



AGENDA
SUGARCREEK TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
Monday, June 2, 2025, 7:00 P.M.

REGULAR SESSION:

- 1. Call to Order**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. Deputy Health Commissioner – Noah Stuby**
- 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**
 - A. City of Bellbrook, Bellbrook Sugar Creek Parks and Schools Meeting - November 17, 2025
- 8. Consent Agenda Items**
 - A. Payment of Bills
 - B. Minutes
 - C. 2025 Collective Bid Agreement with Greene County Engineer – 2025.06.02.01
 - D. Declaration of Excess Property – Police – 2025.06.02.02
- 9. Discussion Agenda Items**
- 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



**Staff Report for the Sugarcreek Township Board of Trustees
May 20, 2025 to May 30, 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:

- **Next meeting scheduled for June 26, 2025-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
- **Next meeting scheduled for June 10, 2025**

Meetings/Accomplishments:

- Met with commercial realtors to discuss land in the township on May 20, 2025
- Conference call with Bernie Moreno's Office to discuss our RAISE Grant on May 27, 2025
- Met with property owners to discuss addition project on May 27, 2025
- Met with resident and Greene County Sanitary Engineering to discuss extension of water to an unserved area of the township on May 29, 2025
- Working on time, place and manner restrictions for transient vendors
- Provided additional information requested to the Home Technical Assistance Program in support of our grant request for funding to assist with updating our Zoning Resolution (internal process not consultant led); we hope to hear back soon on award announcements as we would like to get the process of reviewing and updating our Zoning Resolution underway
- Working with Waterford at Sugarcreek on tree replacement along Feedwire Road (property has sold to Dietz Property Group)



Sugar Creek Township Trustees Report For June 2nd, 2025

The following information is a snapshot of the activities and areas of responsibilities for Sugar Creek Township Fire Department. This report was published on 06.02.2025 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)

- Sim Man Survival (KHN)
- Auto Extrication
- Gas Monitors
- Behavioral Health
- Ropes/Knots
- Blue Card Certification Simulations at BTFD (Ewing, Holbrook, Dennis)

Statistics : As of 05/19/2025

- Fire Responses: 136 (21.1%) Cornerstone 75 (11.6%)
- EMS Response: 508 (78.9%) MVC's 73 (11.3%)

Total 644

Mutual Aid Given (number of incidents) *= 71

- Fire = 44
- EMS = 27

Mutual aid given to department = (39 – Bellbrook, 7– Spring Valley, 10 – Beavercreek, 9 – Wash Twp. 1 – Massie Twp. 4 – Wayne Twp., 1 - Kettering)

Mutual Aid Received (number of incidents) *= 22

- Fire = 12
- EMS = 14

Mutual aid received from department (14– Bellbrook, 6 – Spring Valley Twp., 9 - 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:

- Hydrant flushing is underway with scheduled completion in early June
- SAFER grant will be submitted in early June
- Capt. Johnson and Fire Marshal Ewing earned their Incident Safety Officer certification
- NFPA non-destructive ladder testing completed on E71, E72, and L72

Status of Issues the Fire Department is Addressing:

- E72 needs cab hydraulic lift cylinders rebuilt. Parts ordered by Fire Apparatus Inc.
- Waiting on results for M73 EGR cooler test
- Heritage equipment will perform annual NFPA aerial inspection and service on Ladder 72
- Medic 72 rear scene lights replaced
- Battalion 70 tire pressure sensor needs replaced
- FM 70 staff vehicle serviced by Gateway Auto Clinic

Fire Department Scheduled Events Attended

- Woodland Ridge HOA
- Caleigh's Place Public Safety Week
- PSISN Board Meeting

Fiscal:

As of May 30, 2025	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
Fire	\$3,436,300.00	\$576,997.91	\$1,419,341.47	\$1,456,552.99	41.106%
EMS	\$290,300.00	\$67,850.35	\$135,661.81	\$88,160.61	46.512%
Cell Tower Fund	\$27,068.58	\$4,674.49	\$22,394.09	\$0.00	82.731%
Department Total	\$3,753,668.58	\$649,522.75	\$1,577,397.37	\$1,544,713.60	41.823%

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 June 2, 2025

Training

- On June 5th, Detective Stayer and Detective Mantia will be attending the Pre-Employment Background Investigations class through TCSU.
- No other classes are scheduled for June.

Fiscal

Budget 2025 (Final Appropriation)	\$3,314,500.00
Expenditures as of May 30, 2025	\$1,309,988.31
% of Budget Used	39%
% of Budget Year Target for the end of June	49.8%
% of Budget Remaining	61%
Cash Balance as of May 30, 2025	\$1,998,299.94

Events/Appearances

- On May 21st, Chief Brown attended the Woodland Ridge HOA meeting.
- On May 22nd, our police department helped with the annual Fun Run at Bellbrook Middle School.
- On May 29th, Chief Brown attended the PSISN Board Meeting.
- On May 31st, our officers attended the Summer Reading Kickoff at the Winters-Bellbrook Library. There were lots of kids and we handed out some of our giveaways.

Respectfully submitted,

A handwritten signature in blue ink that reads "MABrown".

Michael A. Brown
Chief of Police



Michael A. Brown
Chief of Police

Police Blotter

May 14, 2025

- Business and house checks
- Suspicious vehicle on Sonoma Court
- Unwanted subject on Bayberry Cove Drive
- Theft arrest on Wilmington Pike
- Crash on Wilmington Pike

May 15, 2025

- Welfare check on Springland Circle
- Theft arrest on Wilmington Pike
- Traffic stops

May 16, 2025

- Theft report on Cloy Road
- Harassment charges on Wilmington Pike
- Suspicious vehicle on Wilmington-Dayton Road

May 17, 2025

- Crash report on Wilmington Pike
- Noise complaint on Little Sugarcreek Road
- Request of an officer on Park View Court

May 18, 2025

- Juvenile complaint on Mead Road
- Intoxicated subject on Feedwire Road
- Criminal damaging on Sugarcreek Drive

May 19, 2025

- Crash report on Wilmington Pike
- Theft arrest on Wilmington Pike
- Criminal damaging on River Bluff Drive

May 20, 2025

- Nothing to Report

May 21, 2025

- Welfare check on Wilmington Pike
- Traffic stops
- Peace officer needed on Surrey Trail

May 22, 2025

- Request of an officer on Lower Bellbrook Road
- Community policing
- Crash report on Wilmington Pike
- Domestic dispute on Glory Drive

May 23, 2025

- Crash report on Waynesville Road
- Crash report on Ferry Road
- Parking violation on Roger Scott Drive
- Crash report on Wilmington Pike

May 24, 2025

- Intoxicated subject on Wilmington Pike
- Neighbor problems on McBee Road
- Juvenile complaint on Wilmington Pike

May 25, 2025

- Crash report on E. Briggs Road
- Juvenile complaint on Spillway Court
- Disturbance on Wilmington Pike
- Noise complaint on Killian Court

May 26, 2025

- Juvenile complaint on Surrey Trail
- Suspicious person on Erickman Lane
- Request of an officer on Wilmington Pike
- Theft arrest on Wilmington Pike

May 27, 2025

- Nothing to Report

May 28, 2025

- Juvenile complaint on Settlers Bay Court
- Crash report on Feedwire Road
- Theft arrest on Wilmington Pike



**Staff Report for
Sugar Creek Township Trustees
June 2, 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 were 2 call outs, trees down -close road

Accomplishments:

- Ditching on Ferry Rd
- Shooting range- set posts and flagpole
- Filled potholes- LSC, Middle Run and Magnolia Trace
- Picked up wire harness for skid steer
- Cleaned all vehicles and both shops
- Finished roadside trimming
- Fixed siding on front porch
- Trimmed trees on Middle Run and Sugarhill Lane
- Cold patch potholes throughout TWP
- Pruned tree at Memorial
- Dura Patch – Ferry and Haines
- Patched mower tire
- Trimmed shrubs and mulched shop
- Cleared culvert pipes throughout Twp
- Put a new wheel on dura patcher
- Replaced curve sign on Washington Mill
- Spot spray throughout Twp
- Ferry Road – cleaned up around drain
- Mowed shop, Graveyard, Clio, Center Point and Memorial
- Went to Pavement Rating Class
- Picked up 2 dead deer and an Owl

Respectfully,
Justin Windsor
Director of Roads and Services

Payment Listing

5/16/2025 to 5/31/2025

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
94153	05/16/2025	05/16/2025	AW	CHARTER COMMUNICATIONS	\$711.65	O
				Purpose: All Depts - network and phone services		
94154	05/16/2025	05/16/2025	AW	Green & Green, Lawyers	\$725.00	O
				Purpose: Admin - legal fees		
94155	05/16/2025	05/16/2025	AW	HOSE TEAM LLC	\$100.00	O
				Purpose: Roads - hose repair		
94160	05/20/2025	05/20/2025	AW	ODP BUSINESS SOLUTIONS,LLC	\$79.40	O
				Purpose: Police - USB's, tape		
94161	05/20/2025	05/20/2025	AW	OHIO PEACE OFFICERS TRAINING ACADE	\$800.00	O
				Purpose: Police - training, Officer Klark		
94162	05/20/2025	05/20/2025	AW	BELLBROOK LIONS CLUB	\$72.00	O
				Purpose: Admin - annual dues		
94163	05/20/2025	05/20/2025	AW	CITI CARDS	\$266.30	O
				Purpose: Admin - minute book, flowers x3, tp, papertowels, coffe, water		
94164	05/20/2025	05/20/2025	AW	VALLEY ASPHALT CORPORATION	\$652.80	O
				Purpose: Roads - cold mix		
94165	05/20/2025	05/20/2025	AW	CIVIC PLUS	\$7,571.64	O
				Purpose: All Depts - web redesign & annual renewal		
94166	05/20/2025	05/20/2025	AW	MES Service Company LLC	\$515.13	O
				Purpose: Fire - facemask		
94167	05/20/2025	05/20/2025	AW	FIRE APPARATUS SERVICE AND REPAIR, I	\$2,129.54	O
				Purpose: Fire - asi e-72, foam service e-72, tank to pump ball valve repair e-72, AC freon added e-71, waterlevel gauge repair e-71, fire pump service e-72, pump panel lights repair		
94168	05/20/2025	05/20/2025	AW	POLLACK LAW, LLC	\$1,347.50	O
				Purpose: Fire - legal fees		
94169	05/21/2025	05/21/2025	AW	Outdoor Enterprise	\$179,033.63	O
				Purpose: Admin - construction on Veterans Memorial		
94170	05/27/2025	05/27/2025	AW	DUNCAN OIL COMPANY	\$3,173.00	O
				Purpose: Roads, Police, Fire - fuel		
94171	05/27/2025	05/27/2025	AW	O'REILLY AUTOMOTIVE, INC.	\$22.94	O
				Purpose: Police - wiper blade		
94172	05/27/2025	05/27/2025	AW	GERMAIN FORD	\$72.41	O
				Purpose: Police - car 114		
94173	05/27/2025	05/27/2025	AW	MUFFLER BROTHERS	\$472.27	O
				Purpose: Police - car 114		
94174	05/27/2025	05/27/2025	AW	ENERGY OPTIMIZERS, USA	\$959.01	O
				Purpose: All Depts - emergy service agreement		
94175	05/27/2025	05/27/2025	AW	ODP BUSINESS SOLUTIONS,LLC	\$67.22	O
				Purpose: Police - copy paper, office supplies		
94176	05/27/2025	05/27/2025	AW	TREASURER OF STATE	\$100.00	O
				Purpose: Police - access fee		
94177	05/27/2025	05/27/2025	AW	AT&T MOBILITY	\$756.72	O
				Purpose: Fire - mdt and life pak connections		
94178	05/27/2025	05/27/2025	AW	Miami Valley Power Equipment	\$226.19	O
				Purpose: Roads - carlisle multi trac cs 4 ply, tire deposit fee, valve stem, bead seal		
94179	05/27/2025	05/27/2025	AW	MELVIN STONE COMPANY	\$337.31	O

Payment Listing

5/16/2025 to 5/31/2025

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
				Purpose: Roiads - #9 limestone		
94180	05/27/2025	05/27/2025	AW	TAYLOR STINSON	\$40.00	O
				Purpose: Roads - cell phone reimbursement		
94181	05/27/2025	05/27/2025	AW	Justin Windsor	\$60.00	O
				Purpose: Roads - cell phone reimbursement		
94182	05/27/2025	05/27/2025	AW	JOSHUA DARNELL	\$40.00	O
				Purpose: Roads - cell phone reimbursement		
94183	05/27/2025	05/27/2025	AW	IAN TAMPLIN	\$40.00	O
				Purpose: Roads - cell phone reimbursement		
94184	05/27/2025	05/27/2025	AW	CHASE MORGAN	\$40.00	O
				Purpose: Roads - cell phone reimbursement		
94185	05/27/2025	05/27/2025	AW	CAROLYN L. DESTEFANI	\$40.00	O
				Purpose: Admin - cell phone reimbursement		
94186	05/27/2025	05/27/2025	AW	FRED CRAMER	\$40.00	O
				Purpose: Admin - cell phone reimbursement		
94187	05/27/2025	05/27/2025	AW	RICH DEMKO	\$40.00	O
				Purpose: Admin - cell phone reimbursement		
94188	05/27/2025	05/27/2025	AW	MARVIN MOELLER	\$40.00	O
				Purpose: Admin - cell phone reimbursement		
94189	05/27/2025	05/27/2025	AW	CARA TILFORD	\$460.00	O
				Purpose: Admin - cell phone reimbursement and car allowance		
94190	05/27/2025	05/27/2025	AW	BARRY TIFFANY	\$760.00	O
				Purpose: Admin - cell phone reimbursement and car allowance		
94191	05/27/2025	05/27/2025	AW	MICHAEL BROWN	\$60.00	O
				Purpose: Police - cell phone reimbursement		
94192	05/27/2025	05/27/2025	AW	MARK WHITE	\$40.00	O
				Purpose: Police - cell phone reimbursement		
94193	05/27/2025	05/27/2025	AW	Paul Guerrero	\$40.00	O
				Purpose: Police - cell phone reimbursement		
94194	05/27/2025	05/27/2025	AW	LESLEY STAYER	\$40.00	O
				Purpose: Police - cell phone reimbursement		
94195	05/27/2025	05/27/2025	AW	TYLER MANTIA	\$40.00	O
				Purpose: Police - cell phone reimbursement		
94196	05/27/2025	05/27/2025	AW	CRAIG BLACK	\$40.00	O
				Purpose: Police - cell phone reimbursement		
94197	05/27/2025	05/27/2025	AW	BRIAN DECKARD	\$40.00	O
				Purpose: Police - cell phone reimbursement		
94198	05/27/2025	05/27/2025	AW	DOUG EVANS	\$40.00	O
				Purpose: Police - cell phone reimbursement		
94199	05/27/2025	05/27/2025	AW	Don Root	\$3.50	O
				Purpose: Police - Reimbursement for new key		
94202	05/28/2025	05/28/2025	AW	White Cap, L.P.	\$3,936.00	O
				Purpose: Roads - ADA ramp pads		
94203	05/28/2025	05/28/2025	AW	CHOICE ONE ENGINEERING	\$3,562.50	O
				Purpose: Admin - Veterans Memorial Pickelball Courts		
94204	05/28/2025	05/28/2025	AW	MUFFLER BROTHERS	\$69.50	O

Payment Listing
5/16/2025 to 5/31/2025

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
		Purpose: Police - 2021 ford oil change				
94205	05/28/2025	05/28/2025	AW	GERMAIN FORD	\$181.50	O
		Purpose: Police - 2018 Ford diagnostic				
94206	05/28/2025	05/28/2025	AW	O'REILLY AUTOMOTIVE, INC.	\$13.99	O
		Purpose: Police - parts				
94207	05/28/2025	05/28/2025	AW	WASH IT DEAN	\$125.00	O
		Purpose: Police - car washes				
94208	05/28/2025	05/28/2025	AW	ODP BUSINESS SOLUTIONS,LLC	\$56.11	O
		Purpose: Police - tape, coffee				
94209	05/28/2025	05/28/2025	AW	AES OHIO	\$287.64	O
		Purpose: Fire - station 71 electric				
94210	05/28/2025	05/28/2025	AW	CFS Inspections	\$1,793.00	O
		Purpose: Fire - Yearly ladder inspection				
94212	05/30/2025	05/28/2025	AW	Sun Life	\$1,899.87	O
		Purpose: employer withholdings - dental				
94213	05/28/2025	05/28/2025	AW	SUGARCREEK DIRECT FAMILY CARE	\$2,131.00	O
		Purpose: All Depts - family care				
94214	05/29/2025	05/29/2025	AW	JEFFERSON HEALTH PLAN	\$72,169.37	O
		Purpose: All Depts - employee/employer withholdings - health plan				
94215	05/29/2025	05/29/2025	AW	Cardiologists of Greene County	\$352.00	O
		Purpose: Fire - Rigsby - fit for duty test				
94216	05/29/2025	05/29/2025	AW	OCCUPATIONAL HEALTH CENTERS OF OH	\$160.00	O
		Purpose: Fire - new hire physical				
Total Payments:					\$288,872.64	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$288,872.64	

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 May 19th, 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. Moeller and Mr. Cramer in attendance. Also, in attendance were Barry Tiffany, Cara Tilford, Chief Doug Buffenbarger, Chief Mike Brown, Justin Windsor, Donna Hellmann, Noah Study, Jim McGinley, Jan Tavalero, and Nicole Harris.

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

4) Deputy Health Commissioner – Noah Study

Mr. Study, Deputy Health Commissioner of Greene County Public Health, provided an overview of the department's work and recent accomplishments.

5) Reports

Administration

Mr. Tiffany had nothing to add to his report but requested an executive session at the end of the meeting. Mr. Cramer inquired when the official AER report will be available. Mr. Tiffany noted that he has a draft of the AER report and is hoping to receive the final report this week or next. Mr. Cramer announced that the official ribbon-cutting ceremony for the Veterans Memorial Park has been rescheduled for August 16th.

Zoning

Mrs. Tilford had nothing to add to her report. Mrs. Tilford mentioned that the Ohio Revised Code no longer permits a complete ban on door-to-door solicitors; however, the Township can regulate their activity and require registration and ID badges. Mrs. Tilford recommended providing uniform "Do Not Solicit" window stickers to interested residents, available for pickup at the Township office, as an option for the trustees to consider.

Fiscal Officer

Mr. Demko had nothing to add to his report. Mr. Demko noted that the tax budget is due in July and highlighted a nearly \$20,000 increase in the OTARMA insurance premium. He also questioned whether the Fisher Sculpture payment is the last and plans to verify it.

Fire

Chief Buffenbarger added that the new medic unit build is scheduled to start in December and will take 6-12 months to complete. He noted that Fire Apparatus suspects the engine in the reserve medic may be blow, and a decision will need to be made on whether to repair it, as there will be no backup unit until the new one arrives. Chief Buffenbarger mentioned that Cornerstone accounts for over half of fire calls this year, including 57 false alarms.

Police

Chief Brown had nothing to add to his report.

Roads and Service

Mr. Windsor had nothing to add to his report.

Information Technology

Mr. Tiffany had nothing to add to his report. Mr. Tiffany noted that some older computers running Windows 10 will need to be updated this year if they are to remain in use. He also reported all cameras in the Public Safety Building are fully operational.

Trustees

Mr. Cramer mentioned that he and Mr. Moeller will be attending the Centerville Mayor's Breakfast.

6) Public Comments – Agenda Items

None.

7) Old Business

Mr. Cramer noted that the joint meeting with the City of Bellbrook, Parks, and School Districts is scheduled for November 17th from 5pm to 7pm at the Bellbrook City Building.

8) Consent Agenda Items

A. Payment of Bills

B. Minutes

C. Accepting Section 8 of the Landings of Sugarcreek – 2025.05.19.01

D. Declaration of Excess Property – Fire Department – 2025.05.19.02

E. Appointment of Fire Department Staff – Austin Kendall – 2025.05.05.04

F. Proclamation – Memorial Day 2025

RESOLUTION NO. 2025.05.19.01

IN RE: Acceptance of Dedicated Roadway for Maintenance
of Streets and Storm Systems for The Landings Section 8

WHEREAS, this Board of Township Trustees has received the name of The Landings Subdivision, Section 8, from the Greene County Engineer which will become the responsibility of Sugarcreek Township per Ohio Revised Code (O.R.C.) 5553.31; and,

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

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

The Landings Subdivision, Section 8

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

RESOLUTION NO. 2025.05.19.02

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.

- 3 sets – MDI Immobile-Vac Vacuum Splints
- 1 - MDI Immobile-Vac Vacuum Mattress
- Additional Splints
 - 1- ankle
 - 3- Arm
 - 1- Leg
- 3 – Physio Control LIFEPAK Interchangeable Mount (Part#NCE-H7000) LP 15 mounting Brackets

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. 2025.05.19.03

IN RE: Appointment of Fire Department Staff
Austin Kendall

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, Austin Kendall has the necessary qualifications to serve in that capacity for the Sugarcreek Township Fire Department; and,

NOW, THEREFORE, BE IT RESOLVED, that Austin Kendall 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 Austin Kendall will have an effective date of May 16th, 2025, with a one (1) year probationary period ending on May 16th, 2026.

PROCLAMATION **MEMORIAL DAY**

WHEREAS, on Memorial Day, our nation pauses to remember the brave men and women in uniform and their sacrifice to protect the interests of our country and defend our freedoms; and

WHEREAS, Sugarcreek Township is blessed to be the home of many military veterans who have shown courage and valor, often in the face of grave danger; and

WHEREAS, on this Memorial Day, Sugarcreek Township's citizens remember those who have made the ultimate sacrifice for this country, and comfort the families and friends of those who lost a loved one, as we are forever indebted to those who have died in defense of our Republic; and

WHEREAS, we reflect upon the enormous contributions to our county of our fallen warriors, we also pay tribute to the next generation of Sugarcreek Township citizens who have chosen to serve in the United States Armed Forces, as they are committed to sustaining a legacy of unyielding patriotism; and

WHEREAS, the citizens of Sugarcreek Township must always stand united in remembrance of those who have given so much so that we can live in freedom, prosperity, and enjoy the blessings our country has to offer;

THEREFORE, be it proclaimed by the **BOARD OF TRUSTEES OF SUGARCREEK TOWNSHIP, OHIO** that this 26th day of May, 2025 we call the observance of Memorial Day to the attention of all our citizens.

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

Mr. Cramer – Yes
Mr. Moeller – Yes

9) Discussion Agenda Items

None.

10) Public Comments

Nicole Harris asked for clarification on the planned expansion of Feedwire Road from Clys to Little Sugarcreek and whether there are any plans to extend the project toward the middle school. Mr. Tiffany confirmed there is a long-term plan to widen Feedwire Road to five lanes up to Upper Bell, but it is not yet scheduled. Current priorities include the bridge over 675 and the stretch from Clys to Little Sugarcreek.

11) Trustee/Staff Discussions

Mr. Tiffany requested an executive session under the Ohio Revised Code 121.22 G4 to prepare for, conduct, or review negotiations or bargaining sessions with public employees concerning their compensation of employment. This pertains to the fire contract.

Mr. Cramer made a motion to enter executive session in accordance with the cited provisions. Mr. Moeller seconded.

Mr. Moeller – Yes

Mr. Cramer – Yes

The board returned to regular session at 8:27pm. Mr. Tiffany reviewed the tentative fire contract, which included a 6% raise this year and 8% next year to improve competitiveness and retention. The agreement also changes overtime rules, requiring backfilling only when staffing drops below five, potentially saving \$30,000-\$50,000 annually.

Mr. Moeller made a motion to accept the conditions as presented. Mr. Cramer seconded.

Mr. Moeller – Yes

Mr. Cramer – Yes

12) Adjourn

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

Mr. Cramer – Yes

Mr. Moeller – Yes



**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2025.06.02.01**

IN RE: 2024 Collective Bid Agreement with Greene County Engineer

WHEREAS, this Board of Trustees has agreed to participate in the competitive bid contract for the Collective Paving Program for 2025 as bid by the Greene County Engineer; and,

WHEREAS, this opportunity enables Sugar Creek Township to participate in a competitive bidding contract that the Greene County Engineer offers to all government entities of Greene County; and,

WHEREAS, this cooperative Collective Bid Program affords significant savings to Sugar Creek Township through the economies of scale realized by group purchasing and unified contract administration,

NOW, THEREFORE, BE IT RESOLVED, that this Board of Trustees, by executing the attached document, does hereby enter into said agreement and authorizes payment for the Township's proportional share of roadwork completed.

Fred Cramer, Chairperson

Carolyn Destefani, Vice Chairperson

Marvin Moeller, Trustee

Richard J. Demko, Fiscal Officer

**AGREEMENT BETWEEN THE GREENE COUNTY ENGINEER
AND
THE SUGARCREEK TOWNSHIP BOARD OF TRUSTEES**

The Greene County Engineer and the Sugar creek Township Board of Trustees (hereinafter referred to as the Engineer and the Trustees, respectively), agree to the following:

WHEREAS, the Trustees desire to participate with the Engineer in the competitive bid contract for the 2025 Collective Paving as bid by the Greene County Engineer; and

WHEREAS, all work within the Trustees' jurisdiction shall be inspected by the Trustees, and all questions which may arise as to quality and acceptability of materials furnished, work performed, the rate of progress, the interpretation of the specifications, and the acceptable fulfillment of the contract on the part of the Contractor will be decided by the Trustees; and

WHEREAS, the Contractor will invoice the Trustees directly for the actual quantities of work performed, all line-item extras, and/or negotiated extra work in accordance with ORC 5575.05; and

WHEREAS, the Engineer shall withhold all retainage for the total Collective Paving Bid for 2025 bidding contract from the County's share of the work, and the Engineer will ensure that the work has been performed in accordance with the Township's instructions prior to releasing the retainage. The Engineer will ensure the work has been performed in accordance with the Township's instructions.

THEREFORE, the acceptance of this agreement is indicated by the signatures below:

GREENE COUNTY ENGINEER:

Witnessed by: *Kelly Miller*

Stephanie Ann Goff
Stephanie Ann Goff, P.E., P.S.

SUGARCREEK TOWNSHIP TRUSTEES:

By Resolution No: _____

Date: _____

Approved as to form by:

[Signature]
Prosecuting Attorney's Office
Counsel for County Engineer



**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2025.06.02.02**

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 item listed has been declared obsolete and has been marked for disposition for bid on GovDeals.com.

- 2018 Ford Police Interceptor Utility
VIN – 1FM5K8AR3JB68893
Engine is bad, Needs new engine

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.

Fred Cramer, Chairperson

Carolyn L. Destefani, Vice Chairperson

Marvin Moeller, Trustee

Richard J. Demko, Fiscal Officer