

The Board of Trustees of Sugarcreek Township, Greene County, Ohio, in Regular Session on February 6th, 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 18th. 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 13th. 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 1st 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