

The Board of Trustees of Sugarcreek Township, Greene County, Ohio, in Regular Session on November 19, 2012, at 7:00 pm, at 2090 Ferry Road, Bellbrook, Ohio 45305.

1. Mr. Pittman 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 Mike Pittman and Scott Bryant being present. Mr. Tiffany said Mrs. Daugherty was out of town on vacation. In addition to Mr. Tiffany, Township Administrator, others present who signed in were Donna Hellman, and Jim Martin.

4. Community Activities

5. Reports

A. Administration

The report prepared by Mr. Tiffany will be appended to the permanent record. Mr. Tiffany said he had nothing to add to his report. Mr. Bryant said he would like to keep track of the website hits and sign ups. Mr. Tiffany said there have been thirty three sign ups but they were mostly employees. Mr. Pittman asked about the MARCS radio system loan. Mr. Tiffany said it is limited to a maximum of five entities and one hundred thousand dollars per entity. He said we have a total of four entities but may pick up a fifth. Mr. Bryant asked if we will have a dedicated work session to discuss or if we will have people in for more discussion. Mr. Tiffany said we have time still but we need to nail down the numbers. He said it is still a moving target. Mr. Pittman said it's hard to jump on board when you don't know the costs. Mr. Tiffany said we have a resolution tonight to go after the loan. He said we have to do something with the radios. Mr. Bryant said we can get the loan and put the money in the bank and use it when necessary.

B. Fire

The report prepared by the Fire Department will be appended to the permanent record. Chief Pavlak talked about Lt. Johnson's deployment with Task Fore One and the East Coast storm disaster. Chief Pavlak said the Department we will be reimbursed for all associated time invested in the incidence, including our fill in overtime hours. He said it should be received in 2013.

Chief Pavlak said our swift water rescue team was activated but was later stood down. Mr. Bryant suggested the Department could share their activities at a meeting and perhaps put an article in a local newspaper. Chief Pavlak said possibly the December 17th meeting.

C. Police

The report for the Police Department will be appended to the permanent record. Chief Deaton said he had nothing to add to his report. Mr. Pittman asked if Beavercreek was in charge of the investigation of the accident on Wagner Road. Chief Deaton said they were and we were providing assistance as needed.

D. Roads and Services

The report for Roads and Services will be appended to the permanent record. Mr. Bryant asked Mr. Tiffany how the Department was coming with winter preparations. Mr. Tiffany said the trucks have been serviced and the tail gate spreaders are all on but one. Mr. Bryant asked if we were going to have to buy salt. Mr. Tiffany said not until we were half way through what we have and that will depend on how hard our winter is.

E. Zoning

The report prepared by Cara Tilford, Director of Planning and Zoning, will be appended to the permanent record. Cara said the BZA approved the parking lot for the Church on the corner of Wilmington and Conference Roads. Cara talked about the Miami Regional Planning Commission and their CMAQ (Congestion Management and Air Quality) program. She said it is a six million dollar program which is one third of their funding. She said there is discussion that it will be controlled by a State Committee which will decide where all the money is going. She said all six million may not go to the M.V.R.P.C. Mr. Bryant asked if there will be any impact on us. Cara said there would not.

F. Trustees

Mr. Bryant said he didn't have much to report since he was gone all last week on business. He wished all the employees and volunteers a Happy Thanksgiving. Mr. Pittman agreed and hoped everyone present has a great weekend.

6. **Old Business**

Radios – Mr. Pittman asked about the MARCS status. Chief Pavlak said it was a work in progress. Mr. Bryant asked if we needed a work session yet this year. Mr. Tiffany said he didn't know but hoped so. Mr. Pittman said he thought it would be next year. Mr. Bryant asked if there was any pressing need. Mr. Tiffany and Chief Pavlak said there wasn't.

7. **New Business**

Fiscal Office

A. Approval of Minutes

Mr. Pittman moved to approve the minutes for the Work Session and the Regular Session. Mr. Bryant seconded. Roll was called with the vote being as follows:

Mr. Bryant – Yes
Mr. Pittman – Yes

B. Payment on Bills

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

Mr. Bryant – Yes
Mr. Pittman – Yes

C. Increase of Appropriations Administration Department

Resolution #2012.11.19.01

WHEREAS, the need exists to increase appropriations for the General Fund; and,

WHEREAS, the Fiscal Officer has certified the availability of these funds within the 2012 Budget, has provided this Board with the funding numbers and the Township Administrator has provided the amounts to be appropriated:

Fund Name	From	To
1000 General Fund	\$657,396.00	\$708,750.78

NOW THEREFORE, BE IT RESOLVED, the increased appropriations shall be made in accordance with the law.

Mr. Hodson explained that the increase in Appropriations was needed because of a final payment from the insurance company for the hail damage to the public Safety Building. He said the final bill for the roof repair will be paid when the check is received.

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

Mr. Bryant – Yes
Mr. Pittman – Yes

Police Department

E. Reclassification of Full-time Dispatcher Tara S. Melvin

Resolution #2012.11.19.02

WHEREAS, Tara S. Melvin has served as a Full-time Dispatcher with Sugarcreek Township Fire Department since June 7, 2010; and,

WHEREAS, Ms. Melvin has expressed a desire to reduce her hours from full-time status to part-time; and,

WHEREAS, funds are available for this purpose within both the Police and Fire Departments 2012 Operating Budgets; and,

WHEREAS, Chief James K. Deaton fully supports Ms. Melvin's decision and requests the Board of Trustees reclassify Tara S. Melvin from full-time Dispatcher to part-time Dispatcher; 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 Tara S. Melvin shall be reclassified to the position of part-time Dispatcher effective November 18, 2012, at the hourly pay rate of \$13.44.

Mr. Bryant moved to accept the Resolution as presented. Mr. Pittman seconded. Mr. Bryant said he thought the phrase in the second line of the resolution stating 'in order to advance his career in medicine' should be removed. Mr. Pittman agreed. Mr. Bryant amended his motion to reflect the change. Mr. Pittman seconded. Roll was called with the vote being as follows:

Mr. Bryant – Yes
Mr. Pittman – Yes

Roll was called for the original motion with the vote being as follows:

Mr. Bryant – Yes
Mr. Pittman – Yes

F. Reclassification of Full-Time Dispatcher Tiffany E. Harnly

Resolution #2012.11.19.03

WHEREAS, Tiffany E. Harnly has served as a Full-time Dispatcher with Sugarcreek Township Fire Department since November 30, 2009; and,

WHEREAS, Ms. Harnly has expressed a desire to reduce her hours from full-time status to part-time; and,

WHEREAS, funds are available for this purpose within both the Police and Fire Departments 2012 Operating Budgets; and,

WHEREAS, Chief James K. Deaton fully supports Ms. Harnly's decision and requests the Board of Trustees reclassify Tiffany E. Harnly from full-time Dispatcher to part-time Dispatcher; 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 Tiffany E. Harnly shall be reclassified to the position of part-time Dispatcher effective November 18, 2012, at the hourly pay rate of \$13.44.

Mr. Bryant moved to strike the clause 'pursue and advance his career' and to accept the Resolution as so modified. Mr. Pittman seconded. Roll was called with the vote being as follows;

Mr. Bryant – Yes
Mr. Pittman – Yes

Administration Department

G. Resolution of Support and Authorization to Enter Into Agreement to Accept Loan Proceeds from the Local Government Innovation Fund.

Resolution #2012.11.19.05

WHEREAS, an application (“Application”) is to be submitted to the State of Ohio Local Government Innovation Council (“Council”) on behalf of the City of Bellbrook (“City”), Sugarcreek Township (“Sugarcreek Township”), and the City of Xenia (“City of Xenia”), and Xenia Township (“Xenia Township”), all of which are in Greene County, Ohio and which are hereinafter referred to collectively as the “Collaborative Partners”, to obtain financing from the Local Government Innovation Fund (“LGIF”) for the migration to a P25 Ohio Multi-Agency Radio Communication System (“Project”); and,

WHEREAS, the application being submitted to the LGIF on behalf of the Collaborative Partners seek approval of a loan not to exceed \$500,000.00; and,

WHEREAS, in accordance with the LGIF Program Policies, the City of Xenia, on behalf of the Collaborative Partners, shall designate as the recipient of the loan from the LGIF and, as such, is responsible for entering into and managing all agreements as required under the LGIF program or as otherwise necessary to complete the Project, including binding agreements among the Collaborative Partners; and,

WHEREAS, City of Xenia is willing to accept the loan from the LGIF on behalf of the Collaborative Partners.

NOW, THEREFORE, BE IT RESOLVED THAT:

- 1) This Board expresses its support for the migration to a P25 Ohio Multi-Agency Radio Communications System;
- 2) This Board authorizes the Township Administrator to enter into an Agreement with the Collaborative Partners agreeing to the acceptance and use of the funds obtained by City of Xenia from the LGIF and further agreeing to repay said funds to City of Xenia in accordance with the terms of said Agreement;

Mr. Pittman moved to accept and realized an error in item 2 at the end. Mr. Bryant moved to change Beaver Creek Township in item 2 to City of Xenia. Mr. Pittman seconded. Roll was called on the second motion with Mr. Bryant and Mr. Pittman both in favor. Mr. Bryant then seconded the original motion. Roll was called with the vote being as follows:

Mr. Bryant – Yes
Mr. Pittman – Yes

Mr. Pittman said this does not tie us into anything specific. Mr. Bryant asked where Mrs. Daugherty stood on this. Mr. Tiffany said she was fine with it.

H. Certify Expenses for Nuisance Abatement to the Greene County Auditor for 1010 Little Sugarcreek Road

Resolution #2012.11.19.06

WHEREAS, the Board of Trustees declared the property at 1010 Little Sugarcreek Road a nuisance in Resolution 2012.08.06.03 (attached); and,

WHEREAS, the Township Planner/Zoning Official issued notice, by certified mail, of the nuisance abatement and responsibilities therein to the lien holders of record, of 1010 Little Sugarcreek Road; and,

WHEREAS, Ohio Revised Code 505.87 (attached) allows the owner seven (7) days to abate, control or remove such vegetation, garbage, grass, and noxious weeds exceeding 12” in height; and,

WHEREAS, since no response was received from the owner of 1010 Little Sugarcreek Road, the Township Planner/Zoning Official made contact with the Sugarcreek Township Roads and Services Department to control the vegetation, grass, and noxious weeds exceeding 12” in height; and

NOW THEREFORE, BE IT RESOLVED, that this Sugarcreek Township Board of Trustees hereby certifies expenses for said nuisance abatement in the amount of Two Hundred Seventy-Eight dollars and Fifty-Seven cents (\$278.57) for the legal notice and mowing costs to the Greene County Auditor and any interest or

other charges that may be applicable.

FURTHER BE IT RESOLVED, that this Sugarcreek Township Board of Trustees hereby requests the Fiscal Office submit a written report to the Greene County Auditor of the Board's action.

Mr. Bryant 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

8. Trustee/Staff Discussion

Chief Pavlak told Donna Hellman that her views regarding FEMA, expressed at last weeks meeting, might be somewhat enlightened by having Lt. Johnson relate some of his experiences at the disaster site. Ms. Hellman said people just don't know what to expect or to do when totally on their own for a while. Chief Pavlak said he just joined a group for civil preparedness to take us to the next level for 2013. Mr. Bryant said the information should be put on our website.

10. Public Comments

There were no public comments and Mr. Pittman moved to adjourn the meeting. Mr. Bryant seconded. Roll was called with the vote being as follows:

Mr. Bryant – Yes
Mr. Pittman – Yes

The meeting adjourned at 7:50 pm.

Theodore L. Hodson, Fiscal Officer