

The Board of Trustees of Sugarcreek Township, Greene County, Ohio, in Regular Session on March 4th, 2025, at 7:00pm.

1) Mr. Cramer called the session to order at 7:00pm.

2) Mr. Demko called the roll with Board Members, Mr. Cramer, Mrs. Destefani, and Mr. Moeller in attendance. Also, in attendance were Barry Tiffany, Cara Tilford, Louie Schatzberg, Donna Hellmann, Jim McGinley, and Denise Moore.

3) All in attendance stood for the Pledge of Allegiance.

4) Reports

Administration

Mr. Tiffany had nothing to add to his report.

Zoning

Mrs. Tilford had nothing to add to her report. Mr. Moeller noted that the Rammel property was on hold. Mrs. Tilford explained that they are in on-going discussions with the developer and the engineer's office regarding necessary road improvements and access issues. Mr. Moeller noticed that the Feedwire Road pedestrian bridge project is estimated to cost \$1 million. Mrs. Tilford noted that she is exploring additional state active transportation funds and will inquire if a project of this size qualifies. Mr. Cramer inquired about the newsletter. Mrs. Tilford confirmed it is ready to print, pending trustee approval.

Fiscal Officer

Mr. Demko stated that he is preparing final appropriations, due in April, and should have them ready by the next meeting.

Fire

Chief Buffenbarger had nothing to add to his report.

Police

Chief Brown had nothing to add to his report. Mr. Tiffany noted that a candidate for the police department was interviewed and is scheduled to take a polygraph test in early April.

Roads and Service

Mr. Windsor had nothing to add to his report. Mr. Cramer mentioned that he spoke with Mr. Windsor this weekend, and he is very pleased with his staff, describing them as a strong group of young men ready for any challenge.

Information Technology

Mr. Tiffany reported that they connected Station 71 and 72 via fiber with Spectrum. The system is now cloud based, and all microwave links, including the downtown station's unreliable setup, are gone.

Trustees

Mr. Moeller noted that he will be attending a few community events. He received an invitation to the Miami Valley Regional Planning Dinner and noted they approved \$9000 for Centerville's 675 project. Mr. Moeller attended the Chamber's Monte Carlo Night, visited the fire station for the first week of the cell phone program, and attended the Colin's Lodge basketball game. Mr. Cramer requested an update on the progress of the fire district study. Mr. Moeller responded that the Ohio Fire Chiefs Association is continuing its study of fire district consolidation. Once completed the report will cover the overall benefits and challenges of merging departments.

Mrs. Destefani mentioned that she attended the ribbon cutting at Sugar Valley Golf Club, met with the Lions Club and presented the baby box idea for the fire department, attended three sessions on FirstNet, and will be attending zoning training as part of Regional Planning.

Mr. Cramer attended the Chamber's Monte Carlo Night and the City of Oakwood's Council Meeting. He plans to attend the Chamber of Commerce Meeting, the Bellbrook High School student lead Leukemia and Lymphoma Society Drive, and the Eagle Rise HOA Meeting.

5) Public Comments – Agenda Items

Jim McGinley addressed the Trustees regarding his February 3rd letter on emergency preparedness, appreciating the response in progress. He cited a February 6th executive order allowing local law enforcement to enforce federal immigration laws and discussed concerns over human trafficking, cartel activity, and threats to officers.

6) Old Business

Mr. Cramer mentioned that a second meeting with the City of Bellbrook, Bellbrook-Sugarcreek Schools and the Park District is scheduled.

7) Consent Agenda Items

A. Payment of Bills

B. Minutes

C. Reclassification of Fire Department Staff – Mike Neal – 2025.03.04.01

D. Appointment of Fire Department Staff – Conner Osterholt, Daniel Couch, Jake Kernan, Devon Moffett – 2025.03.04.02

E. Resignation of Fire Department Staff – Kyle Kollhoff – 2025.03.04.03

F. Declaration of Excess Property – Fire – 2025.03.04.04

G. Public Records Request Update Fee Schedule – Body Camera Footage – 2025.03.04.05

H. Deeding Fallis Cemetery to the Sugarcreek Township Board of Trustees – 2025.03.04.06

I. Proclamation – Bill Duncan

J. Proclamation – Gail Matson

K. Proclamation – Makayla Skinner

RESOLUTION NO. 2025.03.04.01

IN RE: Reclassification of Fire Department Personnel – Mike Neal

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

WHEREAS, this need is met through the periodic reclassification of Fire Department employees and volunteers; and,

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

NOW THEREFORE, BE IT RESOLVED, that this Board of Trustees approve the promotion of Mike Neal to the position of Full-time Firefighter II/Paramedic, pending certification, at the pay rate of \$20.71 per hour with an effective date of February 27, 2025. Subject to a one (1) year probationary period ending February 27, 2026.

RESOLUTION NO. 2025.03.04.02

IN RE: Appointment of Fire Department Staff
Daniel Couch, Conner Osterholt, Devon Moffett, and Jack Kernan

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 II/Paramedic; and,

WHEREAS, Daniel Couch the necessary qualifications to serve in that capacity for the Sugarcreek Township Fire Department; and,

WHEREAS, vacancies exist within the classification of Part-time Firefighter II/EMT; and,

WHEREAS, Conner Osterholt, Devon Moffett and Jack Kernan have 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 2025 Operating Budget.

NOW, THEREFORE, BE IT RESOLVED, that Daniel Couch shall be appointed to the position of Part-Time Firefighter II/Paramedic within the Sugarcreek Fire Department at the rate of \$20.34 per hour; and,

NOW, THEREFORE, BE IT RESOLVED, that Conner Osterholt, Devon Moffett, and Jack Kernan shall be appointed to the position of Part-Time Firefighter II/EMT within the Sugarcreek Fire Department at the rate of \$17.04 per hour; and,

FURTHER BE IT RESOLVED, the above-mentioned appointment for Daniel Couch will have an effective date of February 4, 2025, with a one (1) year probationary period ending on February 4, 2026, Conner Osterholt will have an effective date of February 4, 2025, with a one (1) year probationary period ending on February 4, 2026, Devon Moffett will have an effective date of February 19, 2025, with a one (1) year probationary period ending on February 19, 2026, and Jack Kernan will have an effective date of February 14, 2025, with a one (1) year probationary period ending on February 14, 2026,

RESOLUTION NO. 2025.03.04.03

IN RE: Resignation of Fire Department Staff – Kyle Kollhoff

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

WHEREAS, Kyle Kollhoff was hired as a member of the Sugarcreek Township Fire Department on May 28, 2021; and,

WHEREAS, Chief Doug Buffenbarger recommends we accept the resignation of Mr. Kollhoff.

NOW THEREFORE, BE IT RESOLVED that the Board of Sugarcreek Township Trustees officially accepts the resignation of Kyle Kollhoff effective February 23, 2025.

RESOLUTION NO. 2025.03.04.04

IN RE: Declaration of Excess Property – Fire Department

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

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

- 1 – Scott Eagle Attack Thermal Imaging Camera – Manufacture Date 7/15/2013 – Serial Number TIP2BBKRL203B1
- 1 – Base/Mount Charger for Scott Eagle Attack Thermal Imaging Camera

- 36 – 50 foot sections of 1 ¾ Hose
- 1 – 50 foot section 3 inch Hose

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. 2025.03.04.05

IN RE: Update of Public Records Policy to include Body Camera Video Fees

WHEREAS, the need exists to update the fee schedule associated with the fulfillment of certain record requests in accordance with changes in State law; and,

WHEREAS, the Records Request Policy for Sugarcreek Township was adopted on September 26, 2007; and,

NOW THEREFORE, BE IT RESOLVED, that the attached updates be adopted by this Board of Sugarcreek Township Trustees and incorporated into the Public Records Policy with an effective date of April 2, 2025.

RESOLUTION NO. 2025.03.04.06

IN RE: Deeding Fallis Cemetery to the Sugarcreek Township Board of Trustees

WHEREAS, Fallis Cemetery is one of the oldest cemeteries in Sugarcreek Township; and,

WHEREAS, Fallis Cemetery is considered an unusual cemetery because it is not in association with any church, while most cemeteries are; and

WHEREAS, as far back as we can establish, Sugarcreek has consistently and continuously maintained Fallis Cemetery; and

WHEREAS, ORC 517.10 of the Ohio Revised Code holds that the title to, right of possession, and control of all public cemeteries located outside any municipal corporation, which have been set apart and dedicated as public cemeteries, and any grounds which have been used as such by the public, but not expressly dedicated as a cemetery, except such as are owned or under the care of a religious or benevolent society, or an incorporated company or association, or under the control of the authorities of any municipal corporation, shall, severally be vested in the board of township trustees; and

WHEREAS, a survey has been prepared identifying the boundaries of Fallis Cemetery; and.

WHEREAS, the Greene County Prosecutor's Office will prepare an affidavit acknowledging the provisions of ORC 517.10 and Sugar creek Township will file it with the Recorder's Office.

NOW THEREFORE, BE IT RESOLVED that the Board of Sugar creek Township Trustees officially acknowledges the provisions of ORC 517.10 and instructs the Township Administrator to ensure all steps necessary related to deeding the cemetery into the Township's name are followed.

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

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

8. Discussion Agenda Items

None.

9. Public Comments

Donna Hellmann requested that Chief Buffenbarger discuss the lock box program at the upcoming Eagle Rise HOA meeting. She also asked whether Bellbrook plans to implement water softening, as Greene County has begun softening water in certain areas.

Denise Moore mentioned that she attended the Fire Departments Safe Seniors program, and it was excellent. Regarding lockboxes, she considered installing one, but was told police have concerns about them making homes a target. Instead, they offered an alternative: providing a garage code and placing the lockbox inside for added security.

Jim McGinley noted that government efficiency is a key issue, with over 70% supporting DOJ efforts for transparency. He reported that after researching local taxes, he found that Sugar creek is significantly higher than Greene County, Ohio, and the US averages. With new tax levies being discussed, he challenged the township to cut spending by 7% instead of increasing taxes.

10. Trustee/Staff Discussions

Mr. Moeller asked if Mr. Tiffany had received any updates on the county's disaster mitigation planning. Mr. Tiffany replied that he did not.

Mr. Cramer mentioned that the junior high school has made 30 hours of community service a graduation requirement for 8th grade students, and a group of four is seeking to complete a service project for the township.

Mr. Tiffany noted that the Roads Department is requesting approval to replace one of its older zero-turn mowers, at a cost of \$13,582.

Mrs. Destefani made a motion to approve the purchase. Mr. Cramer seconded.

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

Mr. Tiffany noted that the Fire Department is requesting approval to replace five sets of turnout gear, at a cost of \$17,345.

Mr. Cramer made a motion to approve the purchase. Mr. Moeller seconded.

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

Mr. Tiffany updated the trustees on the Kroger Pond, which initially expected to cost \$276,000 to regrade. Due to the high cost, the new plan is to open the valve and drain the pond, allowing it to eventually achieve the same effect. The levee reduction will be tackled in-house once the pond base has dried out.

Mr. Tiffany asked for an executive session. ORC Section 121.22.G1 To consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee.

Mrs. Destefani made a motion to convene an executive session. Mr. Cramer seconded.

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

Mr. Tiffany noted the trustees had returned from the executive session at 9:48pm and no action was taken at this time.

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