

The Board of Trustees of Sugarcreek Township, Greene County, Ohio, in Regular Session on November 5th, 2025, at 9:00AM.

1) Mr. Cramer called the session to order at 9:00AM.

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 Mike Brown, Chief Buffenbarger, Justin Windsor, and Donna Hellmann.

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

4) Executive session at 9:02 A.M. Executive Session pursuant to ORC 121.22G.1. The purpose of this meeting is to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee.

Mr. Cramer- Yes

Mrs. Destefani - Yes

5) Returned from Executive session at 10:17 A.M.

6) Reports

Administration

Mr. Tiffany had nothing to add to his report.

Zoning

Mrs. Tilford had nothing to add to her report.

Fiscal Officer

Mr. Demko nothing to report

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.

Information Technology

Mr. Tiffany had nothing to add to his report.

Trustees

7) Public Comments – Agenda Items

None.

8) Old Business

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

Mr. Tiffany noted that an email was received on 11/04/25 from the parks department stating that they are terminating the MOU on the appointment of park board members.

9) Consent Agenda Items

- A. Payment of Bills
- B. Minutes
- C. Resignation of Police Department Staff – 2025.11.05.01
- D. Probationary Release of Fire Department Staff – 2025.11.05.02
- E. Appointment of Fire Department Staff – 2025.11.05.03
- F. Approval of IPS Access Control System and Authorizing Township Administrator to Enter into Contract – 2025.11.05.04
- G. Amend Agreement with TechAdvisors and Authorizing Township Administrator to Enter into Amended Contract – 2025.11.05.05
- H. Amend Resolution 2025.10.20.03 Resignation of Fire Department Staff Bryan Deis, Shawn Smith

RESOLUTION NO. 2025.11.05.01

IN RE: Resignation of Police Department Staff – Douglas Evans

WHEREAS, Full Time Police Officer, Douglas Evans has indicated his desire to resign from the Sugarcreek Township Police Department, effective October 29, 2025; and,

WHEREAS, Chief Michael Brown recommends we accept the resignation of Douglas Evans.

NOW THEREFORE, BE IT RESOLVED that the Board of Sugarcreek Township Trustees officially accepts the above-mentioned resignation effective October 29, 2025.

RESOLUTION NO. 2025.11.05.02

IN RE: Probationary Release of Fire Department Staff – Shyann Bowman

WHEREAS, Part-time Fire Fighter II/EMT Shyann Bowman has been a member of the Sugarcreek Township Fire Department since June 10, 2025; and,

WHEREAS, during his probationary period, Ms. Bowman has not satisfied the requirements of his position,

NOW THEREFORE, BE IT RESOLVED that the Board of Sugarcreek Township Trustees does hereby authorize the probationary release of Shyann Bowman from her duties as Part-time Fire Fighter II/EMT effective October 27, 2025.

RESOLUTION NO. 2025.11.05.03

IN RE: Appointment of Fire Department Staff
Ryan Turnley

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; and,

WHEREAS, Ryan Turnley has 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,

FURTHER BE IT RESOLVED, the above-mentioned appointment for Ryan Turnley will have an effective date of October 24, 2025, with a one (1) year probationary period ending on October 24 2026.

RESOLUTION NO. 2025.11.05.04

IN RE: Authorizing the Township Administrator to Act as a Signatory to Enter into an Agreement with IPS for Access Control Systems

WHEREAS, well secured facilities are necessary for the safety of all Staff in Sugarcreek Township; and

WHEREAS, Township Administrator, Barry Tiffany has determined it to be necessary, due to the age of our current system ; and

WHEREAS, Township Administrator, Barry Tiffany has received a quote from Integrated Protection Services (IPS), a copy is attached; and,

WHEREAS, Township Administrator, Barry Tiffany has reviewed and supports the purchase with a recommendation to this Board of Trustees to approve.

NOW, THEREFORE BE IT RESOLVED, that this Board of Trustees of Sugarcreek Township, Ohio, does hereby approve and authorize Township Administrator, Barry Tiffany to enter into an agreement with IPS to maintain the safety and security of Township buildings..

RESOLUTION NO. 2025.11.05.05

IN RE: Authorizing the Township Administrator to Act as a Signatory to Enter into an Agreement with TechAdvisors to Implement Multifactor Authentication

WHEREAS, well secured computer systems are necessary for the safety of information housed with Sugarcreek Township; and

WHEREAS, Township Administrator, Barry Tiffany has determined it to be necessary, to enhance security on our current computer systems; and

WHEREAS, Township Administrator, Barry Tiffany has received a quote from TechAdvisors, a copy is attached; and,

WHEREAS, Township Administrator, Barry Tiffany has reviewed and supports the purchase with a recommendation to this Board of Trustees to approve.

NOW, THEREFORE BE IT RESOLVED, that this Board of Trustees of Sugarcreek Township, Ohio, does hereby approve and authorize Township Administrator, Barry Tiffany to enter into an agreement to implement multifactor authentication with TechAdvisors to maintain the safety and security of Township computers.

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

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

10) Discussion Agenda Items

Mr. Tiffany shared concern with the outdated door entry FOB system and problems over recent years that have incurred additional costs for repairs. Looking into an upgrade to the system. Two proposed options for upgrades at \$4,000 and \$6,000 for initial costs with a \$278 monthly fee.

Mr. Tiffany also shares plans to implement a Multi-factor Authentication system through TechAdvisors on all computers. Cost \$4,170 initially, \$1000 annual charge split among all departments. Mrs. Destefani and Mr. Cramer support the door entry and multi-factor tech upgrades.

Mr. Tiffany shares the amendment of resignation resolution of Shawn Smith service with the Township. There is no monetary benefit to this amendment.

Mr. Tiffany adds clarifications on policy of leave donations to amend the current policy from an hour to hour donation to a value to value policy. This helps lesser paid employees who experience catastrophic leave at an improved rate. Mrs. Destefani and Mr. Tiffany point out that any balance of leave days that remain at the end of the year will disappear, saving the Township money.

Mrs. Destefani makes motion to approve the modification of the leave policy. Mr. Moeller seconded the motion.

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

11) Public Comments

None.

12) Trustee/Staff Discussions

Mr. Moeller asks if the city of Bellbrook has paid \$12,500 fee for the Ohio Fire Chiefs program? Mr. Tiffany informs that they have yet to be billed. Mr. Moeller expresses concern that the contract does not align with the initial intent and has concern regarding the proposed increase in staffing and loss of millage.

Mr. Moeller acknowledges his election loss and draws attention to his 50 years of service to the Township. He expresses concern with opponent's dishonest campaigning and potential negative outcomes.

Mr. Cramer shares that he received communication from Scott Miller about a meeting on Thursday November 6, 2025 at 6:00 located at the former GCCC (2960 W. Enon Rd.) to have discussion with congress persons about property taxes and roads funding ideation. Mr. Cramer plans to attend the meeting.

Mr. Tiffany shares that the positive outcomes of having the Township building be added as a voting precinct. He noted that many residents were visiting the building for the first time and it was a great engagement opportunity with residents. The Board discusses lack of communication from the Greene County Board of Elections on precinct location changes to Township residents causing confusion for voters on the day of elections.

13) Adjourn

Mr. Cramer made a motion to adjourn at 9:38am, 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