



**AGENDA**  
**SUGARCREEK TOWNSHIP BOARD OF TRUSTEES**  
**REGULAR MEETING**  
**Monday, August 5, 2024, 7:00 P.M.**

**REGULAR SESSION:**

- 1. Call to Order**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. Promotions**
  - Fire Department Staff – Kevin Zehring to Captain - 2024.08.05.01 and Josh Taylor to Lieutenant – 2024.08.05.02
- 5. Presentation of Proclamation**
  - Recognition of Life Saving Efforts – Paige Sellers
- 6. Reports**
  - A. Administrator
  - B. Assistant Administrator/Zoning
  - C. Fiscal Officer
  - D. Fire
  - E. Police
  - F. Roads and Services
  - G. Information Technology
  - H. Trustees
- 7. Public Comments** - Limited to five minutes per person. Agenda related business only.  
(Time cannot be yielded to another person.)
- 8. Old Business**
- 9. Consent Agenda Items**
  - A. Payment of Bills
  - B. Minutes
  - C. Authorizing Termination of Property Tax Exemption Granted Pursuant to Section 5709.73 of the Ohio Revised Code – 2024.08.05.03
  - D. Transfer of Appropriations – 2024.08.05.04
  - E. Amend the Text of the Zoning Resolution and Transmit a Copy to the Zoning Commission to Prohibit Trees in the Street Right-of-way – 2024.08.05.05
- 10. Discussion Agenda Items**
- 11. Public Comments** - Limited to five minutes per person. Township related business only.  
(Time cannot be yielded to another person.)
- 12. Trustee/Staff Discussion**

### 13. 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. 2024.08.05.01**

IN RE: Promotion to Full-Time Captain Position for Lieutenant Kevin Zehring.

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

WHEREAS, a vacancy exists within the classification of Full-Time Captain; and,

WHEREAS, promotional testing was completed with Lt. Zehring receiving top placement among candidates; and,

WHEREAS, Chief Douglas Buffenbarger requests Lt. Kevin Zehring be promoted from his current position of Full-Time Lieutenant to a Full-Time Captain position.

NOW THEREFORE, BE IT RESOLVED, that this Board of Trustees approves the promotion of Lt. Kevin Zehring to the position of Full-Time Captain.

FURTHER BE IT RESOLVED, that this position shall have the effective date of August 5, 2024, and is conditional in accordance to the Memorandum of Understanding.

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

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

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

\_\_\_\_\_  
Richard J. Demko, Fiscal Officer



**SUGARCREEK TOWNSHIP  
RESOLUTION NO. 2024.08.05.02**

IN RE: Promotion to Full-Time Lieutenant Position for Firefighter/Paramedic Josh Taylor.

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

WHEREAS, a vacancy exists within the classification of Full-Time Lieutenant; and,

WHEREAS, promotional testing was completed with Josh Taylor receiving top placement among candidates; and,

WHEREAS, Chief Douglas Buffenbarger requests Josh Taylor be promoted from his current position of Full-Time Firefighter/Paramedic to a Full-Time Lieutenant position.

NOW THEREFORE, BE IT RESOLVED, that this Board of Trustees approves the promotion of Josh Taylor to the position of Full-Time Lieutenant.

FURTHER BE IT RESOLVED, that this position shall have the effective date of August 5, 2024, and is conditional in accordance to the Memorandum of Understanding.

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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

**Memorandum of Understanding**  
**Between Sugarcreek Township, Captain Scott Rigsby,**  
**Lieutenant Kevin Zehring, Firefighter Joshua Taylor and the**  
**Sugarcreek Township Professional Firefighters, IAFF Local 4175**

This MEMORANDUM OF UNDERSTANDING ("Memorandum") is hereby made and entered into by and between Sugarcreek Township ("Township"), Captain Scott Rigsby, Lieutenant Kevin Zehring, Firefighter Joshua Taylor and the Sugarcreek Township Professional Firefighters, IAFF Local 4175 ("Union"), collectively the "Parties."

**WHEREAS**, the Township and Union have entered into a collective bargaining agreement ("Bargaining Agreement") effective April 1, 2024 through March 31, 2027; and

**WHEREAS**, Captain Rigsby has been off work on a leave of absence and anticipates continuing to be off work in the near future for an undetermined period of time which has created a need for long-term shift coverage in his captain position; and

**WHEREAS**, the Parties wish to accommodate Captain Rigsby's absence; and

**WHEREAS**, Township Fire Department operations require three (3) captains to be on staff and available to work to cover each of the three shifts; and

**WHEREAS**, Township Fire Department operations require three (3) lieutenants to be on staff and available to work to cover each of the three shifts; and

**WHEREAS**, Captain Rigsby's absence creates a vacancy in one of the captain positions which places strain on other Union members and Township operations; and

**WHEREAS**, the Bargaining Agreement outlines specific procedures for promotions, layoffs and recalls which the Parties agree is unnecessary and cumbersome to address the staffing situation created by Captain Rigsby's absence; and

**WHEREAS**, Kevin Zehring, current lieutenant, has previously successfully tested for a captain's position and is currently qualified to serve as a captain; and

**WHEREAS**, Joshua Taylor, current firefighter, has previously successfully tested for a lieutenant's position and is currently qualified to serve as a lieutenant; and

**WHEREAS**, the parties agree to a staffing plan to address the vacancy of the captain's position to ensure the captain and lieutenant positions are adequately staffed which includes the creation of a fourth captain's position in the absence of Captain Rigsby.

**THEREFORE**, the Parties hereby agree to the following:

1. Effective upon full execution of this Memorandum, the Township will create a fourth captain position solely for the purpose of accommodating Captain Rigsby's leave of absence. Such fourth captain position will remain in place only for the duration of Captain Rigsby's leave of absence from work.
2. Zehring will automatically fill the fourth captain position without following posting and/or testing procedures outlined in Article 23 of the Bargaining Agreement. Zehring will be subject to the same probationary period as set forth in Section 10.2 of the Bargaining Agreement which shall begin on the date Zehring works his first shift in the position of captain. Zehring will be subject to the same potential mutual extension of the employee's probationary period as set forth in Section 10.3.
3. The parties agree to hold Scott Rigsby's captain position vacant in anticipation of his return to work. No other bargaining unit member shall hold Captain Rigsby's position while he remains off work. It is expressly understood by the Parties that the Township will not maintain any more than three (3) active captains at any one time.
4. The Township will not rotate Rigsby on the overtime list for the duration of the time that Rigsby is on a leave of absence.
5. The Parties agree that the fourth captain position held for Captain Rigsby is automatically abolished if he resigns from employment or otherwise disability separates from employment, and that Zehring will continue in the captain position pursuant to this Memorandum without further requirements, subject to his probationary status under Article 10 of the Bargaining Agreement. Should Captain Rigsby disability separate from Sugarcreek Township, Zehring will remain in the captain position unless and until Rigsby returns to service with the Township.
6. If and when Rigsby returns to the captain position, Zehring will automatically move back to the lieutenant position without further action taken by the Township. Zehring's return to the lieutenant position shall not be considered a merit demotion and is no reflection of his performance as a captain, but rather is a return to his prior position due to staffing needs. Should Zehring return to the lieutenant position as a result of Captain Rigsby's return to work, the Parties agree that Zehring will be subject to the same recall procedure as set forth in Section 14.5 of the Bargaining Agreement. Should a permanent vacancy occur in the captain position during the two (2) years that Zehring is on the recall list,

the Township will select from the recall list before selecting from the eligibility list.

7. Should Zehring be recalled to a captain position under Section 14.5 after returning to the lieutenant position, his time served as a captain pursuant to this Memorandum of will count toward the required probationary period under Article 10 of the Bargaining Agreement.
8. As a result of Zehring moving out of the lieutenant position to take the captain position, current Firefighter Joshua Taylor will automatically fill the lieutenant position left vacant by Zehring's move to captain. Taylor will move to the lieutenant position without following the posting and/or testing procedures outlined in Article 23 of the Bargaining Agreement. Taylor will be subject to the same probationary period as set forth in Section 10.2 of the Bargaining Agreement which shall begin on the date Taylor works his first shift in the lieutenant position. Taylor will be subject to the same potential mutual extension of the employee's probationary period as set forth in Section 10.3.
9. The Parties agree that if/when Zehring returns to the lieutenant position, Taylor will automatically move back to the firefighter position without further action taken by the Township. Taylor's return to the lieutenant position shall not be considered a merit demotion and is no reflection of his performance as a lieutenant, but rather is a return to his prior position due to staffing needs. It is expressly understood by the Parties that the Township will not maintain any more than three (3) full-time active lieutenant positions at any one time.
10. Should Taylor return to the firefighter position as a result of Zehring's return to the lieutenant position, the parties agree that Taylor will be subject to the same recall procedure as set forth in Section 14.5 of the Bargaining Agreement. Should a permanent vacancy occur in the lieutenant position during the two (2) years that Taylor is on the recall list, the Township will select from the recall list before selecting from the eligibility list.
11. Should Taylor be recalled to a lieutenant position after returning to the firefighter position, his time served as a lieutenant pursuant to this Memorandum will count toward the required probationary period under Article 10 of the Bargaining Agreement.
12. The Parties agree to waive shift commander plus pay for the time that Zehring and Taylor serve in the captain and lieutenant positions, respectively, as set forth in Section 29.3 of the Bargaining Agreement. Zehring will receive full captain pay for the time he serves in the captain position. Taylor will receive full lieutenant pay for the time he serves in the lieutenant position. The Parties agree

that Zehring's pay will return to the lieutenant pay if/when he returns to the lieutenant position. The Parties agree that Taylor will return to the firefighter pay if/when he returns to the firefighter position. Notwithstanding this understanding, if and when Taylor rides up to a captain's position, he will be eligible for the applicable shift commander plus pay for the time that he serves as the Shift Commander on a temporary basis.

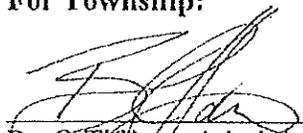
13. The Parties agree that the Township will not fill the firefighter position created by Taylor's move to the lieutenant position, and that the vacancy in the firefighter position will be covered pursuant to procedures currently utilized by the Township and Union to fill vacant firefighter positions.

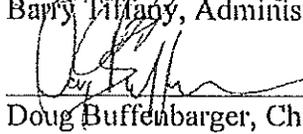
The Parties further agree that this Memorandum is not precedent setting and cannot be used as evidence in any future grievances, arbitrations, fact-finding or conciliation hearings, or other administrative or legal matters except as may be necessary to enforce this Memorandum.

The Parties acknowledge that they have had an opportunity to consult with their respective legal counsel and as such they understand and accept the terms and conditions contained herein.

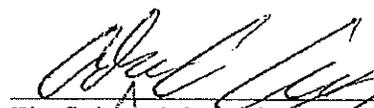
Sugarcreek Township and the Sugarcreek Township Professional Firefighters, IAFF Local 4175, Captain Scott Rigsby, Lieutenant Kevin Zehring, and Firefighter Joshua Taylor agree to this Memorandum of Understanding on July \_\_, 2024, by the parties signed below:

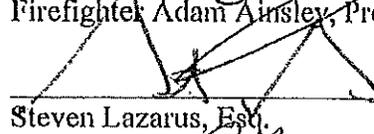
**For Township:**

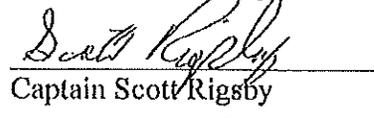
  
Barry Tiffany, Administrator 7/15/2024  
(Date)

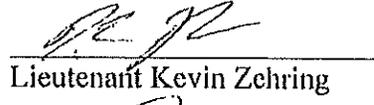
  
Doug Buffenbarger, Chief 7/15/2024  
(Date)

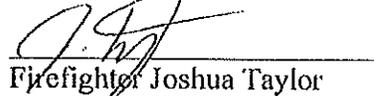
**For Union:**

  
Firefighter Adam Ainsley, Pres. 7/11/24  
(Date)

  
Steven Lazarus, Est. 7/11/24  
(Date)

  
Captain Scott Rigsby 7/11/24  
(Date)

  
Lieutenant Kevin Zehring 7/10/24  
(Date)

  
Firefighter Joshua Taylor 7/11/24  
(Date)



## **PROCLAMATION OF RECOGNITION**

### **Paige Sellers**

In recognition of lifesaving efforts on June 9<sup>th</sup>, 2024, Paige Sellers is honored for her exceptional performance as a lifeguard at the Five Season's Sports Club. Miss Sellers is in her fourth summer with SwimSafe and her sixth year as a lifeguard. After noticing a child struggling in the pool, Paige jumped to action. She got the unresponsive child out of the water and assisted the child to begin breathing again. Paige stayed with the family until the Sugarcreek Fire Department arrived on scene. The child has recovered completely.

The Board of Trustees of Sugarcreek Township hereby recognizes and honors the quick thinking and lifesaving efforts of Paige Sellers.

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Marvin Moeller, Chairperson

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Fred Cramer, Vice-Chairperson

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Carolyn L. Destefani, Trustee



**Administrator's Report to the Trustees  
August 4, 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. Other meetings for the project status are being scheduled for August.
- Met with representatives of Ohio Department of Natural Resources regarding the pond near Kroger's. Our goal is to remove the "dam" from their jurisdiction. We met with Choice One Engineering to develop a strategy to accomplish the goal. They have talked with ODNR and are working on a quote for us.
- Cara and I attended the annual OTA golf outing in Etna Township. Cara scored an Eagle for our team.
- We are in discussion with the National Fitness Campaign regarding a possible outdoor fitness facility and yoga/Zoomba studio for our community. This program provides some grant funding for the projects.
- Met with real estate agents regarding a possible commercial development and road improvement.
- Work and review continues on the Long Range Land Use Plan update and we hope to have it before the Zoning Commission in the next meeting or two.

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 July 16, 2024 to August 5, 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:**

- **July 25, 2024 BZA Meeting Follow-up:**
  - **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.
    - *The BZA approved the applicant's request.*
- **Next meeting scheduled for August 22, 2024 (cancellation pending, no cases received prior to meeting's closing date)**

### **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 Sugar creek 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 Sugar creek 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.
  - *The applicant has requested that this case be tabled at the August 6, 2024 meeting and instead heard on September 3, 2024.*
  
- **September 3, 2024 Zoning Commission Meeting:**
  - **ZC Case 03-2024**: Applicant, Feedwire Farm JV, LLC, is requesting final development plan approval under Article 5 of the Sugar creek 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:**

- Sent date change notice for the Feedwire Farm project (from August 6, 2024 to September 3, 2024)
- Attended meeting with ODNR to talk about the dam on July 17, 2024
- Attended meeting with National Fitness Campaign on July 18, 2024
- Met with resident to discuss addition project on July 23, 2024
- Attended BZA Meeting on July 25, 2024
- Attended meeting with Choice One to discuss dam on July 29, 2024
- Attended Centerville Planning Commission Meeting on July 30, 2024 (Cornerstone South)
- Attended OTA Golf Outing on August 1, 2024
- Met with realtors to discuss land in the township on August 2, 2024
- 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



## Sugar Creek Township Trustees Report For August 5th , 2024

The following information is a snapshot of the activities and areas of responsibilities for Sugar Creek Township Fire Department. This report was generated on 08.05.2024 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 and II successfully completed
- Behavioral Mental Health
- Life Pack 35 training
- Highway Safety

### Statistics: See attached reports

#### 2024 Totals

Report current as of 08.01.2024                      80 calls to Cornerstone (10.2%)

- EMS Responses: 594 (76.1%)                      MVC's 94 (12.0%)
- Fire Responses: 187 (23.9%)

**Total            781**

#### **Mutual Aid Given (number of incidents) \*= 73**

- Fire = 42
- EMS = 36

Mutual aid given to department = (38 – Bellbrook, 19– Spring Valley, 6 – Beaver Creek, 6 – Wash Twp. 1 – Fairborn, 2 – Kettering, 1- Wayne Twp.)

#### **Mutual Aid Received (number of incidents) \*= 47**

- Fire = 31
- EMS = 20

Mutual aid received from department ( 22 – Wash Twp, 25 – Bellbrook, 7 – Beaver Creek, 4– Spring Valley, 2 – Wayne Twp, 2 – Xenia Twp., 3 – Kettering, 1- Fairborn, 1- Riverside)

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

#### **Information:**

- M72 batteries replaced
- E71 pump packing adjusted. Pump recirculating line replaced
- P&R added MARCS mandated encryption to several portable and mobile radios

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

- Breathing Air Systems performed annual maintenance on both SCBA compressors and fill stations
- SCBA cylinders received NFPA required five (5) year hydrostatic testing
- Firehouse Subs grant submitted for three (3) Lucas devices
- Five (5) sets of turnout gear ordered from Phoenix Safety Outfitters

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

- Capt. Rigsby remains on leave
- New chainsaw needed for Ladder 72
- Public Safety Building roof needs painted

**Fire Department Scheduled Events Attended:**

- Bellbrook Amateur Radio Club Open House
- Bellbrook High School Band Camp (Annual cool down the band event)
- Alarm and sprinkler testing at Sugar Point and Cornerstone

**Fiscal:**

As of July 30 <sup>th</sup> , 2024	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
Fire	\$3,459,660.00	\$440,810.13	\$1,942,915.55	\$1,102,982.94	55.723%
EMS	\$213,200.00	\$21,915.63	\$130,258.30	\$63,195.19	60.481%
Cell Tower Fund	\$27,068.58	\$0.00	\$0.00	\$27,068.58	0.00%
Department Total	\$3,699,928.58	\$462,725.76	\$2,073,173.85	\$1,193,246.71	55.594%

**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 August 5, 2024

### Training

- No classes scheduled for August.

### Fiscal

Budget 2024 (Final Appropriation)	\$3,176,775.00
Expenditures as of July 30, 2024	\$1,685,204.00
% of Budget Used	52.5%
% of Budget Year Target for the end of July	58.1%
% of Budget Remaining	47.5%
Cash Balance as of July 30, 2024	\$783,110.73

## EVENTS/APPEARANCES

- On August 3<sup>rd</sup>, our officers stopped by the Kable's Mill Big Wheel Race.
- On August 4<sup>th</sup>, our officers showed off our police vehicles for the kids at the Back to School Bash held at Crossview Christian Church.

Respectfully submitted,

A handwritten signature in black ink that reads "MA Brown". The letters are cursive and somewhat stylized.

Michael A. Brown  
Chief of Police



*Michael A. Brown*  
Chief of Police

## Police Blotter

July 10, 2024

- Business and house checks
- Community policing
- Crash on Upper Bellbrook Road
- 911 Hang up on E. Salinas Circle

July 11, 2024

- Domestic violence reported on Silverado Drive
- Crash report on Wilmington Pike
- Traffic stops

July 12, 2024

- Crash report on Wilmington Pike
- An animal complaint on Feedwire Road

July 13, 2024

- Nothing to Report

July 14, 2024

- Fraud report taken on Wilmington Pike
- Community policing
- Intoxicated subject on Wilmington Pike
- Domestic violence reported on Winshire Terrace

July 15, 2024

- Domestic dispute on Wilmington Pike
- Welfare check on Ferry Road
- Criminal damaging reported on Ferry Road

July 16, 2024

- Nothing to Report

July 17, 2024

- Community policing
- Suspicious vehicle on Social Row Road

July 18, 2024

- Crash report on Waynesville Road
- Crash report on Shepherd Road
- Crash report on Wilmington Pike
- Theft arrest on Wilmington Pike

July 19, 2024

- 911 Hang up on Kilkenny Court
- Disturbance on Wilmington Pike
- Suspicious vehicle on State Route 725

July 20, 2024

- Crash report on Wilmington Pike
- An animal complaint on Timberly Drive
- Traffic stops
- Noise complaint on Penewit Road

July 21, 2024

- Bike patrol
- Business checks
- Animal complaint on Wilmington-Dayton Road
- Theft reported on Lower Bellbrook Road

July 22, 2024

- Nothing to Report

July 23, 2024

- Theft report on Indian Wells Trail
- Fraud report taken on Timshel Street
- Crash reported on Feedwire Road

July 24, 2024

- Business and house checks
- Traffic stops
- Warrant issued on Surrey Trail

July 25, 2024

- Crash report on Wilmington Pike
- Theft arrest on Wilmington Pike
- Community policing

July 26, 2024

- Theft arrest on Wilmington Pike
- Crash report on Wilmington Pike
- Request of an officer on Ferry Road

July 27, 2024

- Crash report on Wilmington Pike
- Criminal damaging on Persimmon Ridge Place
- Theft reported on Shell Bark Drive
- Suspicious vehicle on Seton Hill Drive
- Domestic dispute on Surrey Trail

July 28, 2024

- Nothing to Report

July 29, 2024

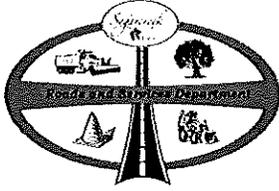
- Community policing
- An animal complaint on Conference Road

July 30, 2024

- 911 Hang up on Swigart Road
- Crash report on Wilmington Pike
- An animal complaint on Little Sugarcreek Road
- Traffic stops

July 31, 2024

- Theft on Acorn Drive
- Welfare check on Wilmington-Dayton Road
- Crash report on Waynesville Road
- Theft arrest on Wilmington Pike



**Staff Report for  
Sugar Creek Township Trustees  
August 5, 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:**

- Dura Patched- Ferry Rd, Spring Valley Alpha, berm on River Ridge
- Crack-sealed- Edelweiss, Sugar Ridge Blvd, Park Terrace, Feather Heights, Valais Ct ,
- Mowed – Shop, weed eater
- Graded dirt behind hut
- Wilmington Pike- Limb trees up for sight distance
- Picked up emulsion in Jasper
- Weed spraying- Around shop, Briggs
- Changed radar batteries- X2
- Feather Heights – Milled and hot patched, Picked up asphalt at Valley
- LSC- Picked up racoon
- Dura Patcher- fixed hose
- Ferry Rd - Removed dead deer
- House Keeping- shop area
- Sharpened chainsaw blades
- 725 Dam- Worked on getting valve open
- Conference Rd- Fixed damaged signs
- Dropped off Road Closed signs for the Big Wheel Race
- Settler's Bay Rd- Removed catch basin filter, clean
- Crew watched fraud prevention video
- Fixed lock on office door

Respectfully,

Justin Windsor  
Assistant Director of Roads and Services

## Payment Listing

7/12/2024 to 8/1/2024

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
1311-2024	07/12/2024	07/12/2024	CH	HUNTINGTON NATIONAL BANK	\$1,439.34	O
				Purpose: Admin/Roads/Police - Rocketlaw, Qbooks, Pizza, Safley Bollards Post, Twin Peaks, Chair, Car Supplies, Police Equipment, Postage		
1403-2024	07/31/2024	08/01/2024	CH	NAVIA BENEFIT SOLUTIONS, INC.	\$2,514.11	O
				Purpose: HRA Charges		
1404-2024	07/31/2024	08/01/2024	CH	HUNTINGTON NATIONAL BANK	\$148.71	O
				Purpose: Admin - July Bank Fees		
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 ASE	\$55.00	O
				Purpose: Police - SRO Dues		
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		
92786	07/15/2024	07/15/2024	AW	NORTHCOAST PRODUCTS	\$1,243.10	O
				Purpose: Roads - Rapid Set Emulsion		
92787	07/15/2024	07/15/2024	AW	RUMPKE CONSOLIDATED	\$111.10	O
				Purpose: Admin/Roads - Trash Pickup - Monthly		
92788	07/17/2024	07/17/2024	AW	BARRY TIFFANY	\$73.82	O
				Purpose: Admin - Lunch w/ Fred Cramer, Cara Tilford & Bob Doyle - Lobbyist Raise Grant Discussion		
92789	07/17/2024	07/17/2024	AW	OCCUPATIONAL HEALTH CENTERS OF OH	\$459.00	O
				Purpose: Fire - Physicals for Butterbaugh, Hall & Silo		
92790	07/17/2024	07/17/2024	AW	MEDICOUNT MANAGEMENT, INC.	\$1,728.95	O
				Purpose: Fire - EMS Billing - Monthly		
92791	07/17/2024	07/17/2024	AW	AIRGAS USA, LLC	\$41.99	O
				Purpose: Fire - Cylinder Rental		
92792	07/17/2024	07/17/2024	AW	GATEWAY AUTO CLINIC	\$82.88	O
				Purpose: Fire - b70 oil lube filler		
92793	07/18/2024	07/18/2024	AW	VERIZON WIRELESS	\$570.47	O
				Purpose: Police - MDT's - Monthly		
92794	07/18/2024	07/18/2024	AW	PREMIER HEALTH	\$591.68	O
				Purpose: Admin/Roads/Police/Fire - Employee Care Quarterly		
92795	07/18/2024	07/18/2024	AW	ENERGY OPTIMIZERS, USA	\$959.01	O

## Payment Listing

7/12/2024 to 8/1/2024

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
				Purpose: Admin/Roads/Police/Fire - Energy Services Agreement - Monthly		
92796	07/22/2024	07/22/2024	AW	BARRY TIFFANY	\$760.00	O
				Purpose: Admin - Cell Phone Reimbursement & Car Allowance		
92797	07/22/2024	07/22/2024	AW	CARA TILFORD	\$460.00	O
				Purpose: Admin - Cell Phone Reimbursement & Car Allowance		
92798	07/22/2024	07/22/2024	AW	CAROLYN L. DESTEFANI	\$40.00	O
				Purpose: Admin - Cell Phone Reimbursement		
92799	07/22/2024	07/22/2024	AW	CHASE MORGAN	\$40.00	O
				Purpose: Roads - Cell Phone Reimbursement		
92800	07/22/2024	07/22/2024	AW	FRED CRAMER	\$40.00	O
				Purpose: Admin - Cell Phone Reimbursement		
92801	07/22/2024	07/22/2024	AW	IAN TAMPLIN	\$40.00	O
				Purpose: Roads - Cell Phone Reimbursement		
92802	07/22/2024	07/22/2024	AW	JOSHUA DARNELL	\$40.00	O
				Purpose: Roads - Cell Phone Reimbursement		
92803	07/22/2024	07/22/2024	AW	Justin Windsor	\$40.00	O
				Purpose: Roads - Cell Phone Reimbursement		
92804	07/22/2024	07/22/2024	AW	MARVIN MOELLER	\$40.00	O
				Purpose: Admin - Cell Phone Reimbursement		
92805	07/22/2024	07/22/2024	AW	RICH DEMKO	\$40.00	O
				Purpose: Admin - Cell Phone Reimbursement		
92806	07/22/2024	07/22/2024	AW	RICHARD CIPRIANO	\$40.00	O
				Purpose: Roads - Cell Phone Reimbursement		
92807	07/22/2024	07/22/2024	AW	TAYLOR STINSON	\$40.00	O
				Purpose: Roads - Cell Phone Reimbursement		
92808	07/22/2024	07/22/2024	AW	MARK WHITE	\$40.00	O
				Purpose: Police - Cell Phone Reimbursement		
92809	07/22/2024	07/22/2024	AW	Paul Guerrero	\$40.00	O
				Purpose: Police - Cell Phone Reimbursement		
92810	07/22/2024	07/22/2024	AW	CRAIG BLACK	\$40.00	O
				Purpose: Police - Cell Phone Reimbursement		
92811	07/22/2024	07/22/2024	AW	DOUG EVANS	\$40.00	O
				Purpose: Police - Cell Phone Reimbursement		
92812	07/22/2024	07/22/2024	AW	TYLER MANTIA	\$40.00	O
				Purpose: Police - Cell Phone Reimbursement		
92813	07/22/2024	07/22/2024	AW	LESLEY STAYER	\$40.00	O
				Purpose: Police - Cell Phone Reimbursement		
92814	07/22/2024	07/22/2024	AW	DALE OWENS	\$60.00	O
				Purpose: Roads - Cell Phone Reimbursement		
92815	07/22/2024	07/22/2024	AW	MICHAEL BROWN	\$60.00	O
				Purpose: Police - Roads		
92816	07/22/2024	07/22/2024	AW	ALCOR SUPPLY & FIXTURE COMPANY	\$201.00	O
				Purpose: Police - Paper Products		
92817	07/22/2024	07/22/2024	AW	MEYERS PRINTING & DESIGN, INC.	\$55.08	O
				Purpose: Police - Business Cards		
92818	07/22/2024	07/22/2024	AW	MELVIN STONE COMPANY	\$265.32	O

## Payment Listing

7/12/2024 to 8/1/2024

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
		Purpose: Roads - #9 Limestone				
92821	07/25/2024	07/25/2024	AW	JACOB OSTERHUES	\$671.51	0
		Purpose: Fire - Reimbursement for travel expenses for training in Illinois				
92822	07/25/2024	07/25/2024	AW	PHOENIX SAFETY OUTFITTERS	\$1,846.20	0
		Purpose: Fire - Gear Repair & Zehring Uniforms				
92823	07/25/2024	07/25/2024	AW	DUNCAN OIL COMPANY	\$1,951.75	0
		Purpose: Roads/Police/Fire - Fuel - Monthly				
92824	07/25/2024	07/25/2024	AW	BATTERIES PLUS	\$352.25	0
		Purpose: Fire - 12v 24 AGM Duel Marine Battery				
92825	07/25/2024	07/25/2024	AW	TREASURER OF STATE	\$100.00	0
		Purpose: Police - Access Fee - Monthly				
92826	07/25/2024	07/25/2024	AW	ODP BUSINESS SOLUTIONS,LLC	\$56.56	0
		Purpose: Police - Copy Paper, Pens & Batteries				
92827	07/25/2024	07/25/2024	AW	BUCKEYE ECOCARE	\$217.00	0
		Purpose: Roads - Lawn Care				
92828	07/25/2024	07/25/2024	AW	AT&T MOBILITY	\$633.81	0
		Purpose: Fire - MDT Life Pack Connections - Monthly				
92829	07/25/2024	07/25/2024	AW	MELVIN STONE COMPANY	\$257.11	0
		Purpose: Roads - #9 Limestone				
92830	07/25/2024	07/25/2024	AW	DAYTON DAILY NEWS	\$170.97	0
		Purpose: Admin - 13 Weeks Subscription Renewal				
92831	07/25/2024	07/25/2024	AW	TECH ADVISORS	\$3,280.20	0
		Purpose: Admin/Roads/Police/Fire - Barracuda E-Mail Protection w/ Cloud Archiving Service				
92839	07/29/2024	07/29/2024	AW	JOHN DEERE FINANCIAL	\$258.91	0
		Purpose: Roads - Jeans x2 & 20v 3/4 Impact Wrench HR Bar				
92840	07/29/2024	07/29/2024	AW	SARA CONTRERAS	\$37.99	0
		Purpose: Roads - Fan for service office				
92841	07/29/2024	07/29/2024	AW	MOTOROLA SOLUTIONS, INC.	\$915.28	0
		Purpose: Police - Batteries (Partial Payment)				
92842	07/29/2024	07/29/2024	AW	FIRE APPARATUS SERVICE AND REPAIR, I	\$99.00	0
		Purpose: Fire - E-72 Gearbox				
92843	07/29/2024	07/29/2024	AW	HENRY SCHEIN, INC.	\$38.85	0
		Purpose: Fire - EMS Supplies				
92844	07/29/2024	07/29/2024	AW	DUNCAN OIL COMPANY	\$784.14	0
		Purpose: Police/Fire - Fuel - Monthly				
92845	07/29/2024	07/29/2024	AW	POLLACK LAW, LLC	\$792.50	0
		Purpose: Police/Fire - Legal Matters				
92846	07/29/2024	07/29/2024	AW	GREENE COUNTY ANIMAL CONTROL	\$60.00	0
		Purpose: Admin - 2nd Quarter Animal Control Contract Service - Quarterly				
92847	07/30/2024	07/30/2024	AW	STEVE MYERS SERVICE INC	\$95.47	0
		Purpose: Roads - Carburetor, Spark Plug, Pick-Up Body & Labor				
92849	07/30/2024	07/30/2024	AW	OptumCare	\$40.74	0
		Purpose: Fire - Over Payment on EMS Run				
92850	07/30/2024	07/30/2024	AW	SUGARCREEK DIRECT FAMILY CARE	\$1,717.42	0
		Purpose: Admin/Roads/Police/Fire - Family Care - Monthly				
92851	07/31/2024	07/31/2024	AW	DUNCAN OIL COMPANY	\$721.34	0

**Payment Listing**  
7/12/2024 to 8/1/2024

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
		Purpose: Roads - Fuel				
92852	07/31/2024	07/31/2024	AW	LOWE'S COMPANIES INC.	\$99.75	O
		Purpose: Roads - 3/4" drill bit, husquarna 1-gal, 3/8"x6" Flag				
92853	07/31/2024	07/31/2024	AW	OCCUPATIONAL HEALTH CENTERS OF OH	\$306.00	O
		Purpose: Fire - New Hire Physiact/Drug Test & Merle Physical				
92854	07/31/2024	07/31/2024	AW	PHOENIX SAFETY OUTFITTERS	\$437.70	O
		Purpose: Fire - Uniforms				
Total Payments:					\$33,250.35	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$33,250.35	

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 15, 2024, at 7:00 PM.**

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

**4) Budget Hearing**

Mr. Demko noted for the 2025 budget, anticipated revenue increases are: General Fund \$12,000, Roads and Bridge \$22,000, Police \$80,000, and Fire \$75,000. These are typically conservative estimates. Mr. Demko further noted that this is the first step in a three-step process with temporary appropriations in November/December and permanent appropriations by April of 2025.

No one spoke in favor, against or neutrally about the budget.

**5) Reports**

**Administration**

Mr. Tiffany had nothing to add to his report.

**Zoning**

Mrs. Tilford had nothing to add to her report. Mr. Moeller noted that Mrs. Tilford has upcoming zoning cases with Sheetz Development and Feedwire Farms scheduled. Mr. Tiffany mentioned that there have been complaints about the readability of zoning signs due to small lettering and larger signs will be ordered to improve visibility and communication. Mrs. Destefani inquired about updates on the long range use plan. Mr. Tiffany expects it to be reviewed by the Zoning Commission in August or September.

**Fiscal Officer**

Mr. Demko had nothing to add to his report.

**Fire**

Chief Buffenbarger had nothing to add to his report.

**Police**

Chief Brown had nothing to add to his report.

**Roads and Service**

Mr. Owens had nothing to add to his report. Mr. Cramer inquired if the new service truck was in service. Mr. Windsor answered everything is in working order, and we're just waiting on the tags.

**Information Technology**

Mr. Tiffany had nothing to add to his report.

**Trustees**

Due to the high school's ribbon-cutting ceremony for their new track and field the August 5<sup>th</sup> work

session will be canceled. All trustees will be attending.

Mrs. Destefani noted that the trustees attended the Bellbrook City Council meeting last Monday for the preliminary hearing on limiting north-south traffic for certain vehicles. Mrs. Destefani attended the Greene County Township Association meeting last Tuesday in Jamestown, where Dr. Kevin Sharrett spoke about rural health clinics.

**6) Public Comments**

None

**7) Old Business**

Mr. Cramer inquired about the progress of arranging regular meetings with the school and city. Mr. Tiffany noted that he has tried but without success. Mrs. Destefani suggested the best opportunity to address the issue would be at the next chamber meeting, where Doug Kozad and one or two council members are present.

**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 Ballet – Police Levy 2024.07.01.07 – Rescinded – 2024.07.15.04

G. Proceed to Ballet – 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

**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.

**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.

**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.

**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).

RESOLUTION NO. 2024.07.15.05

**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 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 0.0200 Rate expressed in dollars per \$1 of taxable value for each one hundred dollars of valuation or \$ 47 Cost per \$100,000 from auditor's certification for each \$100,000 of the county auditor's appraised value, for 5 Length of term in years commencing

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

**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.

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

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

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

Mr. Tiffany explained item F on the agenda is to rescind the police levy resolution passed at the previous meeting due to incorrect numbers provided by the county. Consequently, we need to rescind the previous resolution and pass a new one with the correct information.

Mr. Moeller asked if complaints were made about the speed on Possum Run Road. Mr. Tiffany confirmed that a complaint was made prompting the need to request a speed study.

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

Louis Schatzberg noted that the Alchemist Club had their ice cream social last weekend, and there was a good turnout from the fire department. Louise Schatzberg also mentioned that last night the fire department was out on his road due to a tree that fell on a power line. The fire department stayed until AES was able to cut the power to that section.

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

Mr. Tiffany asked the trustees for permission to move forward with TechAdvisors managed services unlimited plus with the dynamics option.

Mr. Cramer made a motion to accept the managed services unlimited plus with the dynamics option, which now has us paying on a per user basis instead of a fixed fee. Mrs. Destefani seconded.

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

Mr. Tiffany noted the Fire Department needs five sets of turnout gear, with a cost of \$18,955.00.

Mr. Moeller made a motion to accept the cost of the fire gear. Mrs. Destefani seconded.

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

Mr. Tiffany noted the Veterans Memorial is nearing the stage where we need to go out to bid. To

ensure all legal steps are followed Mr. Tiffany would like to contract with Choice One Engineering, at a cost of \$3500.00 to complete this step.

Mrs. Destefani made a motion to accept the contract with Choice One Engineering. Mr. Cramer seconded.

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

Mr. Cramer noted that Bellbrook plans to change the use of some roads, which was discussed at a recent City Council meeting. Bellbrook estimates detours will add 1.5 miles, but our data shows 7.5 miles, significantly impacting travel times for heavy vehicles. Our goal is to negotiate a compromise to support Sugarcreek Township businesses.

## 12) Adjourn

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



**SUGARCREEK TOWNSHIP  
RESOLUTION NO. 2024.08.05.03**

IN RE: Authorizing Termination of Property Tax Exemption Granted Pursuant to Section 5709.73 of the Ohio Revised Code

WHEREAS, this Board of Township Trustees (the "Board") of Sugar Creek Township (the "Township"), Greene County, Ohio previously adopted Resolution No. 2016-11-02-01 on November 2, 2016, attached hereto as Exhibit A, which intended to terminate a property tax exemption granted pursuant to Section 5709.73 of the Ohio Revised Code; and,

WHEREAS, as set forth in Resolution No. 2016-11-02-01, the Board previously adopted Resolution No. 2006-04-20-01 on April 20, 2006, attached to Exhibit A, which declared certain improvements to parcels of real property located in Sugar Creek Township to be a public purpose under Section 5709.73 of the Ohio Revised code and exempted seventy-five percent of such improvements from taxation for a period of ten years commencing January 1, 2010; and,

WHEREAS, the State Tax Commissioner previously approved the exemption applications filed with response to such parcels; and

WHEREAS, pursuant to Section 5709.74 of the Ohio Revised Code the Township required owners of those exempted parcels to make service payments in lieu of taxes from seventy-five percent of the increases in value of the property after the date of Resolution No. 2006-04-20-01; and

WHEREAS, pursuant to Section 5709.75 of the Ohio Revised Code the Township created the Sugar Creek Township Public Improvement Tax Increment Equivalent Fund (the "TIF Fund") into which the service payments are deposited; and

WHEREAS, pursuant to Section 5709.73 of the Ohio Revised Code the Township issued its \$1,500,000 Tax Increment Revenue Note (Clyo Road Project) dated May 16, 2006 (the "2006 Notes"), which 2006 were paid off in May 2007; and

WHEREAS, the Township issued its \$650,000 Certificates of Participation (Sugar Creek Township Clyo Road Improvement Project) on June 23, 2009, which were refinanced with the Township's \$470,000 Certificates of Participation (Sugar Creek Township Clyo Road Improvement Project) on June 22, 2010 which were refinanced with the Township's \$560,000 Certificates of Participation (Sugar Creek Township Clyo Road Improvement Project) on May 31, 2012 (the "2012 Obligations"); and

WHEREAS, the 2012 Obligations have been paid in full and are no longer outstanding;  
and

WHEREAS, on May 26, 2006, annexation proceedings were commenced by certain property owners to annex certain of the exempted parcels included in the exhibits to Exhibit A into the City of Centerville, Ohio (the "City"); and

WHEREAS, those parcels had been annexed into the City; and

WHEREAS, the Township and the City had been parties to legal matters involving such annexation; and

WHEREAS, as part of the settlement agreement for those legal matters, the Township had agreed to terminate the property tax exemption granted pursuant to Resolution No. 20604-20-01 and Section 5709.73 of the Ohio Revised Code for certain parcels identified on Exhibit C of Resolution No. 2016-11-02-01; and

WHEREAS, on November 2, 2016, the Township adopted Resolution No. 2016-11-02-01, Exhibit A, intending to rescind Resolution No. 2006-04-20-01; and

WHEREAS, it was just recently discovered that the parcel numbers referenced in Resolution No. 2016-11-02-01 had changed due to subsequent replating of the annexed property, and as such the parcels for the Cornerstone Park, identified as parcel numbers set out in Exhibit B, were not released from the TIF exemption; and

WHEREAS, as a result of such parcel number changes, both the Township, and subsequently, the County failed to accurately account for the termination of the property tax exemption granted to certain parcels intended to be released, which for all intents and purposes has been treated as having been released by the County Auditor; and

WHEREAS, it was always the intent of the Township after the settlement of the litigation to rescind the TIF as to all of the City annexed property, including the Cornerstone Park; and

WHEREAS, the Township with this resolution intends to abide by the Settlement Agreement and record the termination as to the correct parcels, which include the Cornerstone Park, in order to remove such designation as to the updated parcel numbers; and

WHEREAS, the parcels that should have been included to be released are set forth on Exhibit B, attached and incorporated herein.

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of Sugarcreek Township, Greene County, Ohio:

SECTION 1. That this Board hereby already determined that it was in the best interests of the Township, its constituents and the property owners of the parcels set forth on the attachments to Exhibit A to terminate the property tax exemption granted pursuant to Resolution No. 2006-04-20-01 and Section 5709.73 of the Ohio Revised Code for those properties set forth originally on Exhibit C to said Resolution, which was previously adopted by Resolution No. 2016-11-02-01, which should have included the parcels set forth on Exhibit B.

SECTION 2. That the Fiscal Officer is hereby authorized and directed to notify the Greene County Auditor and the State Tax Commissioner that such exemptions should have been terminated for the identified parcels immediately.

SECTION 3. That the Fiscal Officer is further authorized and directed to give notice of the termination of such real property tax exemptions to the affected property owners and the Sugarcreek Local School District.

SECTION 4. That the Fiscal Officer is hereby directed to forward a certified copy of this Resolution to the Greene County Auditor.

SECTION 5. That it is found and determined that all formal actions for this Board concerning and relating to the adoption of this Resolution were adopted in an open meeting at this Board, and that all deliberations of this Board and or any of its committees that resulted in such formal action were in meetings open to the public, in compliance with the law.

Section 6. That this resolution shall take effect at the earliest date permitted by law.

ADOPTED:

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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



TRANSFER OF APPROPRIATIONS

RESOLUTION #: 2024.08.05.04

<u>Debt Fund Number</u>	<u>Account Name</u>	<u>Credit Fund Number</u>	<u>Account Name</u>	<u>Amount</u>
1000-110-190	Other - Salaries	1000-110-314	General - Tax collection Fees	\$142.85
2031-330-190	Other - Salaries	2031-330-314	Roads - Tax collection Fees	\$26.37
2081-210-360	Contracted Services Dispatch	2081-210-314	Police - Tax collection Fees	\$5,552.26

Explanation of Transfer(s): Property tax fees were higher than budgeted.

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Approved:

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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. 2024.08.05.05**

IN RE: Resolution to Amend Text of the Sugar Creek Township Zoning Resolution and Transmit a Copy to the Zoning Commission to Prohibit Trees in the Street Right-of-Way

WHEREAS, Ohio Revised Code Section 519.12 (A)(1) prescribes the authority of the Board of Trustees, by passage of a resolution, to initiate amendments to the zoning resolution; and

WHEREAS, upon passage, the certification of a resolution by the Board of Trustees will be made to the Zoning Commission and a public hearing of the Zoning Commission will be scheduled for not less than twenty nor more than forty days from the date of the certification of such resolution; and

WHEREAS, within five days after the passage of this resolution by the Board of Trustees, the Zoning Commission will transmit a copy of it to the Greene County Regional Planning & Coordinating Commission for approval, disapproval, or suggestion; and

WHEREAS, the Board of Trustees and staff have identified the need to prohibit trees in the street right-of-way to protect the general health and safety of residents and commuters as they provide obstruction, line-of-sight issues, damage to public infrastructure, and other safety concerns; and,

WHEREAS, it is the position of the Board of Trustees to prohibit trees in the street right-of-way and incorporate such prohibition in the Sugar Creek Township Zoning Resolution.

NOW THEREFORE, BE IT RESOLVED, this Board of Trustees does hereby adopt the following:

SECTION 1: The following text amendment of the Zoning Resolution is initiated to Zoning Commission for approval:

Section \_\_\_\_\_ TREES PROHIBITED IN STREET RIGHT-OF-WAY

Planting, growing, raising, or cultivating any tree within the right-of-way on any Township street is prohibited. Nothing in this section shall be deemed to require a change in plans lawfully approved by the Township prior to the effective date of this section. If a tree dies or is otherwise removed from the right-of-way, the property owner shall not replace that tree in compliance with this section.

SECTION 2: Upon passage of this resolution, a certified copy of it will be transmitted to the Zoning Commission who will schedule a public hearing of the Zoning Commission. Said public hearing will be scheduled for not less than twenty nor more than forty days from the date of the certification of such a resolution.

SECTION 3: within five days after the passage of this resolution by the Board of Trustees, the Zoning Commission will transmit a copy of it to the Greene County Regional Planning & Coordinating Commission for approval, disapproval, or suggestion.

BE IT FURTHER RESOLVED: all formal actions of the Board of Trustees concerning and related to the adoption of this resolution are being adopted at a duly called and authorized open meeting of the Board of Trustees on the date set forth above, such meeting being duly called, pursuant to and in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

APPROVED BY:

\_\_\_\_\_  
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