SPORTS CENTER	\$449.00	O
	Purpose:	T-SHIRTS				
91846	12/18/2023	12/18/2023	AW	OHIO PEACE OFFICERS TRAINING ACADE	\$875.00	O
	Purpose:	TRAINING - A. KLARK				
91847	12/18/2023	12/18/2023	AW	MEYERS PRINTING & DESIGN, INC.	\$495.00	O
	Purpose:	PROPERTY TAGS				
91848	12/18/2023	12/18/2023	AW	DnD UNIFORMS, INC.	\$450.00	O
	Purpose:	UNIFORMS				
91849	12/18/2023	12/18/2023	AW	CAPITAL TIRE, INC.	\$540.00	O
	Purpose:	TIRES				
91850	12/18/2023	12/18/2023	AW	MUFFLER BROTHERS	\$478.14	O
	Purpose:	BRAKE REPAIR				
91851	12/18/2023	12/18/2023	AW	FLOCK SAFETY	\$2,184.93	O
	Purpose:	ANNUAL FEE				
91852	12/18/2023	12/18/2023	AW	TECH ADVISORS	\$3,776.00	O
	Purpose:	MONTHLY FEE				
91853	12/18/2023	12/18/2023	AW	VERIZON WIRELESS	\$570.32	O
	Purpose:	MDTs				
91854	12/18/2023	12/18/2023	AW	JUST INK TEES	\$233.55	O
	Purpose:	YELLOW SAFETY HATS				
91855	12/18/2023	12/18/2023	AW	BERAN CUSTOM WOODWORKING, LLC	\$10.00	O
	Purpose:	ACCOUNTABILITY TAGS				
91856	12/18/2023	12/18/2023	AW	DELL FINANCIAL SERVICES	\$892.83	O
	Purpose:	COMPUTER RENTALS				
91857	12/18/2023	12/18/2023	AW	DUNCAN OIL COMPANY	\$1,558.24	O
	Purpose:	FUEL				
91858	12/18/2023	12/18/2023	AW	CHARTER COMMUNICATIONS	\$1,217.46	O
	Purpose:	MONTHLY FEES				

Payment Listing

12/18/2023 to 12/31/2023

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
91859	12/18/2023	12/18/2023	AW	BENJAMIN LIGGETT	\$100.00	O
	Purpose: CUSTOMER SERVICE AWARD					
91860	12/26/2023	12/26/2023	AW	Republic First National Corporation	\$299.00	O
	Purpose: Documentation Fee					
91861	12/26/2023	12/26/2023	AW	FISHER SCULPTURE LLC	\$500.00	O
	Purpose: Partial Payment- Jim Martin Statue					
91862	12/26/2023	12/26/2023	AW	SUPERIOR PRESS	\$281.37	O
	Purpose: Laser check					
Total Payments:					\$335,605.31	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$335,605.31	

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, January 1st, 2024, 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. Resignation of Administrative Staff – Brianna McCaleb – 2024.01.08.01
 - D. Resignation of Fire Department Staff – Jay Evans – 2024.01.08.02
 - E. Clout Membership Renewal – 2024.01.08.03
 - F. Establish New Funds – 2024.01.08.04
- 8. Discussion Agenda Items**
 - A. Little Miami Watershed Network
- 9. Public Comments** - Limited to five minutes per person. Township related business only.
(Time cannot be yielded to another person.)
- 10. Trustee/Staff Discussion**
- 11. Adjourn**

The Board of Trustees of Sugarcreek Township, Greene County, Ohio, in Regular Session on December 18, 2023, at 7:00 PM.

1) Mrs. Destefani called the meeting to order at 7:02pm.

2) Mr. Demko called the roll. Also in attendance were Barry Tiffany and Cara Tilford.

Mr. Cramer - Here

Mr. Moeller - Here

Mrs. Destefani - Here

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

4) Public Hearing – continuation

ZC Case 03-2023 - Applicant, Doyle Huges Development, LLC, is requesting a Map Amendment from R-1A (Suburban Residential-Low) District to PUD-R (Residential Planned Unit Development) District and Preliminary Development Plan Approval for a residential subdivision containing 80 lots.

Mr. Moeller thanked all who provided input on the development.

Mr. Moeller commented the history on the development in the surrounding areas, noting the existing developments do not offer open space or park land in them as others have addressed.

Mr. Moeller noted many of the issues and concerns have been looked at and addressed.

Mr. Moeller mentioned notes from the traffic study, if the PUD is allowed over the R1A it will add an additional 26 more homes and their associated traffic daily to the road system if all use Feedwire Road.

Mr. Moeller stated the current traffic on Feedwire Rd is 15,000 cars per day.

Mrs. Destefani provided the comments from Stephanie Goff's email that was received today.

Mrs. Destefani stated the developer will be completing a traffic impact study that will be reviewed by the Greene County Engineer's Office.

Mrs. Destefani mentioned Stephanie Goff's email addressed the speed bumps and tables; noting no decision has been made at this time.

Mrs. Destefani mentioned the items that will be addressed based on the citizens' concerns. A path will be connected to the west side of the school and the widening of Feedwire for turn lanes for the development and any other additional improvements based on the traffic impact study and the 675 Wilmington Pike study.

Mrs. Destefani commented on drainage. A review will be held during the design process and the developer will be required to meet EPA and County requirements specifically water quantity and quality.

Mrs. Destefani stated her comments on the character of Sugarcreek Township.

Mrs. Destefani commented on how reasonable the developers were after making the adjustments to the citizens' concerns.

Mrs. Destefani announced the decision with the projection of 80 homes at their proposed PUD or 54 homes if it is subject to R1A standards.

Mrs. Destefani asked to see if the developer will address the home size concerns.

Mr. Huges addressed the home sizing by comparing the differences by discussing the similarities and the models in the market today and in the last few years. They will ensure a minimum of 200 SF for a ranch and 2400 SF for a two-story.

Mrs. Destefani stated the community pros and cons of property values and the quality that provides.

Mrs. Destefani noted Carpenter's Creek is zoned agricultural A1.

Mr. Cramer stated that the value of the homes in Deerfield is between \$530,000-\$560,000 and the minimum price anticipated by the developer on these new lots will be \$600,000.

Mr. Cramer mentioned the goal is to maintain and improve the Township and he is confident that the PUD will be beneficial.

Mr. Cramer read resolution 2023.04.01.

Mrs. Tilford stated she would explain the differences in the resolution draft.

Mr. Cramer made a motion to approve the plan. Mr. Moeller seconded.

Mr. Tiffany stated the county engineer required 60' of right of way from the center line for their project.

Mr. Tiffany addressed the cemetery shown on the plan.

Mr. Tiffany mentioned to add language in the Resolution to say any mitigation of remediation or relocation of those graves needs to be done prior to the dedication of right-of-way to the county.

Mr. Cramer made a motion to accept the additional resolution changes. Mr. Moeller seconded.

SUGARCREEK TOWNSHIP
RESOLUTION NO. 2023.12.04.01

IN RE: ZC Case 03-2023: Request for a Map Amendment from R-1A (Suburban Residential-Low) District to PUD-R (Residential Planned Unit Development) District and Preliminary Development Plan Approval for a Residential Subdivision Containing 80 lots.

WHEREAS, a public hearing was held by the Sugarcreek Township Zoning Commission on Tuesday, October 3, 2023 at 7:00 p.m. and continued on Wednesday, November 8, 2023 at 7:00 p.m. on the following application:

WHEREAS, Applicant, Doyle Huges Development, LLC, is requesting a Map Amendment from R-1A (Suburban Residential-Low) District to PUD-R (Residential Planned Unit Development) District and Preliminary Development Plan Approval for a residential subdivision containing 80 lots;

WHEREAS, the subject property is 3634 Feedwire Road, can be further identified by parcel number L320000100130000300, and contains 58.2810 acres; and

WHEREAS, after the conclusion of the hearing the Zoning Commission deliberated on the above application and passed a motion to recommend **approval** of the Map Amendment and **approval** of the Preliminary Development Plan, as requested by the applicant subject to the following conditions:

1. Final design shall be subject to approval of the Greene County Engineer's Office
2. Emergency access to the school site shall be grass covered base with details to be worked out at the Final Development Plan stage.
3. A traffic impact study will be required, to be scoped and approved by the GCEO. Any improvements deemed necessary will be the responsibility of the developer to install.
4. Final design shall be subject to approval of the Greene County Department of Sanitary Engineering.
5. The applicant shall meet all federal, state, and local requirements and comply with recommendations from the SWCD and GCEO with respect to the drainage plan developed.
6. Final design shall be subject to approval of Sugarcreek Township Fire Department.
7. A 50' principal structure rear yard building setback will be required on lots 61-64 adjacent to the Middle School site.
8. The use of vinyl and/or aluminum siding shall be prohibited. First floor brick/stone wraps and side entry garages will be required for all homes constructed within this development.
9. Sheds, privacy fences and above ground pools shall not be permitted to be constructed within the development.
10. The applicant shall revise the plan to increase the size of lot 15 to a minimum of 19,445 SF.

11. Home sizes, as proposed by the developer (2000 for a ranch and 2400 SF for a two-story), will be required to be included within the HOA Documents submitted for approval at the Final Development Plan stage. Final Development Plan approval will be conditioned upon these square footages, as proposed by the applicant, being met.
12. The same home plan will not be permitted to be constructed side by side.
13. The final development plan shall reflect construction of the multi-use path outside of the public right-of-way adjacent to Feedwire with maintenance to be provided by the HOA. Additionally, this path should be extended to connect within existing right-of-way to Deerfield Estates (tapering down to sidewalk width) and to the Middle School campus.
14. Offsite improvements, as negotiated with the school district, shall be depicted on the Final Development Plan submitted for approval. Copies of any agreements with the School District shall also be provided.
15. Copies of any agreements (park maintenance, etc.) with the Park District shall be provided.
16. No trees shall be permitted to be removed from the identified no cut zone except that the removal of invasive species, dead vegetation, etc. shall be coordinated with the Zoning Compliance Officer with a requirement for replanting as necessary to ensure an adequate buffer.
17. Installation of street signs shall be the responsibility of the developer.
18. The Final Development Plan submitted for approval shall include a delineation of the cemetery site based on an investigation of the site by the developer (grave sites and boundaries). Maintenance of the cemetery site shall be the responsibility of the HOA.
19. The mounding shown on the plan (all mounding) shall undulate (add character).
20. The hiker biker trail and connection to Deerfield/BMS shall be installed at the beginning of the development (to be completed prior to the issuance of the fifth Zoning Certificate) and shall be undulating.
21. The not cut zone shall be depicted on the landscaping plan submitted for approval at Final Development Plan stage. The depth of the no cut zone shall accurately represent the extent of existing vegetation to be maintained (and may be greater than 20').
22. All homes backing up to Feedwire Road will be single-story ranch homes.
23. Lot count must be reduced to a maximum of 80 lots.
24. Impact of the development on Carpenter Road (Glory to Stutsman) will be included as part of the Traffic Impact Study.
25. The developer shall identify homes in Deerfield Estates adjacent to the development site with a view of it and work with owners on tree preservation/planting plans with details to be provided at the Final Development Plan stage.

WHEREAS, the Sugarcreek Township Board of Trustees held a Public Hearing on Monday, December 4, 2023, and deliberated; and

NOW THEREFORE, BE IT RESOLVED, after the hearing the Board of Trustees deliberated on the above application and passed a motion to approve the Map Amendment and to approve the Preliminary Development Plan as requested by the applicant subject to the following conditions:

1. Final design shall be subject to approval of the Greene County Engineer's Office
2. Emergency access to the school site shall be grass covered base with details to be worked out at the Final Development Plan stage.
3. A traffic impact study will be required, to be scoped and approved by the GCEO. Any improvements deemed necessary will be the responsibility of the developer to install.
4. Final design shall be subject to approval of the Greene County Department of Sanitary Engineering.
5. The applicant shall meet all federal, state, and local requirements and comply with recommendations from the SWCD and GCEO with respect to the drainage plan developed.
6. Final design shall be subject to approval of Sugarcreek Township Fire Department.
7. A 50' principal structure rear yard building setback will be required on lots 57-60 adjacent to the Middle School site.
8. The use of vinyl and/or aluminum siding shall be prohibited. First floor brick/stone wraps and side entry garages will be required for all homes constructed within this development. There shall be a minimum of 27' between any two homes.
9. Sheds, privacy fences and above ground pools shall not be permitted to be constructed within the development.
10. Home sizes, as proposed by the developer (2000 for a ranch and 2400 SF for a two-story), will be required to be included within the HOA Documents submitted for approval at the Final Development Plan stage. Final Development Plan approval will be conditioned upon these square footages, as proposed by the applicant, being met.
11. The same home plan will not be permitted to be constructed side by side.
12. The final development plan shall reflect construction of the multi-use path outside of the public right-of-way adjacent to Feedwire with maintenance to be provided by the HOA. Additionally, this path should be extended to connect within existing right-of-way to Deerfield Estates (tapering down to sidewalk width) and to the Middle School campus.
13. Offsite improvements, as negotiated with the school district, shall be depicted on the Final Development Plan submitted for approval. Copies of any agreements with the School District shall also be provided.
14. Copies of any agreements (park maintenance, etc.) with the Park District shall be provided.
15. No trees shall be permitted to be removed from the identified no cut zone except that the removal of invasive species, dead vegetation, etc. shall be coordinated with the Zoning Compliance Officer with a requirement for replanting as necessary to ensure an adequate buffer.
16. Installation of street signs shall be the responsibility of the developer.

17. The Final Development Plan submitted for approval shall include a delineation of the cemetery site based on an investigation of the site by the developer (grave sites and boundaries). Maintenance of the cemetery site shall be the responsibility of the HOA.
18. The mounding and hiker biker trail shown on the plan shall undulate (add character).
19. The hiker biker trail and connection to Deerfield/BMS shall be installed at the beginning of the development (to be completed prior to the issuance of the fifth Zoning Certificate) and shall be undulating.
20. The not cut zone shall be depicted on the landscaping plan submitted for approval at Final Development Plan stage. The depth of the no cut zone shall accurately represent the extent of existing vegetation to be maintained (and may be greater than 20').
21. All homes backing up to Feedwire Road will be single-story ranch homes.
22. Impact of the development on Carpenter Road (Glory to Stutsman) will be included as part of the Traffic Impact Study.
23. The developer shall identify homes in Deerfield Estates adjacent to the development site with a view of it and work with owners on tree preservation/planting plans with details to be provided at the Final Development Plan stage.
24. Investigation into the cemetery site and any remediation/removal and relocation of bodies shall be completed by the developer prior to any right-of-way dedication.

Mr. Moeller - Yes
Mr. Cramer - Yes
Mrs. Destefani - No

A five minute break was called.

Mrs. Destefani called the session back in order at 7:56 pm.

5) Reports

Administrator

Mr. Tiffany had nothing to add.

Zoning

Mrs. Tilford had nothing to add

Fiscal Officer

Mr. Demko addressed the increase in the appropriations.

Mr. Demko mentioned the information may look misleading, but changes have by made.

Fire

Chief Buffenbarger had nothing to add.

Police

Chief Brown had nothing to add.

Mr. Brown mentioned 9 kids attended the shop with a cop.

Roads and Services

Mr. Owens had nothing to add.

Information Technology

Mr. Tiffany had nothing to add.

Trustees

Mr. Moeller discussed the GTA holiday party and shop with a cop.

Mr. Cramer discussed the shop with a cop and the holiday party.

Mrs. Destefani had nothing to add.

6) Public Comments

None.

7) Old Business

None.

8) Consent Agenda Items

A. Payment of Bills

B. Minutes

C. Year 2023 Permanent Appropriations – Amended – 2023.12.18.01

SUGARCREEK TOWNSHIP

RESOLUTION NO. 2023.12.18.01

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	\$ 33,280.00
	<i>Total General Fund:</i>	<u>\$ 820,650.00</u>
2011	Motor Vehicle License Tax	\$ 30,000.00
2021	Gasoline Tax	\$ 225,000.00
2031	Road and Bridge	
	Personal Services	\$ 506,300.00
	Other	\$ 559,126.16
	<i>Total Road and Bridge:</i>	<u>\$1,065,426.16</u>
2081	Police District	
	Personal Services	\$2,564,000.00
	Other	\$ 507,100.00
	<i>Total Police District:</i>	<u>\$3,071,100.00</u>
2112	Fire District	
	Personal Services	\$2,566,500.00
	Other	\$ 765,400.00
	<i>Total Fire District:</i>	<u>\$3,331,900.00</u>
2231	Permissive Motor Vehicle Gas Tax	\$ 200,000.00
2281	Ambulance and Emergency Medical	
	Personal Services	\$ 133,420.00
	Other	\$ 64,700.00
	<i>Total Ambulance and Emergency Medical:</i>	<u>\$ 198,120.00</u>
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	\$ 392,373.68
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 \$10,508,214.55

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.

D. Year 2024 Temporary Appropriations – 2023.12.18.02

SUGARCREEK TOWNSHIP
RESOLUTION NO. 2023.12.18.01
IN RE: Year 2024 Temporary Appropriations

WHEREAS, the need exists to adopt temporary appropriations for the Year 2024; and,

WHEREAS, this temporary appropriation shall be in effect commencing at the close of business December 31, 2023, and extending until the Year 2024 Permanent Appropriations are approved no later than March 31, 2024; and,

WHEREAS, this temporary appropriation will permit the Township Offices to function without interruption as well as allowing ample time to establish exact carry-over figures,

NOW THEREFORE, BE IT RESOLVED, the Year 2024 Temporary Appropriations are as follows:

1000	General Fund	
	Personal Service	\$ 642,621.00
	Other	\$ 181,750.00
	Health Districts	<u>\$ 35,000.00</u>
	<i>Total General Fund:</i>	<u>\$ 859,371.00</u>
2011	Motor Vehicle License Tax	\$ 20,000.00
2021	Gasoline Tax	\$ 225,000.00
2031	Road and Bridge	
	Personal Services	\$ 504,950.00
	Other	<u>\$ 449,150.00</u>
	<i>Total Road and Bridge:</i>	<u>\$ 954,100.00</u>
2081	Police District	
	Personal Services	\$2,915,450.00
	Other	<u>\$ 459,700.00</u>
	<i>Total Police District:</i>	<u>\$3,375,150.00</u>
2112	Fire District	
	Personal Services	\$2,706,350.00
	Other	<u>\$ 667,384.00</u>
	<i>Total Fire District:</i>	<u>\$3,373,734.00</u>

2231	Permissive Motor Vehicle Gas Tax	\$ 200,000.00
2281	Ambulance and Emergency Medical	
	Personal Services	\$ 136,675.00
	Other	\$ 64,700.00
	<i>Total Ambulance and Emergency Medical:</i>	\$ 201,375.00
2904	Centerville Fire Ancillary	\$ 106,852.56
2906	Police Trust Fund	\$ 6.52
2907	Police Cell Tower Receipts	\$ 24,000.00
2908	Fire Cell Tower Receipts	\$ 3,190.86
2911	American Rescue Plan Fund	\$ 146.82
3901	Clyo Road TIF II	\$ 24,100.00
2909	MEP	\$ 4,350.00
2912	Veteran Memorial Fund	\$ 81,158.53
2902	Jim Martin memorial Fund	\$ 25.00

Total Temporary Appropriations \$9,452,560.29

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.

E. Salary Adjustment for Assistant Township Administrator/ Director of Planning and Zoning – Cara Tilford – 2023.12.18.03

SUGARCREEK TOWNSHIP

RESOLUTION NO. 2023.12.18.03

IN RE: Salary Adjustment for Assistant Township Administrator/ Director of Planning and Zoning – Cara Tilford

WHEREAS, this Board of Township Trustees is committed to providing exemplary service to Sugarcreek residents; and,

WHEREAS, Cara Tilford more than satisfactorily performs her duties for Sugarcreek Township as required by the Sugarcreek Township Board of Trustees and will continue to do so, adding Fridays to her current schedule of 4 work days a week and as such will receive an adjustment in compensatory pay; and,

WHEREAS, the Fiscal Officer, Richard J. Demko has indicated there are funds available within the 2024 Operating Budget to provide a salary adjustment for Cara Tilford,

NOW THEREFORE, BE IT RESOLVED, that this Board of Sugarcreek Township Trustees grants Mrs. Tilford's, Assistant Township Administrator/ Director of Planning and Zoning, a salary adjustment to the amount of \$121,368.00 annual salary, effective January 1, 2024.

Mrs. Destefani made a motion to accept the consent agenda items. Mr. Moeller seconded it.

Mr. Moeller - Yes

Mr. Cramer - Yes

Mrs. Destefani - Yes

9) Discussion Agenda Items

- A. Resolution to Prohibit Adult-Use Cannabis Operators and Medical Marijuana Cultivators, Processors, Retail Dispensaries Within the Unincorporated Area of Sugarcreek Township, Greene County – 2023.12.18.04

SUGARCREEK TOWNSHIP

RESOLUTION NO. 2023.12.18.04

IN RE: Resolution to Prohibit Adult-Use Cannabis Operators and Medical Marijuana Cultivators, Processors, Retail Dispensaries Within the Unincorporated Area of Sugarcreek Township, Greene County

WHEREAS, On November 7, 2023, voters in Ohio approved State issue 2, which enacts new Chapter 3780 of the Ohio Revised Code, effective thirty days from the election; and,

WHEREAS, Chapter 3780 authorizes and regulates recreational adult-use cannabis in the state of Ohio; and,

WHEREAS, R.C.3780.25 authorizes townships to prohibit or limit the number of adult-use cannabis operators (as defined in R.C. 3780.01) within the unincorporated area of the township; and,

WHEREAS, Medical marijuana is regulated in Ohio by Chapter 3763 of the Ohio Revised Code; and,

WHEREAS, R.C.3796.29 similarly authorizes townships to prohibit or limit the number of marijuana cultivators, processors, or retail dispensaries licensed under Chapter 3796 within the unincorporated area of the township; and,

WHEREAS, the Board of Trustees of Sugarcreek Township, Greene County, Ohio finds it in the best interest of the township to prohibit adult-use cannabis operators licensed under Chapter 3780, as well as cultivators, processors, and retail dispensaries licensed under Chapter 3796, within the unincorporated area of the township.

NOW THEREFORE BE IT RESOLVED, as follows:

- 1) All terms used in this resolution shall be defined in the same manner as R.C. Chapter 3796, as it pertains to medical marijuana, and R.C. Chapter 3780, as it pertains to adult-use cannabis. All terms used in this resolution but not defined in those chapters shall be construed, for purposes of this resolution, in a manner to be consistent with the use of such terms in both chapters.
- 2) Adult-use cannabis operators, as well as cultivators, processors, and retail dispensaries of medical marijuana are hereby prohibited from operating within the unincorporated area of Sugarcreek Township, Greene County.
- 3) It is the intent of the Board of Sugarcreek Township Trustees to prohibit the operations described in Section 2 above to the maximum extent permitted by R.C. 3780.25, R.C. 3796.29, and any other applicable provisions of state law. This resolution shall be construed in a manner that gives maximum effect to that intent.

Mrs. Destefani made a motion to accept the discussion agenda items. Mr. Moeller seconded it.

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

Mr. Tiffany addressed any modifications in the future would have to be by the Trustees.

10) Public Comments

None.

11) Trustee Staff Discussions

None.

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

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



AGENDA
SUGARCREEK TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
Monday, January 1st, 2024, 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. **Resignation of Administrative Staff – Brianna McCaleb – 2024.01.08.01**
 - D. Resignation of Fire Department Staff – Jay Evans – 2024.01.08.02
 - E. Clout Membership Renewal – 2024.01.08.03
 - F. Establish New Funds – 2024.01.08.04
- 8. Discussion Agenda Items**
 - A. Little Miami Watershed Network
- 9. Public Comments** - Limited to five minutes per person. Township related business only.
(Time cannot be yielded to another person.)
- 10. Trustee/Staff Discussion**
- 11. Adjourn**



**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2024.01.08.01**

IN RE: Resignation of Administration Department Staff – Brianna McCaleb

WHEREAS, Full-time Administrative Assistant/Social Media and Marketing Coordinator, Brianna McCaleb has indicated her desire to resign from the Sugar Creek Township Administration Department; and,

WHEREAS, Miss McCaleb was hired as a member of the Sugar Creek Township Administration Department on April 10, 2023; and,

WHEREAS, Township Administrator Barry Tiffany recommends we accept the resignation of Brianna McCaleb.

NOW THEREFORE, BE IT RESOLVED that the Board of Sugar Creek Township Trustees officially accept the resignation of Brianna McCaleb effective January 8, 2024.

Marvin Moeller, Chairperson

Fred Cramer, Vice Chairperson

Carolyn L. Destefani, Trustee

Richard J. Demko, Fiscal Officer



AGENDA
SUGARCREEK TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
Monday, January 1st, 2024, 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. Resignation of Administrative Staff – Brianna McCaleb – 2024.01.08.01
 - D. **Resignation of Fire Department Staff – Jay Evans – 2024.01.08.02**
 - E. Clout Membership Renewal – 2024.01.08.03
 - F. Establish New Funds – 2024.01.08.04
- 8. Discussion Agenda Items**
 - A. Little Miami Watershed Network
- 9. Public Comments** - Limited to five minutes per person. Township related business only.
(Time cannot be yielded to another person.)
- 10. Trustee/Staff Discussion**
- 11. Adjourn**



**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2024.01.08.02**

IN RE: Resignation of Fire Department Staff – Jay Evans

WHEREAS, Part-time Firefighter/EMT, Jay Evans has indicated his desire to resign from the Sugarcreek Township Fire Department; and,

WHEREAS, Jay Evans was hired as a member of the Sugarcreek Township Fire Department on May 21, 2021; and,

WHEREAS, Chief Doug Buffenbarger recommends we accept the resignation of Jay Evans.

NOW THEREFORE, BE IT RESOLVED that the Board of Sugarcreek Township Trustees officially accepts the above-mentioned resignation effective December 23, 2023.

Marvin Moeller, Chairperson

Fred Cramer, Vice Chairperson

Carolyn L. Destefani, Trustee

Richard J. Demko, Fiscal Officer



AGENDA
SUGARCREEK TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
Monday, January 1st, 2024, 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. Resignation of Administrative Staff – Brianna McCaleb – 2024.01.08.01
 - D. Resignation of Fire Department Staff – Jay Evans – 2024.01.08.02
 - E. **Clout Membership Renewal – 2024.01.08.03**
 - F. Establish New Funds – 2024.01.08.04
- 8. Discussion Agenda Items**
 - A. Little Miami Watershed Network
- 9. Public Comments** - Limited to five minutes per person. Township related business only.
(Time cannot be yielded to another person.)
- 10. Trustee/Staff Discussion**
- 11. Adjourn**



**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2024.01.08.03**

IN RE: Renewal and Payment of CLOUT Membership

WHEREAS, Section 505.241 of the Ohio Revised Code grants the authority to a board of township trustees to authorize its elected officers to join an association or nonprofit organization formed for the improvement of township government; and

WHEREAS, Section 505.241 of the Ohio Revised Code further grants the authority to a board of township trustees to appropriate from its general fund an amount sufficient to pay the dues, subscription costs, or membership charges of such association or nonprofit organization; and

WHEREAS, the Coalition of Large Ohio Urban Townships (hereinafter referred to as CLOUT), which is part of the Ohio Township Association, qualifies as an association or nonprofit organization formed for the improvement of township government within the meaning of Section 505.241 of the Ohio Revised Code; and

WHEREAS, Sugar Creek Township is eligible to be a member of CLOUT based on its budget over \$10,000,000.00; and

WHEREAS, the Board desires to participate as members of CLOUT;

NOW THEREFORE BE IT RESOLVED THAT the Board of Township Trustees of Sugar Creek Township, Greene County, Ohio hereby authorizes Sugar Creek Township to become a member of CLOUT, as part of the Ohio Township Association, and to pay the annual CLOUT membership dues.

Marvin Moeller, Chairperson

Fred Cramer, Vice Chairperson

Carolyn L. Destefani, Trustee

Richard J. Demko, Fiscal Officer



AGENDA
SUGARCREEK TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
Monday, January 1st, 2024, 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. Resignation of Administrative Staff – Brianna McCaleb – 2024.01.08.01
 - D. Resignation of Fire Department Staff – Jay Evans – 2024.01.08.02
 - E. Clout Membership Renewal – 2024.01.08.03
 - F. Establish New Funds – 2024.01.08.04
- 8. Discussion Agenda Items**
 - A. Little Miami Watershed Network
- 9. Public Comments** - Limited to five minutes per person. Township related business only.
(Time cannot be yielded to another person.)
- 10. Trustee/Staff Discussion**
- 11. Adjourn**



SUGARCREEK TOWNSHIP
RESOLUTION NO. 2024.01.08.04
IN RE: Establishing New Funds Within the
Chart of Accounts

WHEREAS, the Sugarcreek Township Board of Trustees desire to create funds for the retirement of debt in within the departments of Sugarcreek Township; and,

WHEREAS, the creation of the new funds are necessary to maintain adequate records of the program finances; and,

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

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

Fund Number 2914	Police (Debt Retirement) Fund
Fund Number 2915	Fire (Debt Retirement) Fund
Fund Number 2916	Roads & Services (Debt Retirement) Fund

NOW THEREFORE, BE IT RESOLVED, that these new Funds have been established, in accordance with the law.

Marvin Moeller, Chairperson

Fred Cramer, Vice-Chairperson

Carolyn L. Destefani, Trustee

Richard J. Demko, Fiscal Officer



AGENDA
SUGARCREEK TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING

Monday, January 1st, 2024, 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. Resignation of Administrative Staff – Brianna McCaleb – 2024.01.08.01
 - D. Resignation of Fire Department Staff – Jay Evans – 2024.01.08.02
 - E. Clout Membership Renewal – 2024.01.08.03
 - F. Establish New Funds – 2024.01.08.04
- 8. Discussion Agenda Items**
 - A. **Little Miami Watershed Network**
- 9. Public Comments** - Limited to five minutes per person. Township related business only.
(Time cannot be yielded to another person.)
- 10. Trustee/Staff Discussion**
- 11. Adjourn**



AGENDA
SUGARCREEK TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING

Monday, January 1st, 2024, 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. Resignation of Administrative Staff – Brianna McCaleb – 2024.01.08.01
 - D. Resignation of Fire Department Staff – Jay Evans – 2024.01.08.02
 - E. Clout Membership Renewal – 2024.01.08.03
 - F. Establish New Funds – 2024.01.08.04
- 8. Discussion Agenda Items**
 - A. Little Miami Watershed Network
- 9. Public Comments** - Limited to five minutes per person. Township related business only.
(Time cannot be yielded to another person.)
- 10. Trustee/Staff Discussion**
- 11. Adjourn**