

The Board of Trustees of Sugarcreek Township, Greene County, Ohio, in Regular Session on June 16, 2025, at 7:00pm.

1) Mr. Cramer called the session to order at 7:10pm.

2) Mr. Demko called the roll with Board Members Mr. Moeller, Mrs. Destefani, and Mr. Cramer in attendance. Also, in attendance were Barry Tiffany, Chief Mike Brown, Chief Doug Buffenbarger, Justin Windsor, Donna Hellmann, Louie Schatzberg, 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. Cramer inquired if the AER report was made public. Mr. Tiffany noted that the AER report has been made public, though it is still in progress.

Zoning

Mrs. Tilford had nothing to add to her report. Mr. Moeller referenced a notation in Mrs. Tilford's report indicating that the developer had not secured a partner for the project and had inquired about switching to multi-family housing. Mr. Moeller also asked for clarification on the location of the proposed development. Mr. Tiffany noted that the development in question is The Grands on Brown Road. Mr. Tiffany explained that the assisted living portion had not been constructed, and the developer had inquired about converting that portion to additional apartment units.

Fiscal Officer

Mr. Demko reported that a request was submitted for a \$43,000 increase in appropriations to the Police Department for the replacement of 10 MDT's. Of that amount, \$14,000 was located within existing Police Department appropriations, resulting in a net appropriation increase of \$29,000.

Fire

Chief Buffenbarger had nothing to add to his report. At Mrs. Destefani's request, Chief Buffenbarger provided an update on the department's recent recognition from the American Heart Association for its commitment to quality care in heart and stroke response. The Trustees discussed the mutual aid data presented for the previous three years.

Police

Chief Brown had nothing to add to his report. Mrs. Destefani inquired about the purchase of 10 MDT's. Chief Brown explained that the department has 15 MDT's, all near the end of their service life. Of those 10 are being replaced now, while 5 may be salvageable for another year.

Roads and Service

Mr. Windsor had nothing to add to his report.

Information Technology

Mr. Tiffany reported that the battery backups for the computers are no longer holding a charge and will be replaced at a cost of \$700. He also noted that the server room circuits are no longer connected to the generator. RadioElectric and TechAdvisors are scheduled to test the circuits to determine the cause.

Trustees

Mr. Moeller expressed concerns over the proposed constitutional amendment to eliminate property taxes and emphasized the need to begin informing the public about its potential consequences. Mr. Moeller suggested requiring a second medical opinion for all employees on medical leave to consistency and protect taxpayer funds. Due to the personal nature of the issue, further discussion was deferred to the executive session scheduled for later in the evening.

Mrs. Destefani noted that she attended the Greene County Flag Day Ceremony and has been actively promoting the Veterans Memorial. She also shared that the Baby Box Program is fully funded, with growing interest in expanding the program within Greene County.

5) Public Comments – Agenda Items

Denise Moore expressed support for recording and posting trustee meetings online to better share important information and highlights, such as recent awards. She also complimented the new sign out front.

6) Old Business

- A. City of Bellbrook, Bellbrook Sugarcreek Parks and Schools Meeting – November 17, 2025

7) Consent Agenda Items

- A. Payment of Bills
- B. Minutes
- C. Acceptance of Dedicated Roadway for Maintenance – Landing of Sugarcreek Section 7 – 2025.06.16.01
- D. Appointment of Fire Staff – Ryan Turnley, Katlyn Erbaugh, Scott Gisi, Shyann Bowman – 2025.06.16.02
- E. Resignation of Fire Department Staff – Peyton Merle – 2025.06.16.03
- F. Resolution of Necessity – Roads and Services – 2025.06.16.04
- G. Increase Appropriations – Police – 2025.06.16.05
- H. Transfer of Appropriations – Police – 2025.06.16.06
- I. Proclamation: Recognizing Life Saving Efforts – St. Francis of Assisi Parish Employees

RESOLUTION NO. 2025.06.16.01

IN RE: Acceptance of Dedicated Roadway for Maintenance
of Streets and Storm Systems for The Landings Section 7

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 7

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. 2025.06.16.02

IN RE: Appointment of Fire Department Staff
Ryan Turnley, Katlyn Erbaugh, Shyann Bowman, Scott Gisi

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 I/EMT, EMS Only and Firefighter II/EMT; and,

WHEREAS, Ryan Turnley, Katlyn Erbaugh, Shyann Bowman and Scott Gisi have the necessary qualifications to serve in those capacities for the Sugarcreek Township Fire Department; and,

NOW, THEREFORE, BE IT RESOLVED, that Ryan Turnley shall be appointed to the position of Part-Time Firefighter I/EMT within the Sugarcreek Fire Department at the rate of \$17.72 per hour, and Katlyn Erbaugh shall be appointed to the position of Part-Time EMS Only within the Sugarcreek Fire Department at the rate of \$17.54 per hour, Shyann Bowman shall be appointed to the position of Part-Time Firefighter II/EMT-B within the Sugarcreek Fire Department at the rate of \$18.80 per hour, and Scott Gisi shall be appointed to the position of Part-Time Firefighter II/EMT-P and Safety Inspector within the Sugarcreek Fire Department at the rate of \$21.15 per hour; and,

FURTHER BE IT RESOLVED, the above-mentioned appointments for Ryan Turnley and Katlyn Erbaugh will have an effective date of June 3, 2025, with a one (1) year probationary period ending on June 3, 2026, and Shyann Bowman and Scott Gisi will have an effective date of June 10, 2025, with a one (1) year probationary period ending on June 10, 2026.

RESOLUTION NO. 2025.06.16.03

IN RE: Resignation of Fire Department Staff – Payton Merle

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

WHEREAS, Payton Merle was hired as a member of the Sugarcreek Township Fire Department on August 29, 2024; and,

WHEREAS, Chief Doug Buffenbarger recommends we accept the resignation of Ms. Merle.

NOW THEREFORE, BE IT RESOLVED that the Board of Sugarcreek Township Trustees officially accepts the resignation of Payton Merle effective June 23, 2025.

RESOLUTION OF NECESSITY

*RESOLUTION REQUESTING CERTIFICATION FROM COUNTY AUDITOR
PURSUANT TO OHIO REVISED CODE SECTION 5705.03
(Dollar amount of revenue generated by specified number of mills)*

WHEREAS, the Board of Trustees of Sugarcreek Township, Greene County, OH,
Governing body (e.g. board of trustees, etc) Political subdivision
determines that it is necessary to levy a tax outside the ten-mill limitation, and

WHEREAS, before seeking to have a levy approved by the electors of Sugarcreek Township excluding Bellbrook,
Portion of Political Subdivision (authorized to vote on issue)
the Board of Trustees must seek the certification of the Greene County Auditor in compliance with
Governing body
Section 5705.03 of the Ohio Revised Code, submitted for the General election held
General, Primary, Special
on November 4, 2025.
Date of Election

THEREFORE, BE IT RESOLVED, by the Board of Trustees of Sugarcreek Township,
Governing body Political subdivision
Greene County, OH, that the Greene County Auditor is hereby requested to certify to the Board of Trustees:
Governing body

- 1. The total current tax valuation of Sugarcreek Township, and
Portion of Political Subdivision (authorized to vote on issue)
- 2. The dollar amount of revenue that would be generated by 0.80 mills.
Millage

BE IT FURTHER RESOLVED that the purpose of the tax is for a road levy
Purpose (use additional lines if needed)

And is for five (5) commencing and appearing on the tax list for the years specified: 2026-2030.
Rate of time expressed in years or continuing period of time (CPT) List the years levy will appear on the tax list

Such tax is authorized to be submitted to a vote of the electors of the Sugarcreek Township excluding Bellbrook pursuant
Portion of Political Subdivision (authorized to vote on issue)
to Section 5705.19 (G) of the Ohio Revised Code, and which shall be
ORC Section

_____ a renewal of an existing levy
(Insert "an additional levy", "a renewal of an existing levy", or "a replacement of an existing tax")

BE IT FURTHER RESOLVED that the Greene County Auditor is requested to issue the certification within ten days after receiving this Resolution.

_____ moved for the adoption of the Resolution, and
 _____ seconded the motion. The vote was as follows:

_____ voted _____
 _____ voted _____

Having received the required two-thirds majority, the Resolution was adopted.

Adopted _____
Month and day Year

FISCAL OFFICER CERTIFICATION

I, _____ of _____, Greene County, Ohio,
Name of Fiscal Officer or Clerk Political subdivision

certify this Resolution to be a true and correct copy of Resolution No. _____, as
Resolution number

adopted by the _____ of _____, Greene County, Ohio,
Governing Body Political subdivision

and recorded in the official record of proceedings of the meeting held on _____,
Month and Day Year

RESOLUTION NO. 2025.06.16.05
 IN RE: Increase Appropriations for Police Fund

WHEREAS, the need exists to increase appropriations for the 2081 Police Fund; and,

WHEREAS, the Fiscal Officer has certified the availability of these funds within the 2025 Budget and has provided this Board with the funding number and the Township Administrator has provided the amount to be appropriated:

<u>Fund Name</u>	<u>From</u>	<u>To</u>
Machinery, Equipment & Furniture 2081-760-740-0000	\$16,500.00	\$45,500.00

NOW THEREFORE BE IT RESOLVED, the increased appropriation shall be made in accordance with the law.

TRANSFER OF APPROPRIATIONS
 Police Department

RESOLUTION #: 2025.06.16.06

<u>Debt Fund Number</u>	<u>Account Name</u>	<u>Credit Fund Number</u>	<u>Account Name</u>	<u>Amount</u>
2081-210-360-0001	Dispatch	2081-760-740-0000	Machinery, equipment & furniture	\$5,000
2081-820-820-0000	Principal Payments	2081-760-740-0000	Machinery, equipment & furniture	\$6,000
2081-830-830-0000	Principal Interest	2081-760-740-0000	Machinery, equipment & furniture	\$3,000

Explanation of Transfer(s): MTD's

PROCLAMATION

IN RE: Recognition of Life Saving Efforts

WHEREAS, on Tuesday, May 20, 2025, St. Francis of Assisi parish employees Jeanne Sheppard, Robert Theewis, and Kevin Allen demonstrated quick thinking and selfless action that resulted in saving the life of another; and

WHEREAS, Jeanne Sheppard promptly contacted emergency services by calling 911, while Robert Theewis and Kevin Allen administered critical CPR, taking immediate and decisive action during a medical emergency; and

WHEREAS, their swift recognition of the severity of the situation and their willingness to act without hesitation directly contributed to saving the life of John Van Hook; and

WHEREAS, had it not been for their courageous and timely response, the outcome could have been tragically different;

NOW, THEREFORE, be it recognized and commended by the Board of Trustees of Sugarcreek Township that Jeanne Sheppard, Robert Theewis, and Kevin Allen acted with

extraordinary courage, presence of mind, and a profound sense of duty. Their actions exemplify the highest standards of community service and human compassion. Their compassion and willingness to help in a moment of crisis are a powerful testament to the goodness and strength that exist within our community.

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

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

8) Discussion Agenda Items

None

9) Public Comments

Donna Hellmann noted an issue with accessing the meeting packet, suggesting a possible glitch worth looking into. She also asked about the speed monitoring signs that were located on Clio Road. Chief Brown explained that the signs are rotated to different locations a few times a year to prevent drivers from becoming desensitized.

Louie Schatzberg praised the progress of the Veterans Memorial and shared a positive interaction with a Sugarcreek Township work crew.

Denise Moore voiced concern that county commissioners aren't contributing to the I-675 project and suggested a letter writing campaign to raise awareness. The Trustees noted progress is being made and prefer to continue working behind the scenes. Ms. Moore also shared that Sugarcreek Cares is sponsoring Juneteenth Week events.

10) Trustee/Staff Discussions

Mr. Moeller attended the sheriff's flag retiring ceremony at the fairgrounds and found it deeply moving, especially the reading of the "13 Folds of the American Flag."

Mrs. Destefani outlined the plans for the Veterans Memorial Ceremony and would like to get the invitations out soon.

Mr. Cramer gave an update on the water project for Mead Road, Washington Mill, and River Ridge. Mr. Tiffany is working on revising the petition language to request an informational meeting for township residents.

Mr. Cramer noted that a one-page summary outlining the benefits of the bike trail has been prepared and will be sent to Alex from Bernie Moreno's office, who has agreed to champion the effort. Mr. Tiffany shared Mrs. Tilford's concerns about limited federal funding for bike infrastructure under the current administration, suggesting the township may have better luck focusing Bernie Moreno's support on the Wilmington Pike project and letting Greene County Parks pursue funding for the bike trail. The Trustees emphasized that any progress must include community input to avoid past issues with lack of awareness.

11. Executive Session

121.22 G1 – To consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official.

121.22 G2 – To consider the sale of property at competitive bidding, or the sale or other Disposition of unneeded, obsolete, or unfit-for-us property in accordance with section 505.10 of the Revised Code.

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

Mr. Moeller – Yes

Mrs. Destefani – Yes

Mr. Cramer – Yes

The board exited the Executive Session at 11:04pm and returned to the regular meeting.

Mrs. Destefani made a motion to amend the sick leave policy for all Sugarcreek Township employees by adding Section 6.12.6, which allows for the annual sellback or payout of sick leave. The written document will be entered into the official record.

Mr. Moeller seconded.

Mr. Cramer – Yes

Mrs. Destefani – Yes

Mr. Moeller – Yes

Mr. Cramer made a motion to approve a 6% pay total pay increase for Chief Buffenbarger, Chief Zimmerman, the Township Administrator, and the Assistant Township Administrator, retroactive to the first full pay period in April.

It was noted that this adjustment is not precedent setting.

Mr. Moeller seconded.

Mrs. Destefani – Yes

Mr. Moeller – Yes

Mr. Cramer – Yes

11) Adjourn

Mr. Cramer made a motion to adjourn. Upon call of the roll, the vote resulted in the following:

Mrs. Destefani – Yes

Mr. Cramer – Yes

Mr. Moeller – Yes