



MEETING CONDUCT AND GUIDELINES

As Trustees of Sugar Creek Township, we encourage residents to attend our Township Meetings. We appreciate you taking time out of your busy schedules to be a part of your Government in action. To help meetings move along in a positive manner, we have established the following guidelines for our meetings:

This is a Township Business meeting and is to be conducted in a professional, business-like manner. It is not our intention to embarrass or demean each other or any members of the audience. We will treat each other with courtesy and respect and we ask for the same courtesy and respect from the audience. No one will get special treatment. These guidelines are for all of us.

As a professional meeting should not go longer than an hour to an hour and a half, it is our intention to stay within a reasonable time limit and follow the agenda.

There will be an Open Discussion at the end of the agenda for the audience to give comments on Township issues. When you have a question or comment, please go to the microphone, state your name and address and direct your question to the Trustees. Please try to limit your comments to 3-5 minutes so as to allow everyone an opportunity to speak.

We appreciate your input. We will not allow any personal attacks or any type of outbursts or profanity from the audience. If you have any personal comments that you would like to make to us as individuals, please feel free to call the Township Administrative offices or allow us to set up a time to speak with you individually.

It is our goal that meetings are productive and positive. We will do our best to conduct effective, professional meetings.

Thank you.

Sugar Creek Township Trustees

Fiscal:

As of July 5, 2019	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
Fire	\$2,711,335.00	\$514,665.02	\$1,240,722.30	\$870,557.29	45.5157%
EMS	\$235,258.00	\$38,972.87	\$82,931.17	\$114,642.11	35.059%
Cell Tower Fund	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Department Total	\$2,946,593.00	\$553,637.89	\$1,323,653.47	\$1,085,199.40	44.680%

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 \$12,000.00	Inside Building Painting / Bay (Sta. 72) \$9,000.00	Carpet training / Day room / Bunk Room \$11,000.00
4	Front Ramp replaced Sta. 71 \$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 \$26,000.00	Painting Interior (Sta. 71) \$3,000.00
7	Life Pack Monitor Replacement (3) \$90,000.00	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 Sta. 72 \$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 \$922,783.00		\$238,875.00
			TOTAL \$1,325,658.00

Respectfully Submitted,



Jeffrey A. Leaming



Michael A. Brown
Chief of Police

Trustee Report July 15, 2019

Training

- During the week of June 24th, our officers had Phase II Proficiency training at the range.
- On July 31st, Sergeant Mark White will be attending the 2019 Regional Overdose Death Investigation Training.
- No other classes scheduled for July.

Fiscal

Budget 2019 (Final Appropriation)	\$2,639,700.00
Expenditures as of June 24, 2019	\$1,026,419.85
% of Budget Used	45.6%
% of Budget Year Target for the end of June	49.8%
% of Budget Remaining	54.4%
Cash Balance as of June 24, 2019	\$1,100,477.18

Public Appearance

- On June 19th, Chief Brown attended a meeting at the school.
- On June 20th, Chief Brown gave a training to the Digestive Specialist regarding ALICE training.
- On June 26th, Chief Brown attend the Montgomery County Chief's Luncheon.

Respectfully submitted,

A handwritten signature in black ink that reads "MA Brown". The letters are cursive and somewhat stylized.

Michael A. Brown
Chief of Police



Michael A. Brown
Chief of Police

Police Blotter

June 7, 2019

- Business and house checks
- Traffic stops

June 8, 2019

- Harassment report on Wagner Road
- Welfare check on Wilmington Pike

June 9, 2019

- Theft arrest on Wilmington Pike
- Traffic complaint on Wilmington Pike
- Crash report on State Route 725

June 10, 2019

- Nothing to Report

June 11, 2019

- An animal complaint on Van Eaton Road
- Welfare check on Wilmington Pike
- Theft arrest on Wilmington Pike

June 12, 2019

- Nothing to Report

June 13, 2019

- Community policing
- Extra patrol on Sonoma Court

June 14, 2019

- Burglary on Conifer Road
- Suspicious vehicle on Ferry Road
- Theft arrest on Wilmington Pike

June 15, 2019

- Nothing to Report

June 16, 2019

- Found property on Feedwire Road
- An animal complaint on N. Lakeman Dr.

June 17, 2019

- Traffic stops
- Business and house checks

June 18, 2019

- Fraud report on Amberwood Court
- Crash report on Conference Road

June 19, 2019

- Community policing
- Drug activity on Willow Creek Circle

June 20, 2019

- Suspicious vehicle on Feedwire Road
- Disturbance report on Wilmington Pike
- Request for an officer on Little Sugarcreek Road

June 21, 2019

- Nothing to Report

June 22, 2019

- Domestic violence report on Rosecrest Drive
- Crash report on Wilmington Pike

June 23, 2019

- Nothing to Report

June 24, 2019

- Welfare check on Wilmington Pike
- Crash report on Wilmington Pike
- Harassment report on Edelweiss Drive

June 25, 2019

- Nothing to Report

June 26, 2019

- Business and house checks
- Suspicious person on River End Court
- Traffic stops

June 27, 2019

- Community policing
- Trespassing report on Surrey Trail

June 28, 2019

- Nothing to Report

June 29, 2019

- Suspicious vehicle reported on Wilmington Pike
- Theft arrest on Wilmington Pike

June 30, 2019

- Intoxicated subject on Wilmington Pike
- Fireworks reported on Windy Bluff Court

July 1, 2019

- Traffic stops
- Business and house checks
- Community policing
- Crash report on Cloy Road

July 2, 2019

- Welfare check on Wilmington Pike
- Crash report on Wilmington Pike

July 3, 2019

- Nothing to Report

July 4, 2019

- An animal complaint on Cloy Road
- Theft report on Feedwire Road
- Fireworks on Brown Road

July 5, 2019

- Nothing to Report

July 6, 2019

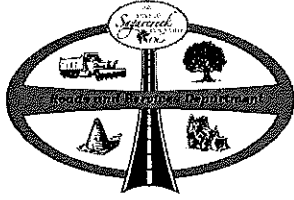
- Criminal damaging report on Acorn Drive
- Crash report on Wilmington Pike

July 7, 2019

- Suspicious vehicle on Brookdale Lane
- Welfare check on Little Sugarcreek Road
- An intoxicated subject on Wilmington Pike
- Fireworks on Oak Creek Drive

July 8, 2019

- Suspicious person on Wilmington Pike
- Juvenile complaint on Wilmington Pike
- Domestic violence on Wilmington Pike
- Theft arrest on Wilmington Pike



**Staff Report for
Sugar Creek Township Trustees
July 15, 2019**

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

Calls for Service

- Tree down 6/16
- Tree down 6/17
- Tree down 6/18
- Tree down 7/3
- Tree down 7/5

Accomplishments:

- Picked up Farmers Market x 4
- Swept gravel off Brown Road at Belfast Drive x 9
- Cleaned up down tree at property
- Located banner for Lions Club
- Picked up dead skunk on Eagle Stone Drive
- Remove debris from Upper Bellbrook Road
- Weed eat and mow around guardrails
- Mowed outlying areas x 4
- Met with resident about trees on Winshire terrace
- Washed 701, 702
- Took chainsaw to Centerville Gravelly for repairs
- Cleaned up debris and tree limbs from storm
- Cleaned up gravel from Lac Lamien Drive
- Patched potholes on Brown Road, Winding Brook, and Cedar Ridge Drive
- Put up Road Closed signs on Conference Road (tree down in power lines)
- Worked on water issues along roadways
- Cleaned up tree on Conference Road
- Picked up Road Closed signs on Conference Road
- Trimmed brush around signs
- Removed large limb from Little Sugar Creek Road
- Washed F250
- Met with dam inspectors
- Inspected head wall on Washington Mill Road
- Set up Farmers Market x 4
- Mow Clio Road and Plaza area
- Went to Heil Brothers for mower parts

- Repaired old Super-z mower (clutch and pigtail)
- Met with Tim Parks Beaver Creek Township
- Picked up and took back Super-z to Station 72
- Went to A&A Safety for address numbers
- Trimmed low lying branches on Little Sugarcreek and Ericman Lane
- Mowed at property x 5
- Pulled weeds in landscape at property
- Trouble shot fan in Police sally port
- Vacuumed township building
- Met with rep from Certified Chemicals
- Received and stored oil dry for Fire Dept.
- Cleaned windows at Admin and Road building
- Reinstalled Township sign at Centerville Station
- Removed old cable on Lac Lamien Drive
- Picked up cold patch from Valley Asphalt
- Patch in front of curb repair in Walnut Hills x 8 days
- Trimmed trees on Winshire Terrace and Timberly Drive
- Mowed back field and hill at property
- Replaced stop sign on Winshire Terrace
- Cleaned Stop sign on Timberly Drive
- Assisted resident with trailer the come unhooked from vehicle
- Mowed corner lot at Waynesville and Centerville Road
- Patched potholes on Beech Hill Drive
- Took and picked up latter from Station 72
- Checked on Brown Road project multiple times
- Swept intersection of Oakbrook and Little Sugarcreek Road
- Replaced battery in portable generator
- Inspected catch basin on Rachel Court (total rebuild)
- Installed and wired flag pole light, 2 days
- Poured concrete pads for railing on Clyo Road bridge
- Picked up chainsaw from Centerville Gravelly
- Checked on drainage issue on Fox Run
- Inspected new driveway culvert on Oleva Drive
- Took F550 to Zoresco for strobe light repair
- Mowed pond – 2
- Mowed roads, 5 days
- Picked up dead raccoons on Ferry road
- Took old Super-Z mower to Heil Brothers
- Worked on pond overflow outlet on Walden Way, 2 days
- Shot grade of pond level on Seton Hill
- Met with home owner about hole around surface drain on Washington Mill
- Trimmed brush and weed eat guardrail on Conference Road
- Picked up supplies at Lowes and Rural King
- Replaced Stop sign in front of Lowes

- Went to A&A Safety for address numbers and 24" Stop sign
- Cleaned up tree on Timberly Drive
- Repaired Deer Crossing sign on Washington Mill
- Investigate running water at 3337 Seton Hill
- Met with Ryan from Bellbrook City about their findings at 3337
- Ran water jet through curb drain, cleared out back up in pipe
- Fixed blow out hole at 3337 Seton Hill
- Investigate washout at 8301 Rhine Way
- Picked up cold patch from Valley Asphalt
- Filled water tank for gardeners
- Repaired Arrow sign on McBee Road
- Patched in front of catch basin on Rachel court
- Removed trash from Farmers Market
- Cleaned out Trucks

Respectfully,

Bill Harphant
Roads and Services Supervisor



Staff Report for the Sugar Creek Township Board of Trustees June 18, 2019 through July 11, 2019

The following is a snapshot of the activities and areas of responsibility for the Sugar Creek 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:

- **June 27, 2019 BZA Meeting Follow-Up:**
 - **BZA04-2019:** Applicant, Jonathan Elmeier, is requesting a variance from Section 4.13 C. 10. a. of the Sugar Creek Township Zoning Resolution to allow for the construction of a basketball court in the rear yard closer to the side property line than otherwise permitted. The subject property is 4366 Napa Valley Drive, parcel L32000100030022100, owned by Jonathan and Vivian Elmeier, and located in the R-1B (Suburban Residential-Moderate) District.
 - **The BZA approved the applicant's request.**
 - **BZA05-2019:** Applicant, Tom's Mulch and Landscape, is requesting Conditional Use Approval under Section 4.08 C. Table 4-3 to allow for the construction of entry gates at their Ferry Road and Waynesville Road entrances. The subject property is located at the northwest corner of Ferry and Waynesville Roads with an address of Ferry Road (directly east of 2107 Ferry Road), parcel L32000100110008700, owned by Ferry Road Investments LLC, containing 4.591 acres, and located in the I-1 (Industrial) and W-P (Well Field Protection) Districts.
 - **The BZA approved the applicant's request.**
- **July 25, 2019 BZA Meeting:**
 - **BZA 06-2019:** Applicants, Patrick and Karen Bachelder, are requesting a variance from Section 4.11 G. Table 4-4 of the Sugar Creek Township Zoning Resolution to allow for the construction of a single-family home with a front

yard setback of approximately 38' from the property line adjacent to Paxon Drive. The subject property is 1033 Staylit Court, parcel L32000100130040800, owned by Patrick and Karen Bachelder, and located in the R-1A (Suburban Residential-Low) District.

Zoning Commission Activities:

- **June 2, 2019 Zoning Commission Meeting: Canceled**
- **Next meeting scheduled for August 6, 2019**

Permits:

- See attached spreadsheet

Violations:

- See attached spreadsheet

Meetings/Accomplishments:

- Met with church to discuss construction of shed on June 18, 2019
- Attended meeting to discuss Greene County Master Trails Plan on June 24, 2019
- Conference call with Guttman Development to discuss Zoning Certificate Application on June 25, 2019
- Attended meeting to discuss Sugarcreek Township projects with new County Engineer on June 27, 2019
- Met with resident to discuss basement finish on July 2, 2019
- Met with contractor to discuss construction of an addition on July 3, 2019
- Met with residents to discuss variance application on July 3, 2019
- Met with Greene County Engineer's Office, Soil and Water and Inverness to discuss drainage/landscaping in the Landings July 8, 2019
- Met with residents to discuss variance application on July 8, 2019
- Met with resident to discuss construction of an addition on July 10, 2019
- Completed and sent Legal and Public Notices for BZA06-2019
- Working with the Prosecutor's Office on property forfeiture on Washington Mill Road
- Submitted reimbursement request #4 for right-of-way services related to our SRTS project
- Requested funds left in services after final invoice is payed be transferred to acquisition; waiting on response from ODOT

Announcements/Upcoming Events:

- SRTS path construction slated to begin on June 24th with estimated completion by August 1st (weather dependent); advised school district; letters to property owners

drafted and sent; NOTE: project came in under estimate with no outlay anticipated from township funds)

- o BZA Meeting scheduled for July 25, 2019
- o Zoning Commission Meeting scheduled for August 6, 2019