



**AGENDA**  
**SUGARCREEK TOWNSHIP BOARD OF TRUSTEES**  
**REGULAR MEETING**  
**Monday, November 18, 2024, 7:00 P.M.**

**REGULAR SESSION:**

- 1. Call to Order**
- 2. Roll Call**
- 3. Prayer – Pastor Willie Cox of Bellbrook Community Church**
- 4. Pledge of Allegiance**
- 5. Seniors Outreach Presentation**
  - Jordan Ewing
- 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. Transfer of Appropriations
    - Police – 2024.11.18.01
    - Fire – 2024.11.18.02
  - D. Appointment of Fire Department Staff – Jesse Garcia– 2024.11.18.03
  - E. Appointment of Board of Zoning Commission Member to Unexpired Term – Shannon Mueller– 2024.11.18.04
  - F. Appointment of Board of Zoning Commission Alternate Member Dave Schleich – 2024.11.18.05
  - G. Declaration of Excess Property – Police Department – 2024.11.18.06
- 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



## **Staff Report for the Sugarcreek Township Board of Trustees October 18, 2024 to November 15, 2024**

The following is a snapshot of the activities and areas of responsibility for the Sugarcreek 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:**

- **November 21, 2024 BZA Meeting: Cancelled (no applications received prior to the meeting's closing date)**
- **Next meeting scheduled for December 19, 2024: cancellation pending (no applications received prior to the meeting's closing date)**

### **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 Comprehensive Land Use Plan with the committee tasked with its review and with the public.
    - **The Zoning Commission recommended approval of the Comprehensive Land Use Plan. The Trustees will consider the plan at their December 2, 2024 Meeting.**
  - **Mrs. Mueller will move from her alternate position to Mr. Schleich's unexpired regular position. Mr. Schleich will move to an alternate role.**
- **Next meeting scheduled for December 3, 2024.**

### **Meetings/Accomplishments:**

- Met with business owners to discuss Bellbrook truck route proposal on October 18, 2024
- Attended zoom call with Chad Fisher on statue project to October 18, 2024
- Met with Steering Committee to discuss the Comprehensive Land Use Plan on October 21, 2024
- Attended Cornerstone South TIS review meeting on October 23, 2024
- Attended Frost Brown Todd Land Use and Zoning Conference on October 30, 2024
- Reviewed construction drawings for Feedwire Farm Section, sent comments
- Attended RPCC Technical Review Committee Meeting on November 13, 2024 (Feedwire Farm, Section 1)
- Working with Prosecutor's Office on Fallis Cemetery transfer (ORC 517.10)
- Prepared and sent Zoning Commission packets for the November 6, 2024 Meeting
- Miami Valley Planning and Zoning Workshop scheduled for December 6, 2024 at Sinclair (sent information to Trustees, Zoning Commission and BZA)
- Planning/preparations for the Greene County Township Association December Meeting underway
- Approved new business, Sugarcreek Floral, to locate in Plaza 1



## Sugarcreek Township Trustees Report For November 4th , 2024

The following information is a snapshot of the activities and areas of responsibilities for Sugarcreek Township Fire Department. This report was generated on 11.04.2024 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)

- Respiratory Emergencies
- Ladder, Engine, and Medic training with new employees
- Blue Card Incident Command
- Fire Rescue 1 online continuing education

Statistics : As of 10.31.2024

### 2024 Totals

- EMS Responses: 935 (76.8%)                      MVC's 150 (12.3%)
- Fire Responses: 282 (23.2%)                      Cornerstone 122 (10%)

**Total        1217**

### **Mutual Aid Given (number of incidents) \*= 111**

- Fire = 70
- EMS = 48

Mutual aid given to department = (58 – Bellbrook, 32– Spring Valley, 9 – Beavercreek, 7 – Wash Twp. 1 – Fairborn, 2 – Kettering, 2- Wayne Twp.)

### **Mutual Aid Received (number of incidents) \*= 74**

- Fire = 47
- EMS = 33

Mutual aid received from department ( 34 – Wash Twp, 33 – Bellbrook, 9 – Beavercreek, 9– Spring Valley, 3 – Wayne Twp, 3 – Xenia Twp., 7 – Kettering, 1- Fairborn, 1- Riverside, 1 – Cedarville, 1 – New Jasper, 1 - Silvercreek)

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

### Information:

- Lt. Grant Wirth earned his Fire/EMS Instructor certification
- Fire Marshal Jordan Ewing earned his Fire & Life Safety Educator Certification at OFA
- Firefighter/Paramedic Jon Liston completed two car seat installations
- C-Unit crew received Stork Pin award from Premier Health for delivery of baby

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**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
- Genesis rescue tools received annual service from Howell Rescue Services
- Waiting on MARCS ID for new mobile radio for Chief 70
- Medic 72 back in service
- Battalion 70 had battery cables and fuse block replaced at Voss
- Kettering Health will be taking possession of ATV-71 in January. The ATV belongs to Kettering Health. We will rely on mutual aid for any responses requiring an ATV.

**Fire Department Scheduled Events Attended:**

- PSISN and Countywide Dispatch Center meetings
- Greene County Fire Chiefs meeting
- Sprinkler and alarm testing at Fisher development on Center Point
- Multiple inspections and Knox Box installations

**Fiscal:**

<b>As of November 1st, 2024</b>	<b>Final Appropriation</b>	<b>Current Reserve for Encumbrance</b>	<b>YTD Expenditures</b>	<b>Unencumbered Balance</b>	<b>YTD % Expenditures</b>
Fire	\$3,459,660.00	\$226,025.50	\$2,763,866.64	\$496,816.48	79.269%
EMS	\$213,200.00	\$7,232.54	\$180,110.97	\$28,025.61	83.629%
Cell Tower Fund	\$27,068.58	\$0.00	\$0.00	\$27,068.58	0.00%
Department Total	\$3,699,928.58	\$233,258.04	\$2,943,977.61	\$551,910.67	78.945%

**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

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## Sugarcreek Township Trustees Report For November 18th , 2024

The following information is a snapshot of the activities and areas of responsibilities for Sugarcreek Township Fire Department. This report was generated on 11.18.2024 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)

- Ladder, Engine, and Medic training with new employees
- Blue Card Incident Command
- Fire Rescue 1 online continuing education
- Trauma case reviews with Kettering Health

Statistics : As of 11.14.2024

### 2024 Totals

- EMS Responses: 986 (77.1%)                      MVC's 155 (12.1%)
- Fire Responses: 293 (22.9%)                      Cornerstone 129 (10.1%)

**Total      1279**

### **Mutual Aid Given (number of incidents) \*= 113**

- Fire = 72
- EMS = 48

Mutual aid given to department = (60 – Bellbrook, 32– Spring Valley, 9 – Beavercreek, 7 – Wash Twp, 1 – Fairborn, 2 – Kettering, 2- Wayne Twp.)

### **Mutual Aid Received (number of incidents) \*= 78**

- Fire = 50
- EMS = 34

Mutual aid received from department ( 35 – Wash Twp, 36 – Bellbrook, 9 – Beavercreek, 9– Spring Valley, 3 – Wayne Twp, 3 – Xenia Twp., 7 – Kettering, 1- Fairborn, 1- Riverside, 1 – Cedarville, 1 – New Jasper, 1 - Silvercreek)

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

### Information:

- Lt. Grant Wirth earned his Fire/EMS Instructor certification
- Fire Marshal Jordan Ewing earned his Fire & Life Safety Educator Certification at OFA
- Firefighter/Paramedic Jon Liston completed two car seat installations
- C-Unit crew received Stork Pin award from Premier Health for delivery of baby

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- Submitting FEMA AFG grant for a training facility and UTV with fire/rescue skid

**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
- Genesis rescue tools received annual service from Howell Rescue Services
- Waiting on MARCS ID for new mobile radio for Chief 70
- Medic 72 back in service
- Battalion 70 had battery cables and fuse block replaced at Voss
- Kettering Health will be taking possession of ATV-71 in January. The ATV belongs to Kettering Health. We will rely on mutual aid for any responses requiring an ATV.
- Three SCBA cylinders repaired by MES

**Fire Department Scheduled Events Attended:**

- PSISN and Countywide Dispatch Center meetings
- Greene County Fire Chiefs meeting
- Sprinkler and alarm testing at Cornerstone Shops Four
- Multiple inspections and Knox Box installations

**Fiscal:**

As of November 15, 2024	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
Fire	\$3,459,660.00	\$160,039.43	\$2,910,657.91	\$416,011.28	83.479%
EMS	\$213,200.00	\$5,550.00	\$185,862.76	\$23,956.04	86.300%
Cell Tower Fund	\$27,068.58	\$0.00	\$0.00	\$27,068.58	0.00%
Department Total	\$3,699,928.58	\$165,589.75	\$3,096,520.67	\$467,035.90	83.036%

**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 November 4, 2024

### Training

- No classes scheduled for November.

### Fiscal

Budget 2024 (Final Appropriation)	\$3,176,775.00
Expenditures as of November 1, 2024	\$2,438,452.09
% of Budget Used	76%
% of Budget Year Target for the end of November	91.3%
% of Budget Remaining	24%
Cash Balance as of November 1, 2024	\$1,706,711.06

## EVENTS/APPEARANCES

- On October 31<sup>st</sup>, our officers passed out candy for Trick or Treat.
- On November 1<sup>st</sup>, Chief Brown attended the BSS Fall Safety Meeting.

Respectfully submitted,

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

Michael A. Brown  
Chief of Police



*Michael A. Brown*  
*Chief of Police*

## Police Blotter

October 17, 2024

- Business and house checks
- Crash report on Upper Bellbrook Road
- Request of an officer on Wilmington Pike

October 18, 2024

- Crash report on Wilmington Pike
- Traffic stops
- Domestic dispute on Walden Way

October 19, 2024

- Nothing to Report

October 20, 2024

- Noise complaint on Heritage Trace Court
- Neighbor problem on Waynesville Road
- Crash report on Wilmington Pike

October 21, 2024

- Crash report on Clio Road
- Theft arrest on Wilmington Pike
- Crash report on S. Alpha Bellbrook Road

October 22, 2024

- Nothing to Report

October 23, 2024

- Request of an officer on Wilmington Pike
- Juvenile complaint on Wilmington Pike
- Disturbance on Bayberry Cove Drive
- Theft arrest on Wilmington Pike

October 24, 2024

- Theft arrest on Wilmington Pike
- Community policing
- Crash report on Upper Bellbrook Road

October 25, 2024

- Nothing to Report

October 26, 2024

- Protection Order Violation on Surrey Trail
- Welfare check on Wilmington Pike
- Juvenile complaint on Wilmington Pike

October 27, 2024

- Theft report on W. Reserve Street
- Crash report on Carpenter Road
- Request of an officer on Marwood Drive

October 28, 2024

- Welfare check on Valais Court
- Intoxicated subject on Wilmington Pike
- Welfare check on Seton Hill Drive



Michael A. Brown  
Chief of Police

## Trustee Report November 18, 2024

### Training

- No classes scheduled for November.

### Fiscal

Budget 2024 (Final Appropriation)	\$3,176,775.00
Expenditures as of November 15, 2024	\$2,578,852.07
% of Budget Used	80%
% of Budget Year Target for the end of November	91.3%
% of Budget Remaining	20%
Cash Balance as of November 15, 2024	\$1,569,757.08

## EVENTS/APPEARANCES

- On November 14<sup>th</sup>, Chief Brown attended the Ministerial Luncheon.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "M.A. Brown". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

Michael A. Brown  
Chief of Police



*Michael A. Brown*  
Chief of Police

## **Police Blotter**

### **October 29, 2024**

- Business and house checks
- Welfare check on Surrey Trail
- Crash report on Lower Bellbrook Road
- Crash report on Clio Road

### **October 30, 2024**

- Traffic stops
- Theft arrest on Wilmington Pike
- Crash report on Wilmington Pike

### **October 31, 2024**

- Community policing
- Found property on Clio Road
- Crash report on Waynesville Road
- Welfare check on Umberoak Court

### **November 1, 2024**

- Theft arrest on Wilmington Pike
- Crash report on I 675
- Traffic stops

### **November 2, 2024**

- Trespassing on Bayberry Cove Drive
- Request of an officer on Clio Road
- Criminal damaging on N. Lakeman Drive

### **November 3, 2024**

- Business and house checks
- Burglary on Conifer Trail
- Community policing
- Crash report on Lower Sugarcreek Road

November 4, 2024

- Welfare check on Wilmington Pike
- Theft report on Feedwire Road
- Traffic stops
- Noise complaint on Surrey Trail

November 5, 2024

- Fraud report on Wilmington Pike
- Welfare check on Feedwire Road
- Criminal damaging on Wilmington Pike
- Welfare check on Stewart Road

November 6, 2024

- Theft arrest on Wilmington Pike
- Juvenile complaint on Bayberry Cove Drive
- Crash report on Centerville Road

November 7, 2024

- Nothing to Report

November 8, 2024

- Crash report on Wilmington Pike
- 911 Hang up on Upper Bellbrook Road
- Crash report on Feedwire Road
- Theft report on Feedwire Road

November 9, 2024

- Criminal damaging on Timberwilde Drive
- Request of an officer on Surrey Trail
- Crash report on Washington Mill Road

November 10, 2024

- Crash report on Wilmington Pike
- An animal complaint on Wilmington Pike
- Noise complaint on Surrey Trail

November 11, 2024

- Nothing to Report

November 12, 2024

- Traffic stops
- Welfare check on Nature Court
- Intoxicated subject on Wilmington Pike
- Harassment on Little Sugarcreek Road

November 13, 2024

- Welfare check on Lower Bellbrook Road
- Community policing
- Traffic complaint on Wilmington Pike
- Lost property on Brown Road



## Staff Report for Sugar Creek Township Trustees November 18, 2024

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

### Calls for Service:

- There was 1 call out for accident

### Accomplishments:

- Dura Patched- Ferry Rd, LSC, Brown Rd
- Street sweep Ferry and Conference
- Mowed – Shop, Martin Memorial, Back Field, Pond
- Signs- Moved Radar signs to Ferry,
- Trimmed trees, picked up brush on Ferry, Conference, Cedar Ridge, Shepherd, Washington Mill
- Picked up emulsion in Jasper and washed 9's from Melvin
- Picked up Barrels, Barricades, signposts and cones from Kleem Inc.
- Changed radar batteries- X2
- Stamped new material with Sugar Creek Twp wording
- Conference Rd- Replaced no through truck signs and Neighborhood Watch signs
- Clyo- railing was loose over culvert pipe, we tightened everything, trimmed trees and cleaned up islands
- Replaced actuator in F-250, it wasn't blowing warm air
- Dropped barricades off and picked up from Block Party
- Center Point- Removed catch basin lid to weld it back together, curb work also
- Cut down fountain grass at shop and trimmed trees
- Went to Weiler welding for argon and oxygen tanks
- Ran wire for cameras in the shop and Administration building
- Went to Lowes for supplies
- Dead animals – 1 deer
- Assisted with camera install (exterior)

Respectfully,  
Justin Windsor  
Director of Roads and Services

## Payment Listing

10/18/2024 to 11/1/2024

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
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		
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		
93197	10/18/2024	10/16/2024	AW	STANDARD INSURANCE COMPANY	\$368.77	O
				Purpose: employer contribution - life		
93205	10/18/2024	10/18/2024	AW	BUCKEYE POWER SALES CO., INC.	\$575.00	O
				Purpose: Roads - Annual Generator Maintenance		
93206	10/18/2024	10/18/2024	AW	CITI CARDS	\$1,027.92	O
				Purpose: Admin - gift & cake Dale's retirement party, US domain name renewal		
93207	10/18/2024	10/18/2024	AW	DELL FINANCIAL SERVICES	\$892.83	O
				Purpose: Admin/Roads/Police/Fire - Computer Rentals		
93208	10/18/2024	10/18/2024	AW	FIRE APPARATUS SERVICE AND REPAIR, I	\$794.52	O
				Purpose: Fire - medic repair		
93209	10/18/2024	10/18/2024	AW	AIRGAS USA, LLC	\$44.63	O
				Purpose: Fire - 02 cyclinder rental		
93210	10/18/2024	10/18/2024	AW	DUNCAN OIL COMPANY	\$1,518.23	O
				Purpose: Police/Fire - Fuel		
93211	10/18/2024	10/18/2024	AW	MEDICOUNT MANAGEMENT, INC.	\$1,234.85	O
				Purpose: Fire - EMS Billing		
93212	10/18/2024	10/18/2024	AW	NORTHCOAST PRODUCTS	\$2,489.30	O
				Purpose: Roads - Rapid Set Emulsion		
93213	10/18/2024	10/18/2024	AW	MELVIN STONE COMPANY	\$128.14	O
				Purpose: Roads - #9 Limestone		
93214	10/18/2024	10/18/2024	AW	POLLACK LAW, LLC	\$122.50	O
				Purpose: Police - Attorney Fees		

**Payment Listing**  
10/18/2024 to 11/1/2024

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
93215	10/18/2024	10/18/2024	AW	ALCOR SUPPLY & FIXTURE COMPANY	\$149.50	O
				Purpose: Police - Paper Supplies		
93216	10/18/2024	10/18/2024	AW	VERIZON WIRELESS	\$570.52	O
				Purpose: Police - MDT's		
93217	10/18/2024	10/18/2024	AW	PREMIER HEALTH	\$651.02	O
				Purpose: Admin/Roads/Police/Fire - Employee Care - Quarterly		
93218	10/21/2024	10/21/2024	AW	JUST INK TEES	\$596.98	O
				Purpose: Roads - Hoodies, Tees and Beanies		
93219	10/21/2024	10/21/2024	AW	GATEWAY AUTO CLINIC	\$78.25	O
				Purpose: Fire - car 70 oil lube filter		
93220	10/21/2024	10/21/2024	AW	ENERGY OPTIMIZERS, USA	\$959.01	O
				Purpose: Admin/Roads/Police/Fire - energy service agreement		
93221	10/21/2024	10/21/2024	AW	MEYERS PRINTING & DESIGN, INC.	\$55.08	O
				Purpose: Police - business cards		
93222	10/21/2024	10/21/2024	AW	MICHAEL BROWN	\$60.00	O
				Purpose: Police - cell phone reimbursement		
93223	10/21/2024	10/21/2024	AW	Paul Guerrero	\$40.00	O
				Purpose: Police - cell phone reimbursement		
93224	10/21/2024	10/21/2024	AW	CRAIG BLACK	\$40.00	O
				Purpose: Police - cell phone reimbursement		
93225	10/21/2024	10/21/2024	AW	TYLER MANTIA	\$40.00	O
				Purpose: Police - cell phone reimbursement		
93226	10/21/2024	10/21/2024	AW	LESLEY STAYER	\$40.00	O
				Purpose: Police - cell phone reimbursement		
93227	10/21/2024	10/21/2024	AW	DOUG EVANS	\$40.00	O
				Purpose: Police - cell phone reimbursement		
93228	10/21/2024	10/21/2024	AW	MARK WHITE	\$40.00	O
				Purpose: Police - cell phone reimbursement		
93229	10/21/2024	10/21/2024	AW	Kyle Dennis	\$250.00	O
				Purpose: Fire - Boot Reimbursement		
93230	10/22/2024	10/22/2024	AW	BUCKEYE POWER SALES CO., INC.	\$1,160.00	O
				Purpose: Police/Fire - generator maintenance, PSB & station 71		
93231	10/22/2024	10/22/2024	AW	MOTOROLA SOLUTIONS, INC.	\$40,261.97	O
				Purpose: Police - body cam final bill		
93232	10/22/2024	10/22/2024	AW	DAYTON DAILY NEWS	\$170.97	O
				Purpose: Admin - 13 week renewal		
93233	10/22/2024	10/22/2024	AW	MELVIN STONE COMPANY	\$136.35	O
				Purpose: Roads - #9 Limestone		
93234	10/24/2024	10/24/2024	AW	HENRY SCHEIN, INC.	\$634.00	O
				Purpose: Fire - fast kit		
93235	10/24/2024	10/24/2024	AW	PHOENIX SAFETY OUTFITTERS	\$214.95	O
				Purpose: Fire - stormer boots		
93236	10/24/2024	10/24/2024	AW	MUNICIPAL EMERGENCY SERVICES	\$244.00	O
				Purpose: Fire - repair O2 sensor		
93237	10/24/2024	10/24/2024	AW	FIRE APPARATUS SERVICE AND REPAIR, I	\$148.50	O
				Purpose: Fire - ladder 72 repair		

## Payment Listing

10/18/2024 to 11/1/2024

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
93238	10/24/2024	10/24/2024	AW	BEAU TOWNSEND FORD LINCOLN, INC.	\$6,553.24	O
				Purpose: Fire - medic repair		
93239	10/24/2024	10/24/2024	AW	DC DOOR COMPANY	\$180.00	O
				Purpose: Police - sally port door		
93240	10/24/2024	10/24/2024	AW	ODP BUSINESS SOLUTIONS,LLC	\$54.29	O
				Purpose: Police - batteries, coffee		
93242	10/30/2024	10/30/2024	AW	DnD UNIFORMS, INC.	\$144.00	O
				Purpose: Police - shirts		
93243	10/30/2024	10/30/2024	AW	WASH IT DEAN	\$90.00	O
				Purpose: Police - car washes		
93244	10/30/2024	10/30/2024	AW	CAPITAL ONE	\$150.24	O
				Purpose: Police - cleaning items		
93245	10/30/2024	10/30/2024	AW	ODP BUSINESS SOLUTIONS,LLC	\$52.56	O
				Purpose: Police - kitchen items & post it notes		
93246	10/30/2024	10/30/2024	AW	MUNICIPAL EMERGENCY SERVICES	\$1,945.00	O
				Purpose: Fire - rescue tool service		
93247	10/30/2024	10/30/2024	AW	DUNCAN OIL COMPANY	\$1,074.61	O
				Purpose: Police/Fire - fuel		
93248	10/30/2024	10/30/2024	AW	PHOENIX SAFETY OUTFITTERS	\$1,139.85	O
				Purpose: Fire - helmets		
93249	10/30/2024	10/30/2024	AW	AT&T MOBILITY	\$632.82	O
				Purpose: Fire - mdt life pack connections		
93250	10/30/2024	10/30/2024	AW	PESTER PLUMBING	\$164.00	O
				Purpose: Fire - repair toilet @ station 71		
93251	10/30/2024	10/30/2024	AW	HENRY SCHEIN, INC.	\$753.61	O
				Purpose: Fire - ems vinyl md ssc 8, supplies		
93252	10/30/2024	10/30/2024	AW	HOWELL RESCUE SYSTEM, INC.	\$1,045.00	O
				Purpose: Fire - repaired rams		
93253	10/30/2024	10/30/2024	AW	TREASURER OF STATE	\$100.00	O
				Purpose: Police - access fee		
93254	10/30/2024	10/30/2024	AW	TREASURER OF STATE	\$230.00	O
				Purpose: Fire - training for FM		
93255	10/31/2024	10/31/2024	AW	MELVIN STONE COMPANY	\$145.56	O
				Purpose: Roads - #9 Limestone		
93256	10/31/2024	10/31/2024	AW	CHARTER COMMUNICATIONS	\$111.28	O
				Purpose: Admin/Roads - spectrum business TV		
93257	10/31/2024	10/31/2024	AW	AMS SUPPLY	\$767.80	O
				Purpose: Fire - supplies		
93258	10/31/2024	10/31/2024	AW	TREASURER OF STATE	\$150.00	O
				Purpose: Fire - volunteer dependant fund		
93259	10/31/2024	10/31/2024	AW	DUNCAN OIL COMPANY	\$653.37	O
				Purpose: Police/Fire - fuel		
93260	11/01/2024	11/01/2024	AW	SUGAR VALLEY GOLF CLUB	\$1,000.00	O
				Purpose: Admin - Augusta Ballroom Deposit		
93261	11/01/2024	11/01/2024	AW	NORTHCOAST PRODUCTS	\$2,399.40	O
				Purpose: Roads - Rapid Set Emulsion		

**Payment Listing**

10/18/2024 to 11/1/2024

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
93262	11/01/2024	11/01/2024	AW	LEXIPOL,LLC	\$3,893.40	O
Purpose: Fire - training platform						
Total Payments:					\$80,847.82	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$80,847.82	

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.

## Payment Listing

11/1/2024 to 11/14/2024

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
2038-2024	11/06/2024	11/06/2024	CH	BUREAU OF WORKERS' COMPENSATION	\$3,020.44	O
	Purpose: BWC Payment					
2039-2024	11/08/2024	11/08/2024	CH	HUNTINGTON NATIONAL BANK	\$1,108.98	O
	Purpose: Admin/Roads/Police - reflective jackets x5, candy, wall mount network cabinet, 12 port ethernet wall plate, recurring charges, postage, det. items					
93260	11/01/2024	11/01/2024	AW	SUGAR VALLEY GOLF CLUB	\$1,000.00	O
	Purpose: Admin - Augusta Ballroom Deposit					
93261	11/01/2024	11/01/2024	AW	NORTHCOAST PRODUCTS	\$2,399.40	O
	Purpose: Roads - Rapid Set Emulsion					
93262	11/01/2024	11/01/2024	AW	LEXIPOL,LLC	\$3,893.40	O
	Purpose: Fire - training platform					
93263	11/04/2024	11/04/2024	AW	VOSS	\$797.09	O
	Purpose: Fire - batt 70 wiring harness repair					
93264	11/04/2024	11/04/2024	AW	DAYTON REGIONAL HAZ MAT RESPONSE	\$1,443.88	O
	Purpose: Fire - wmd and capita					
93265	11/04/2024	11/04/2024	AW	CITI CARDS	\$1,328.21	O
	Purpose: Fire - supplies, halloween candy, dues, boots, filters, red paper, monitor, exit lights, laptop batteries					
93266	11/04/2024	11/04/2024	AW	SPRING VALLEY BODY SHOP	\$60.00	O
	Purpose: Fire - paint helmets					
93267	11/04/2024	11/04/2024	AW	FIRE APPARATUS SERVICE AND REPAIR, I	\$1,854.74	O
	Purpose: Fire - L 72 primer & pump test, E 71 pump test, E 72 pump test, Medic 71 coolant leak, Medic 73 coolant leak					
93268	11/04/2024	11/04/2024	AW	LOWE'S COMPANIES INC.	\$121.77	O
	Purpose: Roads/Fire - welding helmet, drawer & cabinet lock, brass key					
93269	11/04/2024	11/04/2024	AW	BOUND TREE MEDICAL, LLC	\$76.99	O
	Purpose: Fire - battery for suction unit					
93270	11/04/2024	11/04/2024	AW	BATTERIES PLUS	\$463.50	O
	Purpose: Fire - batteries for Bat 70					
93271	11/04/2024	11/04/2024	AW	CHOICE ONE ENGINEERING	\$350.00	O
	Purpose: Admin - bidding veteran's memorial					
93272	11/04/2024	11/04/2024	AW	SEDGWICK	\$250.00	O
	Purpose: Admin - facility canvass - scott rigsby					
93273	11/04/2024	11/04/2024	AW	JEFFERSON HEALTH PLAN	\$68,420.32	O
	Purpose: Admin/Roads/Police/Fire - Medical Insurance					
93275	11/04/2024	11/04/2024	AW	Sun Life	\$1,538.28	O
	Purpose: employer contributions - dental					
93276	11/05/2024	11/05/2024	AW	TECH ADVISORS	\$7,721.00	O
	Purpose: Admin/Roads/Police/Fire - Installed the Barracuda Archiver and monthly subscription					
93277	11/05/2024	11/05/2024	AW	CENTERPOINT ENERGY	\$202.29	O
93278	11/05/2024	11/05/2024	AW	CHARTER COMMUNICATIONS	\$248.91	O
	Purpose: Police/Fire - cable PSB, cable station 71, DID block number					
93279	11/05/2024	11/05/2024	AW	HENRY SCHEIN, INC.	\$277.46	O
	Purpose: Fire - oral probe replacement					
93280	11/05/2024	11/05/2024	AW	TRANSUNION RISK & ALTERNATIVE DATA	\$85.40	O
	Purpose: Police - searches					
93281	11/05/2024	11/05/2024	AW	DnD UNIFORMS, INC.	\$216.00	O
	Purpose: Police - shirts					

## Payment Listing

11/1/2024 to 11/14/2024

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
93282	11/05/2024	11/05/2024	AW	THE GALLERY COLLECTION	\$124.58	O
				Purpose: Police - cards		
93283	11/05/2024	11/05/2024	AW	GREENE COUNTY ENGINEER	\$10,377.60	O
				Purpose: Roads - striping		
93284	11/05/2024	11/05/2024	AW	AIRGAS USA, LLC	\$344.23	O
				Purpose: Roads - oxygen		
93285	11/05/2024	11/05/2024	AW	CHOICE ONE ENGINEERING	\$10,350.00	O
				Purpose: Roads - topographic survey & drainage analysis		
93286	11/05/2024	11/05/2024	AW	KLEEM, INC.	\$4,392.94	O
				Purpose: Roads - green channel posts 8' & 7', orange traffic cones 18" & 28", traffic barrels, plastic a-frame barricade		
93287	11/07/2024	11/07/2024	AW	BERAN CUSTOM WOODWORKING, LLC	\$24.00	O
				Purpose: Fire - name plates		
93288	11/07/2024	11/07/2024	AW	HORTON EMERGENCY VEHICLES	\$85.34	O
				Purpose: Fire - gaskets for medic		
93289	11/07/2024	11/07/2024	AW	PHOENIX SAFETY OUTFITTERS	\$88.37	O
				Purpose: Fire - dyer uniform pants		
93290	11/08/2024	11/08/2024	AW	MUFFLER BROTHERS	\$1,212.92	O
				Purpose: Police - Car 112 & 113		
93291	11/08/2024	11/08/2024	AW	GREENE COUNTY SANITARY ENGINEER	\$202.08	O
				Purpose: Admin/Roads - water/sewer - monthly		
93292	11/08/2024	11/08/2024	AW	DUNCAN OIL COMPANY	\$1,181.45	O
				Purpose: Roads - fuel		
93293	11/08/2024	11/08/2024	AW	CITY OF XENIA	\$72,500.00	O
				Purpose: Police/Fire - dispatch fees		
93294	11/08/2024	11/08/2024	AW	US BANK EQUIPMENT FINANCE	\$1,396.43	O
				Purpose: Admin/Roads/Police/Fire - copier fees - monthly		
93295	11/08/2024	11/08/2024	AW	CHARTER COMMUNICATIONS	\$735.00	O
				Purpose: Police/Fire - fiber for PSB & epl for dispatch		
93296	11/08/2024	11/08/2024	AW	GREENE COUNTY ENGINEER	\$166.00	O
				Purpose: Roads - speed limit signal x4, notice truck sign x2		
93298	11/13/2024	11/13/2024	AW	RUMPKE CONSOLIDATED	\$215.25	O
				Purpose: Police/Fire - trash PSB & Station 71		
93299	11/13/2024	11/13/2024	AW	DUNCAN OIL COMPANY	\$1,252.83	O
				Purpose: Police/Fire - fuel		
93300	11/13/2024	11/13/2024	AW	BOUND TREE MEDICAL, LLC	\$76.99	O
				Purpose: Fire - battery replacement		
93301	11/13/2024	11/13/2024	AW	PHOENIX SAFETY OUTFITTERS	\$297.67	O
				Purpose: Fire - uniforms		
93302	11/13/2024	11/13/2024	AW	GREENE COUNTY SANITARY ENGINEER	\$466.56	O
				Purpose: Police/Fire - sewer PSB & station 71		
93303	11/13/2024	11/13/2024	AW	PRO ONCALL TECHNOLOGIES	\$221.45	O
				Purpose: Admin/Roads/Police/Fire - phone services - monthly		
93304	11/13/2024	11/13/2024	AW	VIKING HEATING	\$250.00	O
				Purpose: Fire - HVAC inspection		
93305	11/13/2024	11/13/2024	AW	CHARTER COMMUNICATIONS	\$709.30	O
				Purpose: Admin/Roads/Police/Fire - Phone Services		

**Payment Listing**

11/1/2024 to 11/14/2024

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
93306	11/13/2024	11/13/2024	AW	GREATER MIAMI VALLEY EMERGENCY ME	\$400.00	O
	Purpose: Fire - Dues & Drug Bag Maintenance					
93307	11/13/2024	11/13/2024	AW	RUMPKE CONSOLIDATED	\$110.56	O
	Purpose: Admin/Roads - 4YD Dumpster Service - Monthly					
93308	11/13/2024	11/13/2024	AW	AES OHIO	\$539.68	O
	Purpose: Admin/Roads - Electric, Main Building, Quonset Hut, Traffice Signal - Monthly					
93309	11/13/2024	11/13/2024	AW	ODP BUSINESS SOLUTIONS,LLC	\$82.16	O
	Purpose: Admin - classification folders x2					
93310	11/13/2024	11/13/2024	AW	SPECTRUM	\$14.22	O
	Purpose: Admin/Roads - digital adapter & remote rental - monthly					
93311	11/13/2024	11/13/2024	AW	GREENE COUNTY ENGINEER	\$199.00	O
	Purpose: Roads - 45 MPH sign x2, Road Closed sign x4					
Total Payments:					\$204,894.67	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$204,894.67	

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 21, 2024, at 7:00PM.**

- 1) **Mr. Moeller called the session to order at 7:06pm.**
- 2) **Mrs. Tilford 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, Louie Schatzberg, Donna Hellmann, and Mike Bakan.
- 3) **All in attendance stood for the Pledge of Allegiance.**
- 4) **Public Hearing**
  - A) ZC04-2024 The Board of Trustees of Sugarcreek Township, Greene County, Ohio initiated by Passage of Resolution, a text amendment to the Sugarcreek Township Zoning Resolution to prohibit the planting of trees within township right-of-way (new Section 7.02). -2024.10.21.01

Mr. Moeller made a motion to open the public hearing for case ZC04-2024. Mr. Cramer seconded.

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

Mr. Moeller asked Mrs. Tilford to provide the staff report. Applicant, Sugarcreek Township Board of Trustees, is requesting a text amendment to the Sugarcreek Township Zoning Resolution to add Section 7.02 to prohibit trees in the right-of-way.

Hearing no comments for or against, Mr. Moeller asked if there were any neutral comments.

Justin Dodds inquired about the right-of-way on Ferry Road as he recently planted trees 22 feet from the road.

Mrs. Tilford assured Mr. Dodds he should be fine and explained that the main issue arises with new construction and subdivisions, where developers often plant trees between the curb and sidewalk, which can cause significant damage over time.

Mike Bakan inquired whether this would affect trees that are already planted in the right-of-way.

Mrs. Tilford answered no, it's about newly planted trees that could cause problems in the future.

After the trustees discussed the Zoning Commission's recommendations, Mrs. Destefani made a motion to accept Resolution 2024.10.21.01 as amended. Mr. Cramer seconded.

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

**5) Reports**

**Administrator**

Mr. Tiffany had nothing to add to his report.

**Assistant Administrator/Zoning**

Mrs. Tilford had nothing to add to her report.

**Fiscal Officer**

Mr. Demko had nothing to add to his report.

**Fire**

Chief Buffenbarger had nothing to add to his report. Mrs. Destefani inquired with both chiefs about obtaining crash statistics to determine whether those involved in accidents and fatalities, particularly at the intersection of Conference Road and Wilmington Pike, are Bellbrook residents, township residents, or from outside the area. Chief Brown noted that identifying the addresses would require physically reviewing each accident report, making it a time-consuming task.

**Police**

Chief Brown had nothing to add to his report. Chief Brown mentioned that Saturday is the drug drop off at the Public Safety Building. Mrs. Destefani noticed Officer Clark will be attending the First Line Supervision course and inquired whether this is a program all the officers will be participating in. Chief Brown explained that Officer Clark took the initiative to enroll in the class. He added that the officers represented the future of the department, and they are being enrolled in courses that will support their future roles.

**Roads and Services**

Mr. Windsor had nothing to add to his report.

**Information Technology**

Mr. Tiffany had nothing to add to his report.

**Trustees**

The trustees had nothing to report.

**6) Public Comments**

John Baldino pointed out that 600-800 Bellbrook residents on Wilmington Pike will be impacted by the proposed ordinance change in Bellbrook, increasing traffic and safety concerns. He offered his driveway for speed patrols.

Justin Dodds noted that he spoke with several residents along Wilmington Pike, and none were aware of the ordinance and believes this reflects poorly on Bellbrook's communication. He also offered his driveway for speed patrols.

Mike Bakan noted that while Bellbrook discussed added distances of half a mile to a mile, the real concern is the time it takes to travel those distances. He pointed out that reduced speeds and increased traffic will only extend travel time. He believes this critical factor hasn't been adequately addressed in their discussions and should be considered.

Yancy Mailes appreciates the idea of exploring options with Bellbrook but fears that a decision may have already been made. He referenced legal precedents related to this issue and questions whether a more assertive approach may be necessary.

Paula Di Salvo found the meeting with Bellbrook incredibly frustrating, feeling that the decision was already made. She recalled past meetings where, asking about truck traffic and state route laws,

she was quickly dismissed and wouldn't be surprised if it ultimately leads to a lawsuit.

Bernadette Di Salvo expressed her disappointment that the Bellbrook meetings have been repetitive, and it feels like decisions have already been made.

Yancy Mailes asked whether Bellbrook is required to conduct an environmental impact study.

Mr. Tiffany answered no, not for what they were proposing.

#### **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 has suggested three dates and is waiting to hear back from the relevant parties. Mr. Moeller explained that the Trustees are striving to unite the community by promoting collaboration among the City, Township, Park District, and School Board to address shared issues. However, they are facing challenges in coordinating schedules with other parties.

#### **8) Consent to 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) Excepting 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

### **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 Sugarcreek 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 Sugarcreek 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 Sugarcreek 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.

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

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**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.

**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.

**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.

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

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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

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Mr. Moeller made a motion to accept all consent agenda items. Mrs. Destefani seconded.

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

## 9) Discussion of Agenda Items

### A) Consider OTA Education Subscription for 2025

Mr. Tiffany noted that no one has utilized the OTA education subscription so far. If we sign up for 2025, we should ensure that we take advantage of it. It would be beneficial to discuss this at the next Township Association meeting to determine how many are actively participating, as we only receive the discount if everyone is involved.

The trustees discussed the various options for the top panel of the Public Safety Building.

Mrs. Destefani mentioned she spoke with Fischer Sculpting about the Veterans Memorial statue of Mr. Martin, and we are tentatively planning a grand unveiling for Friday, June 6<sup>th</sup> aiming to make it a significant event.

## 10) Public Comments

None.

## 11) Trustee/Staff Discussion

The trustees discussed the importance of communicate with the City of Bellbrook regarding recent decisions impacting our residents. They proposed drafting a letter to the city, thanking them for their invitation to collaborate while voicing concerns that the current approach may lead to new safety issues and traffic problems. Emphasizing the importance of involving local businesses and residents in finding viable solutions rather than imposing decisions without dialogue.

## 12) Adjourn

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

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



TRANSFER OF APPROPRIATIONS

Police

RESOLUTION #: 2024.11.18.01

<u>Debt Fund Number</u>	<u>Account Name</u>	<u>Credit Fund Number</u>	<u>Account Name</u>	<u>Amount</u>
2081-910-910	Transfers Out	2081-820-820	Principal Payments - notes	\$16,700.00
2081-910-910	Transfers Out	2081-830-830	Interest Payments	\$5,800.00

Explanation of Transfer(s): Vehicle loan payments

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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



TRANSFER OF APPROPRIATIONS

Fire

RESOLUTION #: 2024.11.18.02

<u>Debt Fund Number</u>	<u>Account Name</u>	<u>Credit Fund Number</u>	<u>Account Name</u>	<u>Amount</u>
2112-910-910	Transfers Out	2112-820-820	Principal Payments - notes	\$60,100.00
2112-910-910	Transfers Out	2281-830-830	Interest Payments	\$7,700.00

Explanation of Transfer(s): Vehicle loan payments

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. 2024.11.18.03**  
IN RE: Appointment of Fire Department Staff  
Jesse Garcia

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 Jesse Garcia 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 Jesse Garcia will have an effective date of November 14, 2024, with a one (1) year probationary period ending on November 14, 2025.

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Marvin Moeller, Chairperson

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Fred Cramer, Vice Chairperson

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Carolyn L. Destefani, Trustee

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Richard J. Demko, Fiscal Officer



**SUGARCREEK TOWNSHIP  
RESOLUTION NO. 2024.11.18.04**

IN RE: Appointment of Board of Zoning Commission Member to Unexpired Term  
Shannon Mueller

WHEREAS, a vacancy exists on the Board of Zoning Commission; and,

WHEREAS, the Board of Zoning Commission plays a pivotal role in the land-use decisions for Sugarcreek Township; and,

WHEREAS, it is imperative that all positions on the Board of Zoning Commission be filled with citizens who will make decisions that are always in the best interest of Sugarcreek Township; and,

WHEREAS, Shannon Mueller currently holds the position of Alternate Member on the Board of Zoning Commission, is fully qualified and has expressed a genuine interest in serving on the Board of Zoning Commission in the member capacity,

NOW THEREFORE, BE IT RESOLVED, that Shannon Mueller is hereby appointed to the Board of Zoning Commission for the remainder of the unexpired five-year term expiring on June 3, 2029. (Said appointment made pursuant to the Ohio Revised Code, Section 519.04.)

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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. 2024.11.18.05**

IN RE: Appointment of Board of Zoning Commission Alternate Member Dave Schleich

WHEREAS, a vacancy exists on the Board of Zoning Commission; and,

WHEREAS, the Board of Zoning Commission plays a pivotal role in the land-use decisions for Sugar Creek Township; and,

WHEREAS, it is imperative that all positions on the Board of Zoning Commission be filled with citizens who will make decisions that are always in the best interest of Sugar Creek Township; and,

WHEREAS, Mr. Schleich is fully qualified and has expressed a genuine interest in serving on the Board of Zoning Commission in the alternate member capacity,

NOW THEREFORE, BE IT RESOLVED, that Dave Schleich is hereby appointed to the Board of Zoning Commission alternate member for a term of five-years beginning November 18, 2024, and expiring on November 18, 2029. (Said appointment made pursuant to the Ohio Revised Code, Section 519.04.)

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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. 2024.11.18.06**

IN RE: Declaration of Excess Property – Police Department

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

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

- Two (2) Laptops

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.

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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