



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

**Monday, July 15, 2024, 7:00 P.M.**

**REGULAR SESSION:**

- 1. Call to Order**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. Budget Hearing**
- 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. Resignation of Fire Department Staff – Lauren Gruza– 2024.07.15.01
  - D. Appointment of Fire Department Staff – Noah Silo– 2024.07.15.02
  - E. Retirement of Roads and Services Director – Dale Owens – 2024.07.15.03
  - F. Proceed to Ballot – Police Levy 2024.07.01.07 – Rescinded – 2024.07.15.04
  - G. Proceed to Ballot – Police Levy 2024.07.15.05
  - H. Request for Speed Study – Possum Run Road between the City of Bellbrook boundary and Little Sugarcreek Road – 2024.07.15.06
- 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 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



**Staff Report for the Sugar Creek Township Board of Trustees  
July 2, 2024 to July 12, 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:**

- **June 27, 2024 BZA Meeting Follow-up:**
  - **BZA03-2024:** Applicant, Alyssa Oetzel, is requesting a Variance from Section 4.14 D. 3. b. of the Sugar Creek Township Zoning Resolution to allow for the construction of a 572 SF above ground pool/deck (more than the allowed cumulative size for detached structures by approximately 600 SF). The subject property is 508 Van Eaton Road, parcel L32000100030001200, owned by Raymond and Alyssa Oetzel, and located in the A-1 (Agricultural) District.
    - *The BZA approved the applicant's request.*
- **July 25, 2024 BZA Meeting:**
  - **BZA04-2024:** Applicant, Mark Keil, is requesting a Variance from Section 4.12 G. of the Sugar Creek Township Zoning Resolution to allow for a principal structure to remain at a front yard setback of approximately 110' (125' required). The subject property is 2621 Ferry Road, parcel L32000100100002700, owned by William and Stephanie Krebs, containing 5.000 acres, and located in the A-1 (Agricultural) District.

**Zoning Commission Activities:**

- **August 6, 2024 Zoning Commission Meeting:**
  - **ZC Case 02-2024:** Applicant, Skilken Gold Real Estate Development is requesting a map amendment to the Sugar Creek Township Zoning Resolution to rezone 10.937 acres from A-1 (Agricultural)/B-2 (General Business)/WPAC (Wilmington Pike Area Corridor Overlay) District to B-

2 PUD (General Business Planned Unit Development)/WPAC (Wilmington Pike Area Corridor Overlay) District. The subject parcel is 5980 Wilmington Pike, can be further identified by parcel numbers L32000100020005100 and L32000100030013000 is owned by Christ Evangelical United Brethren Church (9.5520 acres) and Hope United Methodist Church (1.3850 acres). The applicant is also requesting preliminary development plan approval under Article 5 of the Sugarcreek Township Zoning Resolution for a proposed Sheetz restaurant/convenience store/fueling station.

- **ZC Case 03-2024**: Applicant, Feedwire Farm JV, LLC, is requesting final development plan approval under Article 5 of the Sugarcreek Township Zoning Resolution for the proposed Feedwire Farm subdivision. The subject property is 3634 Feedwire Road, can be further identified by parcel numbers L32000100130000300 and L32000100130053800, contains approximately 58.2 acres and is owned by Feedwire Farm JV, LLC (39.932 acres) and RJ Real Estate Properties, LLC (18.349 acres). The subject property is located in the PUD-R (Residential Planned Unit Development) District.

#### **Meetings/Accomplishments:**

- Preapplication meeting to discuss variance request on July 2, 2024
- Met with Steering Committee to discuss the Long Range Land Use Plan Update on July 5, 2024
- Met with contractor to discuss deck construction on July 9, 2024
- Met with resident to discuss basement finish project on July 11, 2024
- Completed and sent legal and public notices for the July 25, 2024 BZA Meeting
- Completed and sent legal and public notices for the August 6, 2024 Zoning Commission Meeting
- Prepared and sent Zoning Commission cases (ZC02-2024 and ZC03-2024) to Regional Planning and our reviewing agencies for comments
- Working with Compass Point Planning on Long Range Land Use Plan Update; full draft review completed by staff and committee; anticipated discussion with Zoning Commission in September



## Sugarcreek Township Trustees Report For July 15th , 2024

The following information is a snapshot of the activities and areas of responsibilities for Sugarcreek Township Fire Department. This report was generated on 07.15.2024 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 Officer I Testing
- Behavioral Mental Health
- Hose Advancements
- Farm Rescue (Spring Valley)

### Statistics: See attached reports

#### 2024 Totals

Report current as of 07.11.2024      71 calls to Cornerstone (10.0%)

- EMS Responses: 537 (75.8%)      88 MVC's (12.4%)
- Fire Responses: 171 (24.2%)

**Total      708**

#### **Mutual Aid Given (number of incidents) \*= 67**

- Fire = 37
- EMS = 35

Mutual aid given to department = (35 – Bellbrook, 17 – Spring Valley, 6 – Beaver Creek, 5 – Wash Twp, 1 – Fairborn, 2 – Kettering, 1 – Wayne Twp.)

#### **Mutual Aid Received (number of incidents) \*= 44**

- Fire = 29
- EMS = 19

Mutual aid received from department ( 22 – Wash Twp, 22 – Bellbrook, 7 – Beaver Creek, 4 – Spring Valley, 2 – Wayne Twp, 2 – Xenia Twp., 2 – Kettering, 1 – Fairborn, 1 – Riverside)

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

#### Information:

- Two more weeks of hydrant flushing
- M72 out of service on July 10 and 11 (Batteries) replaced under warranty
- E71 pump packing needs replaced

4398 Clys Road | Sugarcreek, Ohio 45305  
(P) 937.848.7344 | (F) 937.848.5188  
[www.SugarcreekOH.US](http://www.SugarcreekOH.US)

- L72 pump packing adjusted. Motor serviced by Fire Apparatus
- Boat 71 sold on GovDeals (Grand Rapids, OH)

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

- Capt. Rigsby remains on leave
- CISD Team activated for staff following incident on 07.06.2024
- Union signed MOU regarding staff promotions

**Fire Department Scheduled Events Attended:**

- Bellbrook Optimist Club Ice Cream Social
- Bellbrook High School Band Camp (Annual cool down the band event)

**Fiscal:**

As of July 12 <sup>th</sup> , 2024	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
Fire	\$3,459,660.00	\$467,913.28	\$1,815,064.34	\$1,203,731.00	52.057%
EMS	\$213,200.00	\$24,810.33	\$121,310.68	\$69,248.11	56.327%
Cell Tower Fund	\$27,068.58	\$0.00	\$0.00	\$27,068.58	0.00%
Department Total	\$3,699,928.58	\$492,723.61	\$1,936,375.02	\$1,300,047.69	51.925%

**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 July 15, 2024

### Training

- On July 12<sup>th</sup> and July 13<sup>th</sup>, Sugar Creek Twp. Police Department and Bellbrook Police Department conducted a joint active shooter training at the Middle School.
- On July 29<sup>th</sup>, Officer Liggett will be attending the Evidence Technician Training Course.
- No other classes scheduled for July.

### Fiscal

Budget 2024 (Final Appropriation)	\$3,176,775.00
Expenditures as of June 28, 2024	\$1,457,826.68
% of Budget Used	45%
% of Budget Year Target for the end of July	58.1%
% of Budget Remaining	55%
Cash Balance as of June 28, 2024	\$1,004,377.66

**EVENTS/APPEARANCES**

- On July 13<sup>th</sup>, our officers stopped by Christ's Church for the Optimist Ice Cream Social.

Respectfully submitted,



Michael A. Brown  
Chief of Police



*Michael A. Brown*  
Chief of Police

## Police Blotter

June 24, 2024

- Business and house checks
- Community policing
- Crash report on Upper Bellbrook Road
- Welfare check on Feedwire Road

June 25, 2024

- Traffic stops
- Juvenile complaint on Wilmington Pike
- Intoxicated subject on Wilmington Pike

June 26, 2024

- Suspicious person on Surrey Trail
- Intoxicated subject on Wilmington Pike
- Crash report on Wilmington Pike

June 27, 2024

- Nothing to Report

June 28, 2024

- Panhandling on Wilmington Pike
- Traffic stops
- Disabled vehicle on Little Sugarcreek Road

June 29, 2024

- Welfare check on Feedwire road
- Theft arrest on Wilmington Pike
- An animal complaint on Lower Bellbrook Road
- Fireworks reported on E. Salinas Circle

June 30, 2024

- Business checks
- Suspicious person on Washington Mill Road
- Juvenile complaint on Seton Hill Drive
- Community policing

July 1, 2024

- Theft report on Brookdale Lane
- Business and house checks
- Community policing
- Found property on Acorn Drive
- Theft report on Murphys Crossing
- Theft report on Amberwood Court

July 2, 2024

- Crash report on Clio Road
- Disturbance on W. Reserve Street
- Traffic stops

July 3, 2024

- Theft report on Feedwire Road
- Crash report on Wilmington Pike
- Juvenile complaint on Wilmington Pike
- Fireworks on Callalily Drive
- Theft arrest on Wilmington Pike

July 4, 2024

- Domestic violence reported on W. Maple Street
- Welfare check on Sonoma Court
- Crash report on Feedwire Road
- Noise complaint on Bayberry Cove Drive

July 5, 2024

- Nothing to Report

July 6, 2024

- Crash report on Wilmington Pike
- Disturbance on Clio Road
- Welfare check on Winshire Terrace

July 7, 2024

- Community policing
- Criminal damaging on Feedwire Road

July 8, 2024

- 911 Hang up on Center Point Drive
- Peace officer needed on W. Reserve Street
- Theft arrest on Wilmington Pike

July 9, 2024

- Juvenile complaint on Feedwire Road
- Traffic stops



## Staff Report for Sugar Creek Township Trustees July 15, 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:

- Trimmed trees- Eric's Place
- Dura Patched- Spring Valley Alpha, picked up load of emulsion
- Crack-sealed- Willow Creek, Conifer Trail, Lac Lamén Dr, Edelweiss Dr
- LSR- Cleared tree from right of way
- Mowed – shop area, LSR, Mcbee Rd, Carpenter, Clyo, Center point, Bike Path, Washington Mill, Fauber Rd
- Finished South side ditch mowing
- Conference Rd – Cleaned tree from roadway
- Brown Rd- cleaned up tree in roadway
- Weed spraying- Safety building, Center point, Briggs
- Changed radar batteries- X2
- Zoning signs – placed on Wilmington Pike, Feed wire Farms
- Picked up brush- LSC, Ferry, Middle Run, North Creek
- Dura Patcher- fixed hose
- Swigart, Centerville rd. - Removed dead deer
- House Keeping- shop area
- Sharpened chainsaw blades
- Bollards- Placed in front of Beet Heat tanks-Per EPA
- LSR- Repaired guardrail, 3 posts and one piece of rail
- Clearbrook- put up mailbox
- F-150- inspected and fixed brake caliper

Respectfully,

Justin Windsor  
Assistant Director of Roads and Services

## Payment Listing

6/28/2024 to 7/12/2024

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
1226-2024	07/05/2024	07/05/2024	CH	BUREAU OF WORKERS' COMPENSATION	\$3,005.96	O
				Purpose: workers comp monthly payment		
1227-2024	07/05/2024	07/05/2024	CH	HUNTINGTON NATIONAL BANK	\$133.29	V
				Purpose: Admin- June Bank Fees - Monthly		
1227-2024	07/05/2024	07/05/2024	CH	HUNTINGTON NATIONAL BANK	-\$133.29	V
1228-2024	06/30/2024	07/05/2024	CH	HUNTINGTON NATIONAL BANK	\$133.29	C
				Purpose: Admin - June Bank Fees - Monthly		
1310-2024	06/30/2024	07/11/2024	CH	NAVIA BENEFIT SOLUTIONS, INC.	\$3,823.53	C
				Purpose: Employee HRA Charges		
1311-2024	07/12/2024	07/12/2024	CH	HUNTINGTON NATIONAL BANK	\$1,439.34	O
				Purpose: Admin/Roads/Police - Rocketflaw, Qbooks, Pizza, Saftey Bollards Post, Twin Peaks, Chair, Car Supplies, Police Equipment, Postage		
92713	06/28/2024	06/28/2024	AW	JOHN DEERE FINANCIAL	\$226.94	O
				Purpose: shoes and jeans		
92714	06/28/2024	06/28/2024	AW	DETROIT TIRES SUPPLY	\$405.89	O
				Purpose: tire and balance		
92715	06/28/2024	06/28/2024	AW	ODP BUSINESS SOLUTIONS,LLC	\$39.89	O
				Purpose: printer paper		
92716	06/28/2024	06/28/2024	AW	ROGERS TREE SERVICE	\$4,500.00	O
				Purpose: Tree Removal & Haul Away-Ferry Rd		
92717	06/28/2024	06/28/2024	AW	JUST INK TEES	\$61.56	O
				Purpose: tees		
92718	06/28/2024	06/28/2024	AW	KNAPHEIDE TRUCK EQUIPMENT	\$89,290.00	O
				Purpose: OUTFITTING OF NEW SERVICE TRUCK		
92721	06/28/2024	06/28/2024	AW	DENTAL CARE PLUS, INC.	\$3,933.98	O
				Purpose: employer contributions for June & July		
92724	06/28/2024	06/28/2024	AW	STANDARD INSURANCE COMPANY	\$423.43	O
				Purpose: employer contributions June & July		
92728	06/28/2024	06/28/2024	AW	FIDELITY SECURITY LIFE INSURANCE CO.	\$538.43	O
				Purpose: employer contributions June		
92729	06/28/2024	06/28/2024	AW	TREASURER OF STATE	\$100.00	O
				Purpose: Police - access fee		
92730	06/28/2024	06/28/2024	AW	A. E. DAVID COMPANY	\$24.95	O
				Purpose: Police - Name Plate		
92731	06/28/2024	06/28/2024	AW	ODP BUSINESS SOLUTIONS,LLC	\$71.88	O
				Purpose: Police - folders/clip boards/ kitchen		
92732	06/28/2024	06/28/2024	AW	JEFFERSON HEALTH PLAN	\$67,228.03	O
				Purpose: employee/employer contibutions		
92733	07/01/2024	07/01/2024	AW	Perry & Assocociates	\$6,975.00	O
				Purpose: Audit Fees		
92734	07/01/2024	07/01/2024	AW	OHIO PUBLIC WORKS COMMISSION	\$20,376.66	O
				Purpose: Brown Road Impovement - Principal Payment Clyo Road, Ph II - Principal Payment		
92735	07/01/2024	07/01/2024	AW	AT&T MOBILITY	\$630.44	O
				Purpose: Fire - MDT & iPhone Connections - Monthly		
92736	07/01/2024	07/01/2024	AW	PHOENIX SAFETY OUTFITTERS	\$162.87	O

## Payment Listing

6/28/2024 to 7/12/2024

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
				Purpose: Fire - Walker - Uniform Pants		
92737	07/01/2024	07/01/2024	AW	OCCUPATIONAL HEALTH CENTERS OF OH	\$1,582.00	O
				Purpose: Fire - Physicals for Kyle Dennis FT, Emily Bassett PT, April Tate PT		
92738	07/02/2024	07/02/2024	AW	CENTERPOINT ENERGY	\$63.06	O
				Purpose: Fire - Station 71 Natural Gas Monthly		
92739	07/02/2024	07/02/2024	AW	HENRY SCHEIN, INC.	\$424.58	O
				Purpose: Fire - EMS Supplies		
92740	07/02/2024	07/02/2024	AW	TELEFLEX LLC	\$379.50	O
				Purpose: Fire - EMS Supplies		
92741	07/02/2024	07/02/2024	AW	DUNCAN OIL COMPANY	\$896.71	O
				Purpose: Police/Fire - Fuel		
92742	07/02/2024	07/02/2024	AW	LINDA FLIEHMAN	\$50.00	O
				Purpose: Admin - Consultant Fees		
92743	07/02/2024	07/02/2024	AW	SUGARCREEK DIRECT FAMILY CARE	\$1,680.00	O
				Purpose: Admin/Roads/Police/Fire - Direct Family Health Care - Monthly		
92744	07/02/2024	07/02/2024	AW	US BANK EQUIPMENT FINANCE	\$1,095.78	O
				Purpose: Admin/Roads/Police/Fire - Copier Fees Monthly		
92745	07/02/2024	07/02/2024	AW	PESTER PLUMBING	\$149.00	O
				Purpose: Police/Fire - PSB hot water tank repair		
92746	07/02/2024	07/02/2024	AW	ODP BUSINESS SOLUTIONS,LLC	\$119.82	O
				Purpose: Police - copy paper, USB's		
92747	07/02/2024	07/02/2024	AW	A. E. DAVID COMPANY	\$179.95	O
				Purpose: Police - Uniforms		
92748	07/02/2024	07/02/2024	AW	TRANSUNION RISK & ALTERNATIVE DATA	\$133.20	O
				Purpose: Police - Searches		
92749	07/02/2024	07/02/2024	AW	THE CENTER FOR RESILIENCE AND WELL	\$600.00	O
				Purpose: Police - Pre-Employment Eval for Stephen Harness		
92750	07/02/2024	07/02/2024	AW	MUFFLER BROTHERS	\$17.82	O
				Purpose: Police - Car 106 tire repair		
92751	07/02/2024	07/02/2024	AW	MEYERS PRINTING & DESIGN, INC.	\$160.08	O
				Purpose: Police - Vehicle Inventory Forms		
92752	07/02/2024	07/02/2024	AW	CHARTER COMMUNICATIONS	\$248.89	O
				Purpose: Police/Fire - Cable for PSB, Station 71 and DID Block		
92754	07/08/2024	07/08/2024	AW	DUNCAN OIL COMPANY	\$3,901.14	O
				Purpose: Roads/Police/Fire - Fuel (6 Invoices)		
92755	07/08/2024	07/08/2024	AW	GREENE COUNTY SANITARY ENGINEER	\$120.82	O
				Purpose: Admin & Roads - Water - Monthly		
92756	07/08/2024	07/08/2024	AW	NAPA AUTO PARTS	\$16.99	O
				Purpose: Roads - Cal/Bolt		
92757	07/08/2024	07/08/2024	AW	AIM MEDIA MIDWEST	\$381.70	O
				Purpose: Admin - Legal Notices		
92759	07/10/2024	07/10/2024	AW	RUMPKE CONSOLIDATED	\$216.28	O
				Purpose: Police/Fire - Trash Collection - Monthly		

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6/28/2024 to 7/12/2024

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
92760	07/10/2024	07/10/2024	AW	GREENE COUNTY SANITARY ENGINEER	\$615.96	O
				Purpose: Police/Fire - Water - Monthly		
92761	07/10/2024	07/10/2024	AW	AES OHIO	\$1,725.95	O
				Purpose: Police/Fire - Electric - Monthly		
92762	07/10/2024	07/10/2024	AW	AES OHIO	\$509.92	O
				Purpose: Admin/Roads - Electric - Monthly		
92763	07/10/2024	07/10/2024	AW	PHOENIX SAFETY OUTFITTERS	\$418.65	O
				Purpose: Fire - Fire Boots		
92764	07/10/2024	07/10/2024	AW	TECH ADVISORS	\$6,484.00	O
				Purpose: Admin/Roads/Police/Fire - Tech Services Monthly		
92765	07/10/2024	07/10/2024	AW	WASH IT DEAN	\$90.00	O
				Purpose: Police - Car Washes - Monthly		
92766	07/10/2024	07/10/2024	AW	POSITIVE PROMOTIONS, INC.	\$966.24	O
				Purpose: Police - Community Outreach Fund		
92767	07/10/2024	07/10/2024	AW	ZERO 9 HOLSTERS	\$112.40	O
				Purpose: Police - Radio Case		
92768	07/10/2024	07/10/2024	AW	DnD UNIFORMS, INC.	\$1,169.95	O
				Purpose: Police - Pants/Shirts 2 Officers		
92769	07/10/2024	07/10/2024	AW	FIRE APPARATUS SERVICE AND REPAIR, I	\$2,027.25	O
				Purpose: Fire - Ladder 72 annual inspection, service fire pump & full service oil lube brake pumping & add coolant		
92770	07/10/2024	07/10/2024	AW	Bellbrook Utility Department	\$115.43	O
				Purpose: Fire - Station 71 Water		
92771	07/10/2024	07/10/2024	AW	PRO ONCALL TECHNOLOGIES	\$221.45	O
				Purpose: Admin/Roads/Police/Fire - Phone Services Monthly		
92772	07/10/2024	07/10/2024	AW	SPECTRUM	\$13.17	O
				Purpose: Admin/Roads - Adapter & Remote - Monthly		
92773	07/10/2024	07/10/2024	AW	CHARTER COMMUNICATIONS	\$116.28	O
				Purpose: Admin/Roads - Spectrum Business TV - Monthly		
92774	07/10/2024	07/10/2024	AW	CITI CARDS	\$1,387.20	O
				Purpose: Fire - Costco supplies, Rural King def staples colored paper knox connect devices for knox keys tork paper supplies galls repelling belt havis docking station repair		
92775	07/10/2024	07/10/2024	AW	LOWE'S COMPANIES INC.	\$531.52	O
				Purpose: Admin/Roads/Police/Fire - 200-CT Rag Box, 4FTx6FT Nylon Replace, Safe		
92776	07/12/2024	07/12/2024	AW	DUNCAN OIL COMPANY	\$1,254.79	O
				Purpose: Police/Fire - Fuel - Monthly		
92777	07/12/2024	07/12/2024	AW	GREENE COUNTY ENGINEER	\$125.00	O
				Purpose: Roads - Guardrail Panel & Gaurdrail End		
92778	07/12/2024	07/12/2024	AW	BERAN CUSTOM WOODWORKING, LLC	\$62.00	O
				Purpose: Fire - Accountability Tags		
92779	07/12/2024	07/12/2024	AW	DELL FINANCIAL SERVICES	\$892.83	O
				Purpose: Admin/Roads/Police/Fire - Computer Rentals - Monthly		
92780	07/12/2024	07/12/2024	AW	PHOENIX SAFETY OUTFITTERS	\$279.80	O
				Purpose: Fire - Tate & Bassett Uniforms		
92781	07/12/2024	07/12/2024	AW	OHIO SCHOOL RESOURCE OFFICERS ASS	\$55.00	O
				Purpose: Police - SRO Dues		

**Payment Listing**  
6/28/2024 to 7/12/2024

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
92782	07/12/2024	07/12/2024	AW	CHARTER COMMUNICATIONS	\$701.99	O
				Purpose: Admin/Roads/Police/Fire - Spectrum Business TV - Monthly		
92783	07/12/2024	07/12/2024	AW	CHARTER COMMUNICATIONS	\$1,235.00	O
				Purpose: Police/Fire - PSB EPL, PSB Fiber, Dispatch EPL - Monthly		
92784	07/12/2024	07/12/2024	AW	Handcuff Warehouse	\$167.44	O
				Purpose: Police - Handcuffs		
92785	07/12/2024	07/12/2024	AW	GATEWAY AUTO CLINIC	\$68.49	O
				Purpose: Fire - Car 72 Oil Change		
Total Payments:					\$237,157.10	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$237,157.10	

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 July 7, 2024, at 7:00 PM.**

- 1) **Mr. Moeller called the session to order at 7:03 pm.**
- 2) **Mr. Demko called the roll with Board Members, Mr. Moeller, Mr. Cramer, and Mrs. Destefani in attendance.** Also, in attendance were Mr. Tiffany, Cara Tilford, Chief Doug Buffenbarger, Louis Schatzberg, Donna Hellmann, Jim McGinley, Ryan Lefeld, Jordan Holbrook, Allie Kring, Maddie Dixon, Denise Moore, Julie Dennis and Steve Dennis.
- 3) **All in attendance stood for the Pledge of Allegiance.**
- 4) **Appointment of Full Time Fire Staff – Steven Walker, Kaitlyn Holbrook, Kyle Dennis – 2024.07.01.01**
- 5) **ZC Case 01-2024 : Request for a Map Amendment from A-1 (Agricultural) District to B-2 PUD (General Business Planned Unit Development) District and Preliminary Development Plan Approval for a Proposed Coffee Shop – 2024.07.01.06**

Mr. Moeller opened the public hearing for Case ZC01-2024. He asked Mrs. Tilford to provide the Staff Report. Applicants, Cullen and Gwenevier Demarest, are requesting a map amendment to the Sugarcreek 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.

Mr. and Mrs. Demarest came forward and discussed that this house has been in Gwen's family for a very long time. It was her grandmother's vision to turn the space into a tearoom and the coffee shop fits well within that dream. They discussed the desire to leave the property with as many trees as necessary, creating spaces for outdoor seating and allowing patrons to truly enjoy the property as they have.

There was no one present to provide public comments.

The public portion of the hearing was closed. The Trustees discussed the Zoning Commission's recommendation, and opted to include a prohibition of cannabis dispensaries to the list of prohibited uses should redevelop of the site be proposed in the future.

Mr. Moeller Made a motion to accept Resolution No. 2024.07.01.06. Mrs. Destefani seconded.

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

## **6) Administration**

Mr. Tiffany had nothing to add to his report.

### **Zoning**

Mrs. Tilford had nothing to add to her report.

### **Fiscal Officer**

Mr. Demko had nothing to add to his report. Mr. Demko mentioned that the tax budget hearing will be at the next trustee meeting to determine the preliminary budget for next year.

### **Fire**

Chief Buffenbarger had nothing to add to his report. Chief Buffenbarger mentioned that the boat sold for \$7500 to the Grand Rapids, Ohio Fire Department and they will be picking it up tomorrow.

### **Police**

Chief Brown had nothing to add to his report. Mr. Moeller inquired about the meeting with Motorola regarding radios. Mr. Tiffany answered that the radios are older, and we will need to get new ones sometime in the future. Mr. Moeller mentioned he has noticed panhandlers at the Plaza Shopping Center and inquired if panhandling is allowed in Sugarcreek Township. Mr. Tiffany answered that the police department has been handling the panhandlers and helping them with gas cards from the Ministerial Association. Mr. Tiffany noted that last night nine cars around Acorn Road, Woodland Ranch, and Oakbrook had been gone through and three cars stolen because they were unlocked and with keys inside. One car had a firearm taken. Mr. Tiffany further noted that we issued alerts and advised the community to hide valuables, take keys out, and lock their cars. These are crimes of opportunity since all the cars were unlocked.

### **Roads and Service**

Mr. Owens had nothing to add to his report. Mr. Tiffany noted that Justin Windsor started on the June 24<sup>th</sup> and fits in very well. Mr. Tiffany mentioned that we received our new truck; it's fully outfitted but still needs the decals applied.

### **Information Technology**

Mr. Tiffany had nothing to add to his report.

### **Trustees**

Mrs. Destefani mentioned that she, Mr. Tiffany, Mrs. Tilford, and Denise Moore met with Brian Martin and Martin Kim from the Miami Valley Regional Planning Commission to discuss affordable housing. The discussion focused on possible strategies to address this issue. Mrs. Destefani noted one advantage Sugarcreek has is its district zoning: with a business district, more concentrated housing to the east, and rural areas. This zoning could help identify appropriate areas for affordable housing. However, Mrs. Destefani acknowledged that the high cost of land in our area remains a significant challenge. Mrs. Destefani noted that at the recent Regional Planning Commission meeting, Beavercreek Township passed a resolution to prohibit trees in the right of way due to visibility issues. Existing trees will be grandfathered in. Mrs. Destefani provided a copy of the resolution and proposed language for the trustees to look at if interested stating other townships are considering adopting it.

Mr. Cramer mentioned that we were not one of the recipients of the RAISE grant and would like to arrange a meeting to discuss our next steps and strategies for reapplying next year.

Mr. Moeller mentioned he spoke with Mrs. Tilford regarding the new sign and was surprised by the high cost. Mrs. Tilford mentioned she will be getting new estimates soon. Mr. Moeller asked if a decision was made about the pedestrian bridge on Feedwire Road. Mrs. Tilford answered that the cost of the project has increased substantially above the original award. Mrs. Tilford noted that we are considering an

OPWC application for the matching funds. Mr. Tiffany plans to contact Stephanie to discuss our options.

**7) Public Comments**

Denise Moore inquired about the text alert regarding a police report mentioning the STPD responding to thefts and vehicle thefts with a link and was concerned it was a scam. Mr. Tiffany answered it was sent by us through our website and we will work on making the alerts clearer in the future. Denise Moore expressed her thanks to Mrs. Destefani, Mr. Tiffany, and Mrs. Tilford for discussing affordable housing and hopes we pursue this further by exploring strategies and seeking advice from experts and developers. Denise Moore suggested looking into how other affluent communities have successfully implemented affordable housing.

**8) Old Business**

None

**9) Consent Agenda Items**

A. Payment of Bills

B. Minutes

C. Resignation of Fire Department Staff – James Plummer – 2024.07.01.02

D. Appointment of Fire Department Staff – April Tate, Emily Bassett – 2024.07.01.03

E. 2024 Collective Bid Agreement with Greene County – 2024.07.01.04

F. 2024 Agreement with Greene County for Pavement Markings program – 2024.07.01.05

G. Proceed to Ballet – Police Levy 2024.07.01.07

**RESOLUTION NO. 2024.07.01.01**

IN RE: Reclassification of Fire Department Personnel – Kaitlyn Holbrook, Steven Walker, and Kyle Dennis

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 Kaitlyn Holbrook from Part-time Firefighter/EMT to Full-time Firefighter II/Paramedic, in accordance with the Table of Organization of the Sugarcreek Township Fire Department; and,

WHEREAS, Chief Douglas M. Buffenbarger requests the reclassification of Steven Walker from Part-time Firefighter II/Paramedic to Full-time Firefighter II/Paramedic, in accordance with the Table of Organization of the Sugarcreek Township Fire Department; and,

WHEREAS, Chief Douglas M. Buffenbarger requests the reclassification of Kyle Dennis from Part-time Firefighter II/Paramedic to Full-time Firefighter II/Paramedic, pending Certification, in accordance with the Table of Organization of the Sugarcreek Township Fire Department; and,

NOW THEREFORE, BE IT RESOLVED, that this Board of Trustees approve the promotion of Kaitlyn Holbrook to the position of Full-time Firefighter II/Paramedic at the pay rate of \$22.99 per hour with an effective date of June 24, 2024, and Steven Walker to Full-time Firefighter II/Paramedic at the pay rate of \$22.99 per hour with an effective date of June 24, 2024, and Kyle Dennis to Full-time Firefighter II/Paramedic, pending certification, at the pay rate of \$20.71 per hour with an effective date of June 29, 2024. All are subject to a one (1) year probationary period ending June 24, 2025, and June 29, 2025 respectively.

**RESOLUTION NO. 2024.07.01.02**

IN RE: Resignation of Fire Department Staff – James Plummer

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

WHEREAS, James Plummer 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 Mr. Plummer.

NOW THEREFORE, BE IT RESOLVED that the Board of Sugarcreek Township Trustees officially accepts the resignation of James Plummer effective June 20, 2024.

**RESOLUTION NO. 2024.07.01.03**

IN RE: Appointment of Fire Department Staff  
April Tate and Emily Bassett

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 Part-time EMS; and,

WHEREAS, April Tate and Emily Bassett have the necessary qualifications to serve in those capacities 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 April Tate shall be appointed to Part-time Firefighter II/ EMT within the Sugarcreek Fire Department at the rate of \$18.08 per hour, and that Emily Bassett shall be appointed to Part-time EMS only within the Sugarcreek Fire Department at the rate of \$17.39 per hour; and,

FURTHER BE IT RESOLVED, the above-mentioned appointments for April Tate and Emily Bassett will have an effective date of June 24, 2024 with a one (1) year probationary period ending on June 24, 2025.

**RESOLUTION NO. 2024.07.01.04**

IN RE: 2024 Collective Bid Agreement with Greene County Engineer

WHEREAS, this Board of Trustees has agreed to participate in the competitive bid contract for the Collective Paving Program for 2024 as bid by the Greene County Engineer; and,

WHEREAS, this opportunity enables Sugarcreek Township to participate in a competitive bidding contract that the Greene County Engineer offers to all government entities of Greene County; and,

WHEREAS, this cooperative Collective Bid Program affords significant savings to Sugarcreek Township through the economies of scale realized by group purchasing and unified contract administration,

NOW, THEREFORE, BE IT RESOLVED, that this Board of Trustees, by executing the attached document, does hereby enter into said agreement and authorizes payment for the Township's proportional share of roadwork completed.

**RESOLUTION NO. 2024.07.01.05**

IN RE: Agreement between the Greene County Engineer and the Sugarcreek Township Board of Trustees

The Greene County Engineer and the Sugarcreek Township Board of Trustees (hereinafter referred to as the Engineer and the Trustees, respectively), agree to the following:

WHEREAS, the Trustees desire to participate with the Engineer in the 2024 Pavement Markings Program by the Greene County Engineer; and,

WHEREAS, all work within the Trustees' jurisdiction shall be inspected by the Trustees, and all questions decided which may arise as to quality and acceptability of materials furnished,

work performed, the rate of progress, the interpretation of the specifications, and the acceptable fulfillment of the work on the part of the County Engineer will be determined by the Trustees; and,

WHEREAS, the County will invoice the Trustees directly for the actual quantities of work performed, all line-item extras, and/or negotiated extra work; and,

WHEREAS, the Engineer will ensure the work has been performed in accordance with the Township's instructions.

NOW, THEREFORE, BE IT RESOLVED, the acceptance of this agreement is indicated by the signatures below.

**RESOLUTION NO. 2024.07.01.06**

IN RE: ZC Case 01-2024: Request for a Map Amendment from A-1 (Agricultural) District to B-2 PUD (General Business Planned Unit Development) District and Preliminary Development Plan Approval for a Proposed Coffee Shop.

WHEREAS, a public hearing was held by the Sugarcreek Township Zoning Commission on Tuesday, June 4, 2024 at 7:00 p.m. on the following application:

WHEREAS, Applicants, Gwen and Cullen Demarest, are requesting a Map Amendment from A-1 (Agricultural) District to B-2 PUD (General Business Planned Unit Development) District and Preliminary Development Plan Approval for a proposed coffee shop;

WHEREAS, the subject property is 3424 Upper Bellbrook Road, can be further identified by parcel number L32000200160001800, and contains 1.2273 acres; and

WHEREAS, the Greene County Regional Planning and Coordinating Commission recommended approval of the applicant's request during their April meeting cycle; and

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

1. Final design shall be subject to approval of the Greene County Engineer's Office.
2. Any roadway improvements deemed necessary will be the responsibility of the applicant to install, including the sidewalks shown on the plan (adjacent to both South Alpha Bellbrook Road and Upper Bellbrook Road).
3. A cross-access easement with the church must be recorded if the drive stays in its current location or the drive shall be modified to located entirely on the applicant's property.

4. Final design shall be subject to approval of the Greene County Department of Sanitary Engineering.
5. The applicant shall meet all federal, state, and local requirements and comply with recommendations from the SWCD and GCEO with respect to the drainage.
6. Final design shall be subject to approval of Sugarcreek Township Fire Department.
7. Final design shall be subject to approval of the Greene County Combined Health District.
8. There is approximately 12' from the parking space to the back of the tree island in the north-south drive aisle. This must be modified to provide the required 22' of maneuvering area (one-way) or 24' of maneuvering area (two-way).
9. Plan shall be modified to depict the maximum number of permitted parking spaces (14).
10. A conforming photometric plan and a conforming landscaping plan must be submitted for review at the FDP stage. The Zoning Commission recommends the applicant consider the fixture type scoped in the Wilmington Pike Area Corridor Overlay District standards.
11. The following uses shall not be permitted should redevelopment of the site be proposed in the future: Institutional Housing, Animal Hospital, Kennel, Automotive Body Repair, Automotive Fuel Sales, Automotive Sales or Rental, Automotive Service or Repair, Automotive Washing Facility, Bar or Tavern, Club, Commercial Entertainment Use, Commercial Recreation, Conference Center or Assembly Hall, Country Clubs or Golf Courses, Funeral Home, Hospital, Hotel or Motel, Research and Development Facility, Restaurant-Fast Food, Wireless Telecommunications Facility in a Nonresidential District, and Cemetery.

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

**RESOLUTION NO. 2024.07.01.07**



**RESOLVED**, that the question of levying additional taxes be submitted to the electors of said Sugarcreek Township at the Regular election to be held at the usual voting places

within said Sugarcreek Township on the 5th day of November, 2024; and be it further

**RESOLVED**, that said levy be placed upon the tax list of the current year after the February settlement next succeeding the election, if a majority of the electors voting thereon vote in favor thereof; and be it further

**RESOLVED**, that the Clerk or Fiscal Officer of Sugarcreek Township be and is hereby directed to certify a copy of this Resolution to the Board of Elections of Greene County, Ohio and notify said Board of Elections to cause notice of election on the question of levying said tax to be given as required by law.

\_\_\_\_\_ seconded the motion and the roll being called upon its adoption the vote resulted as follows:

<u>Marvin Moeller</u>	voted	_____
<u>Fred Cramer</u>	voted	_____
<u>Carolyn Destefani</u>	voted	_____
_____	voted	_____
_____	voted	_____

Having received the required two-thirds majority, the Resolution was adopted.

Adopted July 1, 2024

\_\_\_\_\_  
Signature of the Auditor, Clerk, Fiscal Officer  
Sugarcreek Township  
Political subdivision  
Greene COUNTY, OHIO  
County

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

**10) Discussion Agenda Items**

**A. Adoption of I-675/Wilmington Pike Access Management Plan - 2024.06.17.05**

The Adoption of I-675/Wilmington Pike Access Management Plan - 2024.06.17.05 - was tabled at the last meeting to give the Trustees more time to review the agenda. After careful consideration and discussion, the Trustees made a motion to accept the agenda.

Mr. Moeller made a motion to accept the consent agenda as stated. Mr. Cramer seconded.

Mrs. Destefani – Yes

Mr. Cramer – Yes

Mr. Moeller – Yes

**11) Public Comments**

Donna Hellmann raised concerns about the lack of an emergency contact number to AES for cities and townships to address issues like the one that happened in Eagle Rise. Where homes lost power and a generator was provided, unfortunately an eight-day delay in repairs occurred. Donna Hellmann explained the generator repeatedly failed and overheated, raising fire concerns. AES eventually resolved the issue. Donna Hellmann highlighted the need for our emergency services to have a direct contact number for AES to prevent such delays and risks in the future.

**12) Trustee/Staff Discussions**

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:

Mrs. Destefani – Yes

Mr. Cramer – Yes

Mr. Moeller – Yes

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Richard J Demko, Fiscal Officer



**AGENDA**  
**SUGARCREEK TOWNSHIP BOARD OF TRUSTEES**  
**REGULAR MEETING**  
**Monday, July 15, 2024, 7:00 P.M.**

**REGULAR SESSION:**

- 1. Call to Order**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. Budget Hearing**
- 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. Resignation of Fire Department Staff – Lauren Gruza– 2024.07.15.01
  - D. Appointment of Fire Department Staff – Noah Silo– 2024.07.15.02
  - E. Retirement of Roads and Services Director – Dale Owens – 2024.07.15.03
  - F. Proceed to Ballot – Police Levy 2024.07.01.07 – Rescinded – 2024.07.15.04
  - G. Proceed to Ballot – Police Levy 2024.07.15.05
  - H. Request for Speed Study – Possum Run Road between the City of Bellbrook boundary and Little Sugar Creek Road – 2024.07.15.06
- 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 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



**SUGARCREEK TOWNSHIP  
RESOLUTION NO. 2024.07.15.01**

IN RE: Resignation of Fire Department Staff – Lauren Gruza

WHEREAS, Part-time Firefighter/EMT, Lauren Gruza has indicated her desire to resign from the Sugarcreek Township Fire Department; and,

WHEREAS, Lauren Gruza was hired as a member of the Sugarcreek Township Fire Department on June 8, 2021; and,

WHEREAS, Chief Doug Buffenbarger recommends we accept the resignation of Ms. Gruza.

NOW THEREFORE, BE IT RESOLVED that the Board of Sugarcreek Township Trustees officially accepts the resignation of Lauren Gruza effective July 15, 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



**SUGARCREEK TOWNSHIP**

**RESOLUTION NO. 2024.07.15.02**

IN RE: Appointment of Fire Department Staff  
Noah Silo

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, Noah Silo 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 Noah Silo shall be appointed to the position of Part-Time Firefighter II/EMT within the Sugarcreek Fire Department at the rate of \$18.08 per hour; and,

FURTHER BE IT RESOLVED, the above-mentioned appointment for Noah Silo will have an effective date of July 12, 2024, with a one (1) year probationary period ending on July 12, 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. 2024.07.15.03**

IN RE: Accepting Retirement of Dale Owens, Director of Roads and Services

WHEREAS, Dale Owens has submitted his letter of retirement from the Sugarcreek Township Roads and Services Department with an effective date of September 27, 2024; and,

WHEREAS, Barry P. Tiffany, Township Administrator, has stated that Mr. Owens, started his employment with Sugarcreek Township May 18, 1999 as a full-time service worker I. Over the next 25+ years at Sugarcreek Township, Dale worked his way up in the Roads and Service department finishing out his service as the Director of Roads and Services, and Mr. Tiffany recommends the Board of Trustees accept Mr. Owens's notice of retirement; and,

WHEREAS, the Board of Trustees and Township Administrator, Barry P. Tiffany, would like to publicly thank Mr. Owens for his dedication of service to this community for the past 25 years.

NOW THEREFORE, BE IT RESOLVED that this Board of Township Trustee officially accepts, with regret, the retirement of Dale Owens from the Sugarcreek Township Roads and Services Department effective September 27, 2024; and,

FUTHER, BE IT RESOLVED, that this Board of Trustees wishes Mr. Owens the very best in retirement for many years to come.

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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. 2024.07.15.04**

IN RE: Rescinding Resolution 2024.07.01.07 Resolution to Proceed – Police Levy

WHEREAS, this Board of Sugarcreek Township Trustees has determined the need to rescind Resolution 2024.07.01.07 Resolution to Proceed – Police Levy,

NOW THEREFORE, BE IT RESOLVED, that Resolution 2024.07.15.04 is hereby rescinded (copy attached and incorporated in this resolution).

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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

# RESOLUTION TO PROCEED OF THE TAXING AUTHORITY

(Revised Code, Sec. 5705.19, .191, .192, .194, .21, .26)

The Board of Trustees of Sugarcreek Township,  
Governing body (e.g., village council, board of trustees, etc.) Political subdivision

met in Regular session on July 1, 2024 at the office of  
Regular or Special Month and day Year

Board of Trustees with the following members present:  
Governing body

- Marvin Moeller
- Fred Cramer
- Carolyn Destefani
- \_\_\_\_\_
- \_\_\_\_\_

\_\_\_\_\_ moved the adoption of the following Resolution:  
Member name

**WHEREAS**, the amount of taxes which may be raised within the ten-mill limitation will be insufficient to provide an adequate amount for the necessary requirements of the said Sugarcreek Township Political subdivision Greene County; therefore be it

**RESOLVED**, by the Board of Trustees, Greene County, two-thirds of all members  
Governing body County elected thereto concurring, that it is necessary to levy a tax in excess of the ten mill limitation for the benefit of the Sugarcreek Township for the purpose of a police levy renewal pursuant to R.C. 5705.19 (J)  
Political subdivision Purpose (use additional lines if needed)

at a rate not exceeding 2.000 mills for each \$1 of taxable value, which amounts to 0.0470  
Millage Rate expressed in dollars per \$1 of taxable value  
for each one hundred dollars of valuation or \$ 47 for each \$100,000 of the county auditor's  
Cost per \$100,000 from auditor certification  
appraised value, for 5 commencing  
Length of time in years

and appearing on the tax list for the years so specified: 2025-2029  
List the years levy will appear on tax list

Said levy is (choose one of the following):

- An additional levy of \_\_\_\_\_ mills.
- A renewal of an existing levy of 2.000 mills.
- A renewal of an existing levy of \_\_\_\_\_ mills and an increase of \_\_\_\_\_ mills to constitute a tax of \_\_\_\_\_ mills.
- A renewal of part of an existing levy, being a reduction of \_\_\_\_\_ mills to constitute a tax of \_\_\_\_\_ mills.
- A replacement of an existing levy of \_\_\_\_\_ mills.
- A replacement of an existing levy of \_\_\_\_\_ mills and an increase of \_\_\_\_\_ mills to constitute a tax of \_\_\_\_\_ mills.
- A replacement of part of an existing levy, being a reduction of \_\_\_\_\_ mills, to constitute a tax of \_\_\_\_\_ mills.

**RESOLVED**, that the question of levying additional taxes be submitted to the electors of said Sugarcreek Township at the Regular election to be held at the usual voting places

within said Sugarcreek Township on the 5th day of November, 2024; and be it further

**RESOLVED**, that said levy be placed upon the tax list of the current year after the February settlement next succeeding the election, if a majority of the electors voting thereon vote in favor thereof; and be it further

**RESOLVED**, that the Clerk or Fiscal Officer of Sugarcreek Township be and is hereby directed to certify a copy of this Resolution to the Board of Elections of Greene County, Ohio and notify said Board of Elections to cause notice of election on the question of levying said tax to be given as required by law.

\_\_\_\_\_ seconded the motion and the roll being called upon its adoption the vote resulted as follows:

Marvin Moeller voted \_\_\_\_\_  
Fred Cramer voted \_\_\_\_\_  
Carolyn Destefani voted \_\_\_\_\_  
\_\_\_\_\_ voted \_\_\_\_\_  
\_\_\_\_\_ voted \_\_\_\_\_

**Having received the required two-thirds majority, the Resolution was adopted.**

Adopted July 1, 2024

\_\_\_\_\_  
Signature of the Auditor, Clerk, Fiscal Officer  
Sugarcreek Township  
Political subdivision  
Greene COUNTY, OHIO  
County

**FISCAL OFFICER CERTIFICATION**

I, Richard J. Demko of Sugarcreek Township, Greene County, Ohio,

certify this Resolution to be a true and correct copy of Resolution No. 2024.07.01.07, as

adopted by the Board of Trustees of Sugarcreek Township, Greene County, Ohio,

and recorded in the official record of proceedings of the meeting held on July 1, 2024.

# RESOLUTION TO PROCEED OF THE TAXING AUTHORITY

(Revised Code, Sec. 5705.19, .191, .192, .194, .21, .26)

The Board of Trustees of Sugarcreek Township,  
Governing body (e.g., village council, board of trustees, etc.) Political subdivision

met in Regular session on July 15, 2024 at the office of  
Regular or Special Month and day Year

Board of Trustees with the following members present:  
Governing body  
Marvin Moeller  
Fred Cramer  
Carolyn Destefani  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_ moved the adoption of the following Resolution:  
Member name

**WHEREAS**, the amount of taxes which may be raised within the ten-mill limitation will be insufficient to provide an adequate amount for the necessary requirements of the said Sugarcreek Township Greene County; therefore be it  
Political subdivision

**RESOLVED**, by the Board of Trustees, Greene County, two-thirds of all members elected thereto concurring, that it is necessary to levy a tax in excess of the ten mill limitation for the benefit of the Sugarcreek Township for the purpose of a police levy renewal pursuant to R.C. 5705.19 (J)  
Governing body County Political subdivision Purpose (use additional lines if needed)

at a rate not exceeding 2.000 mills for each \$1 of taxable value, which amounts to 0.0200 for each one hundred dollars of valuation or \$ 47 for each \$100,000 of the county auditor's appraised value, for 5 commencing  
Millage Rate expressed in dollars per \$1 of taxable value Cost per \$100,000 from auditor certification Length of time in years

and appearing on the tax list for the years so specified: 2025-2029  
List the years levy will appear on tax list

Said levy is (choose one of the following):

- An additional levy of \_\_\_\_\_ mills.
- A renewal of an existing levy of 2.000 mills.
- A renewal of an existing levy of \_\_\_\_\_ mills and an increase of \_\_\_\_\_ mills to constitute a tax of \_\_\_\_\_ mills.
- A renewal of part of an existing levy, being a reduction of \_\_\_\_\_ mills to constitute a tax of \_\_\_\_\_ mills.
- A replacement of an existing levy of \_\_\_\_\_ mills.
- A replacement of an existing levy of \_\_\_\_\_ mills and an increase of \_\_\_\_\_ mills to constitute a tax of \_\_\_\_\_ mills.
- A replacement of part of an existing levy, being a reduction of \_\_\_\_\_ mills, to constitute a tax of \_\_\_\_\_ mills.

**RESOLVED**, that the question of levying additional taxes be submitted to the electors of said Sugarcreek Township at the Regular election to be held at the usual voting places

within said Sugarcreek Township on the 5th day of November, 2024; and be it further

**RESOLVED**, that said levy be placed upon the tax list of the current year after the February settlement next succeeding the election, if a majority of the electors voting thereon vote in favor thereof; and be it further

**RESOLVED**, that the Clerk or Fiscal Officer of Sugarcreek Township be and is hereby directed to certify a copy of this Resolution to the Board of Elections of Greene County, Ohio and notify said Board of Elections to cause notice of election on the question of levying said tax to be given as required by law.

\_\_\_\_\_ seconded the motion and the roll being called upon its adoption the vote resulted as follows:

Marvin Moeller voted \_\_\_\_\_  
Fred Cramer voted \_\_\_\_\_  
Carolyn Destefani voted \_\_\_\_\_  
\_\_\_\_\_ voted \_\_\_\_\_  
\_\_\_\_\_ voted \_\_\_\_\_

**Having received the required two-thirds majority, the Resolution was adopted.**

**Adopted** July 15, 2024

\_\_\_\_\_  
Signature of the Auditor, Clerk, Fiscal Officer  
Sugarcreek Township  
Political subdivision  
Greene COUNTY, OHIO  
County

**FISCAL OFFICER CERTIFICATION**

I, Richard J. Demko of Sugarcreek Township, Greene County, Ohio,

certify this Resolution to be a true and correct copy of Resolution No. 2024.07.15.05, as

adopted by the Board of Trustees of Sugarcreek Township, Greene County, Ohio,

and recorded in the official record of proceedings of the meeting held on July 15, 2024.



**SUGARCREEK TOWNSHIP  
RESOLUTION NO. 2024.07.15.06**

IN RE: Requesting a Speed Zone Study on Possum Run Road between the City of Bellbrook boundary and Little Sugarcreek Road

WHEREAS, Township Administrator, Barry Tiffany, is requesting a speed zone study be performed on Possum Run Road from Little Sugarcreek Road to Bellbrook City line; and,

WHEREAS, the Board of Trustees finds that such request is of sufficient importance to the public welfare and safety to order a speed zone study be performed on said roadway,

NOW THEREFORE, BE IT RESOLVED, that the Board of Trustees of Sugarcreek Township, Greene County, Ohio is hereby requesting the County Engineer prepare a speed zone study on Possum Run Road between the City of Bellbrook boundary and Little Sugarcreek Road.

BE IT FURTHER RESOLVED, that once complete, the speed zone study will be sent to the State of Ohio for evaluation for a change in the posted speed limit on said roads, if warranted.

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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