

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

1. Mrs. Daugherty called the session to order at 7:00 pm.
2. All rose and recited the Pledge of Allegiance to the Flag.
3. Mr. Tiffany called the roll with Board Members Nadine Daugherty, Scott Bryant and Mike Pittman being present. Others present who signed in were Donna Hellmann, Jim Martin and Jim Tharpe.

4. **Community Activities**

5. **Reports**

A. Administration

A report prepared by Mr. Tiffany will be appended to the permanent record. Mr. Bryant asked Mr. Tiffany if the General Fund budget was on target or over. Mr. Tiffany said the Trustee salaries were paid early as was insurance and annual fees. He said we should be fine. Mr. Tiffany said we had a group come in to do an energy analysis. He said we are doing really well. Their only suggestion was that we might have some motion detection switches on lights in offices not frequently used. Mr. Bryant asked about our thermostats. Mr. Tiffany said we keep them at 76 degrees. Mr. Bryant said he keeps his house at 79 degrees and that may save a little. Mrs. Daugherty said they keep theirs at 78 to 79 degrees. Mr. Tiffany said we turn them to 80 degrees at night and shut them off for the weekend.

Mr. Tiffany said the website is going great and provided the Board with some pictures of designs. He said one showed a rural scene and a picture of our best commercial building. Mr. Bryant said if all pictures are rural we are doing nothing to help our economic development.

Mr. Bryant asked about the open season for employees for benefits. Mr. Bryant said he would like to look at and discuss any potential costs we could reduce. Mrs. Daugherty said this is a good thing we can have Karen Shroyer do. Mr. Bryant said he would like to see a 5 to 10 percent drop in our personnel costs. He said we need to take a holistic approach. Maybe a little bit here and a little bit there. Mrs. Daugherty said we should go to McGohan-Brabender and give them some goals to see what they can do to help us get there. Mr. Tiffany said we hope to achieve good savings with our HRA plan. Mr. Bryant said we need to be making plans now so we can prepare our employees if they need to make any additional contributions to achieve our 5 to 10 percent goal. We need to look at lowering our personnel costs. Mr. Tiffany said we have been continually working on them. He said, for example, in 2005 we were paying \$320,000.00 per year in Workers Comp. Now we are paying \$72,000.00 per year. Mr. Bryant said he didn't disagree with past efforts but we are looking forward to state cuts in local government funds, loss of estate taxes, and here is an impetus. We need to look at plan options and what employee benefits have to go up.

B. Fire

The report prepared by the Fire Department will be appended to the permanent record. Chief Pavlak said he was busy over the weekend with the storms on Friday and Sunday. He said he had 41 calls for service in a couple of hours. Mr. Bryant asked how many people were without power. Chief Pavlak said 304 as of this morning. Mr. Bryant asked if he knew what the peak was. Chief Pavlak said he didn't know but would guess around one thousand to fifteen hundred. Mr. Pittman asked if we should be in contact with them with this heat. Mrs. Daugherty asked about Code Red. Chief Pavlak said we don't know who they are and many have land lines not working. He said the State EMA and DPL are doing things. Mr. Tiffany said he worries about those on breathing machines or other needs of that type. He said maybe we could get a list of roads affected and do a door to door. Chief Pavlak said we have a list of those who have contacted us before. He said we need to put it on our website so people can sign up. Mr. Bryant said it should be over tomorrow but we need to look at a fix for next time. Mr. Tiffany said he would re-assess the situation in the morning.

C. Police

The report prepared by the Police Department will be appended to the permanent record. Chief Deaton said he had nothing to add except the Safetyville program with the Bellbrook-Sugarcreek kindergarteners went very well. So well, that we were asked to do it again next year. Other than that, we are trying to increase our community involvement. Chief Deaton said his is trying to keep the overtime hours down.

D. Roads and Services

The report for Roads and Services will be appended to the permanent record. Mr. Tiffany said we are done with Dura-Patching for a while. He said Beaver creek wanted their machine back because someone else needed to borrow it. Mr. Tiffany said we swapped it for another type of machine so we could continue crack sealing. He also said the street sweeper is broken and we will begin pavement eradication in a couple of weeks. He said, so far, the Department is doing great budget wise. Mrs. Daugherty asked Mr. Tiffany if he was checking on a maintenance schedule. Mr. Tiffany said he was. Mr. Bryant said he couldn't find the Road Levy presentation on the website. Mr. Tiffany said he didn't think it was on there but would see it was taken care of.

F. Zoning

The report prepared by Cara Tilford, Director of Planning and Zoning will be appended to the permanent record. Cara said the BZA heard three cases at their last meeting. O'Reilly Automotive was granted a 32 square foot sign and not the 78 square foot sign asked for. Cara said we are hoping to have market bags to give out at the Farmer's Market July 13. She said we have the same sponsors for the bags and the QQ Hibachi will sponsor a bag insert and be present to give out free samples. She said we are hoping to have a bounce house on July 20 and to have a Fire Truck, Police Car and Service Vehicle for the kids to see. She also said Kosins Rental will provide a cotton candy machine. Mrs. Daugherty asked if there will be a tomato judging contest. Cara said the 'Top Tomato' judging will be when the time is optimum for the growers.

6. **Old Business**

Mrs. Daugherty asked if we needed to review. Mr. Pittman the same people are here that were at the work session. Mrs. Daugherty said we will move on to New Business.

7. **New Business**

Fiscal Office

A. Approval of Minutes

Mr. Bryant moved to approve the minutes. Mr. Pittman 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 Department

A. Resignation of Part-time Safer Firefighter/EMT Jacob E. Roop

Resolution # 2012.07.02.01

WHEREAS, Safer Firefighter/EMT Jacob E. Roop has submitted his letter of resignation from the Sugarcreek Township Fire Department; and,

WHEREAS, Mr. Roop has been a member of the Sugarcreek Township Fire Department since June 21, 2010, and,

WHEREAS, Chief Randall J. Pavlak recommends we accept the resignation of Firefighter/EMT Roop,

NOW THEREFORE, BE IT RESOLVED, that this Board of Sugarcreek Township Trustees officially accepts the resignation of Jacob E. Roop effective June 19, 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

Chief Pavlak said he will be taking a job as a paramedic in a hospital.

Administration

A. Discuss re-enrolling into the 2013 Group Rating Program

Mr. Tiffany said we use Frank Gates for our Workers Comp. He said he recommends staying with them. This year our premiums went down \$17,000. Mr. Pittman asked if we had any claims. Mr. Tiffany said we have had some sizable claims but they have been managed better. Mr. Pittman and Mrs. Daugherty said they didn't have a problem staying with them.

B. Discuss changing who administers our Health Reimbursement Account.

Mr. Tiffany said Custom Design Benefits manages our account. He said we are not happy with their service. Mr. Pittman asked for what reason. Mr. Tiffany said they are difficult to work with and lag time on claims. He said reimbursements have been tough at times. He also said Karen has been looking at other groups and pricing. Mr. Tiffany he will get back with the Board when he has more complete information.

8. **Trustee/Staff discussion**

Chief Pavlak said he needed an okay by the Board to put the old rescue truck up for auction on the Internet. Mr. Tiffany said there were two more Resolutions added and while the Board took care of them he would look up information on the auction.

A. Probationary Release of Part-time Dispatcher Mandy M. Safriet

Resolution # 2012.07.02.02

WHEREAS, Dispatcher Mandy M. Safriet has been a member of the Sugarcreek Township Police Department since September 8, 2011; and,

WHEREAS, during her probationary period, Ms. Safriet has not satisfied the requirements of her position,

NOW THEREFORE, BE IT RESOLVED that the Board of Sugarcreek Township Trustees does hereby authorize the probationary release of Mandy M. Safriet from her duties as part-time Dispatcher effective July 2, 2012.

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

B. Appointment of Board of Zoning Commission Member to Unexpired Term Donna M. Hellmann

Resolution # 2012.07.02.03

WHEREAS, the five-year term of Board of Zoning Appeals member Jeffrey J. Sebor expires on March 31, 2015; and,

WHEREAS, Mr. Sebor submitted his resignation from the Board of Zoning Commission and the Board of Trustees has accepted said resignation at the June 18, 2012, Regular Meeting; and,

WHEREAS, the Board of Zoning Appeals plays a pivotal role in the land-use decisions for Sugarcreek Township; and,

WHEREAS, it is imperative that all positions on the Board of Zoning Commission be filled with citizens who will make decisions that are always in the best interest of Sugarcreek Township; and,

WHEREAS, Donna M. Hellmann currently holds the position of Alternate Member on the Board of Zoning Commission, is fully qualified and has expressed a genuine interest in serving on the Board of Zoning Commission in the member capacity,

NOW THEREFORE, BE IT RESOLVED, that Donna M. Hellmann is hereby appointed to the Board of Zoning Commission for the remainder of the unexpired five-year term beginning June 19, 2012, and expiring on March 31, 2015. (Said appointment made pursuant to the Ohio Revised Code, Section 519.13.)

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

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

Mr. Bryant welcomed Mrs. Hellmann. Mrs. Daugherty said she appreciated her time and dedication.

Mr. Tiffany said we need a Resolution to sell property by Internet Auction and that it will be on auction for ten days. He also said no one else will have authority to conduct the auction on our behalf and would have the Resolution prepared for the Board to sign.

Mrs. Daugherty said she moved to approve said proposed Resolution. Mr. Bryant seconded. Roll was called with the vote being as follows:

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

Mr. Bryant said at the last meeting we discussed setting up a Road Levy meeting. He said he would like dates settled and a plan of action in place. Mr. Tiffany asked what dates he had in mind. Mr. Bryant said he had nothing in particular but we need to discuss plans. He said maybe one in August and one in September. Mr. Pittman suggested October so it could be close to the

election. Mr. Bryant said he just wants to get a plan put together. Chief Pavlak said we need to get the Road Lave passed. He asked if we have a PAC. Mr. Pittman said no. He said he will call Jim Froehlich but doesn't know if he is still interested in helping. Chief Pavlak said he has his PAC lined up for his Levy. Mr. Pittman said Tad Barnes expressed interest. Chief Pavlak said maybe Mr. Morgan would help. Mr. Pittman asked if we were nominating a Citizen of the Year for the Lion's Club. Mr. Bryant said he thinks we should but it didn't necessarily need to be tied to the Lion's Club. He said he thinks we have a lot of candidates. If we're not ready when the Lion's Club comes along, we can still do it. Mrs. Daugherty said that the school does a lot of advertising in its news letter. Maybe we should consider something like that. Mr. Bryant said he would like it on the website to keep down mailing costs. Mrs. Daugherty said the school has sponsors who advertise to help pay for theirs. Mr. Pittman and Mr. Bryant they didn't have a problem with that. Mr. Bryant said he would like to do one quarterly but we need to look at the costs.

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

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

The meeting adjourned at approximately 8:00 pm.

Theodore L. Hodson, Fiscal Officer