



AGENDA
SUGARCREEK TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING

Monday, October 21, 2024, 7:00 P.M.

REGULAR SESSION:

1. Call to Order

2. Roll Call

3. Pledge of Allegiance

4. Public Hearing

ZC04-2024 The Board of Trustees of Sugar Creek Township, Greene County, Ohio initiated by passage of a Resolution, a text amendment to the Sugar Creek Township Zoning Resolution to prohibit the planting of trees within township rights-of-way (new Section 7.02). - 2024.10.21.01

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. Transfer of Appropriations - Fire – 2024.10.21.02
- D. Appointment of Fire Department Staff – Tyler Black– 2024.10.21.03
- E. Accepting Roads and Responsibilities – Bellasera sections 3 & 4 – 2024.10.21.04
- F. Declaring Excess Property - Fire – 2024.10.21.05
- G. Declaring Excess Property -Roads and Services – 2024.10.21.06
- H. Transfer of Appropriations – Admin – 2024.10.21.07
- I. Transfer of Appropriations – Roads – 2024.10.21.08

9. Discussion Agenda Items

A. Consider OTA Education Subscription for 2025

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. 2024.10.21.01**

IN RE: ZC Case 04-2024: Approval of a Text Amendment to Prohibit the Planting of Trees in Township Rights-of-Way

WHEREAS, on August 5, 2024, the Sugar Creek Township Board of Trustees initiated a text amendment to prohibit the planting of trees within township rights-of-way; and

WHEREAS, the Greene County Regional Planning and Coordinating Commission reviewed the text amendment and recommended it be approved; and

WHEREAS, the Sugar Creek Township Board of Zoning Commission held a public hearing on October 1, 2024, deliberated, and recommended approval of the proposed text amendment; and

WHEREAS, the Board of Trustees held a public hearing on October 21, 2024, considered the recommendations of both the Greene County Regional Planning and Coordinating Commission and the Sugar Creek Township Board of Zoning Commission and deliberated;

NOW THEREFORE, BE IT RESOLVED, this Board of Trustees does hereby approve text amendment ZC04-2024 prohibiting the planting of trees within township rights-of-way.

Marvin Moeller, Chairperson

Fred Cramer, Vice-Chairperson

Carolyn L. Destefani, Trustee

Richard J. Demko, Fiscal Officer



**Staff Report for the Sugar Creek Township Board of Trustees
October 8, 2024 to October 18, 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:

- **October 24, 2024: Cancelled, no applications received prior to the meeting's closing date**
- **Next meeting scheduled for November 21, 2024 (3rd Thursday of the month to avoid falling on Thanksgiving)**

Zoning Commission Activities:

- **November 6, 2024 Zoning Commission Meeting (note meeting date changed from Tuesday, November 5 to Wednesday, November 6 to avoid falling on Election Day):**
 - **ZC Case 05-2024:** The Zoning Commission will review the updated Long Range Land Use Plan with the committee tasked with its review and with the public.

Meetings/Accomplishments:

- Met with residents to discuss land in the township on October 7, 2024
- Met with contractor to discuss construction of deck on October 15, 2024
- Met with Ferry Road business to discuss City's truck route proposal on October 18, 2024
- Attended Zoom call with Jim Martin statue maker on October 18, 2024
- Meeting with Long Range Land Use Plan Steering Committee on October 21, 2024 in advance of Zoning's Commission's review of draft
- Working with Prosecutor's Office to determine ownership status of Fallis Cemetery

- Prepared and sent Trustee packets for the October 21, 2024 Public Hearing (ZC04-2024)
- Attending Frost Brown Todd Land Use and Zoning Conference on October 30, 2024
- Miami Valley Planning and Zoning Workshop scheduled for December 6, 2024 at Sinclair (sent information to Trustees, Zoning Commission and BZA)
- DTE 23 to exempt the Veterans Memorial parcel (acquired in 2023) from taxation filed with the Auditor's Office



Sugarcreek Township Trustees Report For October 21st , 2024

The following information is a snapshot of the activities and areas of responsibilities for Sugarcreek Township Fire Department. This report was generated on 10.21.2024 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)

- Sports Medicine
- Ventilation

Statistics : As of 10.17.2024

2024 Totals

- EMS Responses: 872 (76%) MVC's 136 (11.8%)
- Fire Responses: 272 (24%) Cornerstone 105 (9.1%)

Total 1144

Mutual Aid Given (number of incidents) *= 107

- Fire = 66
- EMS = 47

Mutual aid given to department = (56 – Bellbrook, 31– Spring Valley, 9 – Beavercreek, 6 – Wash Twp. 1 – Fairborn, 2 – Kettering, 2- Wayne Twp.)

Mutual Aid Received (number of incidents) *= 66

- Fire = 42
- EMS = 28

Mutual aid received from department (30 – Wash Twp, 32 – Bellbrook, 7 – Beavercreek, 7– Spring Valley, 2 – Wayne Twp, 3 – Xenia Twp., 5 – Kettering, 1- Fairborn, 1- Riverside)

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

Information:

- Annual NFPA pump testing completed
- Hurst rescue tools received annual service
- Chief 70 vehicle serviced
- Waiting on MARCS ID for new mobile radio for Chief 70
- Medic 72 remains at Beau Townsend Ford
- Hired FF2/EMT-B Tyler Black

4398 Clyo Road | Sugarcreek, Ohio 45305
(P) 937.848.7344 | (F) 937.848.5188
www.SugarcreekOH.US

- Received \$3,200 grant for equipment from the Dept. of EMS
- Stryker performed annual service on all LifePak 15, AED's, cots, and stair chairs

Status of Issues the Fire Department is Addressing:

- SHSP grant for six tornado sirens (Awards will be announced in November)
- Capt. Rigsby remains on leave

Fire Department Scheduled Events Attended:

- PSISN and Countywide Dispatch Center meetings
- Greene County Fire Chiefs meeting
- Touch-A-Truck at Crossview Christian Church
- Cabela's Loyalty Night

Fiscal:

| As of October 18 th , 2024 | Final Appropriation | Current Reserve for Encumbrance | YTD Expenditures | Unencumbered Balance | YTD % Expenditures |
|--|------------------------|---------------------------------------|---------------------|-------------------------|-----------------------|
| Fire | \$3,459,660.00 | \$235,972.77 | \$2,682,449.06 | \$568,286.79 | 76.934% |
| EMS | \$213,200.00 | \$8,627.34 | \$174,646.60 | \$32,095.18 | 81.092% |
| Cell Tower Fund | \$27,068.58 | \$0.00 | \$0.00 | \$27,068.58 | 0.00% |
| Department Total | \$3,699,928.58 | \$244,600.11 | \$2,857,095.66 | \$627,450.55 | 76.615% |

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 October 21, 2024

Training

- On October 21st – 24th, Officer Klark will be attending the First Line Supervision Course.
- No other classes scheduled for October.

Fiscal

| | |
|--|----------------|
| Budget 2024 (Final Appropriation) | \$3,176,775.00 |
| Expenditures as of October 18, 2024 | \$2,300,493.26 |
| % of Budget Used | 71.6% |
| % of Budget Year Target for the end of October | 83% |
| % of Budget Remaining | 28.4% |
| Cash Balance as of October 18, 2024 | \$1,836,155.76 |

October 26th Drug Drop Off 10-2 pm

EVENTS/APPEARANCES

- On October 9th, Chief Brown attended the PSISN Board Meeting.
- On October 10th, Chief Brown attended the Ministerial Luncheon.
- On October 12th, Sergeant Evans attended the Lowes Fire/Safety Awareness Event.
- On October 14th, Chief Brown attended the River Ridge HOA meeting.
- On October 16th, Chief Brown attended the Active Shooter Response Team Meeting.
- On October 17th, Chief Brown attended the GCLEA Luncheon.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "MA Brown".

Michael A. Brown
Chief of Police



Michael A. Brown
Chief of Police

Police Blotter

October 1, 2024

- Business and house checks
- Welfare check on Ferry Road
- Traffic stops
- Fraud report taken on Clio Road

October 2, 2024

- Welfare check on Upper Bellbrook Road
- Community policing
- Theft arrest on Wilmington Pike

October 3, 2024

- Crash report on Wilmington-Dayton Road
- Theft report on Ferry Road
- Domestic violence report on Surrey Trail

October 4, 2024

- Crash report on Bailey's Trail
- Juvenile complaint on Upper Bellbrook Road
- Theft on Glory Drive
- Request of an officer on Surrey Trail
- Crash report on Wilmington Pike

October 5, 2024

- Protection Order Violation on Surrey Trail
- Juvenile complaint on Bur Oak Drive
- Crash report on Conference Road

October 6, 2024

- Nothing to Report

October 7, 2024

- Crash report on Wilmington Pike
- Peace officer needed Surrey Trail
- Crash report on Feedwire Road
- Peace officer needed on N. Lakeman Drive

October 8, 2024

- Nothing to Report

October 9, 2024

- Crash report on Little Sugarcreek Road
- Crash report on Feedwire Road
- Suspicious vehicle on Sonoma Court
- Community policing

October 10, 2024

- Traffic stops
- Theft report on Feedwire Road
- Crash report on Wilmington Pike
- Harassment charges on Wilmington Pike

October 11, 2024

- Business and house checks
- Request of an officer on Feedwire Road
- Crash on Feedwire Road
- Disturbance on Timshel Street
- Request of an officer on Clio Road

October 12, 2024

- Traffic stops
- Theft report on Brookdale Lane
- Request of an officer on Ferry Road

October 13, 2024

- Juvenile complaint on Bayberry Cove Drive
- Crash report on Clio Road
- Community policing

October 14, 2024

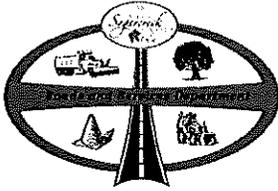
- Crash report on Centerville Road
- Request of an officer on Wild Ivy Way
- Suspicious vehicle on Bugle Bluff Drive

October 15, 2024

- An animal complaint on Upper Bellbrook Road
- Business checks
- Juvenile complaint on Wilmington Pike
- Theft report on Feedwire Road

October 16, 2024

- Crash report on Wilmington-Dayton road
- Juvenile complaint on Pepperwell Circle
- Theft arrest on Wilmington Pike
- Welfare check on Kable Mill Drive



Staff Report for Sugar Creek Township Trustees October 21, 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

Accomplishments:

- Dura Patched- LSC, Ferry, Brown Rd
- Arrange vehicles for Fire Dept training
- Mowed – Shop, Center Point, Cloyo, Martin Memorial, Bike Path
- Signs- replaced stop sign on Briggs, Picked up Road closed signs on LSC
- Trimmed trees- Mcbee,
- Picked up emulsion in Jasper and washed 9's from Melvin
- Cleaned up ROW from storm on multiple TWP roads
- Changed radar batteries- X2
- Replaced back two tires on 14' trailer
- Picked up cut wood in right of way on Washington mill
- Cloyo- cleaned up islands weeds and limbed up trees
- Fleet maintenance- cleaned up mowers
- Snyder Ct- picked up brush
- Rhine way- took down 2 dead trees in ROW
- Run wire for cameras in the shop and Admin dept
- Conference - patch hole
- Mini excavator –
- Dead animals – 1 deer

Respectfully,

Justin Windsor
Assistant Director of Roads and Services

Payment Listing

10/4/2024 to 10/31/2024

| Payment Advice # | Post Date | Transaction Date | Type | Vendor / Payee | Amount | Status |
|------------------|------------|------------------|------|--|------------|--------|
| 1864-2024 | 10/07/2024 | 10/07/2024 | CH | BUREAU OF WORKERS' COMPENSATION | \$3,005.96 | O |
| 1866-2024 | 10/11/2024 | 10/11/2024 | CH | HUNTINGTON NATIONAL BANK | \$2,606.29 | O |
| | | | | Purpose: Admin/Roads/Police/Fire - shirts,cable,internal hard drive,planning assoc dues, recurring charges, coffee cups, paper towels, dale's retirement, flags, USB, postage, car parts | | |
| 93138 | 10/04/2024 | 10/04/2024 | AW | DUNCAN OIL COMPANY | \$701.42 | O |
| | | | | Purpose: Police/Fire - Fuel | | |
| 93139 | 10/04/2024 | 10/04/2024 | AW | TECH ADVISORS | \$7,443.00 | O |
| | | | | Purpose: Admin/Roads/Police/Fire - Monthly Subscription | | |
| 93140 | 10/04/2024 | 10/04/2024 | AW | OCCUPATIONAL HEALTH CENTERS OF OH | \$153.00 | O |
| | | | | Purpose: Police - physical/drug test Black | | |
| 93141 | 10/04/2024 | 10/04/2024 | AW | CENTERPOINT ENERGY | \$69.16 | O |
| | | | | Purpose: Fire - Station 71 Gas | | |
| 93142 | 10/04/2024 | 10/04/2024 | AW | CITI CARDS | \$498.90 | O |
| | | | | Purpose: Fire - office supplies, def fluid, laptop batteries, paper towels | | |
| 93143 | 10/07/2024 | 10/07/2024 | AW | GREENE COUNTY EMERGENCY MANAGER | \$1,134.09 | O |
| | | | | Purpose: Admin/Roads/Police/Fire - 2025 Greene County Collaboration | | |
| 93144 | 10/07/2024 | 10/07/2024 | AW | GREENE COUNTY AUDITOR | \$1,715.76 | O |
| | | | | Purpose: Admin/Roads/Police/Fire - 2025 GCEM Allocation | | |
| 93145 | 10/07/2024 | 10/07/2024 | AW | MUFFLER BROTHERS | \$1,303.85 | O |
| | | | | Purpose: Police - Car 110, 2 Detective Cars & Car 113 | | |
| 93146 | 10/07/2024 | 10/07/2024 | AW | AES OHIO | \$1,793.57 | O |
| | | | | Purpose: Police/Fire - Electric Station 71, Electric PSB - Monthly | | |
| 93147 | 10/07/2024 | 10/07/2024 | AW | AES OHIO | \$581.89 | O |
| | | | | Purpose: Admin/Roads - Main Building, Quonset Hut & Traffice Light - Monthly | | |
| 93148 | 10/07/2024 | 10/07/2024 | AW | CENTERPOINT ENERGY | \$82.98 | O |
| | | | | Purpose: Police/Fire - Natural Gas - Monthly | | |
| 93149 | 10/07/2024 | 10/07/2024 | AW | LOWE'S COMPANIES INC. | \$332.33 | O |
| | | | | Purpose: Roads/Fire - nitrile dip glo,5pk hi-vis polydip tou,20oz rd cold galvanized, propane tank exchange | | |
| 93150 | 10/09/2024 | 10/09/2024 | AW | GREENE COUNTY SANITARY ENGINEER | \$830.64 | O |
| | | | | Purpose: Admin/Roads/Police/Fire - Water - Monthly | | |
| 93151 | 10/09/2024 | 10/09/2024 | AW | RUMPKE CONSOLIDATED | \$214.54 | O |
| | | | | Purpose: Police/Fire - Trash | | |
| 93152 | 10/09/2024 | 10/09/2024 | AW | CHARTER COMMUNICATIONS | \$735.00 | O |
| | | | | Purpose: Police/Fire - Dispatch Connection, PSB Fiber - Monthly | | |
| 93153 | 10/09/2024 | 10/09/2024 | AW | AES OHIO | \$30.68 | O |
| | | | | Purpose: Police - electricity | | |
| 93154 | 10/09/2024 | 10/09/2024 | AW | ERNST CONCRETE | \$1,333.50 | O |
| | | | | Purpose: Roads - crushed recycled concrete base | | |
| 93155 | 10/09/2024 | 10/09/2024 | AW | SPECTRUM | \$14.22 | O |
| | | | | Purpose: Admin/Roads - digital adapter & remote rental - Monthly | | |
| 93156 | 10/09/2024 | 10/09/2024 | AW | AIM MEDIA MIDWEST | \$357.42 | O |
| | | | | Purpose: Admin - Legal Notices | | |
| 93157 | 10/09/2024 | 10/09/2024 | AW | Bellbrook Utility Department | \$183.21 | O |
| | | | | Purpose: Fire - Water Station 71 | | |
| 93158 | 10/09/2024 | 10/09/2024 | AW | ODP BUSINESS SOLUTIONS,LLC | \$50.98 | O |
| | | | | Purpose: Police - USB's, Kitchen Items | | |

Payment Listing

10/4/2024 to 10/31/2024

| Payment Advice # | Post Date | Transaction Date | Type | Vendor / Payee | Amount | Status |
|------------------|------------|------------------|------|--|-------------|--------|
| 93159 | 10/09/2024 | 10/09/2024 | AW | MARATHON | \$250.00 | O |
| | | | | Purpose: Police - Car Washes | | |
| 93160 | 10/09/2024 | 10/09/2024 | AW | MUFFLER BROTHERS | \$69.50 | O |
| | | | | Purpose: Police - Car 117 | | |
| 93161 | 10/09/2024 | 10/09/2024 | AW | DUNCAN OIL COMPANY | \$1,262.24 | O |
| | | | | Purpose: Police/Fire - Fuel | | |
| 93162 | 10/09/2024 | 10/09/2024 | AW | OHIO LTAP | \$240.00 | O |
| | | | | Purpose: Roads - Traffice Signs & Pavement Markings Training | | |
| 93163 | 10/09/2024 | 10/09/2024 | AW | TV Liquidator | \$14,045.00 | O |
| | | | | Purpose: A.I.O. 64 Double Screen for Sign | | |
| 93164 | 10/09/2024 | 10/09/2024 | AW | DETROIT TIRES SUPPLY | \$462.98 | O |
| | | | | Purpose: Roads/Fire - Tire Repairs | | |
| 93165 | 10/10/2024 | 10/10/2024 | AW | ALCOR SUPPLY & FIXTURE COMPANY | \$526.00 | O |
| | | | | Purpose: Police - extra supplies | | |
| 93166 | 10/10/2024 | 10/10/2024 | AW | AXON ENTERPRISE, INC. | \$1,991.80 | O |
| | | | | Purpose: Police - laser cartridges | | |
| 93167 | 10/10/2024 | 10/10/2024 | AW | CHARTER COMMUNICATIONS | \$500.00 | O |
| | | | | Purpose: Police/Fire - laser cartridges | | |
| 93168 | 10/10/2024 | 10/10/2024 | AW | RED WING SHOE STORE | \$285.41 | O |
| | | | | Purpose: Roads - work shoes | | |
| 93169 | 10/10/2024 | 10/10/2024 | AW | DUNCAN OIL COMPANY | \$1,389.46 | O |
| | | | | Purpose: Roads - fuel | | |
| 93170 | 10/10/2024 | 10/10/2024 | AW | O'REILLY AUTOMOTIVE, INC. | \$22.99 | O |
| | | | | Purpose: Roads - sleeve for hitch | | |
| 93172 | 10/11/2024 | 10/11/2024 | AW | Sun Life | \$2,035.58 | O |
| | | | | Purpose: employer contributions - dental | | |
| 93173 | 10/11/2024 | 10/11/2024 | AW | JEFFERSON HEALTH PLAN | \$68,420.32 | O |
| | | | | Purpose: employee/employer withholdings - health | | |
| 93174 | 10/11/2024 | 10/11/2024 | AW | QUADIENT FINANCE USA, INC. | \$150.00 | O |
| | | | | Purpose: Admin/Roads/Ploce/Fire - Postage | | |
| 93175 | 10/11/2024 | 10/11/2024 | AW | CHARTER COMMUNICATIONS | \$709.30 | O |
| | | | | Purpose: Admin/Roads/Police/Fire - Phone Services - Monthly | | |
| 93176 | 10/11/2024 | 10/11/2024 | AW | PRO ONCALL TECHNOLOGIES | \$221.45 | O |
| | | | | Purpose: Admin/Roads/Police/Fire - Phone Services - Monthly | | |
| 93177 | 10/18/2024 | 10/14/2024 | AW | BARRY TIFFANY | \$760.00 | O |
| | | | | Purpose: Admin- cell phone reimbursement & car allowance | | |
| 93178 | 10/18/2024 | 10/14/2024 | AW | CARA TILFORD | \$460.00 | O |
| | | | | Purpose: Admin - cell phone reimbursement & car allowance | | |
| 93179 | 10/18/2024 | 10/14/2024 | AW | CAROLYN L. DESTEFANI | \$40.00 | O |
| | | | | Purpose: Admin - cell phone reimbursement | | |
| 93180 | 10/18/2024 | 10/14/2024 | AW | CHASE MORGAN | \$40.00 | O |
| | | | | Purpose: Roads - cell phone reimbursement | | |
| 93181 | 10/18/2024 | 10/14/2024 | AW | FRED CRAMER | \$40.00 | O |
| | | | | Purpose: Admin - cell phone reimbursement | | |
| 93182 | 10/18/2024 | 10/14/2024 | AW | IAN TAMPLIN | \$40.00 | O |
| | | | | Purpose: Roads - cell phone reimbursement | | |

Payment Listing

10/4/2024 to 10/31/2024

| Payment Advice # | Post Date | Transaction Date | Type | Vendor / Payee | Amount | Status |
|---------------------------------|------------|------------------|------|--|--------------|--------|
| 93183 | 10/18/2024 | 10/14/2024 | AW | JOSHUA DARNELL | \$40.00 | O |
| | | | | Purpose: Roads - cell phone reimbursement | | |
| 93184 | 10/18/2024 | 10/14/2024 | AW | Justin Windsor | \$60.00 | O |
| | | | | Purpose: Roads - cell phone reimbursement | | |
| 93185 | 10/18/2024 | 10/14/2024 | AW | MARVIN MOELLER | \$40.00 | O |
| | | | | Purpose: Admin - cell phone reimbursement | | |
| 93186 | 10/18/2024 | 10/14/2024 | AW | RICH DEMKO | \$40.00 | O |
| | | | | Purpose: Admin - cell phone reimbursement | | |
| 93187 | 10/18/2024 | 10/14/2024 | AW | RICHARD CIPRIANO | \$40.00 | O |
| | | | | Purpose: Roads - cell phone reimbursement | | |
| 93188 | 10/18/2024 | 10/14/2024 | AW | TAYLOR STINSON | \$40.00 | O |
| | | | | Purpose: Roads - cell phone reimbursement | | |
| 93189 | 10/14/2024 | 10/14/2024 | AW | MELVIN STONE COMPANY | \$136.01 | O |
| | | | | Purpose: Roads - #9 Limestone | | |
| 93190 | 10/14/2024 | 10/14/2024 | AW | PHOENIX SAFETY OUTFITTERS | \$211.85 | O |
| | | | | Purpose: Fire - uniforms for new hire | | |
| 93192 | 10/14/2024 | 10/14/2024 | AW | STANDARD INSURANCE COMPANY | \$259.50 | O |
| | | | | Purpose: employer contributions - life insurance | | |
| 93194 | 10/16/2024 | 10/16/2024 | AW | O'REILLY AUTOMOTIVE, INC. | \$8.73 | O |
| | | | | Purpose: Roads - mini bulb | | |
| 93195 | 10/16/2024 | 10/16/2024 | AW | RUMPKE CONSOLIDATED | \$110.20 | O |
| | | | | Purpose: Admin/Roads - 4YD Dumpster Service | | |
| 93197 | 10/18/2024 | 10/16/2024 | AW | STANDARD INSURANCE COMPANY | \$368.77 | O |
| | | | | Purpose: employer contribution - life | | |
| 93199 | 10/16/2024 | 10/16/2024 | AW | FIDELITY SECURITY LIFE INSURANCE CO. | \$744.01 | O |
| | | | | Purpose: employer contributions - vision | | |
| Total Payments: | | | | | \$121,233.49 | |
| Total Conversion Vouchers: | | | | | \$0.00 | |
| Total Less Conversion Vouchers: | | | | | \$121,233.49 | |

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 October 7, 2024, at 7:00PM.

- 1) **Mr. Moeller called the session to order at 7:06pm.**
- 2) **Mr. Demko called the roll with Board Members, Mr. Moeller, Mr. Cramer, and Mrs. Destefani in attendance.** Also, in attendance were Barry Tiffany, Cara Tilford, Justin Windsor, Chief Doug Buffenbarger, Chief Mike Brown, Louie Schatzberg, Donna Hellmann, Jim McGinley, and Denise Moore.
- 3) **All in attendance stood for the Pledge of Allegiance.**
- 4) **Seniors Outreach Presentation**
- Jordan Ewing
- 5) **Reports**

Administrator

Mr. Tiffany had nothing to add to his report. Mr. Cramer and Mrs. Destefani inquired about the progress of the I-675/Wilmington Pike Corridor Project. Mr. Tiffany noted that he will be attending a meeting on October 14th to discuss the projects funding.

Assistant Administrator/Zoning

Mrs. Tilford had nothing to add to her report. Mrs. Tilford pointed out that the Zoning Commission meeting was moved to Wednesday, November 6th, with the focus on the Long-Range Land Use Plan, moving closer to finalizing that project. Mr. Moeller inquired about updates on the Feedwire Farm development regarding the cemetery lots. Mrs. Tilford is currently working with the developer and awaiting approval from the prosecutor's office to conduct ground-penetrating radar and anticipates feedback by mid-week. Mrs. Tilford noted if there is adequate space, the preference is to relocate the remains to the pioneer cemetery.

Fiscal Officer

Mr. Demko added that he had departmental transfers requiring trustee approval, as some line items have hit their limits. Mr. Demko mentioned that he has fiscal officer training for continuing education on October 16th. In response to a question from last week, Mr. Demko answered that yes, public funds could be used for retirement expenses like meals and refreshments, provided there's a formal resolution. Mr. Demko suggested the trustees draft a structured resolution to set defined amounts for retirements, covering items like gifts and refreshments, so it is clear in advance.

Fire

Chief Buffenbarger had nothing to add to his report. Mr. Moeller inquired about the estimates received for a water softener for Station 71. Chief Buffenbarger noted that Station 71 has an issue with hard water.

Police

Chief Brown had nothing to add to his report.

Roads and Services

Mr. Windsor had nothing to add to his report. Mr. Tiffany had an update on the storm from ten days ago, which caused road closures and knocked out power on Upper Bell. Little Sugarcreek was closed

for nearly a week and it was brought to the administrations attention that there were no updates about the closures on the website. Mr. Tiffany noted that a policy to ensure timely posting of road closures was established last week. Mr. Tiffany added that short-term closures won't be posted, but for extended closures and accidents during peak hours, we will communicate and update the website.

Information Technology

Mr. Tiffany added that the cameras have been ordered for the Public Safety Building. Mr. Tiffany mentioned that tonight's work session included a discussion about upgrading the cameras in the administration building, as the current ones do not meet new compliance standards.

Trustees

Mrs. Destefani attended the Greene County Regional Planning Commission meeting, where the Feedwire Farm proposal passed with two dissenting votes. Mrs. Destefani also attended the Miami Valley Regional Planning Commission meeting for Mr. Moeller. On October 3rd, Mr. Cramer, Mr. Tiffany, Mrs. Tilford, and Mr. Windsor, representing the township, met with Centerville officials, and were honored as Partner of the Year and presented with a ruby red horse chestnut tree. Mr. Cramer mentioned that he, Chief Brown, and Chief Buffenbarger will be attending the River Ridge Homeowners Association meeting on October 14th at 7pm.

6) Public Comments

Denise Moore raised concern about communication. She noted that while road closures and meeting notices are posted on the website; many residents do not regularly check it. Ms. Moore noted that although she is signed up for automatic notifications, she hasn't been receiving them, nor has she received alerts about the meetings for some time. Ms. Moore inquired about the decision to open the meetings with a prayer and was under the impression that it was still under discussion.

7) Old Business

Mrs. Destefani inquired whether any dates had been set for a Bellbrook/Sugarcreek school and park meeting. Mr. Tiffany answered that he is still waiting to hear back from the relevant parties.

8) Consent to Agenda Items

A) Payment of Bills

B) Minutes

C) Transfer of Appropriations

Admin – 2024.10.07.01

Roads – 2024.10.07.02

Police – 2024.10.07.03

Fire – 2024.10.07.04

D) Resignation of Fire Department Staff – Alexis Taylor, Raquel dos Santos Galrao, Zachary Lucas – 2024.10.07.05

E) Promotion of Assistant Director of Roads and Services to Director of Roads and Services – Justin Windsor – 2024.10.07.06

F) Award of Bid for Veterans Memorial Construction Project and Authorizing Township Administrator to Act as Signatory for the Award and Project – 2024.10.07.07

G) Authorizing the Township Administrator to Enter into a Contract with the City of Bellbrook and the Ohio Fire Chief's Association – 2024.10.07.08

H) Proclamation – 5 Star Schools, 5 Star Community Day

TRANSFER OF APPROPRIATIONS

Admin
RESOLUTION #: 2024.10.07.01

| <u>Debt Fund Number</u> | <u>Account Name</u> | <u>Credit Fund Number</u> | <u>Account Name</u> | <u>Amount</u> |
|-------------------------|------------------------|---------------------------|-------------------------|---------------|
| 1000-110-599 | Other – Other expenses | 1000-120-322 | Garbage & Trash Removal | \$100.00 |
| 1000-110-599 | Other – Other expenses | 1000-120-342 | Postage | \$200.00 |
| 1000-110-599 | Other – Other expenses | 1000-120-352 | Water & Sewer | \$200.00 |
| | | | | |

Explanation of Transfer(s): Credit funds running low.

RESOLUTION #: 2024.09.16.03

| <u>Debt Fund Number</u> | <u>Account Name</u> | <u>Credit Fund Number</u> | <u>Account Name</u> | <u>Amount</u> |
|-------------------------|---------------------|---------------------------|----------------------------|---------------|
| 2031-910-910 | Transfers – out | 2031-820-820 | Principal payments – notes | 44,000.00 |
| 2031-910-910 | Transfers- out | 2031-830-830 | Interest Payments | 3,000.00 |
| | | | | |
| | | | | |

Explanation of Transfer(s): New hire uniforms. Overage in Dispatch needed in Contracted Services.

TRANSFER OF APPROPRIATIONS

Roads

RESOLUTION #: 2024.10.07.02

| <u>Debt Fund Number</u> | <u>Account Name</u> | <u>Credit Fund Number</u> | <u>Account Name</u> | <u>Amount</u> |
|-------------------------|---------------------|---------------------------|---------------------|---------------|
| | | | | |

| | | | | |
|--------------|----------------------------------|--------------|--------------------------|-------------|
| 2031-330-430 | Small tools & minor equipment | 2031-330-229 | Other insurance benefits | \$2000.00 |
| 2031-760-740 | Machinery, Equipment & Furniture | 2031-330-420 | Operating Supplies | \$10,000.00 |
| | | | | |
| | | | | |

Explanation of Transfer(s): Credit funds running low.

TRANSFER OF APPROPRIATIONS
Police
RESOLUTION #: 2024.10.07.03

| <u>Debt Fund Number</u> | <u>Account Name</u> | <u>Credit Fund Number</u> | <u>Account Name</u> | <u>Amount</u> |
|-------------------------|---------------------|---------------------------|---------------------|---------------|
| 2081-210-230 | Workers Comp | 2081-210-490 | Other Supplies | \$1000.00 |
| 2081-210-230 | Workers Comp | 2081-760-740 | Machine/Equipment | \$1500.00 |
| 2081-210-360 | Dispatch | 2081-210-360 | Contracted Services | \$4000.00 |
| | | | | |

Explanation of Transfer(s): Low funds

TRANSFER OF APPROPRIATIONS
Fire
RESOLUTION #: 2024.10.07.04

| <u>Debt Fund Number</u> | <u>Account Name</u> | <u>Credit Fund Number</u> | <u>Account Name</u> | <u>Amount</u> |
|-------------------------|---------------------|---------------------------|---------------------|---------------|
| 2112-220-360 | Dispatch | 2112-220-318 | Training | \$3000.00 |
| 2112-220-360 | Dispatch | 2281-230-223 | Dental | \$500.00 |
| 2112-220-360 | Dispatch | 2281-230-224 | Vision | \$500.00 |

| | | | | |
|--------------|----------|--------------|-----------|-----------|
| 2112-220-360 | Dispatch | 2281-230-420 | Operating | \$4000.00 |
| 2112-220-360 | Dispatch | 2281-230-360 | Contracts | \$6000.00 |
| 2112-220-360 | Dispatch | 2281-230-323 | Repairs | \$3000.00 |
| | | | | |

Explanation of Transfer(s): Lexipol Fire rescue 1 training, Dental and Vision spending increase, EMS Supplies, Contracted Services, EMS Repairs

RESOLUTION NO. 2024.10.07.05

IN RE: Resignation of Fire Department Staff – Alexis Taylor, Raquel dos Santos Galrao, Zachary Lucas

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

WHEREAS, Alexis Taylor was hired as a member of the Sugarcreek Township Fire Department on October 16, 2023; and,

WHEREAS, Part-time Firefighter/EMT, Raquel dos Santos Galrao has indicated her desire to resign from the Sugarcreek Township Fire Department; and,

WHEREAS, Raquel dos Santos Galrao was hired as a member of the Sugarcreek Township Fire Department on July 24, 2024; and,

WHEREAS, Part-time Firefighter/EMT, Zachary Lucas has indicated his desire to resign from the Sugarcreek Township Fire Department; and,

WHEREAS, Zachary Lucas was hired as a member of the Sugarcreek Township Fire Department on September 9, 2021; and,

WHEREAS, Chief Doug Buffenbarger recommends we accept the resignations of Ms. Taylor, Ms. Galrao, and Mr. Lucas.

NOW THEREFORE, BE IT RESOLVED that the Board of Sugarcreek Township Trustees officially accepts the above-mentioned resignations effective respectively September 14, 2024, September 26, 2024 and October 1, 2024.

RESOLUTION NO. 2024.10.07.06

IN RE: Promotion of Assistant Director of Roads and Services to Director of Roads and Services – Justin Windsor

WHEREAS, a need exists for an experienced individual to fill the vacancy and perform the duties of Director of Roads and Services; and,

WHEREAS, Township Administrator, Barry Tiffany, recommends the Board of Trustees promote Justin Windsor from within the department to fill the vacancy.

NOW THEREFORE, BE IT RESOLVED, that the Board of Sugarcreek Township Trustees does hereby promote Justin Windsor to the position of Director of Roads and Services, effective the September 27, 2024, at a rate of \$85,000, per year with retro pay beginning August 5, 2024.

BE IT FURTHER RESOLVED that this position is subject to a one (1) year probationary period ending September 27, 2025.

RESOLUTION NO. 2024.10.07.07

IN RE: Award of Bid for Veterans Memorial Construction Project and Authorizing Township Administrator to Act as Signatory for the Award and Project

WHEREAS, the Township has received bids for the Sugarcreek Township Veterans Memorial Construction Project; and,

WHEREAS, on September 23, 2024, Sugarcreek Township Staff and agents from Choice One Engineering opened the bids in accordance with the properly advertised process; and,

WHEREAS, after reviewing the bids for thoroughness and completeness, and comparison of price, it is determined that Outdoor Enterprise, LLC, of Troy, Ohio is the lowest priced, responsible bidder.

NOW THEREFORE, BE IT RESOLVED that this Board of Trustees for Sugarcreek Township does hereby authorize the Township Administrator to act as the signatory to serve Notice of Award to Outdoor Enterprise, LLC, and further enter into contract with Outdoor Enterprise, LLC, for the project in accordance with the approved plans and their bid price.

RESOLUTION NO. 2024.10.07.08

IN RE: Authorizing the Township Administrator to Enter into a Contract with the City of Bellbrook and the Ohio Fire Chiefs' Association for the Provision of Professional Consulting Services to Conduct a Joint Fire and EMS District Feasibility Study for Sugarcreek Township and the City of Bellbrook

WHEREAS, The City Council of Bellbrook and the Board of Trustee of Sugarcreek Township have agreed to seek a feasibility study from the Ohio Fire Chiefs' Association for the formation of a combined Fire and Ems District in the communities; and,

WHEREAS, The City Manager and Township Administrator have received a proposal from the Ohio Fire Chiefs' Association that is acceptable to the City and the Township in cost and the provision of information necessary to determine if such a District would be beneficial to the communities; and,

WHEREAS, The Township and City now desire to enter into a contract for the provision of said professional services to the communities as a cost of \$25,263.00, with Sugarcreek Township as the lead agency on the project; and,

WHEREAS, the Township will be responsible for the payment of the fee in full, with the City reimbursing the Township in the amount of \$12,631.50, no later than April 30, 2025.

NOW, THEREFORE BE IT RESOLVED, that this Board of Trustees for Sugarcreek Township does hereby authorize the Township Administrator, upon the execution of a separate MOU with the City of Bellbrook for the reimbursement of funds as stated above, to act as signatory and enter into a contract with the City of Bellbrook and the Ohio Fire Chiefs' Association for the provision of professional services to conduct a feasibility study of the formation of a Joint Fire and EMS District in the communities.

PROCLAMATION

5 Star Schools, 5 Star Community Day

WHEREAS, the Bellbrook-Sugarcreek School District is located within Sugarcreek Township and the City of Bellbrook; and,

WHEREAS, this Sugarcreek Township Board of Trustees recognizes that the Bellbrook-Sugarcreek School District has a long and proud tradition of excellence; and,

WHEREAS, this Sugarcreek Township Board of Trustees further recognizes that the Bellbrook-Sugarcreek School District earned a "5 Star" rating, for the second year in a row, on the 2023-24 State of Ohio Report Card; and,

WHEREAS, a “5 Star” rating is the highest rating given out by the state and signifies that our district “Significantly exceeds state standards”; and,

WHEREAS, this Sugarcreek Township Board of Trustees recognizes that the Bellbrook-Sugarcreek School District also offers many extra-curricular activities and a positive learning environment; and,

WHEREAS, this Sugarcreek Township Board of Trustees recognizes that the Bellbrook-Sugarcreek School District wishes to express that this rating is truly a team effort between the schools, students, staff, families, and communities of Sugarcreek and Bellbrook.

NOW, THEREFORE BE IT PROCLAIMED, that this Sugarcreek Township Board of Trustees applauds the Bellbrook-Sugarcreek School District for their continued excellence in efforts and accomplishments, and hereby establishes November 14, 2024, in Sugarcreek Township to be “**5 Star Schools, 5 Star Community Day**”, recognizing this essential link between our schools and their community partners, and highlighting the extraordinary success of this partnership.

Mrs. Destefani made a motion to accept all consent agenda items A through G as discussed.
Mr. Cramer seconded.

Mr. Moller – Yes
Mr. Cramer – Yes
Mrs. Destefani – Yes

Mrs. Destefani made a motion to accept the proclamation as started. Mr. Cramer seconded.

Mr. Moller – Yes
Mr. Cramer – Yes
Mrs. Destefani – Yes

9) Discussion of Agenda Items

Mr. Tiffany noted two items to discuss. First is awarding the bid for the memorial project to Outdoor Enterprise LLC from Troy, as they submitted the lowest qualified bid. Second is entering into a contract with the City of Bellbrook and the Ohio Fire Chiefs Association to conduct a feasibility study on forming a fire district for Sugarcreek and Bellbrook communities. Mr. Cramer inquired about the proclamation. Mr. Tiffany explained that the superintendent requested a proclamation to recognize the school district’s five-star rating for the second consecutive year. November 14th would be declared

“Five-Star Schools, Five-Star Community Day,” honoring parents, local governments, and partnerships for their role in this achievement.

10) Public Comments

None.

11) Trustee/Staff Discussion

None.

12) Adjourn

Mrs. Destefani made a motion to adjourn, which was seconded by Mr. Cramer. Upon call of the roll, the vote resulted in the following:

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

Richard J Demko, Fiscal Officer



TRANSFER OF APPROPRIATIONS - Fire

RESOLUTION #: 2024.10.21.02

| <u>Debt Fund Number</u> | <u>Account Name</u> | <u>Credit Fund Number</u> | <u>Account Name</u> | <u>Amount</u> |
|-------------------------|---------------------|---------------------------|---------------------|---------------|
| 2112-220-360-0001 | Dispatch | 2112.220.221 | Health | 13,176.63 |
| 2112-220-360-0001 | Dispatch | 2112-220-224 | Vision | 253.68 |
| 2112-220-360-0001 | Dispatch | 2212-220-223 | Dental | 1,538.64 |
| 2281-230-519 | Fees | 2281-230-223 | EMS Dental | 31.28 |

Explanation of Transfer(s): Cover benefits costs

Approved:

Marvin Moeller, Chairperson

Fred Cramer, Vice Chairperson

Carolyn L. Destefani, Trustee

Richard J. Demko, Fiscal Officer



SUGARCREEK TOWNSHIP

RESOLUTION NO. 2024.10.21.03

IN RE: Appointment of Fire Department Staff
Tyler Black

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, Tyler Black 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 Tyler Black 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 Tyler Black will have an effective date of October 15, 2024, with a one (1) year probationary period ending on October 15, 2025.

Marvin Moeller, Chairperson

Fred Cramer, Vice Chairperson

Carolyn L. Destefani, Trustee

Richard J. Demko, Fiscal Officer



**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2024.10.21.04**

IN RE: Acceptance of Dedicated Roadway for Maintenance
Of Streets and Storm Systems for Bellasera, Sections 3&4

WHEREAS, this Board of Township Trustees has received the name Oak Brooke, Section 3, from the Greene County Engineer which will become the responsibility of Sugarcreek Township per Ohio Revised Code (O.R.C.) 5553.31; and,

WHEREAS, the maintenance and responsibility for these roadways will belong to the Sugarcreek Township Trustees; and,

WHEREAS, the following roadways have met the specifications and inspection procedures of both the Greene County Engineer and the Sugarcreek Township Roads and Services Department:

Oak Brooke, Section 2

NOW THEREFORE, BE IT RESOLVED, that these subdivision roads are accepted as the responsibility of Sugarcreek Township and the speed limit in this residential area shall be set at 25 miles per hour.

Marvin Moeller, Chairperson

Fred Cramer, Vice Chairperson

Carolyn L. Destefani, Trustee

Richard J. Demko, Fiscal Officer



**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2024.10.21.05**

IN RE: Declaration of Excess Property – Fire Department

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

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

- 1 – Utility Trailer VIN 1WC200G2OX1087948
- 1 – 24 foot extension ladder
- 1 – 16 foot roof ladder
- 1 – 10 foot folding ladder
- 1- Little Giant ladder
- Various nozzles

NOW THEREFORE BE IT RESOLVED, that this Sugarcreek Township Board of Trustees hereby declares this property to be excess and directs the appropriate disposition of this property.

Marvin Moeller, Chairperson

Fred Cramer, Vice Chairperson

Carolyn L. Destefani, Trustee

Richard J. Demko, Fiscal Officer



**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2024.10.21.06**

IN RE: Declaration of Excess Property – Roads and Service Department

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

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

Set of 4 tires (used)

NOW THEREFORE BE IT RESOLVED, that this Sugarcreek Township Board of Trustees hereby declares this property to be excess and directs the appropriate disposition of this property.

Marvin Moeller, Chairperson

Fred Cramer, Vice Chairperson

Carolyn L. Destefani, Trustee

Richard J. Demko, Fiscal Officer



TRANSFER OF APPROPRIATIONS - Admin

RESOLUTION #: 2024.10.21.07

| <u>Debt Fund Number</u> | <u>Account Name</u> | <u>Credit Fund Number</u> | <u>Account Name</u> | <u>Amount</u> |
|-------------------------|---------------------|---------------------------|---------------------|---------------|
| 1000-110-360 | Contracted Services | 1000-110-223 | Dental | \$500.00 |
| 1000-110-360 | Contracted Services | 1000-110-221 | Health | \$12,300.00 |
| | | | | |
| | | | | |

Explanation of Transfer(s): Cover benefits costs

Approved:

Marvin Moeller, Chairperson

Fred Cramer, Vice Chairperson

Carolyn L. Destefani, Trustee

Richard J. Demko, Fiscal Officer



TRANSFER OF APPROPRIATIONS - Roads

RESOLUTION #: 2024.10.21.08

| <u>Debt Fund Number</u> | <u>Account Name</u> | <u>Credit Fund Number</u> | <u>Account Name</u> | <u>Amount</u> |
|-------------------------|---------------------|---------------------------|---------------------|---------------|
| 2031-330-360 | Contracted Services | 2031-330-221 | Health | \$6,400.00 |
| | | | | |
| | | | | |
| | | | | |

Explanation of Transfer(s): Cover benefits costs

Approved:

Marvin Moeller, Chairperson

Fred Cramer, Vice Chairperson

Carolyn L. Destefani, Trustee

Richard J. Demko, Fiscal Officer