



AGENDA
SUGARCREEK TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
Monday, May 6, 2024, 7:00 P.M.

REGULAR SESSION:

- 1. Call to Order**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. Reports**
 - A. Administrator
 - B. Assistant Administrator/Zoning
 - C. Fiscal Officer
 - D. Fire
 - E. Police
 - F. Roads and Services
 - G. Information Technology
 - H. Trustees
- 5. Public Comments** - Limited to five minutes per person. Agenda related business only.
(Time cannot be yielded to another person.)
- 6. Old Business**
- 7. Consent Agenda Items**
 - A. Payment of Bills
 - B. Minutes
 - C. Resignation of Fire Department Staff – Matt Armstrong– 2024.05.06.01
 - D. Resignation of Fire Department Staff – Daniel Gibson– 2024.05.06.02
 - E. Declaration of Excess Property – Service Department – 2024.05.06.03
 - F. Declaration of Excess Property -Fire Department – 2024.05.06.04
- 8. Discussion Agenda Items**
 - A. Water Rescue Service
- 9. Public Comments** - Limited to five minutes per person. Township related business only.
(Time cannot be yielded to another person.)
- 10. Trustee/Staff Discussion**
- 11. Adjourn**



MEETING CONDUCT AND GUIDELINES

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

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

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

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

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

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

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

Thank you.

Sugarcreek Township Trustees



Administrator's Report to the Trustees
May 6, 2024

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

- Meetings continue regarding the I-675/Wilmington Pike Corridor project. The AER should be completed by October 11, 2024. This will give us more information on cost of Right-of-way acquisition, impact on utilities and costs, impacts on businesses and costs, necessity of included design features, such as number of lanes under I-675 and at Wilmington and Feedwire on certain designs. The goal is to have adequate information to make an informed determination on the selected alternative.
- Cara and I will be attending the National Association of Towns and Townships Fly-in in Washington this week.
- Attended the quarterly meeting of the CLOUT Executive Committee in Blacklick Township. I have been reappointed at the Chair of the Executive Committee for the next two years.
- Met with representatives of Quail Run Racquet Club regarding a possible rezoning of their property to the appropriate classification.
- Met with Greene County Commissioners regarding contribution toward the I-675/Wilmington Pike Corridor project for the local share match to the Federal earmark money. The Commissioners have decided not to participate.

Respectfully Submitted,

A handwritten signature in black ink, appearing to be "B. Tiffany", written in a cursive style.

Barry P. Tiffany
Township Administrator



**Staff Report for the Sugar Creek Township Board of Trustees
April 16, 2024 to May 6, 2024**

The following is a snapshot of the activities and areas of responsibility for the Sugar Creek Township Planning and Zoning Department. This report is prepared to keep the Board of Trustees informed and the citizens apprised of their Planning and Zoning Department. If further information or an explanation is needed, please contact Cara Tilford at 937-848-8426.

Board of Zoning Appeals Activities:

- **April 25, 2024 Meeting Follow-Up:**
 - **BZA Case 02-2024:** Applicant, Mitchell Wolfarth, is requesting a variance from Section 4.12 C. 11. d. of the Sugar Creek Township Zoning Resolution to allow for the construction of a 60” aluminum fence in the front yard located to the rear of the principal structure of a double frontage lot (48” permitted). The subject property is 1419 Clearbrook Drive, parcel L32000100130010100, lot number 53 in the Eagle Rise subdivision, and located in the R-1A (Suburban Residential-Low) District.
 - *The BZA approved the applicant’s request.*
- **May 23, 2024 BZA Meeting:**
 - No applications received prior to the meeting’s closing date; cancellation pending.

Zoning Commission Activities:

- **May 7, 2024 BZC Meeting: Cancelled**
- **June 4, 2024 BZC Meeting:**
 - **ZC Case 01-2024:** Applicants, Cullen and Gwenevier Demarest, are requesting a map amendment to the Sugar Creek Township Zoning Resolution to rezone 1.2273 acres from A-1 (Agricultural) District to B-2 PUD (Business Planned Unit Development) District. The subject parcel is 3424 Upper Bellbrook Road, can be further identified by parcel number L32000200160001800 and is owned by Cullen and Gwenevier Demarest.

The applicant is also requesting preliminary development plan approval under Article 5 of the Sugarcreek Township Zoning Resolution for approval of the preliminary plan for a proposed coffee shop.

- **LRLUP Update work with consultant continues (complete draft expected this week)**

Meetings/Accomplishments:

- Met with business owners to discuss land in the township on April 22, 2024
- Attended Taft Dayton Employment Law Seminar on April 23, 2024
- Met with resident to discuss land in the township on April 30, 2024
- Met with resident to discuss land in the township on May 2, 2024
- Met with residents to discuss violation abatement on May 2, 2024
- Met with resident to discuss complaint on May 3, 2024
- Met with employee to discuss sick leave/FMLA on May 3, 2024
- Attended meeting to discuss BZC01-2024 with GCEO and applicant's engineer on May 6, 2024
- RAISE Grant one pager completed for Washington DC trip
- Working with Compass Point Planning on Long Range Land Use Plan Update; county was able to successfully transfer mapping data; expecting complete draft this week
- RAISE Grant submitted on our behalf by Yellow Springs (thank you Xenia and Yellow Springs for this partnership)-waiting on award
- America 250-Ohio grant submitted on March 15, 2024-waiting on award
- Working with Scenic River Prairie on sign application



Sugarcreek Township Trustees Report For May 6thth, 2024

The following information is a snapshot of the activities and areas of responsibilities for Sugarcreek Township Fire Department. This report was generated on 05.06.2024 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)

- PALS
- Surgical Cric Lab
- Vehicle Extrication and Stabilization
- Rope Rescue

Statistics:

2024 Totals

Report current as of 05.02.2024 37 calls to Cornerstone (8.8%)

- EMS Responses: 329 (77.9%) 48 MVC's (11.4%)
- Fire Responses: 93(22.1%)

Total 422

Mutual Aid Given (number of incidents) *= 42

- Fire = 25
- EMS = 20

Mutual aid given to department = (24 – Bellbrook, 11 – Spring Valley, 4 – Beaver Creek, 2 – Wash Twp, 1 – Fairborn)

Mutual Aid Received (number of incidents) *= 25

- Fire = 16
- EMS = 9

Mutual aid received from department (14 – Wash Twp, 8 – Bellbrook, 5 – Beaver Creek, 4 – Spring Valley, 2 – Wayne Twp, 2 – Xenia Twp., 1 - Kettering)

*Note – On occasion we send/receive multiple M/A apparatus on an incident

Information:

- Station 71 interior walls painted by C shift crew
- K.E. Rose pushed back lights/siren for new staff vehicle to May
- Department composite photo and station signs installed at both stations
- State Homeland Security Grant being pursued for tornado siren reimbursement
- Ground Ambulance Data Collection Report (Medicare) submitted.

Status of Issues the Fire Department is Addressing:

- Paint is beginning to peel off the roof of the safety building
- Resignation of full-time FF2/Paramedics Dan Gibson and Matt Armstrong
- Station 72 Bay Door #2 has a broken spring. DC Door scheduled to repair
- Capt. Rigby and Lt. Wirth remain off duty due to injury or illness.

Fire Department Scheduled Events Attended:

- New Medic 72 pre-build meeting with Horton Ambulance Inc.
- Sugar Maple Festival
- Bellbrook Sugarcreek Schools Safety Meeting
- Groundbreaking ceremony for Jim "Pee Wee" Martin memorial

Fiscal:

As of May 3 rd , 2024	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
Fire	\$3,459,660.00	\$669,996.62	\$1,153,403.77	\$1,663,338.23	33.080%
EMS	\$213,200.00	\$32,331.56	\$89,589.34	\$93,448.22	41.598%
Cell Tower Fund	\$27,068.58	\$0.00	\$0.00	\$27,068.58	0.00%
Department Total	\$3,699,928.58	\$702,298.18	\$1,242,993.11	\$1,783,855.03	33.332%

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 May 6, 2024

Training

- On May 20th, Officer Adam Klark will be attending the Shotgun Instructor class.
- No other classes for May.

Fiscal

Budget 2024 (Final Appropriation)	\$3,176,775.00
Expenditures as of May 3, 2024	\$991,708.48
% of Budget Used	31%
% of Budget Year Target for the end of May	41.5%
% of Budget Remaining	69%
Cash Balance as of May 3, 2024	\$1,433,212.32

EVENTS/APPEARANCES

- On April 18th, Chief Brown attended the "Coffee with a Cop" at the Bellhop Café.
- Chief Brown also attended the retirement party for the Chief of Germantown.
- On April 20th, Chief Brown and Sergeant Marlatt were in the Sugar Maple Parade.
- The Police Department also honored Officer Daniel Beavers for the Hometown Heroes award.
- On April 24th, Chief Brown attended via phone a meeting regarding our RSA's.
- On April 26th, Chief Brown attended the School Safety Meeting.
- On April 27th, the police department held the Drug Drop Off in our lobby.
- On May 1st, Chief Brown attended the PSISN Board Meeting.
- On May 2nd, Chief Brown attended the Day of Prayer Ceremony.
- On May 4th, our bike patrol (Officer Terry and Officer Liggett) participated in the bike rodeo at the Heritage Christian Church. Child sized helmets were given away.

Respectfully submitted,



Michael A. Brown
Chief of Police



Michael A. Brown
Chief of Police

Police Blotter

April 1, 2024

- Business and house checks
- Community policing
- Theft report on Kelseys Way
- Theft report on Wilmington Pike

April 2, 2024

- Theft arrest on Wilmington Pike
- Theft report on Feedwire Road
- Welfare check on Roger Scott Drive
- Domestic violence report on Surrey Trail

April 3, 2024

- Burglary reported on Soaring Heights Drive
- Theft arrest on Wilmington Pike
- Traffic stops

April 4, 2024

- Theft arrest on Wilmington Pike
- Crash report on Upper Bellbrook road
- Crash report on Wilmington Pike

April 5, 2024

- Criminal damaging report on Wilmington Pike
- Peace officer needed on Ferry Road
- Theft arrest on Wilmington Pike
- Suspicious vehicle on Sonoma Court

April 6, 2024

- Nothing to Report

April 7, 2024

- Community policing
- Theft arrest on Wilmington Pike
- Noise complaint on Van Eaton Road

April 8, 2024

- Suspicious person on Surrey Trail
- Theft report on Clio Road
- Crash reported on Wilmington-Dayton Road

April 9, 2024

- Crash reported on Upper Bellbrook road
- Traffic stops
- Business checks

April 10, 2024

- Criminal damaging reported on Wilmington Pike
- Juvenile complaint on Swigart Road

April 11, 2024

- Business and house checks
- Crash report on Wagner Road
- Traffic stops
- Theft arrest on Wilmington Pike
- Welfare check on Surrey Trail

April 12, 2024

- Suspicious vehicle on N. Lakeman Drive
- Traffic complaint on Centerville Road
- Domestic dispute on Surrey Trail
- Theft arrest on Wilmington Pike

April 13, 2024

- Welfare check on Swigart Road
- Welfare check on Ferry Road
- Domestic dispute on Surrey Trail

April 14, 2024

- Theft reported on Surrey Trail
- Community policing
- Noise complaint on McBee Road
- Welfare check on Conference Road
- Criminal damaging on Wilmington Pike
- Suspicious vehicle on N. Point Court

April 15, 2024

- Nothing to Report

April 16, 2024

- Theft arrest on Wilmington Pike
- Crash report on Wilmington Pike
- An animal complaint on Cedar Ridge Drive
- Traffic stops

April 17, 2024

- Community policing
- Theft arrest on Wilmington Pike
- Theft reported on Feedwire Road
- Crash report on Wilmington Pike

April 18, 2024

- Nothing to Report

April 19, 2024

- Request of an officer on Cyo Road
- Welfare check on Wilmington Pike
- Theft arrest on Wilmington Pike
- Traffic stops

April 20, 2024

- Crash on Upper Bellbrook Road
- Welfare check on Little Sugarcreek Road
- Juvenile complaint on Wilmington Pike
- Community policing

April 21, 2024

- Business and house checks
- Suspicious vehicle on Graf Mill Road
- Traffic stops
- Noise complaint on Timberly Drive
- Domestic dispute on Upper Bellbrook Road

April 22, 2024

- Crash report on Conference Road
- Request of an officer on Fauber Road
- Juvenile complaint on Bayberry Cove Drive

April 23, 2024

- Theft arrest on Wilmington Pike
- Community policing

April 24, 2024

- Nothing to Report

April 25, 2024

- Crash report on I 675
- Welfare check on Wilmington Pike
- Traffic stops

April 26, 2024

- Crash on Upper Bellbrook Road
- Crash on Clio Road
- Noise complaint on Persimmon Ridge Place

April 27, 2024

- Intoxicated subject on Wilmington Pike
- Request of an officer on Clio Road
- Theft arrest on Wilmington Pike

April 28, 2024

- Juvenile complaint on Little Sugarcreek Road
- Community policing
- Welfare check on Fauber Road
- Theft arrest on Wilmington Pike

April 29, 2024

- Nothing to Report

April 30, 2024

- Crash report on Upper Bellbrook Road
- Crash report on I 675
- Traffic stops



**Staff Report for
Sugar Creek Township Trustees
May 6, 2024**

The following information is a snapshot of the activities and areas of responsibilities for the Sugar Creek Township Roads and Services Department.

Calls for Service:

- There were no call outs for service in this time frame.

Accomplishments:

- Removed salt spreaders, moved all plows to Quonset hut
- Installed berm sled, berm work on Carpenter, Middle Run
- Attended Vegetation Spray class-Greene County
- Mowed-Plaza area, walk path, Veterans Memorial, shop (X3)
- Repaired steering column F 150
- Trimmed brush/branches-Ferry, Timberly, Winshire, walk path, Washington Mill
- Replaced radar batteries(X3)
- Replaced/upgraded all stop signs-Timberly, Winshire
- Replaced Speed Limit sign on Conference
- Patch pot holes-throughout TWP
- Attended paving pre-con meeting
- Vegetation spray-throughout TWP
- Removed signs ROW(X10)
- Order/pick up signs from Kleem

Respectfully,

Dale Owens
Director of Roads and Services

Payment Listing

4/15/2024 to 5/6/2024

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
769-2024	04/18/2024	04/18/2024	CH	Ohio Auditor of State	\$1,074.00	C
				Purpose: UAN Fees		
771-2024	04/19/2024	04/19/2024	CH	HUNTINGTON NATIONAL BANK	\$725.20	C
				Purpose: Misc Purchases		
774-2024	04/15/2024	04/23/2024	CH	HUNTINGTON NATIONAL BANK	\$104.16	C
				Purpose: bank fees		
856-2024	04/30/2024	05/01/2024	CH	NAVIA BENEFIT SOLUTIONS, INC.	\$5,221.22	C
				Purpose: Employee HRA Charges		
857-2024	05/01/2024	05/02/2024	CH	Merchant Services	\$100.00	O
				Purpose: Refund Overpayment for Permit		
92339	04/15/2024	04/15/2024	AW	CHOICE ONE ENGINEERING	\$5,475.00	C
				Purpose: Design for Veterans Memorial		
92340	04/15/2024	04/15/2024	AW	AES OHIO	\$1,394.36	C
				Purpose: electric		
92341	04/15/2024	04/15/2024	AW	AES OHIO	\$29.72	C
				Purpose: electric range		
92342	04/15/2024	04/15/2024	AW	RUMPKE CONSOLIDATED	\$333.23	C
				Purpose: Trash		
92343	04/15/2024	04/15/2024	AW	GREENE COUNTY SANITARY ENGINEER	\$912.94	C
				Purpose: Water		
92344	04/15/2024	04/15/2024	AW	CENTERPOINT ENERGY	\$838.90	C
				Purpose: Gas		
92345	04/15/2024	04/15/2024	AW	IWORQ	\$6,000.00	C
				Purpose: Community Development Package		
92346	04/15/2024	04/15/2024	AW	VALLEY ASPHALT CORPORATION	\$610.70	C
				Purpose: Coldpatch		
92347	04/15/2024	04/15/2024	AW	SPECTRUM	\$13.17	C
				Purpose: Spectrum TV		
92348	04/15/2024	04/15/2024	AW	QUADIENT FINANCE USA, INC.	\$150.00	C
				Purpose: Postage		
92349	04/15/2024	04/15/2024	AW	PRO ONCALL TECHNOLOGIES	\$221.45	C
				Purpose: Phone Service		
92350	04/15/2024	04/15/2024	AW	BUCKEYE ECOCARE	\$282.72	C
				Purpose: Lawn Care		
92351	04/15/2024	04/15/2024	AW	MUFFLER BROTHERS	\$907.68	C
				Purpose: Car 105		
92352	04/15/2024	04/15/2024	AW	CAPITAL TIRE, INC.	\$558.16	C
				Purpose: Car 105		
92353	04/15/2024	04/15/2024	AW	DnD UNIFORMS, INC.	\$255.00	C
				Purpose: Pants		
92354	04/15/2024	04/15/2024	AW	ODP BUSINESS SOLUTIONS,LLC	\$169.42	C
				Purpose: flashdrives/ copy paper/ kichen items		
92355	04/15/2024	04/15/2024	AW	WASH IT DEAN	\$95.00	O
				Purpose: Car Washes		
92356	04/15/2024	04/15/2024	AW	BERAN CUSTOM WOODWORKING, LLC	\$72.00	C
				Purpose: Door Plates		

Payment Listing

4/15/2024 to 5/6/2024

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
92357	04/15/2024	04/15/2024	AW	MEGACITY FIRE PROTECTION	\$616.60	C
				Purpose: annual inspection		
92358	04/15/2024	04/15/2024	AW	LOWE'S COMPANIES INC.	\$1,566.92	C
				Purpose: Misc Purchases		
92359	04/15/2024	04/15/2024	AW	SUPERIOR PLUS PROPANE	\$2,808.48	C
				Purpose: Propane		
92360	04/15/2024	04/15/2024	AW	AIM MEDIA MIDWEST	\$159.40	C
				Purpose: Legal Notices		
92361	04/15/2024	04/15/2024	AW	ADVANCE AUTO PARTS	\$43.68	C
				Purpose: fluids for L72 and E71		
92362	04/15/2024	04/15/2024	AW	O'REILLY AUTOMOTIVE, INC.	\$32.99	C
				Purpose: ATF Fluids		
92363	04/15/2024	04/15/2024	AW	Bellbrook Utility Department	\$281.06	C
				Purpose: Station 71 Water		
92364	04/15/2024	04/15/2024	AW	US BANK EQUIPMENT FINANCE	\$1,046.49	C
				Purpose: Copier Fees		
92365	04/15/2024	04/15/2024	AW	DUNCAN OIL COMPANY	\$1,154.09	C
				Purpose: Fuel		
92366	04/15/2024	04/15/2024	AW	ATLANTIC EMERGENCY SOLUTIONS	\$454.78	C
				Purpose: Attack Hose		
92367	04/15/2024	04/15/2024	AW	TECH ADVISORS	\$9,163.00	C
				Purpose: Monthly Statement		
92368	04/15/2024	04/15/2024	AW	GREENE COUNTY ANIMAL CONTROL	\$60.00	C
				Purpose: Animal Control Contract Services		
92369	04/15/2024	04/15/2024	AW	ALLIED UNIVERSAL TECHNOLOGY SERVIC	\$1,130.89	O
				Purpose: Bagge Printer Repair		
92370	04/15/2024	04/15/2024	AW	PHOENIX SAFETY OUTFITTERS	\$241.72	C
				Purpose: Alteration and uniforms		
92371	04/15/2024	04/15/2024	AW	AIRGAS USA, LLC	\$42.87	C
				Purpose: 02 cyclinder rental		
92372	04/15/2024	04/15/2024	AW	DUNCAN OIL COMPANY	\$744.08	C
				Purpose: fuel		
92373	04/15/2024	04/15/2024	AW	DELL FINANCIAL SERVICES	\$892.83	C
				Purpose: Monthly		
92374	04/15/2024	04/15/2024	AW	CHARTER COMMUNICATIONS	\$695.85	C
				Purpose: Spectrum Voice Services		
92376	04/15/2024	04/15/2024	AW	CARA TILFORD	\$460.00	C
				Purpose: Cell phone & car reimbursment		
92377	04/15/2024	04/15/2024	AW	BARRY TIFFANY	\$760.00	C
				Purpose: Cell phone & car reimbursment		
92378	04/15/2024	04/15/2024	AW	Paul Guerrero	\$40.00	O
				Purpose: Cell phone reimbursment		
92379	04/15/2024	04/15/2024	AW	LESLEY STAYER	\$40.00	C
				Purpose: Cell phone reimbursment		
92380	04/15/2024	04/15/2024	AW	TYLER MANTIA	\$40.00	C
				Purpose: Cell phone reimbursment		

Payment Listing

4/15/2024 to 5/6/2024

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
92381	04/15/2024	04/15/2024	AW	CRAIG BLACK	\$40.00	O
				Purpose: Cell phone reimbursment		
92382	04/15/2024	04/15/2024	AW	MARK WHITE	\$40.00	C
				Purpose: Cell phone reimbursment		
92383	04/15/2024	04/15/2024	AW	DOUG EVANS	\$40.00	C
				Purpose: Cell phone reimbursment		
92384	04/15/2024	04/15/2024	AW	MICHAEL BROWN	\$60.00	C
				Purpose: Cell phone reimbursment		
92385	04/15/2024	04/15/2024	AW	CAROLYN L. DESTEFANI	\$40.00	C
				Purpose: Cell phone reimbursment		
92386	04/15/2024	04/15/2024	AW	CHASE MORGAN	\$40.00	C
				Purpose: Cell phone reimbursment		
92387	04/15/2024	04/15/2024	AW	DALE OWENS	\$60.00	C
				Purpose: Cell phone reimbursment		
92388	04/15/2024	04/15/2024	AW	FRED CRAMER	\$40.00	C
				Purpose: Cell phone reimbursment		
92389	04/15/2024	04/15/2024	AW	IAN TAMPLIN	\$40.00	C
				Purpose: Cell phone reimbursment		
92390	04/15/2024	04/15/2024	AW	JOSHUA DARNELL	\$40.00	C
				Purpose: Cell phone reimbursment		
92391	04/15/2024	04/15/2024	AW	MARVIN MOELLER	\$40.00	O
				Purpose: Cell phone reimbursment		
92392	04/15/2024	04/15/2024	AW	RICH DEMKO	\$40.00	C
				Purpose: Cell phone reimbursment		
92393	04/15/2024	04/15/2024	AW	RICHARD CIPRIANO	\$40.00	O
				Purpose: Cell phone reimbursment		
92394	04/15/2024	04/15/2024	AW	TAYLOR STINSON	\$40.00	C
				Purpose: Cell phone reimbursment		
92395	04/15/2024	04/15/2024	AW	CHARTER COMMUNICATIONS	\$1,235.00	C
				Purpose: Fiber PSB, EPL PSB, EPL Dispatch		
92396	04/15/2024	04/15/2024	AW	BATTERIES PLUS	\$21.36	C
				Purpose: Batteries		
92397	04/16/2024	04/16/2024	AW	BciCAPITAL	\$106,852.56	C
92400	04/16/2024	04/16/2024	AW	MUNICIPAL EMERGENCY SERVICES	\$645.20	C
				Purpose: 2 face masks		
92401	04/16/2024	04/16/2024	AW	SHERWIN WILLIAMS	\$103.95	O
				Purpose: paint		
92402	04/16/2024	04/16/2024	AW	PESTER PLUMBING	\$279.54	C
				Purpose: repair womens toilet station 71		
92404	04/16/2024	04/16/2024	AW	FITNESS MACHINE TECHNICIANS	\$130.00	C
				Purpose: treadmill diagnostic		
92405	04/16/2024	04/16/2024	AW	CFS Inspections	\$1,749.00	C
				Purpose: ladder 72 waterway test and ground ladder test		
92406	04/16/2024	04/16/2024	AW	CITI CARDS	\$1,767.09	C
				Purpose: Misc Purchases		
92407	04/16/2024	04/16/2024	AW	RUSH TRUCK CENTER	\$340.00	C

Payment Listing

4/15/2024 to 5/6/2024

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
				Purpose: Combination - Welded Yoke 2.25" - Bulk 2		
92408	04/16/2024	04/16/2024	AW	DUNCAN OIL COMPANY	\$1,339.90	C
				Purpose: Fuel		
92409	04/19/2024	04/19/2024	AW	ODP BUSINESS SOLUTIONS,LLC	\$65.58	C
				Purpose: kichen items		
92410	04/19/2024	04/19/2024	AW	VERIZON WIRELESS	\$570.46	C
				Purpose: MDT's		
92411	04/19/2024	04/19/2024	AW	MEDICOUNT MANAGEMENT, INC.	\$1,829.84	C
				Purpose: EMS billing fees		
92412	04/19/2024	04/19/2024	AW	DUNCAN OIL COMPANY	\$1,507.66	C
				Purpose: fuel		
92413	04/19/2024	04/19/2024	AW	POLLACK LAW, LLC	\$1,330.00	C
				Purpose: Union Negotiations Representation		
92414	04/19/2024	04/19/2024	AW	BARRY TIFFANY	\$51.48	C
				Purpose: Travel Meal - BT, CT		
92415	04/19/2024	04/19/2024	AW	CAROLYN L. DESTEFANI	\$64.03	O
				Purpose: Candy for Sugar Maple Parade		
92422	04/19/2024	04/19/2024	AW	DENTAL CARE PLUS, INC.	\$1,362.63	C
				Purpose: dental		
92424	04/23/2024	04/23/2024	AW	TAYLOR STINSON	\$15.55	C
				Purpose: Parking		
92425	04/23/2024	04/23/2024	AW	EVOLUTION CREATIVE SOLUTIONS	\$162.75	C
				Purpose: business cards		
92426	04/23/2024	04/23/2024	AW	NATIONAL TACTICAL OFFICERS ASSOCIA	\$50.00	O
				Purpose: membership		
92427	04/23/2024	04/23/2024	AW	DAYTON DAILY NEWS	\$170.97	C
				Purpose: 13 weeks		
92428	04/23/2024	04/23/2024	AW	ODP BUSINESS SOLUTIONS,LLC	\$62.37	C
				Purpose: file folders and data sticks		
92429	04/25/2024	04/25/2024	AW	ENERGY OPTIMIZERS, USA	\$959.01	O
				Purpose: Energy Service Agreement		
92430	04/25/2024	04/25/2024	AW	PREMIER HEALTH	\$591.68	O
				Purpose: Employee Care Quaterly Payment		
92431	04/25/2024	04/25/2024	AW	ODP BUSINESS SOLUTIONS,LLC	\$55.80	C
				Purpose: DVD's		
92432	04/25/2024	04/25/2024	AW	PRO TECH SECURITY SALES	\$3,795.00	C
				Purpose: molle vests for officers		
92433	04/25/2024	04/25/2024	AW	ALCOR SUPPLY & FIXTURE COMPANY	\$25.00	C
				Purpose: Backorder deoderant		
92434	04/25/2024	04/25/2024	AW	TREASURER OF STATE	\$100.00	C
				Purpose: monthly fee		
92435	04/25/2024	04/25/2024	AW	TECH ADVISORS	\$162.48	O
				Purpose: Hard Drives for Training Room		
92436	04/25/2024	04/25/2024	AW	HENRY SCHEIN, INC.	\$225.95	C
				Purpose: king tubes sterile water gloves & sharpes container		
92437	04/25/2024	04/25/2024	AW	DUNCAN OIL COMPANY	\$1,192.72	C

Payment Listing

4/15/2024 to 5/6/2024

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
				Purpose: fuel		
92438	04/25/2024	04/25/2024	AW	POSITIVE PROMOTIONS, INC.	\$893.50	C
				Purpose: fire education supplies		
92439	04/25/2024	04/25/2024	AW	JOHN DEERE FINANCIAL	\$274.97	C
				Purpose: Pramitol, Roundup Pro, 2 Gallon Bleach		
92440	04/29/2024	04/29/2024	AW	KLEEM, INC.	\$1,072.47	O
				Purpose: 3M High Intensity Prismatic Finished Sign .080		
92441	04/29/2024	04/29/2024	AW	FIRE APPARATUS SERVICE AND REPAIR, I	\$15,237.03	O
				Purpose: Engine 71 Head Gasket & Misc. Repairs		
92453	04/30/2024	04/30/2024	AW	LINDA FLIEHMAN	\$190.00	O
				Purpose: Consultant Fees		
92454	04/30/2024	04/30/2024	AW	EVOLUTION CREATIVE SOLUTIONS	\$62.89	O
				Purpose: Business Cards - Marvin		
92455	04/30/2024	04/30/2024	AW	ERNST CONCRETE	\$1,200.00	O
				Purpose: Crushed Concrete Base		
92456	04/30/2024	04/30/2024	AW	AIRGAS USA, LLC	\$400.96	O
				Purpose: 02		
92457	04/30/2024	04/30/2024	AW	VALLEY ASPHALT CORPORATION	\$604.50	O
				Purpose: Coldpatch		
92458	04/30/2024	04/30/2024	AW	At Quarters Creations, LLC	\$1,350.00	O
				Purpose: Interior Signs for Station 71 & 72		
92459	04/30/2024	04/30/2024	AW	CHARTER COMMUNICATIONS	\$248.89	O
				Purpose: PSB, PSB Cable, Station 71 Cable		
92460	04/30/2024	04/30/2024	AW	ODP BUSINESS SOLUTIONS,LLC	\$112.90	O
				Purpose: Copy Paper, Legal Pads, Envelopes, File Binders		
92461	04/30/2024	04/30/2024	AW	MUFFLER BROTHERS	\$457.05	O
				Purpose: Car 104		
92462	04/30/2024	04/30/2024	AW	CAPITAL TIRE, INC.	\$540.00	O
				Purpose: Car 104		
92463	04/30/2024	04/30/2024	AW	ADVANCE AUTO PARTS	\$38.34	O
				Purpose: Car 104		
92464	05/02/2024	05/02/2024	AW	STEVE MYERS SERVICE INC	\$166.95	O
				Purpose: Misc Parts and Items		
92465	05/02/2024	05/02/2024	AW	BOBCAT OF DAYTON, INC.	\$283.17	O
				Purpose: Window		
92466	05/02/2024	05/02/2024	AW	CHOICE ONE ENGINEERING	\$10,950.00	O
				Purpose: Survey and Design for Veteran's Memorial		
92467	05/03/2024	05/03/2024	AW	DUNCAN OIL COMPANY	\$1,124.23	O
				Purpose: Fuel		
92468	05/03/2024	05/03/2024	AW	TECH ADVISORS	\$6,838.00	O
				Purpose: Monthly Statements		
92469	05/03/2024	05/03/2024	AW	AT&T MOBILITY	\$418.61	O
				Purpose: MDT Connections		
92470	05/03/2024	05/03/2024	AW	TARGET SOLUTIONS LEARNING LLC	\$5,705.65	O
				Purpose: Vector Scheduling & Maintenance Fees		
92471	05/03/2024	05/03/2024	AW	LOWE'S COMPANIES INC.	\$913.92	O

Payment Listing

4/15/2024 to 5/6/2024

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
	Purpose:	Misc Purchases				
92472	05/03/2024	05/03/2024	AW	US BANK EQUIPMENT FINANCE	\$1,264.68	O
	Purpose:	Copier Fees				
92473	05/03/2024	05/03/2024	AW	Fire Protection Publications	\$918.00	O
	Purpose:	Books for Fire Officer Classes				
Total Payments:					\$228,701.03	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$228,701.03	

Type: AM - Accounting Manual Warrant, AW - Accounting Warrant, IM - Investment Manual Warrant, IW - Investment Warrant, PM - Payroll Manual Warrant, PR - Payroll Warrant, RW - Reduction of Receipt Warrant, SW - Skipped Warrant, WH - Withholding Warrant, WM - Withholding Manual, WS - Special Warrant, CH - Electronic Payment Advice, IL - Investment Loss, EP - Payroll EFT Voucher, CV - Payroll Conversion Voucher, SV - Payroll Special Voucher, EW - Withholding Voucher, POS ADJ - Positive Adjustment, NEG ADJ - Negative Adjustment, POS REAL - Positive Reallocation, NEG REAL - Negative Reallocation

Status: O - Outstanding, C - Cleared, V - Voided, B - Batch

* Asterisked amounts are not included in report totals. These transactions occurred outside the reported date range but are listed for reference.

The Board of Trustees of Sugarcreek Township, Greene County, Ohio, in Regular Session on April 15th, 2024, at 7:00 PM.

- 1) Mr. Moeller called the session to order at 7:05 pm.**
- 2) Mr. Tiffany called the roll with Board Members, Mr. Moeller, Mr. Cramer and Mrs. Destefani in attendance.** Also, in attendance were Cara Tilford, Dale Owens, Chief Doug Buffenbarger, Chief Mike Brown, Donna Hellmann, Louis Schatzberg and Jim McGinley.
- 3) All in attendance stood for the Pledge of Allegiance.**

4) Reports

Administration

Mr. Tiffany had nothing to add to his report.

Zoning

Mrs. Tilford noted in May, the Zoning Commission will review a proposal to rezone the old schoolhouse on Upper Bellbrook Road to convert it into a coffee shop. The owners plan to extend the bikeway pathway, making the coffee shop easily accessible by foot or bike. Mr. Cramer inquired about the sign project. Mrs. Tilford mentioned they received a rendering but are not satisfied and are considering an alternative sign company. Mrs. Destefani inquired about the newspaper article mentioning Topgolf. Mrs. Tilford anticipates the arrival of a Topgolf-like competitor, though not officially confirmed as negotiations with Hope Church are ongoing. Mrs. Destefani inquired about the issue with Popeyes. Mrs. Tilford mentioned that the issue is the visible utilities on the back of the building. It was emphasized that these utilities are supposed to be screened, and efforts have been ongoing since Popeyes was completed to address the matter. Mrs. Tilford mentioned that progress has been made with Waterford's new landscaper, offering assurance that missing trees will be addressed. Mr. Moeller mentioned concerns about Lowe's retention pond overflowing, prompting action to investigate the issue. Mr. Cramer inquired about the Celebration 2026 grant. Mrs. Tilford mentioned there has not been any updates yet.

Fiscal Officer

Mr. Demko had nothing to add to his report.

Fire

Chief Buffenbarger had nothing to add to his report. Mr. Moeller raised questions about the number of calls to Bellbrook, expressing uncertainty about whether the calls occurred over 19 times this year or this month. Chief Buffenbarger presented statistics for 2023, revealing

9.7% of calls involved mutual aid, with 36% of those incidents being substantial. Chief Buffenbarger clarified that the 36% of calls to Bellbrook included mutual aid and automatic responses, possibly increased due to modifications to run cards. Mrs. Destefani inquired about

the plans for the Sugar Maple Festival. Chief Buffenbarger mentioned the plans include vehicle extrication demonstrations and providing medical assistance for the 5K race.

Police

Chief Brown added upcoming events: the Hometown Hero event on Saturday at 12:30, and the Drug Drop-Off on the 27th from 10am to 2pm at the Public Safety Building. Chief Brown added the National Day of Prayer will be observed on May 2nd at 9am and the bike rodeo will be May 4th at 9am at Heritage Church. Mrs. Destefani inquired about a timeline for filling the school Resource officer position. Chief Brown and Mr. Tiffany both identified they have a candidate And are aiming for a start date in July pending successful arrangements.

Roads and Service

Mr. Owens had nothing to add to his report.

Information Technology

Mr. Tiffany had nothing to add to his report.

Trustees

Mrs. Destefani mentioned several upcoming events the trustees will be attending. The Miami Valley Regional Planning Commission award dinner on Thursday and the Sugar Maple Festival Parade at 10:30am on Saturday. Mrs. Destefani mentioned the recent Greene County Township Association meeting at the airport was informative, showcasing their new training section. Mr. Cramer mentioned the Blueberry Café is set to have its soft opening during the Sugar Maple Festival, followed by its grand opening the weekend after. Mrs. Destefani mentioned April 27th The Greene County Skydiving Group is considering skydiving into the parcel where the Pee Wee Martin statue will be placed pending FAA approval.

5) Public Comments

Mr. McGinley raised a question about categorizing theft activity in the police report and distinguishing between minor and major thefts to better inform citizens of potential risks. Chief Brown mentioned that most thefts are shoplifting from retail stores, with the occasional instances involving new construction sites.

6) Old Business

Mrs. Destefani asked about the timeline for the veteran's memorial, as the groundbreaking deadline approaches within the next two years. Mr. Tiffany stated he will double-check to confirm we are on track.

7) Consent Agenda Items

A. Payment of Bills

B. Minutes

C. Resignation of Fire Department Staff – Christopher Tesaez – 2024.04.15.01

D. Declaration of Excess Property – Police Department – 2024.04.15.02

E. Proclamation of – A National Day of Prayer

F. Proclamation of Recognition – Dr. Matthew J. Grismer

G. Proclamation of Recognition – Dr. Deborah S. Grismer

SUGARCREEK TOWNSHIP

RESOLUTION NO. 2024.04.15.01

IN RE: Resignation of Fire Department Staff – Christopher Tesarz

WHEREAS, Part-time Firefighter/Paramedic, Christopher Tesarz has indicated his desire to resign from the Sugarcreek Township Fire Department; and,

WHEREAS, Christopher Tesarz was hired as a member of the Sugarcreek Township Fire Department on August 24, 2023; and,

WHEREAS, Chief Doug Buffenbarger recommends we accept the resignation of Christopher Tesarz.

NOW THEREFORE, BE IT RESOLVED that the Board of Sugarcreek Township Trustees officially accepts the resignation of Christopher Tesarz effective March 30, 2024.

SUGARCREEK TOWNSHIP

RESOLUTION NO. 2024.04.15.02

IN RE: Declaration of Excess Property – Police Department

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

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

- Laser Unit#1 (serial number UL000377)
- Laser Unit #2 (serial number UX005833)

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.

PROCLAMATION
A NATIONAL DAY OF PRAYER

WHEREAS, a National Day of Prayer was first recognized as a single-day by the Continental Congress on July 20, 1775; and

WHEREAS, such a day has been observed nationally since April 17, 1952, when President Harry S. Truman signed a bill proclaiming a National Day of Prayer must be declared by each following president at an appropriate date of choice; and

WHEREAS, in 1988, the law was amended designating that a National Day of Prayer is to be observed on the first Thursday of every May; and

WHEREAS, in periods of peace and prosperity and in times of struggle and strife, countless Americans turn to prayer to seek guidance, bolster our faith, and brace our spirits when we need it most. Prayer is both a personal and communal act - composed of our most intimate thoughts and a practice observed by multitudes across our diverse Nation in every language, culture, religion, and belief system. On this National Day of Prayer, we recognize the profound power of prayer, grounded in deep humility and hope; and

WHEREAS, the Board of Trustees recognizes that Sugarcreek Township is home to citizens of many faiths and that prayer has long been a positive force that serves as a source of inspiration and hope; and

WHEREAS, the Bellbrook-Sugarcreek Area Ministerial Association is hosting a community-wide National Day of Prayer gathering at the BellHOP Cafe, 26 N. West Street at 9:00 am on Thursday, May 2, 2024,

NOW, THEREFORE BE IT RESOLVED, this Board of Trustees recognizes May 2, 2024, as a Day of Prayer.

FURTHER BE IT RESOLVED, this Board of Trustees encourages all residents to recognize the continuing need for strong positive values to guide our Township, State and Nation.

PROCLAMATION OF RECOGNITION
Dr. Matthew J. Grismer

In recognition of 30 years of federal service from December 1993 to July 2024, Dr. Matthew J. Grismer is honored for his distinguished performance as a senior research aerospace engineer for the U.S. Air Force, Air Force Research Laboratory, Wright-Patterson Air Force Base, Ohio. Beyond the confines of Air Force Research Laboratory, Dr. Grismer, as a resident of Sugarcreek Township, is also recognized for his organization of multiple Boy Scout events, merit badge counseling, and aiding in cemetery wreath display activities. Dr. Grismer also served on the Faith Formation committee at St Francis church overseeing youth/adult education processes and advising on improvements to the program.

The Board of Trustees of Sugarcreek Township hereby recognizes and honors Dr. Matthew J. Grismer for his federal service and his involvement in the community for the past 30 years.

PROCLAMATION OF RECOGNITION
Dr. Deborah S. Grismer

In recognition of 30 years of federal service from December 1993 to July 2024, Dr. Deborah S. Grismer is honored for her exceptional performance as a supervisory principal aerospace engineer for the U.S. Air Force, Air Force Research Laboratory, Wright-Patterson Air Force Base, Ohio. Beyond the confines of Air Force Research Laboratory, Dr. Grismer, as a resident of Sugarcreek Township, is also recognized for her organization of multiple Boy Scout

events and management of the cemetery wreath display activities. Sugarcreek Township is also appreciative of her involvement with the school system as volunteer and chaperone for various events at Bellbrook High School. Thank you for your many years of service.

The Board of Trustees of Sugarcreek Township hereby recognizes and honors Dr. Deborah S. Grismer for her federal service and her involvement in the community for the past 30 years.

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

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

8) Discussion Agenda Items

None.

9) Public Comments

Mrs. Hellmann highlighted the importance of categorizing theft incidents in police reports for community reassurance. Mrs. Hellmann also stressed the need to fix the township's recording system. Mr. Tiffany clarified that the issue lies in finding software to edit and post recordings, but assured that it's being addressed. Mr. Schatzberg expressed gratitude to all involved in the Sugar Maple Festival's success, especially the township, fire department, and police department.

10) Trustee/Staff Discussions

Mr. Tiffany proposed to allocate \$20,000 for scholarships split between police officers and Junior ROTC. The proposal entails providing financial support for academy training with a commitment to work for the township for a minimum of three years upon graduation and other specific eligibility conditions.

Mr. Cramer made a motion to allocate \$20,000 to the Sugarcreek Education Foundation.
Mrs. Destefani seconded.

Mr. Moeller – Yes

Mr. Cramer – Yes

Mrs. Destefani - Yes

11) 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

Richard J Demko, Fiscal Officer



**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2024.05.06.01**

IN RE: Resignation of Fire Department Staff – Matthew Armstrong

WHEREAS, Full-time Firefighter/Paramedic, Matthew Armstrong has indicated his desire to resign from the Sugarcreek Township Fire Department; and,

WHEREAS, Matthew Armstrong was hired as a member of the Sugarcreek Township Fire Department on June 1, 2020; and,

WHEREAS, Chief Doug Buffenbarger recommends we accept the resignation of Matthew Armstrong.

NOW THEREFORE, BE IT RESOLVED that the Board of Sugarcreek Township Trustees officially accepts the resignation of Matthew Armstrong effective May 6, 2024.

Marvin Moeller, Chairperson

Fred Cramer, Vice Chairperson

Carolyn L. Destefani, Trustee

Richard J. Demko, Fiscal Officer



**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2024.05.06.02**

IN RE: Resignation of Fire Department Staff – Daniel Gibson

WHEREAS, Full-time Firefighter/Paramedic, Daniel Gibson has indicated his desire to resign from the Sugar Creek Township Fire Department; and,

WHEREAS, Daniel Gibson was hired as a member of the Sugar Creek Township Fire Department on May 8, 2023; and,

WHEREAS, Chief Doug Buffenbarger recommends we accept the resignation of Daniel Gibson.

NOW THEREFORE, BE IT RESOLVED that the Board of Sugar Creek Township Trustees officially accepts the resignation of Daniel Gibson effective May 6, 2024.

Marvin Moeller, Chairperson

Fred Cramer, Vice Chairperson

Carolyn L. Destefani, Trustee

Richard J. Demko, Fiscal Officer



**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2024.05.06.03**

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 item listed has been declared broken, obsolete or non-reparable and has been marked for disposition.

- 2002 Freightliner F80 Truck
VIN 1FVABWAK72HK19211

WHEREAS, the Village of Spring Valley has expressed an interest in the purchase of this truck.

NOW THEREFORE BE IT RESOLVED, that this Sugarcreek Township Board of Trustees hereby agrees to a sale of the above to the Village of Spring Valley for the amount of \$15,000 (Fifteen Thousand) dollars.

Marvin Moeller, Chairperson

Fred Cramer, Vice Chairperson

Carolyn L. Destefani, Trustee

Richard J. Demko, Fiscal Officer



**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2024.05.06.04**

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.

- 1 – 13 ft. Mercury inflatable boat
- 1 – Evinrude E-Tec Rescue Pro 25 hp outboard motor with 6 gallon fuel tank
- 1 – 14 ft. Load Rite Boat Trailer
- 1 – Mercury engine stand/cart

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.

Marvin Moeller, Chairperson

Fred Cramer, Vice Chairperson

Carolyn L. Destefani, Trustee

Richard J. Demko, Fiscal Officer