



AGENDA
SUGARCREEK TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
Monday, May 5, 2025, 7:00 P.M.

REGULAR SESSION:

- 1. Call to Order**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. ZC Case 02-2025:** Applicant, Skilken Gold Real Estate Development, is requesting Final Development Plan Approval under Article 5 of the Sugarcreek Township Zoning Resolution for a Sheetz restaurant/convenience store/fueling station. The subject parcel is 5980 Wilmington Pike and can be further identified by parcel numbers L32000100020005100 and L32000100030013000. – 2025.05.02.01
 - Public hearing is formally opened
 - Staff report on the text amendments
 - Those wishing to speak in favor
 - Those wishing to speak against
 - Neutral parties wishing to speak
 - Public hearing is closed
 - Deliberation and decision
- 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. Appointment of Fire Department Staff – Isabella Beam, Austin Fivecoate – 2025.05.05.02
- D. Resignation of Fire Department Staff – Andrew Lake– 2025.05.05.03
- E. Authorizing the Township Administrator to Act as a Signatory for Choice One Agreement – 2025.05.05.04

9. Discussion Agenda Items

- A. Ohio Township Association Risk Management Authority (OTARMA) renewal increase

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. 2025.05.05.01**

IN RE: ZC Case 02-2025: Request for Final Development Plan Approval for the Sheetz

WHEREAS, Applicant, Skilken Gold Real Estate Development, is requesting Final Development Plan Approval for a proposed Sheetz restaurant/convenience store/fueling station;

WHEREAS, the subject property is 5980 Wilmington Pike, parcels L32000100020005100 and L32000100030013000; and

WHEREAS, The Sugar Creek Township Zoning Commission held a Public Hearing on April 8, 2025 and recommended approval of the applicant's request subject to the following conditions:

1. Final design shall be subject to approval of the Greene County Engineer's Office.
2. Final design shall be subject to approval of the Greene County Department of Sanitary Engineering.
3. The applicant shall meet all federal, state, and local requirements and comply with recommendations from the SWCD and GCEO with respect to the drainage.
4. Final design shall be subject to approval of Sugar Creek Township Fire Department.
5. Miami Valley Drive will be extended to Access Drive "A" prior to the opening of the business.
6. As part of the Final Plan review of Cornerstone South by Regional Planning, staff will ensure that the residual parcel and Access Road B be included in the Cornerstone South Property Owner's Association with maintenance responsibility clearly defined. Absent transfer of the residual parcel to an adjacent property owner, Sheetz will maintain responsibility for the maintenance of this area. At no point will the township or the City of Centerville take over responsibility or maintenance of the residual parcel.
7. Approval for the use/layout of the "Proposed Parcel" shall be handled through the PUD modification process (modified Preliminary, followed by an FDP process).
8. Private streets within the development will be subject to the requirements of Section 7.07 of the Sugar Creek Township Zoning Resolution. At no point will the township take over responsibility or maintenance of Access Roads A and C.
9. The proposed "Street Wrap" lights are permitted as proposed.
10. Under canopy lights on the gas canopy are permitted as proposed.
11. The menu board proposed must be skirted to the ground with materials like the principal structure and include foundation landscape plantings as required.
12. The ground mounted monument sign must be modified to comply with the township's ground sign height standard (maximum of 6') measured from sidewalk grade, sign area and electronic copy are approved as submitted, and landscaping at the base of the sign equal to sign area will not be required.
13. Detention and stormwater management facilities shall be finished mowed and landscaped.
14. The applicant shall work with staff on the landscaping proposed adjacent to the lot to the north with the flexibility to move landscaping to other areas of the lot as deemed appropriate by staff based on the landscaping plan proposed for the lot to the north.

15. The applicant shall propose alternatives to the currently designed drive-thru clearance bar and look at ways to screen the ice machines.

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

Fred Cramer, Chairperson

Carolyn L. Destefani, Vice-Chairperson

Marvin Moeller, Trustee

Richard J. Demko, Fiscal Officer



**Staff Report for the Sugarcreek Township Board of Trustees
April 8, 2025 to May 1, 2025**

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 informed 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:

- **April 24, 2025 BZA Meeting-canceled**
- **May 22, 2025 BZA Meeting-cancellation pending; no applications received prior to the meeting's closing date**

Zoning Commission Activities:

- Received a request for a map amendment/PDP for a residential project on Wilmington Dayton Road; processing is on hold at the request of the developer as discussion with the GCEO on necessary access/road improvements is ongoing
- **April 8, 2025 Zoning Commission Meeting: Follow-up**
 - **ZC Case 02-2025:** Applicant, Skilken Gold Real Estate Development, is requesting Final Development Plan Approval under Article 5 of the Sugarcreek Township Zoning Resolution for construction of a Sheetz restaurant/convenience store/fueling station. The subject parcel is 5980 Wilmington Pike, can be further identified by parcel numbers L32000100020005100 and L32000100030013000 is owned by Christ Evangelical United Brethren Church (9.5520 acres) and Hope United Methodist Church (1.3850 acres).
 - **The Zoning Commission has recommended approval to the Board of Township Trustees, subject to conditions.**
- **May 13, 2025 Zoning Commission Meeting-canceled**

Meetings/Accomplishments:

- Attended award presentation for Detective Stayer on April 8, 2025
- Attended Zoning Commission Meeting on April 8, 2025
- Attended meeting with our MCO April 9, 2025
- Attended webinar on the Home Technical Assistance Program on April 16, 2025 (grants to update Zoning Resolutions)
- Recorded Resolution and survey (Fallis Cemetery); picked up from Recorder's Office on April 21, 2025
- Presented at the Greene County Planning Official's Training Series session on April 23, 2025
- Attended Youth Group Housing Workshop April 29, 2025 (MVRPC organized)
- Attended Chamber of Commerce Meeting on May 1, 2025
- Completed and distributed Trustee packets (ZC02-2025)
- Completed Fallis Cemetery transfer (ORC 517.10)
- 2025 Spring Newsletter should be hitting mailboxes soon
- Completed grant request (\$611,125) through ODOT's special solicitation for pedestrian projects
- Completed grant request (\$9,000) through the Home Technical Assistance Program for updating our Zoning Resolution (internal process not consultant led)



Sugarcreek Township Trustees Report For May 5th , 2025

The following information is a snapshot of the activities and areas of responsibilities for Sugarcreek Township Fire Department. This report was generated on 05.05.2025 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)

- Blue Card Incident Command
- Protocol Testing/Mega Code with Dr. Lemos
- Firefighters Holbrook and Dennis have obtained fire inspector certification
- FF Osterhues completed the NFPA 1403 Burn Officer Certification Course
- Sim Man Survival (KHN)
- Auto Extrication

Statistics : As of 05/01/2025

- Fire Responses: 111 (21.6%) Cornerstone 57 (11.1%)
- EMS Response: 402 (78.4%) MVC's 58 (11.3%)

Total 513

Mutual Aid Given (number of incidents) *= 61

- Fire = 38
- EMS = 23

Mutual aid given to department = (33 – Bellbrook, 5– Spring Valley, 10 – Beavercreek, 7 – Wash Twp. 1 – Massie Twp. 4 – Wayne Twp., 1 - Kettering)

Mutual Aid Received (number of incidents) *= 15

- Fire = 8
- EMS = 10

Mutual aid received from department (9– Bellbrook, 5 – Spring Valley Twp., 7 - Washington Twp. 1 – Kettering, 2 – Wayne, 2 – Xenia Twp., 2 – Cedarville Twp., 1 – New Jasper, 1 - Silvercreek)

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

Information:

- Ohio Fire Chiefs site visit May 21st
- Interviewed part-time Firefighter candidate EMT Harlie Boyer and Austin Fivecoate
- SAFER grant will be submitted late May or early June
- Grant submitted to Firehouse Subs for two Lucas CPR devices

- NFPA non-destructive ladder testing scheduled for May
- Labor negotiations commence May 7th

Status of Issues the Fire Department is Addressing:

- E72 needs cab hydraulic lift cylinders rebuilt
- M73 EGR cooler to be tested by Bob Jones
- Heritage equipment will perform annual NFPA aerial inspection and service on Ladder 72
- Gear selector module on Engine 71 repaired by Fire Apparatus Inc.
- Medic 72 rear scene lights need replaced
- Engine 71 water level indicator needs repaired
- Battalion 70 mobile radio needs reprogrammed

Fire Department Scheduled Events Attended:

- Sugar Maple Festival Parade
- Optimist Club Hometown Hero
- Sugar Maple 5K race
- Issue 4 informational sessions

Fiscal:

As of May 2nd , 2025	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
Fire	\$3,436,300.00	\$649,728.04	\$1,138,389.73	\$1,664,774.60	32.969%
EMS	\$290,300.00	\$68,189.86	\$125,257.40	\$98,225.51	42.944%
Cell Tower Fund	\$27,068.58	\$4,674.49	\$22,394.09	\$0.00	82.731%
Department Total	\$3,753,668.58	\$722,592.39	\$1,286,041.22	\$1,763,000.11	34.098%

Projected Capital Needs:

- Replace ATV-71 \$72,000 (AFG Grant)
- Bay Doors Station 71 \$18,000
- Bay Doors Station 72 \$30,000
- Training Prop \$79,000
- Hose Testing Machine \$5,000
- Portable Radios \$120,000 (AFG Grant)
- Diesel Exhaust System Sta. 71 \$61,000 (AFG Grant)

Respectfully Submitted,

Doug Buffenbarger
Fire Chief



Michael A. Brown
Chief of Police

Trustee Report May 5, 2025

Training

- On May 19th & 20th, Detective Tyler Mantia will be attending the Technology Threats and Trends Against Law Enforcement training.
- No other classes are scheduled for May.

Fiscal

Budget 2025 (Final Appropriation)	\$3,314,500.00
Expenditures as of May 2, 2025	\$1,048,872.58
% of Budget Used	31.4%
% of Budget Year Target for the end of May	41.5%
% of Budget Remaining	68.6%
Cash Balance as of May 2, 2025	\$2,118,456.48

Events/Appearances

- On April 26th, Chief Brown attended the Sugar Maple Parade.
- The police department participated in the National Drug Drop Off on April 26th.
- Sergeant Mark White helped the Boy Scout Troop 375 get their Fingerprinting Merit Badge.
- On April 29th, Chief Brown attended a meeting on Youth Group Homes.
- On May 1st, Chief Brown attended the National Day of Prayer and a Chambers Luncheon.

Respectfully submitted,



Michael A. Brown
Chief of Police



Michael A. Brown
Chief of Police

Police Blotter

April 16, 2025

- Business and house checks
- Fraud report on Cypress Pointe Drive
- Community policing
- Crash report on Centerville Road
- Request of an officer on Twilight Lane

April 17, 2025

- Traffic stops
- Welfare check on Sonoma Court
- Theft arrest on Wilmington Pike

April 18, 2025

- Nothing to Report

April 19, 2025

- Welfare check on Centerville Road
- Noise complaint on Wagner Road
- An animal complaint on Oak Creek Drive

April 20, 2025

- Nothing to Report

April 21, 2025

- Traffic stops
- Business checks
- Suspicious vehicle on Wilmington-Dayton Road

April 22, 2025

- Crash report on Centerpoint Drive
- Juvenile complaint on Wagner Road
- Theft arrest on Wilmington Pike

April 23, 2025

- Intoxicated subject on Wilmington Pike
- Crash report on Waynesville Road
- Request of an officer on Wilmington Pike

April 24, 2025

- An animal complaint on Woodland Ridge Court
- Theft arrest on Wilmington Pike
- Community policing

April 25, 2025

- Theft arrest on Wilmington Pike
- Request of an officer on Cloy Road
- Suspicious vehicle on Wilmington Pike
- Welfare check on E. Franklin Street

April 26, 2025

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

April 27, 2025

- Nothing to Report

April 28, 2025

- Crash report on Upper Bellbrook Road
- Business and house checks
- Traffic stops

April 29, 2025

- Request of an officer on N. Lakeman Drive
- Criminal damaging on Ferry Road
- Community policing

April 30, 2025

- Suspicious person on Kables Mill Drive
- Traffic stops
- Bar check on Wilmington Pike
- Peace officer needed on Sweet Maple Lane



**Staff Report for
Sugar Creek Township Trustees
May 5, 2025**

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, tree down

Accomplishments:

- Martin Memorial- finished forming and concrete base finished
- Picked up tiller and started garden
- Cleared topsoil off garden
- Took plow blades off trucks
- Changed oil in tractor
- Clear catch basins throughout TWP
- Picked up 2's from tom's mulch
- Cold patch potholes throughout TWP
- Magnolia trace- closed road
- Picked up blower from Myers
- Clio- filled in ruts in berm
- Rose lake- dug up around sinkhole
- Cleared culvert pipes throughout Twp
- Re-mark curb and ADA ramps
- Street Sweep- landings, Kables Mill
- Changed radar batteries
- Ferry Road – cleaned up around drain
- Mowed shop
- Clean up forms borrowed from county
- Picked up 1 dead deer

Respectfully,
Justin Windsor
Director of Roads and Services

Payment Listing

4/4/2025 to 4/30/2025

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
93955	04/07/2025	04/04/2025	AW	CHOICE ONE ENGINEERING	\$2,250.00	O
				Purpose: Roads - drainage analysis		
93956	04/07/2025	04/04/2025	AW	CHARTER COMMUNICATIONS	\$12.12	O
				Purpose: Police/Fire - DID block trunking charges		
93957	04/07/2025	04/04/2025	AW	TECH ADVISORS	\$28,349.59	O
				Purpose: Police/Fire - PSB cameras		
93958	04/07/2025	04/04/2025	AW	TRANSUNION RISK & ALTERNATIVE DATA	\$75.00	O
				Purpose: Police - searches		
93959	04/07/2025	04/04/2025	AW	DnD UNIFORMS, INC.	\$222.00	O
				Purpose: Police - shirts		
93960	04/07/2025	04/04/2025	AW	THE CENTER FOR RESILIENCE AND WELL	\$600.00	O
				Purpose: Police - testing		
93961	04/07/2025	04/07/2025	AW	CITI CARDS	\$6,416.45	O
				Purpose: Fire - crash course x4, sinclare, hotel, supplies plus vacuum & boot scribbers		
93962	04/07/2025	04/07/2025	AW	PHOENIX SAFETY OUTFITTERS	\$628.65	O
				Purpose: Fire - gear bags		
93963	04/07/2025	04/07/2025	AW	TECH ADVISORS	\$7,572.00	O
				Purpose: All Depts - monthly subscription		
93964	04/07/2025	04/07/2025	AW	DUNCAN OIL COMPANY	\$648.94	O
				Purpose: Police/Fire - fuel		
93965	04/07/2025	04/07/2025	AW	US BANK EQUIPMENT FINANCE	\$1,095.78	O
				Purpose: All Depts - copier fees		
93967	04/08/2025	04/08/2025	AW	GREENE COUNTY TOWNSHIP ASSOCIATIC	\$460.00	O
				Purpose: All Depts - 2025 OTA Membership		
93968	04/08/2025	04/08/2025	AW	CENTERPOINT ENERGY	\$255.28	O
				Purpose: Fire - natural gas station 71		
93970	04/08/2025	04/08/2025	AW	MEGACITY FIRE PROTECTION	\$270.85	O
				Purpose: Admin/Roads - annual fire extinguisher inspection		
93971	04/08/2025	04/08/2025	AW	AIM MEDIA MIDWEST	\$396.00	O
				Purpose: Admin - legal notices		
93972	04/08/2025	04/08/2025	AW	IWORQ	\$6,000.00	O
				Purpose: Admin - community development package		
93973	04/08/2025	04/08/2025	AW	SPECTRUM	\$15.79	O
				Purpose: Admin/Roads - spectrum TV		
93974	04/08/2025	04/08/2025	AW	AES OHIO	\$488.72	O
				Purpose: Admin/Roads - traffic signal, quonset hut, main building		
93975	04/08/2025	04/08/2025	AW	GREENE COUNTY SANITARY ENGINEER	\$100.34	O
				Purpose: Admin/Roads - water/sewer		
93976	04/09/2025	04/09/2025	AW	MEGACITY FIRE PROTECTION	\$776.95	O
				Purpose: Police/Fire - annual extinguisher inspection		
93977	04/09/2025	04/09/2025	AW	Green & Green, Lawyers	\$525.00	O
				Purpose: Admin - legal fees		
93978	04/09/2025	04/09/2025	AW	O'REILLY AUTOMOTIVE, INC.	\$8.38	O
				Purpose: Police - mini bulb		
93979	04/09/2025	04/09/2025	AW	MUFFLER BROTHERS	\$65.12	O
				Purpose: Polioce - car 119		

Payment Listing

4/4/2025 to 4/30/2025

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
93980	04/09/2025	04/09/2025	AW	BATTERIES PLUS	\$6.05	O
				Purpose: Police - batteries		
93981	04/09/2025	04/09/2025	AW	MIAMI VALLEY REGIONAL CRIME LABORATORY	\$210.00	O
				Purpose: Police - Officer Klark training		
93982	04/09/2025	04/09/2025	AW	OHIO PEACE OFFICERS TRAINING ACADEMY	\$475.00	O
				Purpose: Police - Officer Liggett training		
93983	04/09/2025	04/09/2025	AW	GREENE COUNTY SHERIFF'S OFFICE	\$8,900.00	O
				Purpose: Police/Fire - PSISN board 2023 year 3 of 5		
93984	04/09/2025	04/09/2025	AW	MES Service Company LLC	\$471.66	O
				Purpose: Fire - gas detector		
93985	04/09/2025	04/09/2025	AW	OCCUPATIONAL HEALTH CENTERS OF OHIO	\$160.00	O
				Purpose: Fire - physical / drug screen		
93986	04/09/2025	04/09/2025	AW	AIRGAS USA, LLC	\$432.41	O
				Purpose: Fire - O2		
93987	04/09/2025	04/09/2025	AW	CENTERPOINT ENERGY	\$952.18	O
				Purpose: Police/Fire - natural gas		
93988	04/09/2025	04/09/2025	AW	AES OHIO	\$1,026.82	O
				Purpose: Police/Fire - electric		
93989	04/09/2025	04/09/2025	AW	DUNCAN OIL COMPANY	\$940.19	O
				Purpose: Police/Fire - fuel		
93990	04/10/2025	04/10/2025	AW	GREENE COUNTY SANITARY ENGINEER	\$576.21	O
				Purpose: Police/Fire - water/sewer		
93991	04/10/2025	04/10/2025	AW	CITY OF BELLBROOK	\$94.21	O
				Purpose: Fire - station 71 water		
93992	04/10/2025	04/10/2025	AW	HENRY SCHEIN, INC.	\$3,895.00	O
				Purpose: Fire - vent for patient care		
93993	04/10/2025	04/10/2025	AW	AIRGAS USA, LLC	\$301.45	O
				Purpose: Fire - cylinder lease fee & cylinder rental fee		
93994	04/10/2025	04/10/2025	AW	PHOENIX SAFETY OUTFITTERS	\$225.72	O
				Purpose: Fire - uniforms		
93995	04/10/2025	04/10/2025	AW	LOWE'S COMPANIES INC.	\$768.05	O
				Purpose: Roads/Fire - grey foam backer, caulk gum, quickrete x18, plumbers putty, kobalt steel 8x8, shovel		
93996	04/10/2025	04/10/2025	AW	JORDAN CONCRETE SERVICES, LLC	\$23,146.78	O
				Purpose: Roads - down payment on curb replacements		
93998	04/11/2025	04/11/2025	AW	FIDELITY SECURITY LIFE INSURANCE CO.	\$705.69	O
				Purpose: employer contributions - vision		
94000	04/11/2025	04/11/2025	AW	STANDARD INSURANCE COMPANY	\$237.84	O
				Purpose: employer contributions - life insurance		
94001	04/14/2025	04/14/2025	AW	SUPERIOR PLUS PROPANE	\$915.72	O
				Purpose: Admin/Roads - propane		
94002	04/14/2025	04/14/2025	AW	SUGARCREEK DIRECT FAMILY CARE	\$1,920.00	O
				Purpose: All Depts - direct family care		
94003	04/14/2025	04/14/2025	AW	CHARTER COMMUNICATIONS	\$3,585.68	O
				Purpose: All Depts - epl for psb, fiber psb, repair work on station 71 & billing fees for connections, network and phone services		
94004	04/14/2025	04/14/2025	AW	PRO ONCALL TECHNOLOGIES	\$221.45	O

Payment Listing

4/4/2025 to 4/30/2025

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
				Purpose: All Depts - phone service		
94005	04/14/2025	04/14/2025	AW	QUADIENT FINANCE USA, INC.	\$150.00	O
				Purpose: All Depts - postage		
94006	04/14/2025	04/14/2025	AW	RUMPKE CONSOLIDATED	\$93.27	O
				Purpose: Fire - trash, station 71		
94007	04/14/2025	04/14/2025	AW	PHOENIX SAFETY OUTFITTERS	\$155.90	O
				Purpose: Fire - uniforms		
94008	04/14/2025	04/14/2025	AW	TROPHY SPORTS CENTER	\$665.00	O
				Purpose: Fire - uniforms		
94009	04/14/2025	04/14/2025	AW	K. E. ROSE COMPANY	\$128.52	O
				Purpose: Fire - light for batt 70		
94010	04/14/2025	04/14/2025	AW	FIRE APPARATUS SERVICE AND REPAIR, I	\$1,817.05	O
				Purpose: Fire - repair on engines and annual safety inspection		
94011	04/14/2025	04/14/2025	AW	GREENE COUNTY RECORDER	\$42.00	O
				Purpose: Admin - recording fee		
94013	04/15/2025	04/15/2025	AW	Flex Financial	\$56,725.19	O
				Purpose: Fire - life pack payment		
94014	04/15/2025	04/15/2025	AW	PHOENIX SAFETY OUTFITTERS	\$223.46	O
				Purpose: Fire - uniforms		
94015	04/15/2025	04/15/2025	AW	AES OHIO	\$52.66	O
				Purpose: Police - electric		
94016	04/15/2025	04/15/2025	AW	ODP BUSINESS SOLUTIONS,LLC	\$134.30	O
				Purpose: Police - batteries, kitchen items, USB's, CD sleeves		
94017	04/15/2025	04/15/2025	AW	GERMAIN FORD	\$1,054.52	O
				Purpose: Police - service/vehicale inspection		
94018	04/15/2025	04/15/2025	AW	ADAM KLARK	\$105.72	O
				Purpose: Police - training reimbursement		
94019	04/15/2025	04/15/2025	AW	DANCO LETTERING	\$2,080.00	O
				Purpose: Police - police package installed		
94021	04/17/2025	04/17/2025	AW	DUNCAN OIL COMPANY	\$2,079.80	O
				Purpose: Roads/Police/Fire - fuel		
94022	04/17/2025	04/17/2025	AW	OCCUPATIONAL HEALTH CENTERS OF OH	\$160.00	O
				Purpose: Fire - new hire physical/drug screen		
94023	04/17/2025	04/17/2025	AW	FIRE APPARATUS SERVICE AND REPAIR, I	\$1,983.03	O
				Purpose: Fire - repairs e-72		
94024	04/17/2025	04/17/2025	AW	RUMPKE CONSOLIDATED	\$126.60	O
				Purpose: Police/Fire - trash removal		
94031	04/17/2025	04/17/2025	AW	CITI CARDS	\$812.03	O
				Purpose: Admin - 15 gallons D/2 biological solution		
94032	04/17/2025	04/17/2025	AW	STEVE MYERS SERVICE INC	\$35.24	O
				Purpose: Roads - spark plug replacement		
94033	04/17/2025	04/17/2025	AW	RUMPKE CONSOLIDATED	\$119.43	O
				Purpose: Admin/Roads - trash removal		
94034	04/17/2025	04/17/2025	AW	WAYNESVILLE URGENT CARE	\$60.00	O
				Purpose: Police - physical for applicant		
94035	04/17/2025	04/17/2025	AW	Montgomery County Clerk of Courts	\$1,245.65	O

Payment Listing

4/4/2025 to 4/30/2025

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
	Purpose:	Police - justiceweb	annual fee			
Total Payments:					\$177,450.44	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$177,450.44	

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

4/18/2025 to 5/2/2025

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
94036	04/21/2025	04/21/2025	AW	ERNST CONCRETE	\$1,609.00	O
				Purpose: Admin - 4500 na footer lim		
94037	04/21/2025	04/21/2025	AW	PHOENIX SAFETY OUTFITTERS	\$480.72	O
				Purpose: Fire - uniforms		
94038	04/21/2025	04/21/2025	AW	DUNCAN OIL COMPANY	\$1,336.02	O
				Purpose: Police/Fire - fuel		
94039	04/21/2025	04/21/2025	AW	PREMIER HEALTH	\$651.02	O
				Purpose: All Depts - employee care - quarterly payment		
94040	04/21/2025	04/21/2025	AW	VERIZON WIRELESS	\$570.52	O
				Purpose: Police - MDT's		
94041	04/21/2025	04/21/2025	AW	MUFFLER BROTHERS	\$999.68	O
				Purpose: Police - car 109 & 103		
94042	04/21/2025	04/21/2025	AW	CAPITAL TIRE, INC.	\$1,016.00	O
				Purpose: Police - tires for 2 cars		
94043	04/21/2025	04/21/2025	AW	DC DOOR COMPANY	\$301.00	O
				Purpose: Police - sally port		
94044	04/22/2025	04/22/2025	AW	ERNST CONCRETE	\$510.00	O
				Purpose: Admin - 4500 ae & minimum load charge		
94045	04/22/2025	04/22/2025	AW	ENERGY OPTIMIZERS, USA	\$959.01	O
				Purpose: All Depts - energy service agreement		
94046	04/22/2025	04/22/2025	AW	DAYTON DAILY NEWS	\$170.97	O
				Purpose: Admin - 13 weeks		
94047	04/22/2025	04/22/2025	AW	MICHAEL BROWN	\$60.00	O
				Purpose: Police - cell phone reimbursement		
94048	04/22/2025	04/22/2025	AW	MARK WHITE	\$40.00	O
				Purpose: Police - cell phone reimbursement		
94049	04/22/2025	04/22/2025	AW	Paul Guerrero	\$40.00	O
				Purpose: Police - cell phone reimbursement		
94050	04/22/2025	04/22/2025	AW	LESLEY STAYER	\$40.00	O
				Purpose: Police - cell phone reimbursement		
94051	04/22/2025	04/22/2025	AW	TYLER MANTIA	\$40.00	O
				Purpose: Police - cell phone reimbursement		
94052	04/22/2025	04/22/2025	AW	CRAIG BLACK	\$40.00	O
				Purpose: Police - cell phone reimbursement		
94053	04/22/2025	04/22/2025	AW	BRIAN DECKARD	\$40.00	O
				Purpose: Police - cell phone reimbursement		
94054	04/22/2025	04/22/2025	AW	DOUG EVANS	\$40.00	O
				Purpose: Police - cell phone reimbursement		
94055	04/22/2025	04/22/2025	AW	Justin Windsor	\$60.00	O
				Purpose: Roads - cell phone reimbursement		
94056	04/22/2025	04/22/2025	AW	IAN TAMPLIN	\$40.00	O
				Purpose: Roads - cell phone reimbursement		
94057	04/22/2025	04/22/2025	AW	TAYLOR STINSON	\$40.00	O
				Purpose: Roads - cell phone reimbursement		
94058	04/22/2025	04/22/2025	AW	CHASE MORGAN	\$40.00	O
				Purpose: Roads - cell phone reimbursement		

Payment Listing

4/18/2025 to 5/2/2025

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
94059	04/22/2025	04/22/2025	AW	JOSHUA DARNELL	\$40.00	O
				Purpose: Roads - cell phone reimbursement		
94060	04/22/2025	04/22/2025	AW	MARVIN MOELLER	\$40.00	O
				Purpose: Admin - cell phone reimbursement		
94061	04/22/2025	04/22/2025	AW	CAROLYN L. DESTEFANI	\$40.00	O
				Purpose: Admin - cell phone reimbursement		
94062	04/22/2025	04/22/2025	AW	RICH DEMKO	\$40.00	O
				Purpose: Admin - cell phone reimbursement		
94063	04/22/2025	04/22/2025	AW	FRED CRAMER	\$40.00	O
				Purpose: Admin - cell phone reimbursement		
94064	04/22/2025	04/22/2025	AW	CARA TILFORD	\$460.00	O
				Purpose: Admin - cell phone reimbursement & car allowance		
94065	04/22/2025	04/22/2025	AW	BARRY TIFFANY	\$760.00	O
				Purpose: Admin - cell phone reimbursement & car allowance		
94066	04/22/2025	04/22/2025	AW	FISHER SCULPTURE LLC	\$28,750.00	O
				Purpose: Admin - Mr. Martin bronze sculpture		
94067	04/25/2025	04/25/2025	AW	ODP BUSINESS SOLUTIONS,LLC	\$85.99	O
				Purpose: Police - copy paper, cups		
94068	04/25/2025	04/25/2025	AW	TREASURER OF STATE	\$100.00	O
				Purpose: Police - access fee		
94069	04/25/2025	04/25/2025	AW	MUFFLER BROTHERS	\$132.19	O
				Purpose: Police - car 104		
94070	04/25/2025	04/25/2025	AW	GREENE COUNTY ENGINEER	\$13.00	O
				Purpose: Roads - no parking sign		
94071	04/25/2025	04/25/2025	AW	JOHN DEERE FINANCIAL	\$727.80	O
				Purpose: Roads - jeans x19, air filter		
94072	04/25/2025	04/25/2025	AW	INTERSTATE FORD	\$195.75	O
				Purpose: Fire - medic repair		
94074	04/28/2025	04/28/2025	AW	JEFFERSON HEALTH PLAN	\$72,169.37	O
				Purpose: employee/employer contributions - medical		
94076	04/28/2025	04/28/2025	AW	STANDARD INSURANCE COMPANY	\$184.95	O
				Purpose: employer contributions - life		
94077	04/28/2025	04/28/2025	AW	MEYERS PRINTING & DESIGN, INC.	\$57.45	O
				Purpose: Police - business cards		
94078	04/28/2025	04/28/2025	AW	AT&T MOBILITY	\$728.84	O
				Purpose: Fire - MDT connections		
94079	04/28/2025	04/28/2025	AW	HENRY SCHEIN, INC.	\$72.00	O
				Purpose: Fire - ems supplies		
94080	04/28/2025	04/28/2025	AW	DUNCAN OIL COMPANY	\$1,122.45	O
				Purpose: Police/Fire - fuel		
94081	04/29/2025	04/29/2025	AW	W S ELECTRONICS	\$4,178.20	O
				Purpose: Admin - 2 MARCS handhelds		
94082	04/29/2025	04/29/2025	AW	CHARTER COMMUNICATIONS	\$118.61	O
				Purpose: Admin/Roads - cable services		
94083	04/29/2025	04/29/2025	AW	GREENE COUNTY ANIMAL CONTROL	\$60.00	O
				Purpose: Admin - animal control contract services, 1st quarter		

Payment Listing

4/18/2025 to 5/2/2025

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
94084	04/29/2025	04/29/2025	AW	ERNST CONCRETE	\$40.00	O
	Purpose: Admin - baracade 1g penetrating seal					
94086	05/01/2025	05/01/2025	AW	MINUTEMAN PRESS	\$6,194.73	O
	Purpose: Admin - newsletter mailing					
94087	05/01/2025	05/01/2025	AW	FIRE APPARATUS SERVICE AND REPAIR, I	\$958.20	O
	Purpose: Fire - e-71 belt squealing & trouble shoot transmission light					
94088	05/01/2025	05/01/2025	AW	AES OHIO	\$240.43	O
	Purpose: Fire - station 71 electric					
94089	05/01/2025	05/01/2025	AW	OCCUPATIONAL HEALTH CENTERS OF OH	\$160.00	O
	Purpose: Fire - physical/drug screen					
94090	05/01/2025	05/01/2025	AW	MES Service Company LLC	\$274.10	O
	Purpose: Fire - repair flow regulator					
94091	05/01/2025	05/01/2025	AW	O'REILLY AUTOMOTIVE, INC.	\$17.99	O
	Purpose: Roads - oil filter					
94092	05/01/2025	05/01/2025	AW	Miami Valley Power Equipment	\$180.00	O
	Purpose: Roads - blade f20.50" x6					
94093	05/01/2025	05/01/2025	AW	CAPITAL ONE	\$135.47	O
	Purpose: Police - items for cars					
94094	05/01/2025	05/01/2025	AW	SUGARCREEK DIRECT FAMILY CARE	\$1,920.00	O
	Purpose: All Depts - family care					
94095	05/01/2025	05/01/2025	AW	ODP BUSINESS SOLUTIONS,LLC	\$50.54	O
	Purpose: Police - copy stamp, glue sticks, pens, post it notes, tape					
Total Payments:					\$129,412.00	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$129,412.00	

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 April 7th, 2025, at 7:00pm.

1) Mr. Cramer called the session to order at 7:01pm.

2) Mr. Demko called the roll with Board Members Mr. Moeller, Mrs. Destefani and Mr. Cramer in attendance. Also, in attendance were Barry Tiffany, Cara Tilford, Chief Doug Buffenbarger, Chief Mike Brown, Jim McGinley, Donna Hellmann, Melissa Wilson, Lori Schenking, 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. Mr. Tiffany noted that all roads have reopened, except a portion of Washington Mill Road. He also reported that the Greene County Engineer is requesting a pre-construction meeting before allowing the Veterans Memorial project to proceed.

Zoning

Mrs. Tilford had nothing to add to her report.

Fiscal Officer

Mr. Demko reported that the tax revenue was received and the financing for the two police cruisers is complete. He also reported under consent agenda items: \$25 from the Jim Martin Fund will be transferred to contracted services to close out that line item and the previously approved Martin Funds transfer is now reflected in the permanent appropriations for audit compliance – no new spending.

Fire

Chief Buffenbarger had nothing to add to his report.

Police

Chief Brown had nothing to add to his report.

Roads and Service

Mr. Windsor had nothing to add to his report. Mr. Tiffany noted that a section of pavement on Magnolia Trace has settled 4 to 6 inches, likely due to a sewer issue, and the road might need to be closed tomorrow for investigation.

Information Technology

Mr. Tiffany had nothing to add to his report.

Trustees

Mrs. Destefani noted that she attended the Chamber of Commerce meeting, the Little Miami Speaks Conference and will be attending the Greene County Township Association meeting. She also provided an update on the Baby Box Project and distributed handouts.

Mr. Cramer noted that he attended the Chamber of Commerce meeting, as well as a fund raiser for the Leukemia and Lymphoma Society organized by two Bellbrook High School students.

5) Public Comments – Agenda Items

None.

6) Old Business

None.

7) Consent Agenda Items

A. Payment of Bills

B. Minutes

C. Authorizing Contract with Jordan Concrete Services, LLC – 2025.04.07.01

D. Appointment of Fire Department Staff – Andrew Lake – 2025.04.07.02

E. Resignation of Fire Department Staff – Devon Moffett – 2025.04.07.03

F. Transfer of Appropriations – General – 2025.04.07.04

G. Year 2025 Permanent Appropriations *Amended – 2025.03.17.01

RESOLUTION NO. 2025.04.07.01

IN RE: Authorizing Contract with Jordan Concrete Services, LLC

WHEREAS, the Roads and Services Department has identified a need to make improvements to the curbs and catch basins throughout the Township; and,

WHEREAS, Jordan Concrete Services, LLC submitted a bid for approximately 810 feet of curb replacements; 21 catch basins which need to be sealed; 2 ADA mats and ramps rebuilt to current specs; and,

WHEREAS, the Trustees recognize this need and seek to improve the quality of the curbs and catch basins for the residents; and,

WHEREAS, Barry P. Tiffany, Township Administrator, has recommended to the Board of Trustees that they enter into a contract with Jordan Concrete Services, LLC to perform this work for a total of Ninety-Two Thousand Five Hundred Eighty-Seven dollars and Fourteen cents (\$92,587.14) in curb and catch basin work; and,

NOW THEREFORE, BE IT RESOLVED, that this Board of Trustees hereby authorize Barry P. Tiffany to enter into contract for curb and catch basin repairs in the necessary areas with Jordan Concrete Services, LLC.

RESOLUTION NO. 2025.04.7.02
IN RE: Appointment of Fire Department Staff
Andrew Lake

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/EMT; and,

WHEREAS, Andrew Lake has the necessary qualifications to serve in that capacity for the Sugarcreek Township Fire Department; and,

NOW, THEREFORE, BE IT RESOLVED, that Andrew Lake shall be appointed to the position of Part-Time Firefighter II/EMT within the Sugarcreek Fire Department at the rate of \$18.62 per hour; and,

FURTHER BE IT RESOLVED, the above-mentioned appointment for Andrew Lake will have an effective date of April 2nd, 2025, with a one (1) year probationary period ending on April 2nd, 2026.

RESOLUTION NO. 2025.04.07.03
IN RE: Resignation of Fire Department Staff – Devon Moffett

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

WHEREAS, Devon Moffett was hired as a member of the Sugarcreek Township Fire Department on February 19,2025; and,

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

NOW THEREFORE, BE IT RESOLVED that the Board of Sugarcreek Township Trustees officially accepts the resignation of Devon Moffett effective April 7, 2025.

TRANSFER OF APPROPRIATIONS
General
RESOLUTION #: 2025.04.07.04

<u>Debt Fund Number</u>	<u>Account Name</u>	<u>Credit Fund Number</u>	<u>Account Name</u>	<u>Amount</u>
2902-910-910	Transfers out	2902-110-360	Contracted Services	\$25.00

Explanation of Transfer(s): Jim Martin Memorial
Fund

RESOLUTION NO. 2025.03.17.01
IN RE: Year 2025 Permanent Appropriations *AMENDED

WHEREAS, the Board of Trustees has a duty under law to adopt and maintain a balanced budget; and,

WHEREAS, this Board, along with the Fiscal Officer and Township Administrator, have examined the estimate of revenues; and,

WHEREAS, it is evident that the proposed 2025 Appropriations for each Fund do not exceed estimated revenues, which may include 2024 carryovers and additional income, as certified to the Greene County Auditor's Office by the Township Fiscal Officer,

NOW THEREFORE, BE IT RESOLVED, that the following Year 2025 permanent appropriations be placed into effect:

1000	General Fund		
	Wages	\$	495,000.00
	Employee Benefits	\$	232,450.00
	Other Services	\$	242,050.00
	Health Districts	\$	35,000.00
	Transfer Out (Martin Funds)	\$	<u>509,366.50</u>

	<i>Total General Fund</i>	\$ 1,513,866.50
2011	Motor Vehicle License Tax	\$ 100,000.00
	Gasoline	
2021	Tax	\$ 400,000.00
2031	Road and Bridge	
	Wages	\$ 439,000.00
	Employee Benefits	\$ 154,100.00
	Other Services	\$ 662,150.00
	<i>Total Road and Bridge</i>	\$ 1,255,250.00
	Police	
2081	District	
	Wages	\$ 1,910,600.00
	Employee Benefits	\$ 868,000.00
	Other Services	\$ 535,900.00
	<i>Total Police District</i>	\$ 3,314,500.00
	Fire District	
2112	Fire District	
	Wages	\$ 2,039,600.00
	Employee Benefits	\$ 764,300.00
	Other Services	\$ 632,400.00
	<i>Total Fire District</i>	\$ 3,436,300.00
2231	Permissive Motor Vehicle Gas Tax	\$ 600,000.00
2281	Ambulance and Emergency Medical	
	Wages	\$ 114,000.00
	Employee Benefits	\$ 41,850.00
	Other Services	\$ 134,450.00
	<i>Total Ambulance and Emergency Medical</i>	\$ 290,300.00
2902	Jim Martin Memorial Fund	\$ 25.00
2904	Centerville Fire Ancillary	\$ 202,319.96
2906	Police Trust Fund	\$ -
2907	Police Cell Tower Receipts	\$ 27,106.53
2908	Fire Cell Tower Receipts	\$ 27,068.58
2909	MEP	\$ 4,550.00

2911	American Rescue Plan Fund	\$	128,560.38
2912	Veterans Memorial Fund	\$	22,920.53
	Martin		
2917	Funds	\$	509,366.50
3901	Clyo Road TIF II	\$	24,100.00

Total Temporary Appropriations **\$ 11,856,233.98**

FURTHER BE IT RESOLVED, that the above aggregate amounts be appropriated based upon the attached submittals (hereby incorporated) and a copy shall be sent to the Greene County Auditor.

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

Mrs. Destefani - Yes

Mr. Moeller – Yes

Mr. Cramer – Yes

8) Discussion Agenda Items

A. Reappointment of BZC Members Donna Hellmann – 2025.04.07.05

RESOLUTION NO. 2025.04.07.05

IN RE: Re-Appointment of Board of Zoning Commission Member
Donna Hellmann

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 in the best interest of Sugarcreek Township.

NOW THEREFORE, BE IT RESOLVED, that Donna Hellmann is hereby re-appointed to the Board of Zoning Commission for a five-year term expiring on March 31, 2030. (Said appointments made pursuant to Ohio Revised Code Section 519.04.)

Mrs. Destefani made a motion to accept agenda item 2025.04.07.05 as stated. Mr. Moeller seconded.

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

9) Public Comments

Melissa Wilson expressed concern about excessive speeding on her road, which is narrow and has limited visibility. With increased traffic from new homes and increased activity in the area, she believes the corner is becoming increasingly dangerous. Mr. Tiffany noted that he, Chief Brown, and Mr. Windsor will work together to explore possible solutions.

10) Trustee/Staff Discussions

None.

11) Adjourn

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

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

Richard J Demko, Fiscal Officer



**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2025.05.05.02**

IN RE: Appointment of Fire Department Staff
Isabella Beam, Austin Fivecoate

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

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

WHEREAS, Isabella Beam and Austin Fivecoate have the necessary qualifications to serve in that capacity for the Sugar Creek Township Fire Department; and,

NOW, THEREFORE, BE IT RESOLVED, that Isabella Beam shall be appointed to the position of Part-Time Firefighter II/EMT within the Sugar Creek Fire Department at the rate of \$18.62 per hour, and Austin Fivecoate shall be appointed to the position of Part-Time Firefighter II/EMT-B within the Sugar Creek Fire Department at the rate of \$18.62 per hour; and,

FURTHER BE IT RESOLVED, the above-mentioned appointment for Isabelle Beam will have an effective date of April 15, 2025, with a one (1) year probationary period ending on April 15, 2026, and Austin Fivecoate will have an effective date of April 22, 2025, with a one (1) year probationary period ending on April 22, 2026.

Fred Cramer, Chairperson

Carolyn Destefani, Vice Chairperson

Marvin Moeller, Trustee

Richard J. Demko, Fiscal Officer



**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2025.05.05.03**

IN RE: Resignation of Fire Department Staff – Andrew Lake

WHEREAS, Part-time Firefighter/EMT, Andrew Lake has indicated his desire to resign from the Sugar Creek Township Fire Department; and,

WHEREAS, Andrew Lake was hired as a member of the Sugar Creek Township Fire Department on April 2, 2025; and,

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

NOW THEREFORE, BE IT RESOLVED that the Board of Sugar Creek Township Trustees officially accepts the resignation of Andrew Lake effective April 22, 2025.

Fred Cramer, Chairperson

Carolyn L. Destefani, Vice Chairperson

Marvin Moeller, Trustee

Richard J. Demko, Fiscal Officer



**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2025.05.05.04**

IN RE: Authorizing the Township Administrator to Act as a Signatory for
an Agreement for Professional Services with Choice One Engineering

WHEREAS, there is a plan for the Veterans Memorial Park Pickleball Courts on Pine Court within the Township; and,

WHEREAS, Choice One Engineering intends to provide plans for the Veterans Memorial Park Pickleball Courts.

NOW THEREFORE, BE IT RESOLVED, that this Board of Trustees for Sugar Creek Township does hereby authorize the Township Administrator to act as signatory on behalf of the Trustees, in an amount not to exceed Ten Thousand, Fifty dollars (\$10,050.00).

Fred Cramer, Vice Chairperson

Carolyn L. Destefani, Chairperson

Marvin Moeller, Trustee

Richard J. Demko, Fiscal Officer