

The Board of Trustees of Sugarcreek Township, Greene County, Ohio, in Regular Session on April 2, 2012, at 7:00 pm, at 2090 Ferry Road, Bellbrook, Ohio 45305.

1. Chairperson Nadine Daugherty called the Session to order at 7:00 pm.
2. All rose and recited the Pledge of Allegiance to the Flag.
3. Mr. Hodson called the roll with Board Members Scott Bryant and Nadine Daugherty being present. Mr. Pittman was absent. In addition to Township Administrator Barry Tiffany, others present who signed in were Donna Hellman, Jim Tharpe and Jim Martin.
4. **Community Activities**
5. **Reports**
 - A. Administration

A report prepared by Mr. Tiffany will be appended to the permanent record. Mr. Tiffany said tomorrow was a big day. He said the Ohio Supreme Court will hear the Dille Annexation case in the morning.
 - B. Fire

The report prepared by the Fire Department will be appended to the permanent record. Chief Pavlak said the HVAC unit has been installed and is working again. He said Engine 72 is still in repairs for the brakes, cab lift and generator. Chief Pavlak said the Roofing job on the Public Safety Building is moving along quite well. He said we need to encourage our legislators to renew the 911 enhancement fees on cell phones. He said it currently runs for four years but would like to see it made permanent. Mr. Bryant asked if we could send a letter. Mr. Tiffany said certainly. Mr. Bryant asked Chief Pavlak where we were with the tornado siren issue which was discussed last year. Chief Pavlak said a request for a grant in funding has been sent in. If we get anything it will probably be another twelve to eighteen months before any funding is received. He said the proposed siren would cover all of Sugarcreek Township, Bellbrook and parts of Spring Valley. Mr. Bryant thanked the Chief for opening up their building for the Eagle Rise Homeowners Association meeting. He asked Mr. Tiffany about the public use of the Township building. Mr. Tiffany said we are happy to host events but does not want people here with out someone from the Township being present. Most of the events here are through the day.
 - C. Police

The report prepared by the Police Department will be appended to the permanent record. Sergeant White said he had nothing to add to the report other than he and Chief Deaton recently did an alcohol class as part of the GUIDE program.
 - D. Roads and Services

The report prepared by Mr. Messer will be appended to the permanent record. Mr. Messer said Phillips Sand and Gravel was having their Seventieth Anniversary Celebration on the 12th from 4:30 to 7:30 pm. He said the Board was invited and if they would like to attend to let him know. Mr. Messer said they dumped free manure on the community garden plot today. Mr. Bryant asked Mr. Messer what road he was currently doing berming and crack sealing on. Mr. Messer said they were finishing Valais Ct. and would be doing Conference Road next.
 - E. Zoning

The report prepared by Cara Tilford, Director of Planning and Zoning will be appended to the permanent record. Cara said Oberer Construction was planning on continuing with Phase Eight of Kable's Mill. She said they had hoped for a Safe Routes to Schools connection through Phase Eight but Oberer's opted not to do so. They said it would prevent side entries to garages, eliminate two lots and because of the existing student parking issues in Kable's Mill. Cara said she would like to hold off on the Resolution for Mr. Wiseman because they would like to do something additional. Mr. Bryant asked Cara about the Property Maintenance Violations log regarding the dead trees. Cara said the BZA had an agreement with Rollandia regarding buffer trees in exchange for a sign. She said she is following up on it. Cara said she added a Development Opportunities page to the website listing commercial properties available in the Township.

F. Trustees

Mr. Bryant said he was going to attend the Supreme Court hearing in the morning. He also said he was going to attend the MVRPC meeting and assumed the other Trustees wished him to vote for the changes to the Going Places Initiative Resolution. Mrs. Daugherty said yes to Mr. Bryant's question about the Resolution. She also said she attended the Eagle Rise Home Owner's Association meeting.

6. **Old Business**

- Website Development – Mrs. Daugherty said this was just discussed in work session.
- Personnel Manual - Mrs. Daugherty said the kickoff meeting is scheduled for April twelfth.
- Road Levy – Mrs. Daugherty said the levy will be discussed at the next work session. Mr. Bryant said he will look at the numbers to decide how to proceed.
- Speed Limit Study on Ferry Road – Mrs. Daugherty asked Tracey the status. Mr. Messer said the data collection equipment has been out and the data collection completed. He said we should receive a report soon. Mr. Bryant asked how long it was out. Mr. Messer said for twenty four hours.
- Records Retention Schedule – Mr. Bryant asked where we were with the Electronic Retention Schedule. Mr. Tiffany said he and Mr. Zappanti were still exchanging information on what to include and how to manage it. He said they will get it to the Board as soon as they get it organized and type up.

7. **New Business**

Fiscal Office

A. Approval of Minutes

Mrs. Daugherty moved to approve the minutes of both the previous regular and work session meetings. Mr. Bryant seconded. Roll was called with the vote being as follows:

Mr. Bryant - Yes
Mrs. Daugherty – Yes

B. Payment on Bills

Mr. Bryant moved to accept the Payment of Bills as presented. Mrs. Daugherty seconded. Roll was called with the vote being as follows:

Mr. Bryant - Yes
Mrs. Daugherty – Yes

Fire

C. Resignation of Part-time Safer Firefighter/EMT, Joseph S. Wiley

Resolution # 2012.04.02.01

WHEREAS, Firefighter/EMT Joseph S. Wiley, a member of the Sugarcreek Township Fire Department since April 7, 2011, has submitted his letter of resignation with an effective date of March 30, 2012; and,

WHEREAS, Chief Randall J. Pavlak has recommended we accept his resignation.

NOW THEREFORE, BE IT RESOLVED, that this Board of Sugarcreek Township Trustees officially accepts the resignation of Joseph S. Wiley effective March 30, 2012.

Mrs. Daugherty moved to accept the Resolution as presented. Mr. Bryant seconded. Roll was called with the vote being as follows:

Mr. Bryant – Yes
Mrs. Daugherty – Yes

Administration

D. Wage Changes for Non-Bargaining Unit Employees

Resolution # 2012.04.02.02

WHEREAS, this Board of Trustees has decided it to be the best interest of the Organization to develop and implement a merit based wage scale for each of the departments covering the non-bargaining unit employees; and,

WHEREAS, this will be a continuing process of evaluation for each calendar year beginning January 1 and ending December 31, for possible changes that will take effect in the first full pay period of April each year; and,

NOW THEREFORE, BE IT RESOLVED, that this Board of Trustees does hereby approve the wage changes attached hereto on the Pay Grade Status Recommendation forms as provided by the Department Heads and approved by the Township Administrator, to be effective April 2, 2012.

Mr. Bryant moved to accept the Resolution as presented. Mrs. Daugherty seconded. Roll was called with the vote being as follows:

Mr. Bryant – Yes
Mrs. Daugherty – Yes

Trustee/Staff

Mr. Tiffany said the Board had previously decided to table the next two Resolutions on the agenda until the next meeting. Chief Pavlak said the new Rescue Unit will be in this week. Mr. Bryant asked what we were going to do with the old one. Chief Pavlak said he was going to sell it. He said Beaver Creek Township was interested.

Public Comments

Mrs. Donna Hellman asked if the Code Red system would work as well as a siren or if Nixel could be used. Mr. Tiffany said neither would be as fast or effective as a siren. Mrs. Hellman thanked all who attended the Eagle Rise Homeowners Association meeting.

Mrs. Daugherty moved to adjourn to Executive Session to discuss Contract Negotiations. Mr. Bryant seconded. Roll was called with the vote being as follows:

Mr. Bryant – Yes
Mrs. Daugherty – Yes

The meeting adjourned to Executive Session at 7:40 pm. The meeting resumed at approximately 8:00 pm with no action taken and promptly dismissed.

Theodore L. Hodson, Fiscal Officer