

**The Board of Trustees of Sugarcreek Township, Greene County, Ohio, in Regular Session on April 16, 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, Mike Pittman and Nadine Daugherty being present. In addition to Township Administrator Barry Tiffany, others present who signed in were Donna Hellman, Jim Tharpe, Jim Froelich and Jim Martin.

**4. Community Activities**

Mr. Tiffany said the Sugar Maple Festival starts this weekend. Mrs. Daugherty and Mr. Bryant said they will be in the parade. Mr. Pittman said he would not be able to attend. Chief Pavlak said the Fire Department will put on demonstrations on Saturday and Sunday at 2:00 pm. He said the Association decided not to have a food booth this year. Mrs. Daugherty asked if we could give out information about the Road Levy. Mr. Tiffany said we could as long as we didn't push our opinion on how to vote. Mr. Bryant said we need to start working now on getting the levy information out at the Lion's Club Festival.

Mrs. Daugherty said she attended a River Keepers meeting and they will have an Art Auction on May 24<sup>th</sup> with the proceeds going for the Little Miami River.

**5. Reports**

**A. Administration**

A report prepared by Mr. Tiffany will be appended to the permanent record. Mr. Tiffany said he had nothing to add.

**B. Fire**

The report prepared by the Fire Department will be appended to the permanent record. Chief Pavlak said repairs on the Fire truck may reach ten thousand but it should be good for several years. He said Station 71 needed repairs to the ceiling and need painting. He said it will cost about \$5,800. Mr. Tiffany asked if he bit it out. Chief Pavlak responded that he shopped prices from several sources and will send the estimate to the Board. Chief Pavlak said the Station 71 crew landscaped the area around the sign and it looks great. He said he and Chief Deaton had a joint safety meeting with Bellbrook about the Maple Festival.

**C. Police**

The report prepared by the Police Department will be appended to the permanent record. Chief Deaton said he will have three or four officers working the festival. He said the GUIDE program will be having an event at Camp Birch this weekend near Yellow Springs. He thanked Sgt. White and Officer Colon for doing a great job in planning and organizing the event. He said the expenses are paid for by the grant for the GUIDE program. Mr. Bryant said he heard there was an attempted child abduction at Bellbrook Park. Sgt. White said someone in a white SUV asked a young girl to get in the car with

him. He said she screamed and ran and the car took off. Chief Deaton said he thought the education of kids in the schools regarding these situations was making a difference.

**D. Roads and Services**

The report prepared by Mr. Messer will be appended to the permanent record. Mr. Messer said the parts came in for the berming machine. Mr. Bryant asked about borrowing a crack sealing machine. Mr. Messer said he was planning on borrowing one from Beavercreek Township but they have not got back to him yet. Mr. Tiffany said Darren Fussner told him he was very happy about the way things were working out at Kables Mill. Mr. Brant asked if he was referring to himself or the residents. Mr. Tiffany said he thought he was referring to both. Mr. Tiffany said he has received calls from other residents who were satisfied with the situation.

**E. Zoning**

The report prepared by Cara Tilford, Director of Planning and Zoning will be appended to the permanent record. Cara said the proposed next phase to Kables Mill will have twenty one homes. She said the lots will be a little bigger and there will be seven acres of open space. Mr. Pittman asked about the Farmer's Market. Cara said twenty vendors have signed up and she said she expected several others. Mr. Pittman asked about the Community Gardens. Mr. Tiffany said several have been taken and a few people showed up today to work in them. Mr. Pittman asked what will happen to the Safe Routes to Schools if we don't get the easement for the Tischer property. Cara said it would kill it.

**F. Trustees**

Mr. Pittman said he and Mr. Tiffany attended the Economic Development Conference put on by the Ohio Economic Development Association. Mr. Pittman told Mr. Messer the landscaping outside and around the building looks great. Donna Hellman said there was a pile of stones and concrete piled along the side of Feedwire Road. She wanted to know if something was being done about them. Mr. Messer said that was the County's responsibility and he would contact the appropriate people about them.

Mrs. Daugherty said she has tried to get press coverage for our meetings and thought the Dayton Daily News was to assign us a reporter after Katherine Ullmer left. Mr. Tiffany said he thought the same but hasn't heard anything. Cara said if we need something to be reported we could try Marsha Treadway who freelances for the Bellbrook/Sugarcreek Times.

**6. Old Business**

- ▲ Website Development – Mr. Bryant said he and Chris Zappanti have looked at many vendors. He said we have decided on CivicPlus as the vendor. He said the proposed site will cost about twelve thousand dollars and the price quoted ends tomorrow. Mr. Bryant said it would probably take four to six months to get it up and running. Mrs. Daugherty said she was probably the least in favor of a new website but Mr. Pittman and Mr. Tiffany said at the Economic Development Conference the Township Website was stressed as being an essential tool for Economic Development. She thanked Mr. Tiffany and Mr. Pittman for attending. She said in one of the work sessions coming up she would

like to invite the BZC. Mr. Bryant said he has talked to Mr. Schieman and would like to have a work session with him.

- ⤴ Road Levy – Mr. Bryant said the Road Levy was a topic of work session and we discussed how to present it to the Public. The discussion was for one Levy or for a renewal and a second levy for additional needed monies. Mr. Bryant said they had discussed having a Public Meeting regarding the Levy and thought the Board should set a date to do so. He said they should go through the discussion they had at work session discussing the money issues facing the Department. After discussion the Board decided to have the meeting on May 15<sup>th</sup> at 7:00 pm.
- ⤴ Records Retention Schedule – Mr. Tiffany and Chris Zappanti gave the Board a copy of their Electronic Record Retention proposal at the work session. He said he thought what they have proposed is good but it will have to go through the Sate as part of the total package. Mr. Bryant said it should be discussed at the next work session. Mr. Tiffany said for the Board to call himself or Mr. Zappanti if they had any questions.
- ⤴ Economic Development Update – Mr. Pittman said he and Mr. Tiffany attended a two and a half day seminar, in Columbus, on Economic Development. He said most people attending were involved in some manner with Economic Development. He said the first step in the process is to develop a Community strategy to work with development of areas lending itself to Economic Development. Mr. Tiffany said he and Cara have already identified various properties currently available for development which are already zoned for commercial. Mr. Pittman said he was told by one of the attendees, after he described our Township, that we were a perfect fit for business but we will have to market it. Mr. Pittman suggested that in addition to Mr. Tiffany having Economic Development Director added to his title that Cara Tilford have Assistant Economic Development Director added to hers. Mr. Bryant said the Board needs to envision the development plan and the committee needs to implement the vision. Mrs. Daugherty said we need to discuss what our vision is. Mr. Bryant agreed and asked when the Board wanted to meet to do so. Mr. Pittman said Bellbrook could be involved. There are things they could do and we need business people involved. Mrs. Daugherty said we need our vision first and then we can add and expand. Mr. Bryant said once we decide where we want to go it will help us to decide who we need on our committee. Mrs. Daugherty suggested they pick a date for the three Trustees to meet. After some discussion it was decided to meet on May 17<sup>th</sup> at 7:00 pm with the Public invited.
- ⤴ Update Sharing Services -- Mr. Tiffany said nothing has progressed with Bellbrook since they are still discussing the issue. Mr. Bryant said if other Communities are interested we don't have to wait on Bellbrook. Mr. Tiffany said there were a couple interested and that Chief Pavlak will follow up on them.

## **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  
Mr. Pittman - Yes  
Mrs. Daugherty – Yes

B. Payment on Bills

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

Mr. Bryant – Yes  
Mr. Pittman - Yes  
Mrs. Daugherty – Yes

**Fire**

C. Reclassification of Fire Department Personnel – Caleb J. Deskins

**Resolution # 2012.04.16.01**

WHEREAS, Caleb J. Deskins has served as a Volunteer Firefighter/EMT with the Sugarcreek Township Fire Department since February 6, 2012; and,

WHEREAS, the continuing need exists to maintain proper staffing within the Sugarcreek Township Fire Department; and,

WHEREAS, this need is met through the periodic reclassification of Fire Department employees and volunteers; and,

WHEREAS, Chief Randall J. Pavlak requests the reclassification of Caleb J. Deskins from Volunteer Firefighter/EMT to part-time Firefighter/EMT in support of the goals and objectives of the Sugarcreek Township Fire Department; and,

WHEREAS, funds are available for this purpose within the Fire Department's 2012 Operating Budget; and,

WHEREAS, Part-time Township employees are hired with the expectation that the employee(s) will work not more than one-thousand five-hundred (1,500) hours total in any year, calculated annually from the date of part-time appointment.

NOW THEREFORE, BE IT RESOLVED, that Caleb J. Deskins shall be reclassified to the position of part-time Firefighter/EMT effective May 1, 2012, at the hourly pay rate of \$9.05.

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

Mr. Bryant – Yes  
Mr. Pittman - Yes

Mrs. Daugherty – Yes

D. Resignation of Part-time Safer Firefighter/ EMT Frederick W. Murray

**Resolution # 2012.04.16.02**

WHEREAS, Firefighter/EMT Frederick W. Murray, a member of the Sugarcreek Township Fire Department since February 1, 2010, has submitted his letter of resignation; 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 accept with regret the resignation of Frederick W. Murray effective April 3, 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  
Mr. Pittman - Yes  
Mrs. Daugherty – Yes

Mr. Pittman asked Chief Pavlak if we have a shortage of SAFER people. Chief Pavlak responded that we did not and were at the level needed.

**Police**

E. Resignation of Police Department Personnel Molly C. Smith

**Resolution # 2012.04.16.03**

WHEREAS, Molly C. Smith has been a Dispatcher with the Sugarcreek Township Police Department since December 2, 2008, and has submitted a verbal resignation with an effective date of midnight April 23, 2012; and,

WHEREAS, Chief James K. Deaton has recommended we accept with regret her resignation,

NOW THEREFORE, BE IT RESOLVED, this Board of Trustees officially accepts with regret the resignation of Molly C. Smith effective midnight on April 23, 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  
Mr. Pittman - Yes  
Mrs. Daugherty – Yes

Mrs. Daugherty asked if we still had sufficient staffing with Dispatch. Chief Deaton responded that we are doing alright. He said that this may work out for the best because of her work schedule time constraints.

**Administration**

F. A Day of Prayer Recognition

**Resolution # 2012.04.16.04**

Whereas, a National Day of Prayer was first recognized as a single-day by the Continental Congress on July 20, 1775; and

Whereas, such a day has been observed nationally since April 17, 1952, when President Harry S. Truman signed a bill proclaiming a National Day of Prayer must be declared by each following president at an appropriate date of choice; and

Whereas, in 1988, the law was amended designating that a National Day of Prayer is to be observed on the first Thursday of every May; and

Whereas, the Board of Trustees recognizes that Sugarcreek Township is home to citizens of many faiths and that prayer has long been a positive force that serves as a source of inspiration and hope to countless individuals; and

Whereas, the Bellbrook-Sugarcreek Area Ministerial Association is hosting a community-wide National Day of Prayer gathering at the Bellbrook House of Prayer at 9:00 am on Thursday, May 3, 2012,

NOW, THEREFORE BE IT RESOLVED, this Board of Trustees recognizes May 3, 2012, as a Day of Prayer.

FURTHER BE IT RESOLVED, this Board of Trustees encourages all residents to recognize the continuing need for strong positive values to guide our Township, State and Nation.

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

Mr. Bryant – Yes  
Mr. Pittman - Yes  
Mrs. Daugherty – Yes

**Trustee/Staff**

Mr. Tiffany provided the Board with copies of our proposed Health Insurance increases as is and with various options. After considerable discussion and questions directed to Mr. Tiffany regarding the various proposals, the Board decided to stick with an 8.1% increase for our current plan since the options did not provide a big differential in savings and would require a substantial increase in deductibles or an increase in employee contributions.

### Public Comments

Mrs. Donna Hellman said she read a glowing article in the Dayton Daily News regarding Centerville and the Supreme Court hearing on the Dille annexation. Mrs. Daugherty said there probably will not be a decision until July. Mrs. Hellman said she doesn't think the paper knows we exist. Mr. Bryant said he thinks the justices were split with at least two for and two against. Mrs. Daugherty thought the paper should have contacted us.

Mr. Jim Froelich asked about website maintenance. Mr. Bryant said we maintain our current site and will do so with the new one. He said he hoped the new one will require less time but said will require a lot of time to get started. Mr. Froelich asked how many were visiting our site. Mr. Bryant said he didn't know if he wanted to publish the numbers and gave Mr. Froelich a paper with the data. Cara said she thought the numbers were good and explained how she filtered them. Mr. Froelich then gave several examples of how the University of Dayton tries to manage their health costs.

Mr. Bryant said he wanted to congratulate the Bellbrook Winter Guard for finishing 9<sup>th</sup> place nationally. He said they are in a very competitive environment and should be included in the Township's sports honors.

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

Mr. Pittman - Yes

Mrs. Daugherty – Yes

The meeting adjourned to Executive Session at 8:37 pm to discuss personnel. The meeting resumed at 9:55 pm with no action taken and promptly dismissed.

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Theodore L. Hodson, Fiscal Officer