



**AGENDA**  
**SUGARCREEK TOWNSHIP BOARD OF TRUSTEES**  
**REGULAR MEETING \*ZOOM\***  
**Monday, April 19, 2021, 7:00 P.M.**

**REGULAR SESSION:**

- 1. Call to Order**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. Reports**
  - A. Administrator
  - B. Zoning
  - C. Fiscal Officer
  - D. Fire
  - E. Police
  - F. Roads and Services
  - G. Information Technology
  - H. Trustees
- 5. Public Comments** - Limited to five minutes per person. Agenda related business only.  
(Time cannot be yielded to another person.)
- 6. Old Business**
  - A. City of Bellbrook, Bellbrook Sugarcreek Parks and Schools Meeting - June 7th, 5:30 pm
- 7. Consent Agenda Items**
  - A. Payment of Bills
  - B. Approval of Minutes
  - C. Increase Appropriations for EMS Fund – 2021.04.19.01
  - D. Appointment of Full-Time Police Officer Darren T. Wagner II – 2021.04.19.02
  - E. Appointment of Part-Time Fire Department staff – Ethan Tavner - 2021.04.19.03
  - F. Declaration of Excess Property- Police Department – 2021.04.19.04
  - G. Proclamation of Recognition – Mr. Martin celebrates 100<sup>th</sup> birthday
  - H. Proclamation- National Day of Prayer
- 8. Discussion Agenda Items**
- 9. Public Comments** - Limited to five minutes per person. Township related business only.  
(Time cannot be yielded to another person.)
- 10. Trustee/Staff Discussion**
- 11. Adjourn**



## MEETING CONDUCT AND GUIDELINES

As Trustees of Sugarcreek 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.

Sugarcreek Township Trustees



**Administrator's Report to the Trustees  
April 19, 2021**

The following represents a brief update of the activities, information, and issues which the Administration is currently working on:

- The Township Clean-Up Day was a tremendous success! Thank you to the dozens of residents who volunteered their time to help make our community a better place. Special thanks to our Administration team of Courtney, Sara and Cara for coordinating things on our end to get the job done. Well done.
- The 675/Wilmington Pike Corridor Project has been submitted for TRAC funding and a grant from Greene County. We will have a TRAC funding hearing in May to present the project for consideration.
- There is still no determination from the Secretary of the Treasury on updating the Federal Bill for the next round of stimulus money to include Townships.
- Engineering has begun for the Carpenter Road Realignment/Widening project. We hope to receive funding later this year and begin construction this summer.
- We will be exploring a design build bid for the pedestrian bridge over the Little Sugarcreek along Feedwire Road

Respectfully Submitted,

A handwritten signature in black ink, appearing to be "B. Tiffany", written over a horizontal line.

Barry P. Tiffany  
Township Administrator



**Staff Report for the Sugar Creek Township Board of Trustees  
April 6, 2021 to April 15, 2021**

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:**

- **April 22, 2021 Board of Zoning Appeals Meeting**
  - **BZA06-2021:** Applicant, Sheela Patel, is requesting a Variance from Section 4.13 D. 1. c. of the Sugar Creek Township Zoning Resolution to allow for the construction of an inground pool at a setback of 6' from the principal structure (10' required). The subject property is 1625 Fox Trail, parcel L32000100120003000, owned by Sheela Patel, and located in the R-1A (Suburban Residential-Low) District.

**Zoning Commission Activities:**

- **April 6, 2021 BZC Meeting Follow-Up:**
  - **BZC02-2021:** Applicant, Grand Communities, LLC, is requesting a map amendment to the Sugar Creek Township Zoning Resolution to rezone 12.7914 acres from B-2 (General Business) District to to PUD-R (Residential Planned Unit Development) District. The subject parcels can be further identified by parcel number L32000100030029800 (part of) and is owned by Michael D. Spears, James P. Grodecki and Partick F. Spears Successor Trustee. The applicant is also requesting preliminary development plan approval under Article 5 of the Sugar Creek Township Zoning Resolution for approval of the preliminary plan for a proposed subdivision.
    - *The Zoning Commission tabled the request in order for the applicant to rework their plan.*

- **BZC03-2021:** Applicant, Guttman Group LLC, is requesting a minor modification to the approved Final Development Plan to modify the elevations for the multi-family buildings and to make changes to the clubhouse/amenity/maintenance building area. The subject property is the Reserve at Sugarcreek located on the north side of Brown Road.
  - *The Zoning Commission approved the requests as submitted.*
- **BZC04-2021:** Staff is requesting modifications to the Long Range Land Use Plan to provide the option for an increased area of neighborhood business use at three intersections located in both Planning Areas 1 and 8 (Feedwire/Upper Bellbrook Road, Upper Bellbrook Road/Pine Ct. and S. Alpha Bellbrook Road/Upper Bellbrook Road).
  - *The Zoning Commission recommended approval of the requested modifications subject to minor modifications to the proposed text. This case will be on the Trustee Agenda on May 3<sup>rd</sup>.*
- **May 4, 2021 Zoning Commission Meeting**
  - **BZC02-2021:** Applicant, Grand Communities, LLC, is requesting a map amendment to the Sugarcreek Township Zoning Resolution to rezone 12.7914 acres from B-2 (General Business) District to PUD-R (Residential Planned Unit Development) District. The subject parcels can be further identified by parcel number L32000100030029800 (part of) and is owned by Michael D. Spears, James P. Grodecki and Partick F. Spears Successor Trustee. The applicant is also requesting preliminary development plan approval under Article 5 of the Sugarcreek Township Zoning Resolution for approval of the preliminary plan for a proposed subdivision.
    - *This case was tabled at the April 6<sup>th</sup> BZC Meeting.*
  - **BZA05-2021:** Applicant, EDCI II Partnership, is requesting Final Development Plan Approval under Article 5 of the Sugarcreek Township Zoning Resolution for Section 3 of the Landings at Sugarcreek Addition. The subject property is 3570 Marwood Drive, parcel number L32000100120023500, contains 8.198 acres and is owned by EDCI II Partnership. The applicant is proposing 27 single-family lots and 1 open space lot.

**Meetings/Accomplishments:**

- Attended Zoning Commission Meeting on April 6, 2021 via Zoom
- Attended Park Commissioner candidate interviews on April 6, 2021 via Zoom
- Met with property owner to discuss construction of pole barn on April 13, 2021
- Met with property owner to discuss variance request on April 14, 2021
- Met with property owner to discuss construction of a fence on April 14, 2021
- Attended ODOT SRTS Selection Committee Meeting on April 15, 2021 via Zoom (gave presentation to the Committee on our application)

- Attended Information Session on SeeClickFix by CivicPlus on April 15, 2021 via Zoom
- Prepared Staff Reports for BZC06-2021
- Prepared and sent April BZA packets
- Completed BZA Minutes
- Completed BZC Notices of Decision



Michael A. Brown  
Chief of Police

## Trustee Report April 19, 2021

### Training

- On April 19<sup>th</sup> – 30<sup>th</sup>, Officer McKeever will be attending the Miami Valley Regional Crime Laboratory Evidence Technician Training Course.
- On April 29<sup>th</sup>, Officer Mantia will be attending the A.R.I.D.E. (Advanced Roadside Impaired Driving Enforcement) training at the Centerville Police Department.
- Our officers held their annual state firearms requalification at the range.

### Fiscal

Budget 2021 (Final Appropriation)	\$2,915,082.00
Expenditures as of March 29, 2021	\$726,574.49
% of Budget Used	24.3%
% of Budget Year Target for the end of March	24.9%
% of Budget Remaining	75.7%
Cash Balance as of March 29, 2021	\$1,612,845.48

*No new figures*

## Events/Apearances

- On April 8<sup>th</sup>, Chief Brown attended the Ministerial Luncheon.
- On April 10<sup>th</sup>, Chief Brown attended the Community Clean Up.
- On April 13<sup>th</sup>, Chief Brown attended the Community Support Center Board Meeting.
- On April 15<sup>th</sup>, Chief Brown attended the White Fence HOA Meeting.

*Drug Drop Off on April 24<sup>th</sup> from 10-2 pm*

Respectfully submitted,



Michael A. Brown  
Chief of Police



*Michael A. Brown*  
Chief of Police

## Police Blotter

March 28, 2021

- Business and house checks
- Domestic violence on State Route 725
- Crash report on Fauber Road
- Suspicious vehicle on N. Lakeman Drive

March 29, 2021

- Traffic stops
- An animal complaint on Upper Bellbrook Road
- Theft report on Woodland Ridge Court

March 30, 2021

- Theft arrest on Wilmington Pike
- Community policing

March 31, 2021

- Lockout assist on Alex Trail
- 911 hangup on Wilmington Pike
- Welfare check on Wilmington Pike

April 1, 2021

- Business and house checks
- Peace officer needed on Surrey Trail
- Traffic stops

April 2, 2021

- Crash on Centerville Road
- Suspicious vehicle on N. Lakeman Drive
- Request of an officer on Bayberry Cove Drive

April 3, 2021

- Welfare check on Wilmington-Dayton Road
- Suspicious person on Washington Mill Road

April 4, 2021

- Nothing to Report

April 5, 2021

- Welfare check on Carpenter Road
- Business checks
- Traffic stops
- An animal complaint on Wilmington Pike

April 6, 2021

- Nothing to Report

April 7, 2021

- Community policing
- Fight report on Wilmington Pike
- Welfare check on Waynesville Road
- Crash on Feedwire Road
- Crash on Wilmington Pike

April 8, 2021

- An animal complaint on Feedwire Road
- Crash on Wilmington Pike
- Warrant issued on Cloyo Road
- Disturbance report taken on Surrey Trail

April 9, 2021

- Intoxicated subject on Wilmington Pike
- Crash on Wilmington Pike
- Noise complaint on Possum Run Road

April 10, 2021

- Suspicious person on N. Lakeman Drive
- Fraud report taken on Springland Circle
- Crash on Little Sugarcreek Road
- Traffic stops

April 11, 2021

- Nothing to Report

April 12, 2021

- Welfare check on Stutsman Road
- Community policing
- Trespassing report on Indian Wells Trail
- Theft report on Washington Mill Road

April 13, 2021

- Harassment report taken on N. Lakeman Drive
- Suspicious person on Feddwire Road
- Juvenile complaint on Surrey Trail



Jeffrey A. Leaming  
Fire Chief

## Staff Report for Sugar Creek Township Trustees April 1, 2021 thru April 16, 2021

The following information is a snap shot of the activities and areas of responsibilities for Sugar Creek 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: (Note: Trainings are conducted via Zoom between fire stations whenever possible)

- Fire Pump Operation
- 12 Lead EKG

### Statistics:

#### 2020 Totals

- EMS Responses: 899                      5 Overdose calls with 4 patients receiving Narcan
- Vehicle Crashes: 156
- Fire Responses: 260  
1159                      5% or 59 calls have been to Cornerstone

#### 2021 Totals Year to Date

- EMS Responses: 222                      0 Overdose calls with 0 patients receiving Narcan
- Vehicle Crashes: 31
- Fire Responses: 62  
287                      7.37% or 21 calls have been to Cornerstone

### Accomplishments/Information:

- Ladder Truck has been ordered will take 10 to 12 months before delivery
- Continue to work with Family Resource Center and Health Department to assist homebound individuals with obtaining the vaccine
- Have provided one staff member to assist the health department in vaccine administration one day a week
- County Health has given the department (18) Rapid COVID test kits to screen employees with any symptoms
- AC Zimmerman's staff vehicle has been delivered and is in the process of being wrapped and equipment installed

### Status of Significant Issues the Fire Department is Addressing:

- Monitoring COVID-19 situation
- Capital needs of the department are updated and summarized below in this report

### Scheduled Events:

- Most regularly scheduled events and meetings have been cancelled
- Greene Co. Public Health continues to provide vaccine for EMS providers
- County Fire Departments along with Greene Co EMA meet regularly via Zoom with the Health Department

**Fiscal:**

As of March 2, 2021	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
Fire	\$2,781,710.00	\$697,706.43	\$412,361.53	\$1,697,066.69	14.690%
EMS	\$183,200.00	\$50,272.57	\$27,432.93	\$105,639.46	14.962%
Cell Tower Fund	\$24,000.00	\$24,000.00	\$0.00	\$0.00	0.00%
Department Total	\$2,988,910.00	\$747,979.00	\$439,794.46	\$1,802,706.15	14.706%

**Projected Capital Needs:**

Priority	Immediate	Moderate	Low
1	Engine \$550,000.00	Battalion Bay sensors \$1,200.00	replace Damaged Bay Door \$2,000.00
2	5 Mobile Radio \$22,000.00	Inside Building Painting / Bay (Sta. 72) \$9,000.00	Carpet Training / Day room / Bunk Room \$11,000.00
3	Station 72 Concrete Ramp Replacement \$50,000.00	Build Gear Room (In Bay Sta. 72) \$55,000.00	Kitchen (Sta. 71) \$9,000.00
4		Thermal Imaging Camera \$9,000.00	Kitchen (Sta. 72) \$12,000.00
5		Radio Batteries \$2,500.00	Painting Interior (Sta. 71) \$3,000.00
6		PPV Fans E-73 Q-72 \$5,000.00	Replace Carpet (Sta. 71) \$7,000.00
7		Search Rope & Equipment \$3,000.00	Bay Floor crack repair / repaint floor \$36,000.00
8		Front Ramp repair/replace Sta. 72 \$30,000.00	Painting (bay) (Sta. 71) \$8,000.00
9		Chain saw \$1,375.00	Wall Gear Racks \$6,500.00
10		Hand Tools \$3,000.00	Dedicated Maintenance Program \$2,500.00
11		Replace Hose \$10,000.00	Relocate Flag pole and Install lighting \$2,000.00
12		Rotary saw \$600.00	
13		Station Alerting \$54,000.00	
14			
15			
16			
17			
18			
19			
20			
21			
	Total \$622,000.00		\$183,675.00
			TOTAL \$904,675.00

Respectfully Submitted,



Jeffrey A. Leaming



**Staff Report for  
Sugar Creek Township Trustees  
April 19, 2021**

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

**Calls for Service:**

- No calls for service

**Accomplishments:**

- Mow 2090 Ferry Rd.
- Remove signs in right of way
- Patch potholes
- Picked up dead raccoon on Little Sugarcreek
- Picked up dead raccoon on Carpenter Rd.
- Finished storm drain manhole in Eden Meadows
- Replace Stop sign on Silverado at Center Point
- Took 704 to Interstate Ford
- Mulched and cleaned up landscape on Clio and Briggs
- Picked up dead deer on Feedwire
- Changed batteries on speed signs – 2
- Removed salt spreaders on 701 and 702
- Replaced tail gate handles on 701 and 702
- Replaced speed limit sign on Carpanter
- Worked on trailer – lights, brake line, and plug
- Mowed outlying areas
- Picked up parts for trailer at Custom Cabs
- Picked up trash from weekend cleanup day – 2 days
- Removed dead deer from pond on Little Sugarcreek
- Removed dead goose on Clio Rd.
- Driveway permits
- Changed out Stop sign on Galway Ct.
- Cleaned out barn
- Took tires to Greene County Recycling
- Checked on sink hole on Pine View Ct.
- Mowed Clio, Feedwire, and property - 2
- Pulled shopping cart out of pond and returned
- Replaced tree on island at property
- Went to K.E. Rose to look at truck bed

- Picked up 550 from Interstate Ford
- Fill and compact sink hole on Pine View Ct.
- Picked up signs in right of way
- Cleaned up around shop

Respectfully,

Bill Harphant  
Director of Roads and Services



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- 7. Consent Agenda Items**
  - A. Payment of Bills
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  - C. Increase Appropriations for EMS Fund – 2021.04.19.01
  - D. Appointment of Full-Time Police Officer Darren T. Wagner II – 2021.04.19.02
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  - F. Declaration of Excess Property- Police Department – 2021.04.19.04
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- 10. Trustee/Staff Discussion**
- 11. Adjourn**

## Payment Listing

4/5/2021 to 4/19/2021

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
635-2021	04/12/2021	04/12/2021	CH	BUREAU OF WORKERS' COMPENSATION	\$5,622.92	O
				Purpose: MONTHLY PAYMENT		
86644	04/05/2021	04/05/2021	AW	JOSHUA LACY	\$100.00	O
				Purpose: CUSTOMER SERVICE AWARD		
86645	04/06/2021	04/06/2021	AW	CENTER FOR RESILIENCE & WELLNES	\$500.00	O
				Purpose: TESTING FOR NEW OFFICER		
86646	04/06/2021	04/06/2021	AW	AIM MEDIA MIDWEST	\$985.00	O
				Purpose: ZONING ADS		
86647	04/06/2021	04/06/2021	AW	DAYTON POWER & LIGHT	\$401.81	O
				Purpose: HUT, CLYO ROAD, ADMIN		
86648	04/06/2021	04/06/2021	AW	TOM'S MULCH	\$164.75	O
				Purpose: MULCH		
86649	04/06/2021	04/06/2021	AW	TRANSUNION RISK & ALTERNATIVE DATA	\$88.40	O
				Purpose: SEARCHES		
86650	04/06/2021	04/06/2021	AW	TECH ADVISORS	\$238.00	O
				Purpose: EQUIPMENT		
86651	04/06/2021	04/06/2021	AW	WASH IT DEAN	\$40.00	O
				Purpose: CAR WASHES		
86652	04/06/2021	04/06/2021	AW	MEGACITY FIRE PROTECTION	\$1,312.85	O
				Purpose: FIRE EXTINGUISHERS ANNUAL INSPECTION		
86653	04/06/2021	04/06/2021	AW	BATTERIES PLUS	\$134.95	O
				Purpose: Q72 BATTERY		
86654	04/06/2021	04/06/2021	AW	BOUND TREE MEDICAL, LLC	\$244.73	O
				Purpose: EMS SUPPLIES		
86655	04/06/2021	04/06/2021	AW	TREASURER OF STATE	\$100.00	O
				Purpose: MONTHLY ACCESS		
86656	04/06/2021	04/06/2021	AW	LEBANON FORD	\$32,636.00	O
				Purpose: NEW CRUISER		
86657	04/06/2021	04/06/2021	AW	AT&T MOBILITY	\$538.59	O
				Purpose: LIFEPAKS, PHONES, TABLETS		
86659	04/12/2021	04/12/2021	AW	SUGARCREEK DIRECT FAMILY CARE	\$1,366.80	O
				Purpose: MONTHLY PAYMENT		
86660	04/12/2021	04/12/2021	AW	BOUND TREE MEDICAL, LLC	\$130.99	O
				Purpose: PEDI PADS		
86661	04/12/2021	04/12/2021	AW	GREENE COUNTY SANITARY ENGINEER	\$641.83	O
				Purpose: WATER AND SEWER		
86662	04/12/2021	04/12/2021	AW	LYKINS OIL COMPANY	\$1,422.00	O
				Purpose: FUEL		
86663	04/12/2021	04/12/2021	AW	TIME WARNER CABLE	\$76.56	O
				Purpose: TV SERVICES		
86664	04/12/2021	04/12/2021	AW	MUNICIPAL EMERGENCY SERVICES DEPC	\$190.50	O
				Purpose: 02 SENSOR		
86665	04/12/2021	04/12/2021	AW	CITY OF BELLBROOK	\$66.25	O
				Purpose: WATER		
86666	04/12/2021	04/12/2021	AW	DC DOOR COMPANY	\$395.00	O
				Purpose: REPAIRS TO BAY DOOR 1		

**Payment Listing**

4/5/2021 to 4/19/2021

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
86667	04/12/2021	04/12/2021	AW	DAYTON POWER & LIGHT	\$958.26	O
	Purpose: ELECTRIC					
86668	04/12/2021	04/12/2021	AW	VECTREN	\$859.62	O
	Purpose: NATURAL GAS					
86669	04/12/2021	04/12/2021	AW	US BANK EQUIPMENT FINANCE	\$800.37	O
	Purpose: COPIER FEES					
86670	04/12/2021	04/12/2021	AW	QUADIENT FINANCE USA, INC.	\$150.00	O
	Purpose: POSTAGE					
86671	04/12/2021	04/12/2021	AW	A. E. DAVID COMPANY	\$224.85	O
	Purpose: UNIFORMS					
86672	04/12/2021	04/12/2021	AW	MEGACITY FIRE PROTECTION	\$547.75	O
	Purpose: FIRE EXTINGUISHER INSPECTIONS					
86673	04/12/2021	04/12/2021	AW	DANCO LETTERING	\$787.33	O
	Purpose: LETTERIN ON NEW CAR					
86674	04/12/2021	04/12/2021	AW	RUMPKE CONSOLIDATED	\$205.52	O
	Purpose: TRASH REMOVAL					
86675	04/12/2021	04/12/2021	AW	TIME WARNER CABLE	\$221.81	O
	Purpose: CABLE AND PHONE					
86676	04/12/2021	04/12/2021	AW	CHAATRIK ARCHITECTURE	\$500.00	O
	Purpose: VARIANCE REFUND					
86677	04/12/2021	04/12/2021	AW	TREASURER OF STATE	\$120.00	O
	Purpose: MARCS RADIOS					
Total Payments:					\$52,773.44	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$52,773.44	

Type: AM - Accounting Manual Warrant, AW - Accounting Warrant, IM - Investment Manual Warrant, IW - Investment Warrant, PM - Payroll Manual Warrant, PR - Payroll Warrant, RW - Reduction of Receipt Warrant, SW - Skipped Warrant, WH - Withholding Warrant, WM - Withholding Manual, WS - Special Warrant, CH - Electronic Payment Advice, IL - Investment Loss, EP - Payroll EFT Voucher, CV - Payroll Conversion Voucher, SV - Payroll Special Voucher, EW - Withholding Voucher, POS ADJ - Positive Adjustment, NEG ADJ - Negative Adjustment, POS REAL - Positive Reallocation, NEG REAL - Negative Reallocation

Status: O - Outstanding, C - Cleared, V - Voided, B - Batch

\* Asterisked amounts are not included in report totals. These transactions occurred outside the reported date range but are listed for reference.



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**The Board of Trustees of Sugarcreek Township, Greene County, Ohio, in Regular Session on April 5th, 2021, at 7:00 PM, via zoom.**

1. **Mrs. Destefani called the session to order at 7:01 pm.**
2. **Mr. Hodson called the roll with Board Members Mrs. Destefani, Mr. Cramer, and Mrs. Daugherty being present. Also, in attendance was Donna Hellmann and Denise Moore.**
3. **All in attendance stood for the Pledge of Allegiance.**
4. **Public Hearing**

A. **ZC-Case 01-2021**: Applicant, Phillip M. Herres, is requesting a map amendment to the Sugarcreek Township Zoning Resolution to rezone 54.882 acres located at 4267 and 4271 Clyo Road from A-1 (Agricultural) District to PUD-R (Residential Planned Unit Development) District. The subject parcels can be further identified by parcel numbers L32000100020006700 and L32000100020000800 and are owned by Phillip M. Herres and Gigi Ellen Withrow, Trustees. The applicant is also requesting preliminary development plan approval under Article 5 of the Sugarcreek Township Zoning Resolution for approval of the preliminary plan for a proposed subdivision.— 2021.04.05.01

- Public hearing is formally opened
- Staff report on the text amendments

Mrs. Tilford gave the staff report.

- Applicant presentation

Mr. Van Atta spoke on behalf of the applicant.

Mrs. Diorio spoke about the access points and the terrain that is near the bridge going over the river. If that were to be apart of the hiker biker pathway it is a huge responsibility for the HOA. This is a concern for privacy and safety of the citizens.

- Those wishing to speak in favor

No one spoke.

- Those wishing to speak against

Larry Matthews stated that around lots 40 and 41 he is curious about the setbacks. And the negotiation for the tree line.

Mrs. Tilford stated that there is some room in area A and B to do some shifting to maximize the amount of tree line preserved. They will do as much as they can to preserve as many trees as possible.

Mr. Matthews stated that there has been a lot of drainage issues over the last few years from that property into his area. He wants to know how that is going to be fixed if houses are going to be added in and the grass taken away.

Mrs. Tilford stated that they cannot increase the runoff to the surrounding properties. Mr. Van Atta would be best to speak on this issue.

Mr. Matthews asked if there will be a setback of at least 25 feet, with or without the trees.

Mrs. Tilford stated yes, there will be a setback of 25 feet with or without the trees. In that area adjacent to Mr. Matthews, they are not allowing any sheds or privacy fencing to be put in so there will be no structures in that 25-foot setback area.

Mr. Matthews asked if they will be retaining the structure of the current fence or if it will be replaced with something else.

Mrs. Tilford stated this is a popular question from many of the neighbors. The developer intends to leave that existing fence where it is.

Mr. Matthews thanked Mrs. Tilford for answering his questions.

Mr. Van Atta stated that the drainage is a concern of theirs, they are trying to put a storm sewer in that no cut zone. He spoke with Mrs. Diorio and they talked about having the down spouts directed towards the front of the house, towards the street. That would direct the water towards the pond.

Mrs. Diorio stated that that would work, and it would relieve the requirement for the storm sewer, thus being able to leave the no cut zone alone. This fix will lessen the amount of water that has been draining onto the adjacent yards.

Mr. Matthews asked what the time frame was for the development to start and how long it will take for the project to be finished.

Mr. Van Atta stated that it is a very large project, and they do not have a specific timeline set in place yet.

Mr. Matthews asked which area was going to be developed first.

Mr. Van Atta stated that they will probably start with the sewer mains, towards the back end of the property by the Little Sugarcreek creek. He expects the patio homes to start first, but it will all probably go up pretty quickly. He also stated that the construction would likely not start until the end of this year due to how long it takes to draw up final plans and get the counties approval.

- Neutral parties wishing to speak

No one spoke.

- Public hearing is closed

Mrs. Destefani moved to close the public hearing. Mrs. Daugherty seconded.

Roll was called with the vote being as follows:

Mrs. Destefani – Yes  
Mrs. Daugherty – Yes  
Mr. Cramer – Yes

- Deliberation and decision

Mrs. Destefani stated that the Greene County Engineer is interested in having the Kensington Drive access point. That way there would be more access to the development for traffic reasons. She asked Mrs. Tilford if there was more information about the need for additional egress for the cul-de-sacs.

Mrs. Tilford stated that they wanted the two access points, one at Clyo and one at Kensington. She asked if they retained the emergency accesses at the end of the cul-de-sacs or if they would just go away. The county stated that they would like them to be retained. Reason being that if the public road A were to get blocked emergency services would still be able to have access.

Mrs. Destefani stated that she is very excited to see the hiker biker pathway be incorporated as they are trying to connect the community to the existing pathways.

Mr. Cramer stated that he thinks the plans look good as long as it meets with the conditions from the engineer and the Sugarcreek Township Fire Department. He wants to make sure that there is no risk of injury or someone getting hurt. Since that has been taken care of, he has no problem moving forward with the plan.

Mrs. Destefani stated that they need to change number 12 on the conditions for Trustee consideration.

Mrs. Tilford stated that yes, they will have to strike the second half about the hiker biker trail connecting to the existing bridge across the Little Sugarcreek creek.

Mrs. Destefani asked that the total acreage is 54.882 acres and the open space 14.4 acres.

Mrs. Tilford stated that yes that is correct.

Mr. Van Atta stated that the request was made for the property lines be pulled further to the east to increase the open space area.

Mrs. Destefani motioned to accept the Conditions for Trustee Consideration for ZC-Case 01-2021, Resolution 2021.04.05.01. With amendment to condition number 12. Mrs. Daugherty seconded.

Roll was called with the vote being as follows:

Mrs. Destefani – Yes

Mrs. Daugherty – Yes

Mr. Cramer – Yes

## 5. Reports

### A. Administration

Mr. Tiffany was not present. He had nothing to add to his report.

Mrs. Destefani reminded everyone that this upcoming Saturday April 10<sup>th</sup>, is the Community Cleanup Day.

Mr. Cramer is meeting with students from Bellbrook high school to help with the Community Cleanup Day. They are hoping to get news coverage to make this event more public.

Mrs. Destefani also stated that there have been some discrepancies with the state to get COVID relief funding back for the Townships in Ohio. There is work in progress by the Township Administrator to help all Townships in Ohio to be included in this bill to help with funding in the Townships.

### B. Fiscal Office

Mr. Hodson was not present. There was nothing to add to his report.

### C. Fire

Chief Leaming was not present. There was nothing to add to his report.

Mrs. Destefani asked about an update on the ladder truck.

Mr. Cramer stated that it has been ordered and it will take about 12 months for it to be completed and in our hands.

### D. Police

Chief Brown was present. Chief Brown stated that April is Child Abuse Prevention Month. Michaels House asked that on the 14<sup>th</sup> of April everyone wear blue to Help spread awareness.

Mr. Cramer asked if Chief Brown participated in the Good Friday Crosswalk.

Chief Brown stated that he did participate in the walk and it was the 10<sup>th</sup> year that the Crosswalk has been done.

**E. Roads and Services**

Mr. Harphant was not present. There was nothing to add to his report.

**F. Zoning**

Mrs. Tilford was present. There was nothing to add to her report.

Mrs. Destefani stated that the Fisher Homes development, if approved that will be 142 units developed.

**G. Information Technology**

There was nothing new to report.

**H. Trustees**

Mrs. Destefani stated that there was a community meeting with the Township, the school board, the parks district, and Bellbrook city on the 22<sup>nd</sup> of March. They are scheduling the next meeting for June 7<sup>th</sup>, 2021 at 5:30 pm via Zoom. She also stated that Miami Valley Regional Planning Commissions have launched their job board. It is exclusively to MVRPC members, she is excited to see the outcome of the job board. Mrs. Destefani also stated that on April 13<sup>th</sup>, the Greene County Township Association meeting is being hosted by Stephanie Goff. The Township is doing the Park board Commissioner interviews this week, there are 4 candidates they will be interviewing. She also spoke about having our newsletter be more often, possibly quarterly. And how to get news out to the public in a more efficient way.

**6. Public Comments – Agenda Items**

**7. Old Business**

**8. Consent Agenda Items**

A. Payment of Bills

B. Approval of Minutes

C. Resignation of Fire Department Staff – Phoenix Robinson and Jeff Kren –  
2021.04.05.02

**SUGARCREEK TOWNSHIP  
RESOLUTION NO. 2021.04.05.02**

IN RE: Resignation of Fire Department Staff Phoenix Robinson and Jeff Kren

WHEREAS, Part-time Firefighter/EMT, Phoenix Robinson has indicated his desire to resign from the Sugarcreek Township Fire Department; and,

WHEREAS, Mr. Robinson was hired as a member of the Sugarcreek Township Fire Department on August 25, 2020; and,

WHEREAS, Part-time Firefighter/Paramedic, Jeff Kren, has indicated his desire to resign from the Sugarcreek Township Fire Department; and,

WHEREAS, Mr. Kren was hired as a member of the Sugarcreek Township Fire Department on April 3, 2019; and,

WHEREAS, Chief Jeffrey A. Leaming recommends we accept the resignations of Mr. Robinson and Mr. Kren.

NOW THEREFORE, BE IT RESOLVED that the Board of Sugarcreek Township Trustees officially accept the resignation of Phoenix Robinson effective March 29, 2021 and Jeff Kren effective March 9, 2021.

Mrs. Daugherty motioned to approve Consent agenda items. Mrs. Daugherty seconded  
Roll was called with the vote being as follows:

Mrs. Destefani – Yes  
Mrs. Daugherty – Yes  
Mr. Cramer –Yes

**9. Discussion Agenda Items**

A. 2021-2022 School Resource Officer Agreement

**10. Public Comments – Discussion Agenda Items**

Denise Moore stated that she is planning an anti-racism conference, on May 22<sup>nd</sup>, 2021.

**11. Trustee/Staff Discussions**

**12. Adjourn**

Mrs. Daugherty moved to adjourn. Mr. Cramer seconded.

Roll was called with the vote being as follows:

Mrs. Destefani – Yes  
Mrs. Daugherty – Yes  
Mr. Cramer –Yes

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Theodore L. Hodson, Fiscal Officer



**AGENDA**  
**SUGARCREEK TOWNSHIP BOARD OF TRUSTEES**  
**REGULAR MEETING \*ZOOM\***  
**Monday, April 19, 2021, 7:00 P.M.**

**REGULAR SESSION:**

- 1. Call to Order**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. Reports**
  - A. Administrator
  - B. Zoning
  - C. Fiscal Officer
  - D. Fire
  - E. Police
  - F. Roads and Services
  - G. Information Technology
  - H. Trustees
- 5. Public Comments** - Limited to five minutes per person. Agenda related business only.  
(Time cannot be yielded to another person.)
- 6. Old Business**
  - A. City of Bellbrook, Bellbrook Sugar Creek Parks and Schools Meeting - June 7th, 5:30 pm
- 7. Consent Agenda Items**
  - A. Payment of Bills
  - B. Approval of Minutes
  - C. Increase Appropriations for EMS Fund – 2021.04.19.01**
  - D. Appointment of Full-Time Police Officer Darren T. Wagner II – 2021.04.19.02
  - E. Appointment of Part-Time Fire Department staff – Ethan Tavner - 2021.04.19.03
  - F. Declaration of Excess Property- Police Department – 2021.04.19.04
  - G. Proclamation of Recognition – Mr. Martin celebrates 100<sup>th</sup> birthday
  - H. Proclamation- National Day of Prayer
- 8. Discussion Agenda Items**
- 9. Public Comments** - Limited to five minutes per person. Township related business only.  
(Time cannot be yielded to another person.)
- 10. Trustee/Staff Discussion**
- 11. Adjourn**



**SUGARCREEK TOWNSHIP**  
**RESOLUTION NO. 2021.04.19.01**  
**IN RE: Increase Appropriations for EMS Fund**

WHEREAS, the need exists to increase appropriations for the 2281 EMS Fund for purchase of the Assistant Fire Chief's car; and,

WHEREAS, the Fiscal Officer has certified the availability of these funds within the 2021 Budget and has provided this Board with the funding numbers and the Township Administrator has provided the amounts to be appropriated:

<u>Fund Name</u>	<u>From</u>	<u>To</u>
2281 Ambulance & Emergency	\$183,200.00	\$226,200.00

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

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Carolyn L. Destefani, Chairperson

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Fred Cramer, Vice Chairperson

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Nadine S. Daugherty, Trustee

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Theodore L. Hodson, Fiscal Officer



**AGENDA**  
**SUGARCREEK TOWNSHIP BOARD OF TRUSTEES**  
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  - E. Appointment of Part-Time Fire Department staff – Ethan Tavner - 2021.04.19.03
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- 10. Trustee/Staff Discussion**
- 11. Adjourn**



**SUGARCREEK TOWNSHIP  
RESOLUTION NO. 2021.04.19.02**

IN RE: Appointment of Full-Time Police Officer Darren T. Wagner II

WHEREAS, the continuing need exists to maintain proper staffing within the Sugar Creek Township Police Department; and,

WHEREAS, a vacancy exists within the classification of full-time Police Officer; and,

WHEREAS, the vacancy has been posted for application in accordance with township policy and the current labor contract; and,

WHEREAS, an assessment center was conducted which included testing in basic exercises, review board and personal interviews with the Chief of Police; and,

WHEREAS, after a review of all the candidates, Police Chief Michael A. Brown recommends this appointment, and confirms that there are funds available for this position in the 2021 operating budget,

NOW THEREFORE, BE IT RESOLVED, that Darren T. Wagner II is hereby appointed as full-time Police Officer effective April 26, 2021, at a pay rate of \$27.43 per hour, payable on a bi-weekly basis, and subject to a one (1) year probationary period ending April 26, 2022.

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Carolyn L. Destefani, Chairperson

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Fred Cramer, Vice Chairperson

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Nadine S. Daugherty, Trustee

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Theodore L. Hodson, Fiscal Officer



**AGENDA**  
**SUGARCREEK TOWNSHIP BOARD OF TRUSTEES**  
**REGULAR MEETING \*ZOOM\***  
**Monday, April 19, 2021, 7:00 P.M.**

**REGULAR SESSION:**

- 1. Call to Order**
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- 4. Reports**
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- 6. Old Business**
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- 7. Consent Agenda Items**
  - A. Payment of Bills
  - B. Approval of Minutes
  - C. Increase Appropriations for EMS Fund – 2021.04.19.01
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- 8. Discussion Agenda Items**
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- 10. Trustee/Staff Discussion**
- 11. Adjourn**



**SUGARCREEK TOWNSHIP**

**RESOLUTION NO. 2021.04.19.03**

IN RE: Appointment of Fire Department Staff

Ethan Tavner

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

WHEREAS, vacancies exist within the classification of Part-time Firefighter /EMT; and,

WHEREAS, Ethan Tavner has the necessary qualifications to serve in the capacity of Part-time Firefighter I/EMT for the Sugarcreek Township Fire Department; and,

WHEREAS, funds are available for this purpose within the Fire Department's 2021 Operating Budget.

NOW, THEREFORE, BE IT RESOLVED, that Ethan Tavner shall be appointed to Part-time Firefighter I/EMT within the Sugarcreek Fire Department at the rate of \$15.00 per hour; and,

FURTHER BE IT RESOLVED, the above-mentioned appointment for Mr. Tavner will have an effective date of April 19, 2021 with a one (1) year probationary period ending on April 19, 2022.

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Carolyn L. Destefani, Chairperson

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Nadine S. Daugherty, Vice Chairperson

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Fred Cramer, Trustee

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Theodore L. Hodson, Fiscal Officer



**AGENDA**  
**SUGARCREEK TOWNSHIP BOARD OF TRUSTEES**  
**REGULAR MEETING \*ZOOM\***  
**Monday, April 19, 2021, 7:00 P.M.**

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- 7. Consent Agenda Items**
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  - C. Increase Appropriations for EMS Fund – 2021.04.19.01
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- 10. Trustee/Staff Discussion**
- 11. Adjourn**



**SUGARCREEK TOWNSHIP  
RESOLUTION NO. 2021.04.19.04**

IN RE: Declaration of Excess Property – Police Department

WHEREAS, the Sugarcreek Township Police Department has identified equipment which is no longer needed for operations, and;

WHEREAS, the item listed below has an individual value of \$2,000.00 or less.

- 2010 Cadillac SRX, 4 door SUV, gray in color

NOW THEREFORE BE IT RESOLVED, that this Sugarcreek Township Board of Trustees hereby declares this property to be excess and directs the appropriate disposition of this property.

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Carolyn L. Destefani, Chairperson

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Fred Cramer, Vice Chairperson

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Nadine S. Daugherty, Trustee

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Theodore L. Hodson, Fiscal Officer



**AGENDA**  
**SUGARCREEK TOWNSHIP BOARD OF TRUSTEES**  
**REGULAR MEETING \*ZOOM\***  
**Monday, April 19, 2021, 7:00 P.M.**

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- 11. Adjourn**



**PROCLAMATION OF RECOGNITION**  
**Jim “Pee Wee” Martin - 100<sup>th</sup> Birthday**

**WHEREAS**, Sugarcreek Township resident James H. Martin and is celebrating his 100<sup>th</sup> birthday on April 29<sup>th</sup> and this Board of Township Trustees wishes to recognize Mr. Martin on this momentous occasion for his longevity and contributions to the United States of America and the world during his lifetime; and,

**WHEREAS**, Mr. Martin was born on April 29, 1921, in Portage Pennsylvania and moved with his family to Indiana where they stayed until Jim was the age of 10. In May of 1931 Jim’s father’s employer, United Aircraft Company, moved to Dayton; and,

**WHEREAS**, During World War II, Jim first enlisted in the U.S. Navy when he was 21 but after being told the submarine he was being assigned to would not be ready for six (6) months, he went across the hall and enlisted in the Army to be a paratrooper; and,

**WHEREAS**, Jim “Pee Wee” Martin, a Toccoa original, was a member of the “Screaming Eagle” division, some of the first Allied soldiers to set foot into occupied France. Mr. Martin was given the nickname “Pee Wee” during training for his small stature. He served with G Company, 506th Parachute Infantry Regiment (PIR), 101st Airborne Division. In addition to parachuting into Normandy, Pee Wee also participated in Operation Market Garden and the Battle of the Bulge; and,

**WHEREAS**, Jim married Donna Veverka on March 10, 1946 and they purchased 50 acres of Sugarcreek Township land that following August. They chose Sugarcreek Township based on three things: no railroads, good clean water, and a short 30-minute commute for Jim to get to his Tool Manufacturing job in Dayton; and

**WHEREAS**, together over the course of the following 10 years, Jim and Donna built their home from the ground up, paying as they went, beginning with the barn where they lived in until the house was completed. The Martins raised their 5 children in Sugarcreek Township, were married over 70 years, and Jim still resides in this home today; and,

**WHEREAS**, Jim “Pee Wee” Martin is a hero in the eyes of all who know him, yet he says simply, “When you volunteer for something, train for something and are paid for something, you can’t call yourself a hero”; and,

**WHEREAS**, Mr. Martin believes the secret to living to be 100 years old is to, “Just live! Don’t worry about things you can’t change”.

**NOW THEREFORE**, the Trustees of the Board of Sugarcreek Township hereby honors and recognizes Sugarcreek Township resident, Mr. James H. “Pee Wee” Martin, joining with countless others to congratulate him on the celebration of his 100<sup>th</sup> birthday and thank him for his service during his life to his community, the world, and these United States of America. **Happy 100th Birthday, Pee Wee!**

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Carolyn L. Destefani, Chairperson

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Fred Cramer, Vice-Chairperson

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Nadine S. Daugherty, Trustee



**AGENDA**  
**SUGARCREEK TOWNSHIP BOARD OF TRUSTEES**  
**REGULAR MEETING \*ZOOM\***  
**Monday, April 19, 2021, 7:00 P.M.**

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- 11. Adjourn**



**PROCLAMATION**  
**A NATIONAL DAY OF PRAYER**

**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 BellHOP Cafe, 26 N. West Street at 9:00 am on Thursday, May 6, 2021,

**NOW, THEREFORE BE IT RESOLVED**, this Board of Trustees recognizes May 7, 2020, 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.

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Carolyn L. Destefani, Chairperson

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Fred Cramer, Vice-Chairperson

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Nadine S. Daugherty, Trustee