

**The Board of Trustees of Sugarcreek Township, Greene County, Ohio, in Regular Session on March 18th, 2024, at 7:00 PM.**

**1) Mr. Moeller called the session to order at 7:00 pm.**

**2) Mr. Demko called the roll with Board Members, Mr. Moeller, Mr. Cramer and Mrs. Destefani in attendance.** Also, in attendance were Barry Tiffany, Dale Owens, Doug Buffenbarger, Mike Brown, Greg Sparks, Trent Dossett, Donna Hellmann, Louis Schatzberg, Jim McGinley and Denise Morie.

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

**4) Presentation from Greg Sparks, Bellbrook Lion's Club on Eagleland II Project.**

**5) Reports**

**Administration**

Mr. Tiffany had nothing to add to his report.

**Zoning**

Mr. Tiffany had nothing to add to Mrs. Tilford's report. Mr. Moeller inquired if the situation on Waldon Way had been resolved. Mr. Tiffany replied not yet, and that Mrs. Tilford is working with the homeowner.

**Fiscal Officer**

Mr. Demko noted that Mrs. Flieman will be leaving, and Mrs. Maiwald has been transitioning into her role. Mr. Demko and Mrs. Flieman have worked through the permanent appropriations, which is part of the agenda tonight.

**Fire**

Mr. Buffenbarger had nothing to add to his report. Mr. Moeller inquired about the breakdown on calls to Cornerstone and how the Fire Department did on the ISO review. Mr. Buffenbarger replied he did not have the break down as to how many calls were fire incidents versus EMS calls now. However, most calls were for automatic fire alarms. Regarding the ISO review, Mr. Buffenbarger has not received the results yet but believes they are likely to maintain their current rating.

**Police**

Mr. Brown had nothing to add to his report. Mr. Cramer enquired about preparations for the eclipse in April. Mr. Brown replied that the Police Department is preparing for increased traffic and visitors. The Police Department will be fully staffed, with no days off scheduled.

**Roads and Service**

Mr. Owen had nothing to add to his report.

### **Information Technology**

Mr. Tiffany Had nothing to add to his report. Mr. Moeller expressed concern with the amount spent on tech support through TechAdvisors. Mr. Tiffany and Mr. Demko both noted the monthly payments cover various services like computer leases and software licenses. Mr. Demko noted although we are under contract with TechAdvisors, we can revisit our options to Ensure we are getting the best value.

### **Trustees**

Mrs. Destefani noted that the trustees attended the Bellbrook-Sugarcreek Chamber Casino Night. Mrs. Destefani will also be attending the Regional Planning Commission Executive Board meeting on Tuesday.

Mr. Cramer noted they do not have the results of the Casino Night's profitability yet, but it was well attended and should have the numbers by the next meeting.

Mr. Moeller noted he attended a meeting regarding the Countywide 911 System. The trustees will be signing a resolution to continue moving forward with the plan.

Mr. Moeller inquired if the trustees decided on moving one trustee meeting a month to mornings. The trustees decided to keep the meetings in the evenings.

### **6) Public Comments**

None.

### **7) Old Business**

None.

### **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 Fliehman – 2024.03.18.04

**G.** Appointment of Fire Department Staff – Connor Arnold – 2024.03.18.05

**H.** Appointment of Fire Department Staff – Steven Walker, Steven 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

**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.

**RESOLUTION NUMBER 2024.03.18.01**

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.

**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 Sugarcreek 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 Sugarcreek Township Trustees officially accepts the above-mentioned resignation effective March 3, 2024.

**RESOLUTION NO. 2024.03.18.04**

IN RE: Resignation of Fiscal Office Staff – Linda Fliehman

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

WHEREAS, Mrs. Fliehman has been employed with Sugarcreek 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 Fliehman.

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

**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 Sugarcreek 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 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 Steven Walker and Stephen Lawrence shall be appointed to the position of Part-Time Firefighter II/Paramedic within the Sugarcreek 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.

**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.

**RESOLUTION NO. 2024.03.18.08**

IN RE: Annual Adjustments to Compensation of Non-Bargaining Unit Employees

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

WHEREAS, an annual review of compensation of all employees is integral to maintaining and retaining essential personnel; and,

WHEREAS, Non-Bargaining Unit employees, Barry Tiffany, Cara Tilford, Sara Contreras, Dee Maiwald, Doug Buffenbarger, Joanne Zimmerman, Michael Brown, Linda Lotspaith, Donald Root, and Julia Montgomery are recommended to receive a 4% increase to their annual wages or rate of hourly pay with an effective date of April 1, 2024; and,

WHEREAS, Dale Owens, Director of Roads and Services Department, recommends the following rate changes with the Township Administrator and Assistant Administrator concurring:

- Service Supervisor, Rick Cipriano, rate changed to \$38.29 per hour.
- Service Worker II, Josh Darnell, Pay Grade change to Service Worker III, at the entry level rate of \$27.75 per hour.
- Service Worker I, Chase Morgan, rate changed to \$20.71 per hour.
- Service Worker I, Taylor Stinson, rate changed to \$19.72 per hour.
- Service Worker I, Ian Tamplin, rate changed to \$19.72 per hour.

NOW, THEREFORE, BE IT RESOLVED, that this Board of Trustees for Sugarcreek Township does hereby approve the adjustments to compensation of Non-bargaining Unit employees at the above referenced rates with an effective date of April 1, 2024.

**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	<u>\$ 64,200.00</u>
	<i>Total Ambulance and Emergency Medical:</i>	<i>\$ 213,200.00</i>

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	\$	81,158.53
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.

**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.

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

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

#### **9) Discussion Agenda Items**

None.

#### **10) Public Comments**

Mrs. Hellman praised the recent street sweeper service and suggested providing advanced Notice for better coordination, especially regarding parked cars. Mrs. Hellman also reminded everyone about the ERI's Homeowners Association meeting on Wednesday and encouraged attendance to discuss township matters.

Mrs. Destefani noted that the Wilmington/Dayton-Centerville interchange now has safety stop signs with flashing lights and should significantly improve safety at the intersection.

#### **11) Trustee/Staff Discussions**

None.

#### **12) Adjourn**

Mr. Moeller made a motion to adjourn, which was seconded by Mrs. Destefani. 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