

The Board of Trustees of Sugarcreek Township, Greene County, Ohio, in Regular Session on August 18th, 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. Cramer, Mrs. Destefani, and Mr. Moeller in attendance. Also, in attendance were Barry Tiffany, Chief Buffenbarger, Justin Windsor, Jan Tavalero, 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 the next CLOUT meeting is on Monday, and all trustees plan to attend.

Zoning

Mrs. Tilford had nothing to add to her report.

Fiscal Officer

Mr. Demko reported that the tax revenue was received and allocated to the departments. The July 31st appropriation report shows higher than expected costs for medical/dental benefits, natural gas, and property insurance. Tax collection fees also came in higher than budgeted, Mr. Demko is waiting on clarification from the auditor on their formula and has adjusted appropriations accordingly.

Fire

Chief Buffenbarger had nothing to add to his report. Chief Buffenbarger noted that he will be meeting with the other fire chiefs to discuss staffing and mentioned that the former chief's advisor appears to share the township's views on staffing and costs, which is encouraging.

Police

Chief Brown had nothing to add to his report.

Roads and Service

Mr. Windsor had nothing to add to his report. Mr. Windsor noted that the paving invoice came in about 40% below the quoted amount. After consulting with the county engineer's office, he learned that estimates were initially inflated so the final bill appears lower. Mr. Tiffany added that, while the savings is welcome, more roads could have been paved this year, and he plans to discuss this with the county engineer.

Information Technology

Mr. Tiffany had nothing to add to his report.

Trustees

Mr. Moeller attended the Miami Valley Regional Planning meetings. He discussed concerns about the 675/Wilmington Pike Corridor with the District 8 manager, emphasizing the need for bridge and roadway repairs. Mr. Moeller also attended the Veterans Memorial dedication and praised staff for their work in organizing the event. Finally, he raised concerns about Centerville's public hearing on

marijuana dispensaries in business districts, noting potential impacts on Sugarcreek residents. The trustees agreed to clarify details before sending a letter of opposition.

Mrs. Destefani noted that she is working on the thank you letters for the Veterans Memorial dedication and that proclamations were received from Senator Kaler and Houston’s office. She also noted that the Baby Box program contract is being finalized.

Mr. Cramer noted that the Veterans Memorial ceremony was a success and was well attended by state, county, and local officials. He also noted that he and Mrs. Tilford met with RCAP, which plans to hold a public meeting to explain options for extending county water to parts of Sugarcreek and River Ridge 2. Mr. Tiffany emphasized that this is not a Township-funded project; the Township’s role is solely to support residents and assist them through the process.

5) Public Comments – Agenda Items

None.

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. Transfer of Appropriations – All Departments - 2025.08.18.01
- D. Accept the Resignation of Fire Department Staff – Chris DeHays – 2025.08.18.02
- E. Appointment of Fire Department Staff – Hayden Toops – 2025.08.18.03
- F. Declaration of Excess Property – Fire Department – 2025.08.18.04
- G. Acceptance of Dedicated Roadway for Maintenance of Streets and Storm Systems for The Landings Section 2 – 2025.08.18.05
- H. Authorizing the Township Administrator to Act as a Signatory for an Agreement for Professional Services with Dadd Memorials – 2025.08.18.06

TRANSFER OF APPROPRIATIONS

All Departments

RESOLUTION #: 2025.08.18.01

<u>Debt Fund Number</u>	<u>Account Name</u>	<u>Credit Fund Number</u>	<u>Account Name</u>	<u>Amount</u>
1000-190-370	Payment to Another Political Subdivision	1000-110-314	Tax Collection Fees	\$1,000.00
2031-330-360	Contracted Services	2031-330-314	Tax Collection Fees	\$150.00
2081-210-323	Repairs & Maintenance	2081-210-314	Tax Collection Fees	\$5,000.00
2112-220-360-0001	Contracted Services – Dispatch Center	2112-220-314	Tax Collection Fees	\$4,000.00

Explanation of Transfer(s): To cover tax collection fees

RESOLUTION NO. 2025.08.18.02

IN RE: Resignation of Fire Department Staff – Chris DeHays

WHEREAS, Part-time Paramedic, Chris DeHays, has indicated his desire to resign from the Sugarcreek Township Fire Department; and,

WHEREAS, Chris DeHays was hired as a member of the Sugarcreek Township Fire Department on August 1, 2016; and,

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

NOW THEREFORE, BE IT RESOLVED that the Board of Sugarcreek Township Trustees officially accepts the resignation of Chris DeHays with an effective date of August 7, 2025.

RESOLUTION NO. 2025.08.18.03

IN RE: Appointment of Fire Department Staff
Hayden Toops

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

NOW, THEREFORE, BE IT RESOLVED, that Hayden Toops shall be appointed to the position of Part-Time Firefighter II/EMT within the Sugarcreek Fire Department at the rate of \$18.80 per hour; and,

FURTHER BE IT RESOLVED, the above-mentioned appointment of Hayden Toops will have an effective date of August 8, 2025, with a one (1) year probationary period ending on August 8, 2026.

RESOLUTION NO. 2025.08.18.04

IN RE: Declaration of Excess Property – Fire Department

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

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

- Scott Eagle Attack Thermal Imager with charging base

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. 2025.08.18.05

IN RE: Acceptance of Dedicated Roadway for Maintenance of Streets and Storm Systems for The Landings Section 2

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 2

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. 2025.08.18.06

IN RE: Authorizing the Township Administrator to Act as a Signatory for
an Agreement for Professional Services with Dodds Memorials

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

WHEREAS, Dodds Memorials intends to create and install Granite tablets for the service branch seals.

NOW THEREFORE, BE IT RESOLVED, that this Board of Trustees for Sugarcreek Township does hereby authorize the Township Administrator to act as signatory on behalf of the Trustees, in an amount not to exceed Sixty-Three Thousand, Nine Hundred Fifty dollars (\$63,950.00).

Mr. Tiffany explained that Dodds Memorials reduced the cost of the Veterans Memorial monuments to \$63,950.00, a savings of \$32,050.00. The revised design will use jet-black granite and include engraved dedication text. Delivery is expected within 5-7 months. Resolution 2025.08.18.06 authorizes the agreement with Dodds Memorials and grants Mr. Tiffany approval to sign.

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

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

8) Discussion Agenda Items

Mr. Tiffany noted that Perry ProTech proposed replacing the Township's copiers with Kyocera models at \$698.91 per month, compared to the current \$1152.45 with Woodhull. This would save about \$5000 annually. Perry ProTech will also pay off the balance of the current contract. All services and toner are included.

9) Public Comments

Denise Moore congratulated staff on the Veterans Memorial ceremony, noting it was beautifully organized. Ms. Moore noted all prayers have been Christian led and feels lack of diversity may send the wrong message. She also questioned why prayer is not listed on the agenda or included in the minutes. Ms. Moore asked about the follow-up process for concerns raised during meetings. The board agreed on the importance of improving communication by reporting back to residents on actions taken. A township resident expressed frustration with a door-to-door solicitor who rang their doorbell despite a clearly posted no soliciting sign. She asked if an ordinance is in effect requiring solicitors to carry permits. Mr. Tiffany explained that currently, there is no active ordinance requiring solicitors to carry permits; past attempts have been legally complicated. While police cannot enforce the sign, the township is working with the county prosecutor to develop a new ordinance.

10) Trustee/Staff Discussions

None.

11) Executive Session

None.

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

Richard J Demko, Fiscal Officer

