



Jeffrey A. Leaming
Fire Chief

Staff Report for Sugarcreek Township Trustees January 2, 2019 thru January 30, 2019

The following information is a snap shot of the activities and areas of responsibilities for Sugarcreek Township Fire Department. This report is prepared to keep the Board of Trustees informed and the citizen apprised of their Fire Department. If further information is needed, please contact Chief Leaming at 937-848-7344.

Trainings:

- Gas Monitoring
- Human Trafficking
- Active Shooter Regional Task Force
- Ice Rescue

Statistics:

2018 Totals

- EMS Responses: 864 11 Overdose calls with 8 patients receiving Narcan
- Vehicle Crashes: 156
- Fire Responses: 229
- Total Calls: 1093 9.5% or 104 calls have been to Cornerstone

2019 Year to Date

- EMS Responses: 81
- Vehicle Crashes: 24
- Fire Responses: 18
- 99 5.1% or 5 calls have been to Cornerstone

Accomplishments/Information:

- Attended Trustee Meeting 1/7
- Held Fire Officer's Meeting 1/8
- Attended Public Safety Briefing 1/10
- Crews had lunch at Abundant Life Church "Feed the Township"
- Attended County Fire Chief's Meeting 12/20
- Met with Jason Tincu from Greene County Sanitation regarding water availability on Brown Rd. 1/14
- Conducted a meeting with on-duty crews 1/16, 17 & 18 regarding status of department
- Met with Medicount representative regarding EMS Billing 1/16

Status of Significant Issues the Fire Department is Addressing:

- Engine 71 a 2001 KME sustained a motor failure responding to a mutual aid structure fire Christmas Eve; a replacement motor has been ordered
- New Medic has been ordered for Station 71
- Capital needs of the department are summarized below in this report

Scheduled Events:

- Departmental Staff Meeting 1/8
- State Security Briefing 1/10
- Will be scheduling the ODOT employee to be recognized for life saving measures at a future Trustee Meeting

Fiscal:

As of Dec 31, 2018	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
Fire	\$2,595,383.00	\$103,961.32	\$2,477,099.73	\$26,247.20	95.006%
EMS	\$206,340.00	\$10,952.46	\$192,421.46	\$3,993.61	92.793%
Department Total	\$2,801,723.00	\$114,913.42	\$2,669,521.19	\$30,240.81	94.843%

Projected Capital Needs:

Priority	Immediate	Moderate	Low
1	Ladder Replacement \$250,000.00	Battalion Bay sensors \$1,200.00	Replace Damaged Bay Door \$2,000.00
2	Engine \$485,000.00	Install Shorelines (Sta. 71) \$2,000.00	Staff Vehicle \$50,000.00
3	HVAC Rooftop Units \$28,000.00	Inside Building Painting / Bay (Sta. 72) \$9,000.00	Carpet training / Day room / Bunk Room \$11,000.00
4	Front Ramp replaced \$24,000.00	Build Gear Room (in Bay Sta. 72) \$55,000.00	Kitchen (Sta. 71) \$9,000.00
5	Exhaust System (bay) \$30,000.00	Sleeping area improvements (Sta. 72) \$15,000.00	Kitchen (Sta. 72) \$12,000.00
6	5 Mobile Radio \$31,783.00	Asphalt split cost with PD \$15,000.00	Painting Interior (Sta. 71) \$3,000.00
7		Thermal Imaging Camera \$9,000.00	Replace Carpet (Sta. 71) \$7,000.00
8		Radio Batteries \$2,500.00	Bay Floor crack repair / repaint floor \$36,000.00
9		PPV Fans E-73 Q-72 \$5,000.00	Painting (bay) (Sta. 71) \$8,000.00
10		Search Rope & Equipment \$3,000.00	Outside Building Painting \$15,000.00
11		Computers \$9,000.00	Wall Gear Racks \$6,500.00
12		Front Ramp repair/replace \$30,000.00	Dedicated Maintenance Program \$2,500.00
13		Nozzles \$3,200.00	Relocate Flag pole and install lighting \$2,000.00
14		Chain saw \$1,375.00	
15		Hand Tools \$3,000.00	
16		Replace Hose \$10,000.00	
17		Rotary saw \$600.00	
18		Station Alerting \$54,000.00	
19			
20			
21			
	Total \$848,783.00		\$227,875.00
			TOTAL \$1,240,658.00

Respectfully Submitted,



Jeffrey A. Leaming



Michael A. Brown
Chief of Police

Trustee Report February 4, 2018

Training

- Officer Luke Terry and Officer Gerald Estes completed the Radar and Lidar Operator Class.
- On February 11th, Officer Tyler Mantia will be attending the FTO Training at the GCCC.
- No other classes scheduled for February.

Fiscal

Budget 2018 (Final Appropriation)	\$2,653,296.00
Expenditures as of December 31, 2018	\$2,409,948.64
% of Budget Used	90.2%
% of Budget Year Target for the end of December	100%
% of Budget Remaining	9.8%
Cash Balance as of December 31, 2018	\$1,064,641.74

Public Appearance

- On January 10th, Chief Brown attended the High School Students Breakfast.
- On January 11th, the Police Department attended the 3rd annual Feed the Township provided by Abundant Life Apostolic Church. The church provided a wonderful lunch. A special "Thank You" to Pastor Craig and the members of the church for always thinking of us.
- On January 31st, Chief Brown attended the White Fence HOA Meeting.

Respectfully submitted,



Michael A. Brown
Chief of Police



Michael A. Brown
Chief of Police

Police Blotter

January 1, 2019

- Suspicious vehicle on Wilmington-Dayton Pike
- Business and house checks
- Traffic stops

January 2, 2019

- Community policing
- Parking violation on Wilmington Pike
- An animal complaint on Country Wood Drive

January 3, 2019

- Intoxicated subject on Wilmington Pike
- Solicitor on Wilmington Pike

January 4, 2019

- Nothing to Report

January 5, 2019

- Suspicious vehicle on Feedwire Road
- Noise complaint on Kables Mill Drive
- Fraud report taken on Wilmington Pike

January 6, 2019

- Fight reported on Franklin Street
- Suspicious vehicle on Wilmington Pike
- Crash report on Lower Bellbrook Road

January 7, 2019

- Nothing to Report

January 8, 2019

- Theft report on Mead Road
- Parking violation on Rose Lake Drive
- Crash report on Wilmington Pike
- Warrant taken on Clio Road

January 9, 2019

- Theft report on Willow Creek Circle
- Theft arrest on Wilmington Pike
- Fraud report on Clio Road

January 10, 2019

- Suspicious vehicle on Clio Road
- Traffic stops
- Business and house checks
- Theft report on Willow Creek Circle
- Crash report on Feedwire Road

January 11, 2019

- Community policing
- Juvenile complaint on Wilmington Pike

January 12, 2019

- Nothing to Report

January 13, 2019

- Burglary report on Surrey Trail
- Crash report on Wilmington-Dayton Road

January 14, 2019

- Suspicious vehicle on Bayberry Cove Drive
- Lockout assist on Clio Road
- Warrant taken on Clio Road

January 15, 2019

- Parking violation on Rose Lake Drive
- Theft report on Surrey Trail
- An animal complaint on River Edge Circle

January 16, 2019

- Suspicious vehicle on Feedwire Road
- Community policing
- Business and house checks
- Crash report on Wilmington Pike

January 17, 2019

- Theft arrest on Wilmington Pike
- Juvenile complaint on N. Lakeman Drive

January 18, 2019

- An animal complaint on Washington Mill Road
- Parking violation on Rose Lake Court
- Crash report on Waynesville Road

January 19, 2019

- Theft arrest on Wilmington Pike
- Crash report on Swigart
- Business and house checks

January 20, 2019

- Nothing to Report

January 21, 2019

- Solicitor on Middle Run Road
- Crash report on Ferry Road

January 22, 2019

- Business and house checks
- Community policing
- Traffic stops
- Crash on Possum Run Road
- Fireworks on Pewter Court

January 23, 2019

- Crash report on Wilmington Pike
- Parking violation on Rose Lake Drive

January 24, 2019

- Crash report on Wilmington Pike
- An animal complaint on Upper Bellbrook Road

January 25, 2019

- Nothing to Report

January 26, 2019

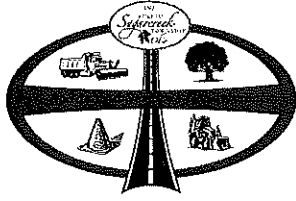
- Suspicious vehicle on Wilmington Pike
- Crash report on Upper Bellbrook Road
- Fraud report taken on Beech Hill Drive

January 27, 2019

- Suspicious vehicle on Wilmington Pike
- Disturbance complaint on Wilmington Pike
- Domestic dispute on Wilmington Pike

January 28, 2019

- Nothing to Report



Staff Report for Sugarcreek Township Trustees February 4, 2019

The following information is a snap shot of the activities and areas of responsibilities for the Sugarcreek Township Roads and Services Department.

Calls for Service

- Snow/Ice 1/12 – 1/14
- Snow 1/16
- Snow 1/19 – 1/20
- Snow 1/24
- Snow 1/27 – 1/28
- Snow 1/29
- Snow 1/30
- Snow 1/31 – 2/1

Accomplishments:

- Changed Stop sign on East Salinas
- Met with Greene County about 66" pipe at Soaring Heights
- Removed limbs from Little Sugarcreek Rd.
- Removed all loose stone signs from dura-patching
- Worked on ditch on Wildwood Ln.
- Cleaned up trees on Graf Mill, Spahr, and Shepherd Rd.
- Borrowed Bellbrook's bucket truck to cut tree on Little Sugarcreek Rd.
- Removed dead skunk from Clyo Rd.
- Worked on water fountain in kitchen
- Took Ford 550 back to Interstate Ford
- Cleaned up around shop
- Checked on brown Rd. construction multiple times
- Prepped trucks for snow
- Trouble shot coolant leak on backhoe
- Put spreader on the other Ford 550
- Cut broken tree limbs on Middle Run Rd.
- Cut trees on Conference Rd.

- Picked up dumped debris In Carpenter Creek
- Reviewed plans for Oak Brook section 3
- Went to Cat of Troy and Dayton Windustrial for parts
- Snow plow drivers and loader training
- Worked on backhoe
- Repaired water fountain
- Went to Regional Planning for meeting
- Checked over trucks
- Pretreat roads for ice
- Cleaned up plats after snow fall
- Had new windshield for backhoe installed
- Worked on backhoe
- Replaced cutting edge and plow shoes on 701
- Pushed up salt from Bellbrook
- Repaired hydraulic leak on 702
- Checked over trucks for incoming snow
- Repaired mud flap holder on 705
- Checked roads
- Repaired spreader light on 702
- Went to Zoresco to repair spreader and plow lights
- Flipped cutting edge on 705
- Installed curb protector on 701
- Salted roads
- Put beet juice tanks on 701, 702
- Removed dead deer on Washington Mill Rd.
- Took 701 to Ankeney truck for brake lights
- Went to Rush Truck and K.E. Rose for parts
- Prepped trucks for snow
- Removed dead deer from Waynesville Rd.
- Worked on garage door
- Shoveled walks, plowed parking lot, and salted around building for every snow fall
- Cleaned up roads – cut back edges
- Repair mailbox in River Ridge 2
- Cleaned in shop and office
- Took 702 to Ankeney truck for bad injector
- Pushed up salt delivery – 4 days
- Picked up 702 from Ankeney Truck
- Worked on 705 blown hydraulic line
- Patched pothole on Little Sugarcreek and Afton Path
- Went to Parker Store for parts
- Salted slick spots throughout township
- Checked all fluids in trucks
- Changed cutting edge and backer boards on 705
- Cleaned trucks

- Took truck to Zoresco for plow lights
- Checked over trucks
- Picked up truck from Zoresco

Respectfully,

Bill Harphant
Director of Roads and Services



**Staff Report for the Sugarcreek Township Board of Trustees
January 8, 2018 through February 4, 2019**

The following is a snapshot of the activities and areas of responsibility for the Sugarcreek Township Planning and Zoning Department. This report is prepared to keep the Board of Trustees informed and the citizens apprised of their Planning and Zoning Department. If further information or explanation is needed, please contact Cara Tilford at 937-848-8426.

Board of Zoning Appeals Activities:

- **January 24, 2019 BZA Meeting-canceled**
- **Next meeting scheduled for February 28, 2019 (cancellation pending-no submissions received)**

Zoning Commission Activities:

- **February 5, 2019 BZC Meeting-canceled**
- **Next meeting scheduled for March 5, 2019**
 - **Request for Minor Modification at White Oaks Landing to swap out main identification sign (interior lighting proposed)**

Permits:

- See attached spreadsheet

Violations:

- See attached spreadsheet

Meetings/Accomplishments:

- Met with developer to discuss land in the township on January 16, 2019
- Attended Trustee Meeting on January 24, 2019
- Prepared presentation for January 24, 2019 Trustee Meeting

- Completed Trustee Legal and Public Notices BZC06-2018
- Completed BZC Minutes
- Completed Trustee Packets for BZC06-2018
- Working on updating off-street multi-use path mapping (MVRPC assisting)
- Working with Redwood on reimaging project at White Oakes Landing (PUD minor modification required)
- Working with Christ's Church on signage for daycare (variance required)
- Met with contractor to discuss construction of a deck on January 30, 2019
- Met with resident to discuss construction of a fence on February 4, 2019
- Completed Staff Review of White Oakes Landing, Section 2 and Oak Brooke, Section 3

Announcements/Upcoming Events:

- BZC Meeting scheduled for March 5, 2019
- BZA Meeting scheduled for March 28, 2019



**Staff Report for
Sugarcreek Township Trustees
February 1, 2019**

The following information is a highlight of the activities and areas of responsibilities for the Sugarcreek Township Information Technology Department.

- Worked through county-led New World software updates on desktop and mobile units
- Submitted paperwork to Admin for added bandwidth to both buildings via Spectrum (Internet access and also virtual circuit) – in contact change does not trigger a renewal or extension
- All new exterior cameras weathered the cold snap without issue at both the Safety building and St. 71
- Bereavement leave

Respectfully,

Chris Zappanti
Director of Information Technology