



**AGENDA**  
**SUGARCREEK TOWNSHIP BOARD OF TRUSTEES**  
**REGULAR MEETING**

**Monday, March 18, 2024, 7:00 P.M.**

**REGULAR SESSION:**

- 1. Call to Order**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. Presentation from Gregg Sparks, Bellbrook Lion's Club on Eagleland II Project**
- 5. Reports**
  - A. Administrator
  - B. Assistant Administrator/Zoning
  - C. Fiscal Officer
  - D. Fire
  - E. Police
  - F. Roads and Services
  - G. Information Technology
  - H. 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. Approval of Final Plan for Countywide 911 System – 2024.03.18.01
  - D. Resolution Supporting the Ohio Commission for the United States Semi-Quincentennial – 2024.03.18.02
  - E. Resignation of Police Department Staff – Joshua Lacy – 2024.03.18.03
  - F. Resignation of Fiscal Office Staff – Linda Flieman – 2024.03.18.04
  - G. Appointment of Fire Department Staff – Connor Arnold – 2024.03.18.05
  - H. Appointment of Fire Department Staff – Steven Walker, Stephen Lawrence – 2024.03.18.06
  - I. Declaration of Excess Property – Police Department – 2024.03.18.07
  - J. Year 2024 Permanent Appropriations – 2024.03.18.09
  - K. Amendment to the I-675/Wilmington Pike Project Management and Financing Agreement – 2024.03.18.10
- 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



**Administrator's Report to the Trustees  
March 18, 2024**

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

- Depositions will continue into April on litigation matters.
- Meetings continue regarding the I-675/Wilmington Pike Corridor project. The Montgomery County TID has prepared an amendment to the agreement for our consideration to complete the AER.
- The Fire Chief and I joined firefighters from our department and the from the City of Bellbrook department to play the Collin's Lodge basketball team. A great event, as always.
- Negotiations with the Fire Union have begun and should be completed in April.
- Sugarcreek Township hosted a Town Hall meeting with Representatives Lampton and Mathews on the proposed legislation to eliminate the income tax in the State of Ohio.

Respectfully Submitted,

A handwritten signature in black ink, appearing to be "B. Tiffany".

Barry P. Tiffany  
Township Administrator



**Staff Report for the Sugarcreek Township Board of Trustees  
February 7, 2024 to March 15, 2024**

The following is a snapshot of the activities and areas of responsibility for the Sugarcreek 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:**

- **March 28, 2024 Meeting:**  
**BZA01-2024:** Applicant, Jessica Williams/Archadeck, is requesting an Area/Dimensional Variance to reduce the rear yard setback from 30' to approximately 18' in a PUD-R to allow for the construction of a deck. The subject property is 1695 Sunset Creek Ct., owned by Donald and Sandra Roley, further identifiable by parcel number L3200010012032300, containing 0.270 acres and located in the PUD-R Residential Planned Unit Development) District.

**Zoning Commission Activities:**

- **Next Meeting scheduled for April 2, 2024 (cancellation pending-no applications received prior to the meeting's closing date)**
- **LRLUP Update work with consultant continues**

**Meetings/Accomplishments:**

- Attended Special Session on February 6, 2024
- Met with resident to discuss land in the township on February 6, 2024
- Attended OTA Conference on February 7-8, 2024
- Met with Choice One to discuss the Feedwire Farm project on February 12, 2024
- Met with resident to discuss deck project on February 14, 2024
- Met with Trustee Cramer to discuss RAISE Grant on February 24, 2024
- Attended event at Colin's Lodge on February 26, 2024
- Pre-application meeting with resident to discuss Variance Process on February 26, 2024

- Met with landowner and business owner to discuss land in the township on February 27, 2024
- Attended David J. Allor Planning and Zoning Conference on March 1, 2024
- Met with property owners to discuss land in the township on March 5, 2024
- Attended webinar on EV Charging stations on March 8, 2024
- Attended Fire Union Negotiations on March 12, 2024
- Pre-application meeting with RPCC and county agencies regarding the Feedwire Farm project on March 13, 2024
- Attended Town Hall on the elimination of state income tax on March 13, 2024
- Working with Compass Point Planning on Long Range Land Use Plan Update; county was able to successfully transfer mapping data; initial review with committee began in February
- RAISE Grant submitted on our behalf by Yellow Springs (thank you Xenia and Yellow Springs for this partnership)
- America 250-Ohio grant submitted on March 15, 2024
- Option Care Health (infusion therapy services) approved for Plaza 1



## Sugar Creek Township Trustees Report For March 18<sup>th</sup>, 2024

The following information is a snapshot of the activities and areas of responsibilities for Sugar Creek Township Fire Department. This report was generated on 03.14.2024 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 I Academy Training Platform
- Sexual Harassment In The Fire Service
- Rapid Intervention Team
- Safe Sleep
- Fire Officer I and II scheduled for Summer (ARPA Grant Funds)
- Live Fire Training at Dayton Fire Department Training Center scheduled for May 1-3.

### Statistics:

#### **2024 Totals**

Report current as of 03.14.2024                      23 calls to Cornerstone (9.0%)

- EMS Responses: 197(77.0%)                      30 MVC's (11.7%)
  - Fire Responses: 59 (23.0%)
- 256**

#### **Mutual Aid Given (number of incidents)**

- Fire = 17
- EMS = 13

#### **Mutual Aid Received (number of incidents)**

- Fire = 15
- EMS = 8

### Information:

- ISO review completed
- Painting completed at Station 72
- Lights/Siren scheduled for late April at K.E. Rose
- Received 32 sections of low pressure fire hose
- E71 back in service following head gasket replacement
- M73 coolant leak repaired

### Status of Issues the Fire Department is Addressing:

- Working on estimate for tornado sirens for Sugar Creek Township

**Fire Department Scheduled Events Attended:**

- Attended Greene County Fire Chiefs Meeting
- Attended PSISN Meeting
- Attended Ohio Fire Chiefs Winter Symposium (March 4,5,6)
- Attended Fire Code Update in Columbus (Feb 26,27)
- Colin’s Lodge Basketball Game (Feb 26 @ 1800)
- Attended Montgomery County Fire Chiefs Meeting
- Southwest Ohio AFFF collection and disposal event (Mar 18<sup>th</sup>)

**Fiscal:**

As of March 14th, 2024	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
Fire	\$3,393,471.00	\$747,400.75	\$749,165.51	\$1,923,953.36	21.902%
EMS	\$203,350.00	\$52,845.03	\$50,390.53	\$102,283.56	24.519%
Cell Tower Fund	\$27,068.58	\$0.00	\$0.00	\$27,068.58	0.00%
Department Total	\$3,623,889.58	\$800,245.78	\$799,556.04	\$2,053,305.50	21.887%

**Projected Capital Needs:**

- Replace ATV-71 \$45,000
- Bay Doors Station 71 \$18,000
- Bay Doors Station 72 \$30,000
- Training Prop \$40,000
- Hose Testing Machine \$5,000
- Thermal Imaging Camera \$7,000
- MDT for Fire Marshal \$3,500
- Portable Radios \$120,000
- Life Packs (Physio Control) \$180,000

Respectfully Submitted,

Doug Buffenbarger  
Fire Chief



Michael A. Brown  
Chief of Police

## Trustee Report March 18, 2024

### Training

- On March 11<sup>th</sup> – 12<sup>th</sup>, our officers did the MLO simulator training.
- On March 18<sup>th</sup>, Detective Stayer, and Detective Mantia will be attending the International Symposium on Child Abuse.
- No other classes for March.

### Fiscal

Budget 2024 (Final Appropriation)	\$3,207,775.00
Expenditures as of March 11, 2024	\$590,688.65
% of Budget Used	18.2%
% of Budget Year Target for the end of March	24.9%
% of Budget Remaining	81.8%
Cash Balance as of March 11, 2024	\$76,282.49

## EVENTS/APPEARANCES

- On February 7<sup>th</sup>, Chief Brown attended the PSISN Board Meeting
- Chief Brown also attended the Bellbrook Police Department Active Threats Training Meeting.
- On February 8<sup>th</sup>, Chief Brown attended the Ministerial Luncheon.
- Chief Brown attended the "Greet and Meet" at the Winters Library.
- On the evening of February 8<sup>th</sup>, Chief Brown attended the White Fence HOA.
- On February 15<sup>th</sup>, Chief Brown attended the GCLEA Luncheon and the school armed staff meeting.
- On February 21<sup>st</sup>, Chief Brown attended the Lions Club Meeting
- On February 24<sup>th</sup>, Chief Brown and our officers stopped by the Lions Pancake Breakfast.
- On March 13<sup>th</sup>, Chief Brown had coffee at the Bellhop.
- On March 13<sup>th</sup>, Chief Brown helped to judge the Future Chefs.
- On March 14<sup>th</sup>, Chief Brown attended the Ministerial Luncheon.

Respectfully submitted,



Michael A. Brown  
Chief of Police



*Michael A. Brown*  
*Chief of Police*

## **Police Blotter**

### **February 1, 2024**

- Business and house checks
- Community policing
- Theft report on Feedwire Road

### **February 2, 2024**

- Theft arrest on Wilmington Pike
- Crash report on Wilmington Pike
- Disturbance reported on Surrey Trail

### **February 3, 2024**

- Assault report on Stutsman Road
- Traffic stops
- Theft arrest on Wilmington Pike

### **February 4, 2024**

- Theft report on Upper Bellbrook Road
- Juvenile complaint on Valais Court
- Theft arrest on Wilmington Pike

### **February 5, 2024**

- Nothing to Report

### **February 6, 2024**

- Welfare check on Waynesville Road
- Disturbance reported on Brookdale Lane
- Juvenile complaint on Waynesville Road

### **February 7, 2024**

- Nothing to Report

### **February 8, 2024**

- Business and house checks
- Suspicious vehicle on Wilmington Pike
- Community policing

February 9, 2024

- Theft arrest on Wilmington Pike
- Crash report on Charles Drive
- Welfare check on Feedwire Road
- Trespassing reported on Beech Hill Drive

February 10, 2024

- Theft report on Mead Road
- Traffic stops

February 11, 2024

- An animal complaint on S. Alpha Bellbrook Road
- Welfare check on Cloy Road
- Fraud report taken on Wilmington Pike

February 12, 2024

- Nothing to Report

February 13, 2024

- Community policing
- Theft report on W. Reserve Street
- Theft report on Wilmington Pike

February 14, 2024

- Nothing to Report

February 15, 2024

- Welfare check on E. Salinas Circle
- Noise complaint on Roscommon Way
- Traffic stops

February 16, 2024

- Theft arrest on Wilmington Pike
- Suspicious person on Napa Valley Drive
- Crash report on Upper Bellbrook Road

February 17, 2024

- Nothing to Report

February 18, 2024

- Fraud report on Woodland Ridge Court
- Community policing

February 19, 2024

- Noise complaint on Bayberry Cove Drive
- Crash report on Wilmington Pike
- Business and house checks

February 20, 2024

- Nothing to Report

February 21, 2024

- 911 Hang up on Walden Way
- Juvenile complaint on S. Creek Circle
- Traffic stops

February 22, 2024

- Nothing to Report

February 23, 2024

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

February 24, 2024

- Peace officer needed on Upper Bellbrook Road
- Parking violation on Wilmington Pike

February 25, 2024

- An animal complaint on Catalpa View Way
- Welfare check on Little Sugarcreek Road
- Domestic violence reported on Dolley Drive
- Theft arrest on Wilmington Pike



*Michael A. Brown*  
*Chief of Police*

## Police Blotter

February 25, 2024

- Business and house checks
- An animal complaint on Catalpa View Way
- Community policing
- Welfare check on Little Sugarcreek Road
- Theft arrest on Wilmington Pike
- Domestic violence report on Ferry Road

February 26, 2024

- Burglary reported on Sonnyann Place
- Criminal damaging on Wilmington Pike
- Intoxicated subject on Wilmington Pike
- Welfare check on Swigart Road

February 27, 2024

- Traffic stops
- Crash report on Cloy Road

February 28, 2024

- Nothing to Report

February 29, 2024

- Suspicious person on Wilmington Pike
- Community policing
- Business and house checks

March 1, 2024

- Business and house checks
- Disturbed person on McBee Road
- 911 Hang up on Acorn Drive
- Domestic violence reported on Winshire Terrace
- Disturbance on Surrey Trail

March 2, 2024

- Juvenile complaint on Shellbark Drive
- Fraud report taken on Silverado Drive
- Crash report on Wilmington Pike

March 3, 2024

- Suspicious person on Pepperwell Circle
- Domestic violence on Upper Bellbrook Road
- Criminal damaging on Toll Gate Lane
- Intoxicated subject on Wilmington Pike

March 4, 2024

- Welfare check on Bayberry Cove Drive
- Criminal damaging on Park Terrace
- An animal complaint on Wilmington Pike

March 5, 2024

- Nothing to Report

March 6, 2024

- Theft arrest on Wilmington Pike
- 911 Hang up on Winding Brook Way
- Juvenile complaint on Wilmington Pike

March 7, 2024

- Crash report on Upper Bellbrook Road
- Juvenile complaint on Surrey Trail
- Traffic stops

March 8, 2024

- Nothing to Report

March 9, 2024

- Community policing
- Crash report on Clio Road

March 10, 2024

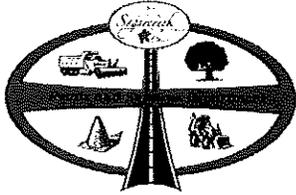
- Disturbance on Umberoak Court
- An animal complaint on Wilmington Pike
- Community policing

March 11, 2024

- Crash report on Wilmington Pike
- Welfare check on Wilmington Pike
- Crash report on Washington Mill Road

March 12, 2024

- Request of an officer on Park Terrace
- Traffic stops



**Staff Report for  
Sugar Creek Township Trustees  
March 18, 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 was no call outs for service in this time period.

**Accomplishments:**

- Changed radar batteries (X2)
- Tree trimming- Ferry Rd, Washington mill Rd, Beech hill Dr
- Fix/Repaired mailbox- Middle run Rd, Erickman Ln
- Ditching- Middle run Rd (X2)
- Clear catch basin- Cedar Ridge Dr, Gerhardt Cir
- Curb Prep/Painting- Clio Rd, E Briggs Rd, Shop (X2)
- Removed dead animals- Feedwire Rd, Upper Bellbrook, 725
- Sign replacement- Poston Dr, Clio Rd, Little Sugar Creek Rd
- Completed street sweeping cycle, serviced sweeper
- Storm cleanup- throughout Township
- Berm repair- Little Miami Dr
- Repaired-oil separator shop.
- Cleaned- Shop yard.
- OTA Meeting-Greene County
- Maintenance- Roller
- Removed signs- ROW(X7)
- Removed salt spreader/prep Polaris for spring
- Met with residents-Eagle Rise, sidewalks

Respectfully,

Dale Owens  
Director of Roads and Services

**The Board of Trustees of Sugarcreek Township, Greene County, Ohio, in Regular Session on February 6<sup>th</sup>, 2024, at 9:00 AM.**

- 1) **Mr. Moeller called the session to order at 9:00 am.**
- 2) **Mr. Demko called the roll with Board Members, Mr. Moeller, Mrs. Destefani and Mr. Cramer in attendance.** Also, in attendance were Barry Tiffany, Cara Tilford, Dale Owens, Doug Buffenbarger, Mike Brown, Dee Maiwald, Denise Moore and Donna Hellmann.
- 3) **All in attendance stood for the Pledge of Allegiance.**
- 4) **Reports**

**Administration**

Mr. Tiffany and Mr. Cramer recently met with the City of Centerville to discuss the I-675/Wilmington Pike Corridor project and address concerns regarding its momentum. The City of Centerville is putting together a timeline, plans for moving forward to follow. The AER initially slated for completion within 4-6 months will now be delayed until year-end.

**Zoning**

Mrs. Tilford had nothing to add to her report.

**Fiscal Officer**

Mr. Demko indicated that he will be working on the permanent appropriations next month, which are due in April. He noted that the township generated \$120,000 in interest from interest-bearing accounts, which, by law, will be allocated to the general fund.

**Fire**

Mr. Buffenbarger highlighted that last year the Fire Department received a grant totaling \$20,000. It was proposed to allocate this grant towards Officer 1 and Officer 2 classes for departmental development, which was approved. In collaboration with Sinclair, he has arranged for a combined Officers 1 and 2 course to be conducted onsite.

**Police**

Chief Brown provided a couple updates to his report. Firstly, the Police Department received a \$17,500 grant applied to educational reimbursement for 2023 training. Secondly, the department secured a \$36,000 grant for new body cams.

**Roads and Service**

Mr. Owens add to his report that the truck, approved in September 2021, is in Ohio and undergoing outfitting. Mr. Demko noted that funds were allocated 2 years ago from the Vehicle Registration Fund. All arrangements are in place, and the truck is expected to be ready soon.

**Information Technology**

Mr. Tiffany and Mrs. Tilford have a meeting scheduled with the IT company to discuss the plan they've assembled for the server replacement project. We'll have more information following this afternoon's meeting.

**Trustees**

Mrs. Destefani will be attending the Miami Valley Regional Planning Commission's annual dinner

on April 18<sup>th</sup>. The trustees will attend the OTA conference this week, where Mrs. Tilford and Mr. Cramer will graduate from Leadership Academy 1.0. Mrs. Destefani will join the inaugural class of OTA Leadership 2.0.

Mr. Cramer highlighted that the RAISE grant application deadline is at the end of February. The Township has contracted a consultant to improve the Bellbrook to Spring Valley segment, which scored the lowest, and bolster our application. He will present the proposal to Greene County on the 13<sup>th</sup>. Mr. Cramer is involved in Greene County's 911 project, focused on creating a unified dispatch center for streamlined emergency response. He is confident about meeting the April 1<sup>st</sup> deadline and addressing both short-term and long-term needs. Mr. Cramer is a member of the School Board Advisory Committee. He emphasized two key points from the recent meeting: Bellbrook/Sugarcreek Schools rank among Ohio's 8 five-star schools, and despite declining student population since 2006, the schools maintain financial stability. He is optimistic about the district's financial outlook and strategic direction. Mr. Moeller attended the Regional Planning meeting and received an update on road projects. Ohio is considering funding \$25 million for the Grange Hall/I-675 interchange and \$5 million for the Wilmington Pike/I-675 interchange, with decisions pending.

Mr. Demko highlighted that the ARPA funds must have a designated purpose by year-end and must be spent by 2026.

**5) Public Comments – Agenda Items**

None.

**6) Old Business**

None.

**7) Consent Agenda Items**

- A.** Payment of Bills
- B.** Minutes
- C.** Authorize Township Administrator as Signatory on Agreement with Choice One regarding the Veterans Memorial Park– 2024.02.06.01
- D.** 2023 Mileage Certification – 2024.02.06.02
- E.** Appointment of Administrative Staff – Dee Maiwald – 2024.02.06.03
- F.** Reclassification of Fire Department Staff – Bradly Mader- 2024.02.06.04
- G.** Declare Excess Property – Fire Department – 2024.02.06.05
- H.** Declare Excess Property – Service Department - 2024.02.06.06
- I.** Resignation of Police Officer – Jason Robison – 2024.02

**SUGARCREEK TOWNSHIP  
RESOLUTION NO. 2024.02.06.01**

IN RE: Authorizing the Township Administrator to Act as a Signatory for  
an Agreement for Professional Services with Choice One Engineering

**WHEREAS**, there is a plan for a Veterans Memorial Park on Pine Court within the Township; and,

**WHEREAS**, Choice One Engineering intends to provide construction documents for the Veterans Memorial Park.

**NOW THEREFORE, BE IT RESOLVED**, that this Board of Trustees for Sugarcreek Township does hereby authorize the Township Administrator to act as signatory on behalf of the Trustees, in an amount not to exceed Twenty-Five Thousand, Seven Hundred (\$25,700.00).

**SUGARCREEK TOWNSHIP**  
**RESOLUTION NO. 2024.02.06.02**  
IN RE: 2023 Township Highway System Mileage Certification

WHEREAS, this Board of Township Trustees has received the 2023 Township Highway System Mileage Certification from the Greene County Engineer; and,

WHEREAS, this Report has been reviewed by Dale Owens, Director of Roads and Services, and was found to be accurate as presented; and,

WHEREAS, this Report indicates the 2023 Ohio Department of Transportation changes in road mileage,

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

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

**SUGARCREEK TOWNSHIP**  
**RESOLUTION NO. 2024.02.06.03**  
IN RE: Appoint Social Media and Marketing Coordinator/Fiscal Office Assistant – Dee Maiwald

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

WHEREAS, a vacancy exists within the position of Social Media and Marketing Coordinator/Fiscal Office Assistant; and,

WHEREAS, personal interviews were conducted by the Township Administrator; and,

WHEREAS, after a review of the candidates, it was determined that Dee Maiwald met or exceeded all requirements,

NOW THEREFORE, BE IT RESOLVED, that this Board of Trustees appoints Dee Maiwald as full-time Social Media and Marketing Coordinator/Fiscal Office Assistant at the entry level rate of \$25.00 per hour,

FURTHER BE IT FURTHER RESOLVED, that Ms. Maiwald's employment shall have an effective date of January 24,2024, and is subject to a one (1) year probationary period ending January 24, 2025.

**SUGARCREEK TOWNSHIP  
RESOLUTION NO. 2024.02.06.04**

IN RE: Reclassification of Fire Department Personnel – Bradley Mader

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 reclassification of Bradley Mader from Volunteer Firefighter/EMT to Part-time Firefighter/EMT, 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 reclassification of Bradley Mader to the position of Part-time Firefighter/EMT at the pay rate of \$18.43 per hour with an effective date of March 1, 2024, and is subject to a one (1) year probationary period ending March 1, 2025.

**SUGARCREEK TOWNSHIP  
RESOLUTION NO. 2024.02.06.05**

IN RE: Declaration of Excess Property – Fire Department

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

WHEREAS, the items listed have been declared broken, obsolete or non-reparable and have been marked for disposition.

- Thirty-five (35) sections of fire hose

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.

**SUGARCREEK TOWNSHIP  
RESOLUTION NO. 2024.02.06.06**

**IN RE:** Declaration of Excess Property – Roads and Service Department

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

WHEREAS, the items listed have been declared broken, obsolete or non-reparable and have been marked for disposition.

- 1999 Ford F150
- 2010 Ford Fusion
- Two (2) 2,500 Gallon Liquid Storage Tanks
- Three (3) 1,000 Gallon Fuel Tanks
- 275 Gallon Fuel Tank

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.

**SUGARCREEK TOWNSHIP  
RESOLUTION NO. 2024.02.06.07**

**IN RE:** Resignation of Full-Time Police Officer Jason Robison

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

WHEREAS, Mr. Robison became a member of the Sugarcreek Township Police Department on September 11, 2023; and,

WHEREAS, Chief Michael Brown recommends we accept the resignation of Jason Robison.

NOW THEREFORE, BE IT RESOLVED that the Board of Sugarcreek Township Trustees officially accepts the resignation of Jason Robison effective January 31, 2024.

**SUGARCREEK TOWNSHIP**  
**RESOLUTION NO. 2024.02.06.08**  
**IN RE: Declaring a Nuisance at 727 Walden Way**

WHEREAS, the Ohio Revised Code (ORC) 505.87 provides for the abatement, control, or removal of vegetation, garbage, refuse, and other debris from land in the township, if the board determines that the owner's maintenance of that vegetation, garbage, refuse, or other debris constitutes a nuisance; and,

WHEREAS, the Director of Planning and Zoning has inspected parcel L32000100010017900 at 727 Walden Way and has observed vegetation in excess of 12", and refuse; and,

WHEREAS, at least seven (7) days before providing for the abatement, control, or removal of any vegetation, the Board of Township Trustees shall notify the owner the land and any holders of liens of record upon the land that the owner is ordered to abate, control, or remove the vegetation, the owner's maintenance of which has been determined by the Board to be a nuisance; and,

WHEREAS, if such vegetation and refuse is not abated, controlled, or removed, or if provision for its abatement, control or removal is not made within seven (7) days, the Board shall provide for the abatement, control, or removal, and any expenses incurred by the township in performing that task shall be entered upon the tax duplicate and become a lien upon the land from the date of entry.

NOW THEREFORE, BE IT RESOLVED, that this Sugarcreek Township Board of Trustees hereby determines that the condition of parcel L32000100010017900 at 727 Walden Way does constitute a nuisance in accordance with ORC 505.87 and orders the Director of Planning and Zoning to proceed with the removal of such vegetation and refuse in accordance with the provisions of ORC 505.87.

Mr. Moeller made a motion to accept all consent agenda items except minutes as stated. Mrs. Destefani seconded.

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

Mr. Moeller made a motion to accept the minutes agenda. Mr. Cramer seconded.

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

**9) Discussion Agenda Items**

None.

**10) Public Comments**

Mrs. Hellman inquired will the recordings for the Township meetings be available on YouTube. Mr. Tiffany noted they are working on getting editing software. Mrs. Hellman inquired when will that be. Mr. Tiffany responded hopefully this month.

Mrs. Moore noted that the curb at Briggs and Wilmington Pike is damaged again.

**11) Trustee/Staff Discussions**

Mr. Moeller proposed shifting one trustee meeting per month to morning hours. The trustees indicated they will consider and discuss the proposal at the next meeting.

Mr. Moeller proposed introducing a fire department inspection fee and creating districts around the Cornerstone project area. The trustees indicated they will consider and discuss the proposal at the next meeting.

Mr. Moeller inquired about the progress/status of Fire Department discussions with Bellbrook. Mr. Buffenbarger noted he would like to meet with Bellbrook again. As of now, they are streamlining emergency response protocols and fostering collaboration for more effective service delivery.

Mr. Moeller proposed opening trustee meetings with a prayer by local clergy. The trustees indicated they will consider and discuss the proposal at the next meeting.

Mr. Moeller proposed a joint event calendar for all activities of the Township and staff/trustees. The trustees indicated they will consider and discuss the proposal at the next meeting.

Mr. Moeller inquired about ideas on how to increase the Townships presence at businesses along Wilmington Pike.

Mrs. Destefani proposed looking into OTA webinar fees and subscription options.

Mr. Tiffany proposed using ARPA funds to build pickleball courts and discussed potential locations, along with the prospect of partnering with the park district.

Mr. Tiffany proposed exploring the cost and potential use of drones. The trustees indicated they will consider and discuss the proposal at the next meeting.

**12) Executive Session**

None.

**13) Adjourn**

Mr. Moeller made a motion to adjourn, which was seconded by Mr. Cramer. Upon call of the roll, the vote resulted in the following:

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

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Richard J Demko, Fiscal Officer

**The Board of Trustees of Sugarcreek Township, Greene County, Ohio, in Special Session on February 28<sup>th</sup>, 2024, at 9:00 AM.**

- 1) **Mr. Moeller called the session to order at 9:00 am.**
- 2) **Mr. Tiffany called the roll with Board Members, Mr. Moeller, Mrs. Destefani and Mr. Cramer in attendance.** Also, in attendance were Cara Tilford, Dale Owens, Doug Buffenbarger, Mike Brown, and Donna Hellmann.
- 3) **All in attendance stood for the Pledge of Allegiance.**
- 4) **Discussion Agenda Items**
  - A. Authorizing Township Administrator as Signatory on Assignment of Commission Agreement for the James Pee Wee Martin Statue - 2024.02.28.01
  - B. Authorizing Assistant Township Administrator as Signatory and to Submit Grant Application – 2024.02.28.02
  - C. Renomination of Scott Miller to District 11 OPWC Integration Committee – 2024.02.28.03

**RESOLUTION NO. 2024.02.28.01**

IN RE: Authorizing the Township Administrator to Enter into an Agreement for the Assignment of the Commission Agreement with Fisher Sculpture, LLC, for the Fabrication, Installation, and Ownership of the James “Pee Wee” Martin Statue in the Sugarcreek Township Veterans Memorial

WHEREAS, on October 26, 2022, Jodi Puterbaugh, in her authorized capacity and acting on behalf of the Jim Pee Wee Martin Statue Committee entered into an agreement with Fisher Sculptures, LLC, for the creation of the Jim Pee Wee Martin Statue, and its placement into the Sugarcreek Township Veterans Memorial at a cost of \$115,000; and,

WHEREAS, to date, Fisher Sculptures has been paid the first installment of \$28,750, with an outstanding balance of \$86,250 to be paid in three additional installments of \$28,750 each; and,

WHEREAS, the Board of Trustees shall be solely responsible for any additional costs incurred for the production of the statue from the date of this resolution forward; and,

WHEREAS, the Sugarcreek Township Board of Trustees and the Jim Pee Wee Martin Statue Committee wish to modify the Agreement with Fisher Sculptures for the completion of the statue and ownership of said statue through the assignment of Agreement from the Jim Pee Wee Martin Statue Committee, to the Sugarcreek Township Board of Trustees for the balance of the monies due and ownership of the statue moving forward, subject to the following conditions:

- All monies received by Fisher Sculpture for the project to date shall remain with Fisher and credited toward the total price of the Commission Agreement.
- The Jim Pee Wee Martin Statue Committee shall provide their agreement to the design and placement of the statue, and plaque language, in writing to the Board of Trustees of Sugarcreek Township no later than March 31, 2024.
- The Jim Pee Wee Martin Statue Committee, and its agents or members, shall relinquish all ownership rights and responsibilities for the statue moving forward effective upon the signing of the Addendum to the Commission Agreement.
- Any proposed changes in design or placement after March 31, 2024, shall be reviewed and agreed upon with the Committee prior to being implemented.
- The Committee shall deliver to the Township all bricks currently delivered or ordered and yet to be delivered no later than May 15, 2024.
- The Committee has ceased all fund-raising efforts in the name of Mr. Martin for the benefit of the statue.
- The Committee has ended all fund-raising efforts through the sale of bricks and has removed the information from their website.
- The Township will seek legal counsel opinion on a possible agreement to turn the statue over to the family in the event it is to be removed from the memorial in the future.

NOW, THEREFORE BE IT RESOLVED, that this Board of Trustees for Sugarcreek Township does hereby authorize the Township Administrator to act as signatory and enter into the Addendum to Commission Agreement and Assignment to Another Party agreement, a copy of which is attached hereto.

Mr. Tiffany made a motion to accept the agenda item as stated. Mr. Cramer seconded.

Mr. Moeller – yes  
 Mr. Cramer – yes  
 Mrs. Destefani – yes

**RESOLUTION NO. 2024.02.28.02**

IN RE: Authorizing the Assistant Township Administrator to Prepare an Application for a Buckeye Impact Grant from America 250-Ohio.

WHEREAS, America 250-Ohio provides an ideal opportunity to amplify the stories of Ohio's contribution to the U.S. for the past 250+ years; and

WHEREAS, WWII was a defining moment in our country's history and in the history of our world; and

WHEREAS Jim "Pee Wee" Martin, was a member of the 101st Airborne Division, known as the "Screaming Eagles," and parachuted into Normandy on June 5, 1944, one of the first American forces to land. Four months later, he and his unit were part of the British-led Operation Market Garden in the Netherlands and Germany and was part of the 101st-led defense of Bastogne, Belgium, stopping the German army's last-ditch attempt to split Allied forces in the Battle of the Bulge; and

WHEREAS, Jim "Pee Wee" Martin was an active and engaged resident of Sugarcreek Township for almost his entire adult life frequently providing input on issues that would impact our community; and

WHEREAS, Jim "Pee Wee" Martin continued meetings with the public to carry forward an eyewitness account of his unit's experiences in WWII until his death on Patriot Day in 2022 at the age of 101; and

WHEREAS, Jim "Pee Wee" Martin wrote in a social media message in March of 2019, "The level of interest shown by younger generations in our wartime service has gladdened the heart of my WWII generation. So many of you have worked in a variety of ways to ensure that the legacy and lessons of World War II will not be forgotten. We old veterans are aware of it and we appreciate it."; and

NOW THEREFORE IT BE RESOLVED, the Board of Trustees of Sugarcreek Township, Greene County, State of Ohio, does authorize Cara Tilford, Assistant Township Administrator, to prepare and execute an application for a Buckeye Impact Grant in the amount of \$50,000 for a statue of Jim "Pee Wee" Martin to be commissioned and placed in our Veterans Memorial so that future generations will continue to understand the impact of the wartime service of Jim "Pee Wee" Martin and the role he and his fellow veterans played in the shaping our of world.

Mr. Tiffany made a motion to accept the agenda item as stated. Mrs. Destefani seconded.

Mr. Moeller – yes  
Mr. Cramer – yes  
Mrs. Destefani – yes

**RESOLUTION NO. 2024.02.28.03**

IN RE: Re-nomination of Scott Miller (Xenia Township, Greene County)  
District 11 Public Works Integrating Committee

WHEREAS, the District 11 Public Works Integrating Committee is the local body responsible for overseeing the Ohio Public Works Commission programs in Clark, Champaign, Union, Madison, Darke, Miami, Greene and Preble counties; and,

WHEREAS, the Committee consists of twenty-four (24) members, three of which are chosen by the majority of boards of township trustees located within the district; and,

WHEREAS, Scott Miller (Xenia Township, Greene County) is currently serving as a township representative on said Committee with his term set to expire at the end of May 2024; and,

WHEREAS, due to upcoming term expirations, requests for nominations and/or re-nominations have been made by the District 11 Liaison,

WHEREAS, the Sugarcreek Township Board of Trustees believes Scott Miller to be a good representative for the townships of Greene County and would like to re-nominate Scott Miller (Xenia Township, Greene County) to serve as a township representative on the District 11 Public Works Integrating Committee.

NOW THEREFORE BE IT RESOLVED, that this Board of Trustees directs the Township Administrator to submit a copy of this Resolution requesting the re-nomination of Scott Miller to the above-mentioned Committee to the District 11 Liaison prior to May 15, 2024.

Mr. Tiffany made a motion to accept the agenda item as stated. Mrs. Destefani seconded.

Mr. Moeller – yes  
Mr. Cramer – yes  
Mrs. Destefani – yes

**5) Public Comments**

None.

## 6) Trustee/Staff Discussion

Mr. Cramer proposed that the trustees should refrain from signing the document for the 911 system until it receives approval from Greene County.

Mr. Moeller proposed that the trustees select a date for the township picnic. The trustees agreed on June 8<sup>th</sup> pending park availability.

Mr. Tiffany proposed purchasing anti-chocking devices for schools and restaurants in Sugarcreek.

Mr. Moeller inquired about the OTA webinar membership discussed at the last meeting. Mr. Cramer proposed that the trustees commit, contingent upon the participation of other townships. Mr. Moeller inquired how the Fire Department discussions with Bellbrook are progressing. Mr. Tiffany highlighted that the discussions are moving slowly, and the next phase involves deliberating on the potential for shared facilities.

Mrs. Destefani mentioned that at the Greene County Regional Planning Commission meeting yesterday, there was discussion of proposing a statewide zoning map. Mr. Tiffany highlighted the proposal will negatively impact how townships regulate zoning.

## 7) Adjourn

Mr. Moeller made a motion to adjourn, which was seconded by Mr. Cramer. Upon call of the roll, the vote resulted in the following:

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

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Richard J Demko, Fiscal Officer



**RESOLUTION PURSUANT TO OHIO REVISED CODE § 128.08 TO APPROVE THE  
FINAL PLAN FOR GREENE COUNTYWIDE 9-1-1 SYSTEM**

**RESOLUTION NUMBER 2024.03.18.01**

**Trustee** \_\_\_\_\_ moved the adoption of the following resolution:

**Be it resolved** by the Sugarcreek Township Board of Trustees, Greene County, Ohio:

**WHEREAS**, § 128.06(D) of the Ohio Revised Code (“O.R.C.”) requires that each county 9-1-1 program review committee maintain and amend a final plan for implementing and operating a countywide 9-1-1 system; and

**WHEREAS**, the Greene County 9-1-1 Program Review Committee (“Committee”) has created the final plan pursuant to the requirements of O.R.C. §129.06 and §129.07; and

**WHEREAS**, O.R.C. § 128.07(B)(1)(a) requires that the Committee send a copy of the final plan to the board of township trustees of each township (“Township”) by certified mail, or ordinary mail and by internet identifier of record; and

**WHEREAS**, O.R.C. § 128.08(A) requires that the legislative authority of each township whose territory is proposed to be included in a countywide 9-1-1 system act by resolution to approve or disapprove the plan within sixty days of receipt of the final plan; and

**WHEREAS**, upon approving or disapproving the final plan, the Township must immediately notify the Greene County Board of Commissioners in writing of such approval or disapproval.

**WHEREAS**, the Township received a copy of the final plan from the Committee on March 6, 2024; and

**WHEREAS**, after reviewing the final plan, the Township has determined to approve the final plan.

**NOW THEREFORE, BE IT RESOLVED** by the Board of Trustees of Sugarcreek Township, Greene County, Ohio, in accordance with O.R.C. §128.08(A), that:

**SECTION 1** The Township hereby approves the final plan submitted by the Committee. The Fiscal Officer shall immediately notify the Greene County Board of Commissioners in writing of the Township’s approval and provide a copy of this resolution as part of that notification.

**SECTION 2** It is hereby found and determined that all formal actions of the Board of Trustees of Sugarcreek Township concerning and relating to the adoption of this Resolution were adopted in an open meeting, and that all deliberations of the Township Trustees and any of the Township's committees that resulted in such formal action were in a meeting open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

**BE IT FURTHER RESOLVED**, that this Resolution shall be in full force and effect immediately upon its adoption.

Adopted the 18th day of March, 2024.

\_\_\_\_\_  
Marvin Moeller, Chairperson

\_\_\_\_\_  
Fred Cramer, Vice-Chairperson

\_\_\_\_\_  
Carolyn Destefani, Trustee

*Attest:* \_\_\_\_\_  
Richard Demko, Fiscal Officer



## **A RESOLUTION**

**2024.03.18.02**

### **A Resolution of Sugarcreek Township Supporting the Ohio Commission for the United States Semi Quincentennial (AMERICA 250-OH)**

WHEREAS, The Ohio General Assembly and Governor created AMERICA 250-OH in Ohio Revised Code Section 149.309 to plan, encourage, develop and coordinate the commemoration of the 250th anniversary of the United States and Ohio's integral role in that event and the role of its people on the nation's past, present and future; AND

WHEREAS, AMERICA 250-OH strives to engage ALL Ohioans and ALL 88 counties through a variety of programs, projects and events through 2026 by inspiring future leaders and celebrating Ohio's contributions to the nation over the past 250+ years; AND

WHEREAS, Sugarcreek Township has much to contribute to the nation's 250<sup>th</sup> anniversary including Sugarcreek's ties to Native American settlements with its proximity to the Little Miami River and its status as "First of Its Kind". The first official act of the associate judges after the first Court of Common Pleas was organized on May 10, 1803, was the framework for the original townships of Greene County. The first township to have its delineation recorded in the minute book of the court was Sugarcreek Township, with the first election occurring on June 21, 1803. Sugarcreek Township was a major producer of maple syrup and maple molasses, with the Sugar Maple Festival held every year commemorating this once thriving industry. Pork packing, mills and hedge fencing rounded out Sugarcreek Township early agricultural heritage, which remains part of the fabric of our community to this day. Sugarcreek would go on to see many of its young men fight for the freedoms espoused in our Constitution, with its most well-known being Jim "Pee Wee" Martin. Sugarcreek Township will celebrate his legacy and the contribution of all our veterans to the cause of democracy across the globe with the establishment of our Veterans Memorial to coincide with celebration of our country's 250<sup>th</sup> anniversary.

THEREFORE, BE IT RESOLVED THAT Sugarcreek Township hereby establishes a local AMERICA 250-OH Sugarcreek Township Committee made up of a diverse group of citizens to work with AMERICA 250-OH on any and all activities within Sugarcreek Township. The participants of the Sugarcreek Township Committee will be strictly voluntary roles and there will be no compensation for participation; AND

FURTHER RESOLVED, the Township Commission agrees to designate one or more Township liaisons within 30 days of the adoption of this Resolution who will serve as the point of contact for all local organizations, stakeholders, and communities within their Township; AND

FURTHER RESOLVED, Sugarcreek Township allocates \$1,000.00 to the America 250-OH Sugarcreek Township Committee to supplement its work; AND

FURTHER RESOLVED, that a copy of this resolution be sent to the Sugarcreek Township legislative delegation and AMERICA 250-OH Commission headquartered at 41 S. High St., Suite 250, Columbus, OH 43215.

ADOPTED by the Board of Trustees of the Township of Sugarcreek, Greene County, the State of Ohio, this 18<sup>th</sup> day of March, 2024.

ATTEST:

TOWNSHIP TRUSTEES

\_\_\_\_\_  
Richard Demko, Fiscal Officer

\_\_\_\_\_  
Marvin Moeller, Chairperson

\_\_\_\_\_  
Fred Cramer, Vice-Chairperson

\_\_\_\_\_  
Carolyn Destefani, Trustee



**SUGARCREEK TOWNSHIP  
RESOLUTION NO. 2024.03.18.03**

IN RE: Resignation of Police Department Staff – Joshua Lacy

WHEREAS, Full Time Police Officer, Joshua Lacy has indicated his desire to resign from the Sugar Creek Township Police Department, effective March 3, 2024; and,

WHEREAS, Chief Michael Brown recommends we accept the resignation of Joshua Lacy.

NOW THEREFORE, BE IT RESOLVED that the Board of Sugar Creek Township Trustees officially accepts the above-mentioned resignation effective March 3, 2024.

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Marvin Moeller, Chairperson

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Fred Cramer, Vice Chairperson

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Carolyn L. Destefani, Trustee

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Richard J. Demko, Fiscal Officer



**Michael A. Brown**  
Chief of Police

DATE: 3/4/2024  
TO: Barry Tiffany, Township Administrator  
FROM: Police Chief Michael A. Brown  
SUBJECT: Resignation of Joshua Lacy

Officer Joshua Lacy has submitted his resignation with an effective date of March 3, 2024.  
Please ask the Board of Trustees to accept Joshua Lacy's resignation effective March 3, 2024.

Respectfully submitted,

Michael A. Brown  
Chief of Police

# LETTER OF RESIGNATION

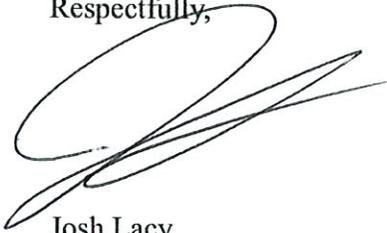
To Chief Brown and Whom It May Concern:

On March 3, 2024, I am writing to inform you of my decision to resign from my position as a Police Officer with the Sugarcreek Township Police Department located at 4398 Clio Road, Sugarcreek Township, Ohio 45459, effective immediately today, March 3, 2024.

My morals and values do not align with the management of the Sugarcreek Township Police Department. In an attempt to maintain my integrity, I can no longer continue my career with the Sugarcreek Township Police Department.

I appreciate the development, as a Police Officer, the Sugarcreek Township Police Department has offered me during my time of employment.

Respectfully,

A handwritten signature in black ink, appearing to read "Josh Lacy". The signature is stylized with a large loop at the top and several horizontal strokes at the bottom.

Josh Lacy

A handwritten signature in blue ink, appearing to read "M. Brown". The signature is written in a cursive style.



**SUGARCREEK TOWNSHIP  
RESOLUTION NO. 2024.03.18.04**

IN RE: Resignation of Fiscal Office Staff – Linda Flichman

WHEREAS, Part Time Assistant to the Fiscal Officer, Linda Flichman has indicated her desire to resign from the Sugar Creek Township Fiscal Office, effective March 26, 2024; and,

WHEREAS, Mrs. Flichman has been employed with Sugar Creek Township since 2006, assisting the Fiscal Officer with the duties of the Fiscal Office; and,

WHEREAS, Fiscal Officer Richard Demko recommends we accept the resignation of Linda Flichman.

NOW THEREFORE, BE IT RESOLVED that the Board of Sugar Creek Township Trustees officially accepts the above-mentioned resignation of Linda Flichman, effective March 26, 2024, and sincerely thanks Mrs. Flichman for the exemplary performance of her duties for the 18+ years of service with Sugar Creek Township.

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Marvin Moeller, Chairperson

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Fred Cramer, Vice Chairperson

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Carolyn L. Destefani, Trustee

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Richard J. Demko, Fiscal Officer

FROM THE DESK OF

**Linda Fliehman**

March 10, 2024

Sugarcreek Township  
2090 Ferry Road  
Bellbrook, OH. 45305

SUGARCREEK TOWNSHIP TRUSTEES

I wish to submit my letter of resignation from Sugarcreek Township effective March 26, 2024. It has been an HONOR to work for Sugarcreek Township these 18 + years. Little did I know, when Ted Hodson called me nearly 20 years ago to come and help him as a new fiscal officer, that my relationship with this township would last this long. I now feel it is time to end my tenure. Please accept this resignation letter, and I want you to know I will greatly miss everyone!

Sincerely,

A handwritten signature in black ink that reads "Linda Fliehman". The signature is written in a cursive style with a large initial 'L'.

Linda Fliehman



**SUGARCREEK TOWNSHIP  
RESOLUTION NO. 2024.03.18.05**

IN RE: Appointment of Fire Department Staff  
Connor Arnold

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, Connor Arnold 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 2024 Operating Budget.

NOW, THEREFORE, BE IT RESOLVED, that Connor Arnold shall be appointed to the position of Part-Time Firefighter II/EMT-B within the Sugarcreek Fire Department at the rate of \$17.38 per hour; and,

FURTHER BE IT RESOLVED, the above-mentioned appointment for Connor Arnold will have an effective date of February 27, 2024, with a one (1) year probationary period ending on February 27, 2025.

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Marvin Moeller, Chairperson

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Fred Cramer, Vice Chairperson

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Carolyn L. Destefani, Trustee

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Richard J. Demko, Fiscal Officer



**SUGARCREEK TOWNSHIP  
RESOLUTION NO. 2024.03.18.06**

IN RE: Appointment of Fire Department Staff  
Part-Time Firefighter II/Paramedics Steven Walker and Stephen Lawrence

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

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

WHEREAS, Steven Walker and Stephen Lawrence the necessary qualifications to serve in that capacity for the Sugar Creek Township Fire Department; and,

WHEREAS, funds are available for this purpose within the Fire Department's 2024 Operating Budget.

NOW, THEREFORE, BE IT RESOLVED, that Steven Walker and Stephen Lawrence shall be appointed to the position of Part-Time Firefighter II/Paramedic within the Sugar Creek Fire Department at the rate of \$19.56 per hour; and,

FURTHER BE IT RESOLVED, the above-mentioned appointment for Steven Walker will have an effective date of February 8, 2024, with a one (1) year probationary period ending on February 8, 2025, and Stephen Lawrence will have an effective date of February 21, 2024, with a one (1) year probationary period ending on February 21, 2025.

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Marvin Moeller, Chairperson

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Fred Cramer, Vice Chairperson

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Carolyn L. Destefani, Trustee

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Richard J. Demko, Fiscal Officer



**SUGARCREEK TOWNSHIP  
RESOLUTION NO. 2024.03.18.07**

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 items listed have been declared broken, obsolete or non-reparable and have been marked for disposition.

- Eight (8) Computer Monitors

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.

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Marvin Moeller, Chairperson

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Fred Cramer, Vice Chairperson

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Carolyn L. Destefani, Trustee

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Richard J. Demko, Fiscal Officer



Michael A. Brown  
Chief of Police

To: Barry Tiffany, Township Administrator

From: Chief Michael A. Brown

Date: February 29, 2024

Regarding: Declared Excess Property

Please place before the Board of Trustees the following list of Excess Property with a value less than \$2,000.00 each or no value due to condition:

Brand	Model #	Serial #
VIEW SONIC	VS16197	UE4183941081
HP	L2208W	CNK8230HQT
HP	N223	1CR02306HQ
HP	P244	L47778-001
LG	22MB360DM	312NDQAGE788
LG	W2246PM	110NDYGBK554
VIEW SONIC	V16197	UE41839441086
VIEW SONIC	VS10047	P1Q042402328

Respectfully submitted,

Michael A. Brown  
Chief of Police



**SUGARCREEK TOWNSHIP**  
**RESOLUTION NO. 2024.03.18.09**  
IN RE: Year 2024 Permanent Appropriations

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 2024 Appropriations for each Fund do not exceed estimated revenues, which may include 2024 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	
	Wages	\$ 474,493.00
	Employee Benefits	\$ 207,000.00
	Other Services	\$ 280,900.00
	Health Districts	<u>\$ 35,000.00</u>
	<i>Total General Fund:</i>	<i>\$ 997,393.00</i>
2011	Motor Vehicle Tax	\$ 30,000.00
2021	Gasoline Tax	\$ 300,000.00
2031	Road and Bridge	
	Wages	\$ 421,750.00
	Employee Benefits	\$ 141,000.00
	Other	<u>\$ 636,850.00</u>
	<i>Total Road and Bridge:</i>	<i>\$1,199,600.00</i>
2081	Police District	
	Wages	\$1,835,650.00
	Employee Benefits	\$ 829,750.00
	Other	<u>\$ 511,375.00</u>
	<i>Total Police District:</i>	<i>\$3,176,775.00</i>
2112	Fire District	
	Wages	\$1,926,000.00
	Employee Benefits	\$ 732,560.00
	Other	<u>\$ 801,100.00</u>
	<i>Total Fire District:</i>	<i>\$3,459,660.00</i>

2231	Permissive Motor Vehicle License Tax	\$ 275,000.00
2281	Ambulance and Emergency Medical	
	Wages	\$ 109,500.00
	Employee Benefits	\$ 39,500.00
	Other	\$ 64,200.00
	<i>Total Ambulance and Emergency Medical:</i>	\$ 213,200.00
2902	Jim Martin Memorial Fund	\$ 25.00
2904	Centerville Fire Ancillary	\$ 107,000.00
2906	Police Trust Fund	\$ 25,595.28
2907	Police Cell Tower Receipts	\$ 83,000.00
2908	Fire Cell Tower Receipts	\$ 27,068.58
2909	MEP	\$ 4,550.00
2911	American Rescue Plan Fund	\$ 202,282.61
2912	Veterans Memorial Fund	\$ 81,658.53
2914	Police (Debt Retirement) Fund	\$ 22,500.00
2915	Fire (Debt Retirement) Fund	\$ 120,000.00
2916	Roads & Services (Debt Retirement) Fund	\$ 47,000.00
3102	General Bond Retirement	\$ -
3901	Clyo Road TIF II	\$ 24,100.00

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<b>Total Appropriations</b>	<b>\$10,396,408.00</b>
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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.

\_\_\_\_\_  
Marvin Moeller, Chairperson

\_\_\_\_\_  
Fred Cramer, Vice-Chairperson

\_\_\_\_\_  
Carolyn L. Destefani, Trustee

\_\_\_\_\_  
Richard Demko, Fiscal Officer

**SUGARCREEK TOWNSHIP**  
RESOLUTION NO. 2024.03.18.10

IN RE: Authorizing the Township Administrator to Enter into the Second Amendment to I-675/Wilmington Pike Interchange Project Management and Financing Agreement and Act as Signatory

WHEREAS, On or about November 9, 2020, Sugarcreek Township entered into an the original I-675/Wilmington Pike Interchange Projects Management and Financing Agreement with the Montgomery County TID, the City of Centerville and Greene County (the “Original PMFA”); and,

WHEREAS, On or about March 8, 2021, the Parties amended the Original PMFA as set forth in that Certain First Amendment to I-675/Wilmington Pike Projects Management and Financing Agreement (the “First Amendment”, and together with the Original PMFA, the “PMFA”); and,

WHEREAS, On or about March 14, 2022, the TID, Greene County, and the City entered into that certain Primary Interchange Project Phase II Addendum to the PMFA (the “Phase II Addendum”); and,

WHEREAS, The Parties now desire to amend the PMFA and the Phase II Addendum as set forth in the attached Amendment.

NOW, THEREFORE BE IT RESOLVED, that this Board of Trustees for Sugarcreek Township does hereby authorize the Township Administrator to act as signatory and enter into the Second Amendment to I-675/Wilmington Pike Interchange Management and Financing Agreement, at a cost to Sugarcreek Township not to exceed \$46,667.00, for the completion of the AER study work.

\_\_\_\_\_  
Marvin Moeller, Chairperson

\_\_\_\_\_  
Fred Cramer, Vice-Chairperson

\_\_\_\_\_  
Carolyn Destefani, Trustee

\_\_\_\_\_  
Richard Demko, Fiscal Officer

**SECOND AMENDMENT TO I-675/WILMINGTON PIKE INTERCHANGE PROJECTS  
MANAGEMENT AND FINANCING AGREEMENT**

THIS SECOND AMENDMENT TO I-675/WILMINGTON PIKE INTERCHANGE PROJECTS MANAGEMENT AND FINANCING AGREEMENT (this "**Amendment**") is made and entered into as of the \_\_\_ day of \_\_\_\_\_, 2024, (the "**Effective Date**"), by and between the MONTGOMERY COUNTY TRANSPORTATION IMPROVEMENT DISTRICT (the "**TID**"), the BOARD OF COUNTY COMMISSIONERS OF GREENE COUNTY, OHIO ("**Greene County**"), the CITY OF CENTERVILLE, OHIO (the "**City**"), and SUGARCREEK TOWNSHIP (GREENE COUNTY), OHIO (the "**Township**") (the TID, Greene County, the City, and the Township may each be referred to herein as a "**Party**" or collectively as the "**Parties**"), under the following circumstances:

- A. On or about November 9, 2020, the Parties entered into that certain I-675/Wilmington Pike Interchange Projects Management and Financing Agreement (the "**Original PMFA**");
- B. On or about March 8, 2021, the Parties amended the Original PMFA as set forth in that certain First Amendment to I-675/Wilmington Pike Projects Management and Financing Agreement (the "**First Amendment**"), and together with the Original PMFA, the "**PMFA**");
- C. On or about March 14, 2022, the TID, Greene County, and the City entered into that certain Primary Interchange Project Phase II Addendum to the PMFA (the "**Phase II Addendum**");
- D. The Parties now desire to amend the PMFA and the Phase II Addendum as set forth in this Amendment; and
- E. Greene County, acting pursuant to Resolution \_\_\_\_\_ adopted by the Board of the Greene County Commission on \_\_\_\_\_, the City, acting pursuant to Resolution \_\_\_\_\_ adopted by the City Council of the City on \_\_\_\_\_, the Township, acting pursuant to Resolution \_\_\_\_\_ adopted by the Township Board of Trustees on \_\_\_\_\_, and the TID, acting pursuant to Resolution No. \_\_\_\_\_ adopted by its Board of Trustees on \_\_\_\_\_, have each authorized the execution of this Amendment.

**NOW, THEREFORE**, in consideration of the above, and based upon the mutual promises contained below, the Parties hereby amend the PMFA and the Phase II Addendum as follows:

1. **Procurement of Alternative Evaluation Report (AER).**

A. The Parties hereby agree that the TID will engage LJB Inc. to conduct an Alternative Evaluation Report (AER) related to the Interchange pursuant to the proposal attached hereto as Exhibit A, which will be considered an addition to the Phase II Scope as set forth in the Phase II Addendum (the "**AER**"). The TID will provide project planning, project coordination, and supervision services in support of the AER (the "**TID AER Support Services**"). Upon the completion of the AER, the TID's obligations under

the PMFA, the Phase II Addendum, and this Amendment will be deemed satisfied and completed.

B. Unless the TID, Greene County, and the City otherwise agree in writing, the third-party costs associated with the AER will not exceed \$441,950 (the “**AER Third-Party Costs**”). The TID, Greene County, and the City acknowledge and agree that the AER Third-Party Costs are within the original budget as set forth in the Phase II Addendum. The TID will seek reimbursement from the TRAC Funding Allocation in the amount of 80% of the AER Third-Party Costs. Greene County and the City will each pay 10% of the remaining AER Third-Party Costs to the TID as their respective shares of the Local Match (as defined in the Phase II Addendum) upon receipt from time to time of the TID’s invoices for the same.

C. In addition to the AER Third-Party Costs, the Parties agree to pay the TID a fee of \$50,000 as compensation to the TID for the performance of the TID AER Support Services (the “**TID AER Management Fee**”), which will be payable as set forth in Section 2.A. below. In addition, Greene County and the City will each be equally responsible to reimburse the TID for its out-of-pocket costs and expenses incurred in connection with the preparation and negotiation of this Amendment, provided such costs and expenses are within the original budget as set forth in the Phase II Addendum.

## 2. **Modifications to the PMFA.**

A. The Parties acknowledge that as of the Effective Date, the TID holds \$90,000 in surplus funds comprising \$30,000 from each of Greene County, the City, and the Township (collectively, the “**Local Jurisdictions**”), which funds were originally intended to be used for cash-flow purposes under the Original PMFA (the “**Surplus Amount**”). The Local Jurisdictions agree that the TID will retain \$50,000 of the Surplus Amount as the TID AER Management Fee, and the TID will return the remaining \$40,000 of the Surplus Amount in equal shares to the Local Jurisdictions within thirty (30) days following the Effective Date.

B. The Parties acknowledge and agree that the Parties expanded the Phase I Scope as set forth in the First Amendment to include certain additional activities as described in more detail in Exhibit B attached hereto, which incurred related third-party costs of \$33,494. The Parties acknowledge and agree that such amount is within the original budget as set forth in the First Amendment, and that the TID will draw such amount from the funds remaining available in connection with the Phase I SIB Borrowing (as defined in the First Amendment).

3. **Modifications to the Phase II Addendum.** The Parties acknowledge and agree that the TID, Greene County, and the City expanded the Phase II Scope as set forth in the Phase II Addendum to include certain additional activities as described in more detail in Exhibit C attached hereto, which incurred related third-party costs of \$44,405 (the “**Additional Phase II Tasks Amount**”). The TID, Greene County, and the City acknowledge and agree that such amount is within the original budget as set forth in the Phase II Addendum. The TID will seek reimbursement from the TRAC Funding Allocation (as defined in the Phase II Addendum) in the

amount of 80% of the Additional Phase II Tasks Amount. Greene County and the City will each pay 10% of the remaining Additional Phase II Tasks Amount to the TID as their respective shares of the Local Match (as defined in the Phase II Addendum) upon receipt of the TID's invoice for the same.

4. **Miscellaneous.** Except as otherwise expressly provided in this Amendment, each of the PMFA and the Phase II Addendum is hereby ratified in its entirety and remains in full force and effect. Any capitalized word in this Amendment not defined in this Amendment will have the meaning given in the PMFA or Phase II Addendum, as applicable. This Amendment will be construed under the laws of the State of Ohio. This Amendment may be executed in any number of counterparts, each of which will be deemed an original and together will constitute a single instrument. Delivery of an executed counterpart of a signature page to this Amendment by facsimile, email or other electronic means is effective as delivery of a manually executed counterpart of this Amendment.

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