

The Board of Trustees of Sugarcreek Township, Greene County, Ohio, met in Regular Session, March 1, 2009, at 7:30 pm, at 2090 Ferry Road, Bellbrook, Ohio 45305.

1. Chairperson Dick King called the meeting to order at 7:30 pm.
2. All rose and recited the Pledge of Allegiance to the Flag.
3. Mr. Hodson called the roll with Board Members Dick King, Nadine Daugherty and Mike Pittman being present.

In addition to Barry Tiffany, Township Administrator, others present who signed in were Jim Tharpe, Donna Hellman, Sharon McGinnis, Judy Elder, Sharon Sentell, Mark Shewhart, Mike Cleary, Conner Weston, Tina Weston, Kevin Conley, Harry Conley and David Chrestensen.

4. Ms. Judy Elder, a representative of the American Red Cross, was present to receive a Proclamation from the Board of Trustees declaring March as American Red Cross Month. After a brief presentation from Ms. Elder, Mrs. Daugherty asked how to volunteer for Red Cross Service. Ms. Elder gave Mrs. Daugherty a business card and said she could contact her or sign up for volunteer service on the DAC.REDCROSS.ORG web site.

Resolution # 2010.03.01.01

WHEREAS, the Dayton Area Chapter of the American Red Cross has provided disaster relief, education and transportation, as well as youth, community, military and international services continuously in the Miami Valley for 93 years; and,

WHEREAS, The Dayton Area Chapter of the American Red Cross and its volunteer-led disaster action teams responded to 199 local emergencies, assisting 676 disaster victims and trained over 25,000 people in lifesaving skills such as CPR, first aid and the use of automated external defibrillators in 2009; and,

WHEREAS, volunteers from the Dayton Area Chapter of the American Red Cross provided assistance to those impacted by flooding, storms and other natural disasters across the country; and,

WHEREAS, the Dayton Area Chapter of the American Red Cross' emergency housing programs assisted 476 families, including 755 children during 2009; and,

WHEREAS, more than 1,300 volunteers and 5,300 donors of the Dayton Area Chapter of the American Red Cross provide the resources that allow the chapter to educate and assist individuals, families, workplaces and schools in being "Red Cross Ready;" and,

WHEREAS, this Board of Sugarcreek Township Trustees acknowledges the contributions of the Dayton Area Chapter of the American Red Cross to the quality of life in Sugarcreek Township, we must partner and do our part to ensure that the Red Cross remains vital, ready to help us prevent, prepare for, and respond to the emergencies and disasters impacting the families of our community.

FURTHER BE IT RESOLVED, this Board of Trustees for Sugarcreek Township, Greene County, Ohio, does hereby proclaim March, 2010 as American Red Cross Month.

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

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

5. Mr. David K. Chrestensen, of Solventus Partners, gave a presentation to the board regarding the advantages and cost savings his company could provide to the Township with Solar Energy. Mr. Solventus said they could guarantee a fifteen percent minimum savings on our electric bill with solar panels. He said their company could install solar panels to provide electricity directly to our facilities. They would bill us for the electric at the DP&L rate and return fifteen percent of each months billing to us in cash. We would still be on the DP&L grid and at night, when not using the solar panels, we would draw from DP&L. We would have a two way deduct meter installed so that on week ends we would put electric into the DP&L grid which would be deducted from any of our DP&L usage. We would have to have a twenty year contract with them to insure their investors received a return on their investment. After asking many questions, the Board thanked Mr. Chrestensen and said they would discuss the issue further at the next Work Session.

6. Reports

A. Administration

Mr. Tiffany said he attended a Labor Relations Conference and the Ohio Township Association Conference. Mr. Tiffany said he heard at the O.T.A. Conference that we may lose our Local Area Government tax dollars next year due to the Ohio Budget deficit. Mr. Tiffany said there was a hearing with Magistrate Reynolds on the Dille Annexation last Friday. He said he thought it went well and we should have a decision in the next sixty days. Mr. Tiffany said Ex- Police Chief Kelly Blair has filed another appeal.

Mr. Pittman said there was a new Fire Department employee in the audience and asked if we could move forward with her appointment before proceeding any further with the reports. Mr. King agreed and moved to Resolution nine.

Resolution # 2010.03.01.09

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

WHEREAS, Shannon L. Sentell has acquired and demonstrated all the necessary qualifications to serve in the capacity of Volunteer Firefighter/EMT for the Sugarcreek Township Fire Department; and,

WHEREAS, Fire Chief, Randall J. Pavlak in his February 24, 2010, correspondence to the Township Administrator, has recommended the appointment of this candidate; and,

WHEREAS, funds are available for this purpose within the Fire Department's 2010 Operating Budget,

NOW THEREFORE, BE IT RESOLVED, that Shannon L. Sentell shall be appointed to the position of Volunteer Firefighter/EMT within the Sugarcreek Township Fire Department effective March 1, 2010.

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

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

B. Fire

A report prepared by Chief Pavlak is appended. Chief Pavlak thanked everyone who helped dig out fire hydrants covered by the snowfall and snowplows.

D. Police

A report prepared by Chief Flick, for the police department, is appended. Chief Flick said Lt. Deaton was not present this evening because he is attending a Police Command and Leadership Course at the Ohio State Patrol Academy for the next several weeks.

E. Roads and Services

A report prepared by Tracey Messer, Director of Roads and Services, is appended. Tracey said we received the Ford 350 we purchased at auction and was very pleased with it.

E. Zoning

A report prepared by Cara KillKelley, Zoning Compliance Officer, is appended. Cara said that a BZA meeting was held on the 25th and two cases were heard. Cara also said the Zoning Resolution draft review is scheduled for the April 19, 2010 Regular Session.

F. Trustees

Mrs. Daugherty said she attended a neighborhood watch meeting and complimented the Police Officers who also attended. Mrs. Daugherty said three Citizens volunteered to sign up as leaders for their neighborhood.

Mrs. Daugherty said she also attended the Annexation hearing last Friday.

Mr. Pittman said he attended the O.T.A. Conference. Mr. Pittman said he attended the C.L.O.U.T. Meeting and Mr. Tiffany was elected to the C.L.O.U.T. Executive Board. Mr. Pittman said it is also time to start considering how to landscape the Island on Clio Road.

5. New Business

Fiscal Office

A. Payment of Bills

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

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

B. Year 2010 Permanent Appropriations

Resolution # 2010.03.01.02

WHEREAS, the Board of Trustees has a duty under law to adopt and maintain a balanced budget; and,

WHEREAS, this Board, along with the Fiscal Officer and Township Administrator, have examined the estimate of revenues as presented by the Greene County Budget Commission; and,

WHEREAS, it is evident that the proposed 2010 Appropriations for each Fund do not exceed estimated revenues, which may include 2009 carryovers and additional income, as certified to the Greene County Auditor's Office by the Township Fiscal Officer,

NOW THEREFORE, BE IT RESOLVED, that the following permanent appropriations be placed into effect:

1000	General Fund	
	Personal Services (Salaries)	\$ 262,000.00
	Employee Benefits	\$ 123,200.00
	Purchased Services	\$ 246,300.00
	Supplies & Materials	\$ 18,500.00
	Other Dues and Fees	\$ 3,500.00
	Health Districts	\$ 33,000.00
	Capital Outlay	\$ 1,000.00
	<i>Total General Fund:</i>	<i>\$ 687,500.00</i>
2011	Motor Vehicle Tax	\$ 23,500.00
2021	Gasoline Tax	\$ 123,000.00
2031	Road and Bridge	
	Personal Services	\$ 240,000.00
	Other	<u>\$1,083,450.00</u>
	<i>Total Road and Bridge:</i>	<i>\$1,323,450.00</i>
2081	Police District	
	Personal Services	\$1,451,000.00
	Other	<u>\$1,229,122.00</u>
	<i>Total Police District:</i>	<i>\$2,680,122.00</i>
2112	Fire District	
	Personal Services	\$1,232,107.00
	Other	\$ 999,395.00
	<i>Total Fire District:</i>	<i>\$2,231,502.00</i>
2181	Zoning	\$ 3,000.00
2231	Permissive Motor Vehicle License	\$ 160,000.00
2261	Law Enforcement Trust	\$ 117,000.00
2281	Ambulance and Emergency Medical	
	Personal Services	\$ 70,414.00
	Other	<u>\$ 195,672.00</u>
	<i>Total Ambulance and Emergency Medical:</i>	<i>\$ 269,086.00</i>
2902	Community Outreach	\$ 2,000.00
2903	9-1-1 Enhancement	\$ 15,000.00
2904	Police Contribution Fund	\$ 9,500.00
2905	FEMA Grant Fund	\$ 67,309.06
2906	Police Trust Fund	\$ 120,000.00
3101	Bond Anticipation Note	\$ 667,825.75
3102	General Bond Retirement	\$ 147,125.00
4402	Public Works	\$ 256,513.00
4901	Clyo Road Capitol Projects	\$ 650,000.00
	Total Temporary Appropriations	<u>\$9,550,432.81</u>

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

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

C. Establishing Salaries for the Trustees for Fiscal Year 2010, in Accordance with Section 505.24 of the Ohio Revised Code.

Resolution # 2010.03.01.03

WHEREAS, the salaries of the Sugarcreek Township Trustees, Greene County, Ohio, are set by statute presented in Section §505.24 of the Ohio Revised Code; and,

WHEREAS, in accordance with Section §505.24(C) of the Ohio Revised Code, these salaries may be paid from the township general fund or from other township funds in such proportions as the board may specify by resolution,

NOW THEREFORE, BE IT RESOLVED, the salaries for the Trustees will be paid from each organization's budget as follows:

January – March:	Administration
April – July:	Fire Department
August – November:	Police Department
December:	Roads and Services Department.

FURTHER BE IT RESOLVED, the medical, vision, dental and life insurance benefits for the Trustees will also be funded in accordance with the schedule listed above.

BE IT FURTHER RESOLVED, this Resolution shall be retroactive to January 1, 2010.

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

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

Administration Department

D. Mileage Reimbursement Change to \$050 per mile.

Resolution # 2010.03.01.04

WHEREAS, it is necessary that the Sugarcreek Township Board of Trustees establish, by Resolution, its intent to establish a mileage reimbursement rate; and,

WHEREAS, the Internal Revenue Service (IRS) adjusts the allowable rate of mileage reimbursement periodically as conditions change relating to the cost of living and fuel costs,

NOW THEREFORE, BE IT RESOLVED, the Township shall reimburse all employees and elected officials in accordance with Internal Revenue Service (IRS) regulations at the rate of fifty cents (\$.50) per mile for the use of their private vehicles, in those instances where Township-owned vehicles cannot be utilized.

FURTHER BE IT RESOLVED, this mileage reimbursement change shall be retroactive to January 1, 2010.

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

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

E. Designation of Director of Roads and Services as Highway Superintendent

Resolution # 2010.03.01.05

WHEREAS, the continuing need exists to maintain proper staffing, necessary authority, and administrative support within the Sugarcreek Township organization pursuant to the Ohio Revised Code; and,

WHEREAS, the designation of Township Highway Superintendent provides for efficient operations and sound fiscal management; and,

WHEREAS, it has been determined that the role of Director of Roads and Services shall include the designation of Township Highway Superintendent, in accordance with §5571.02 of the Ohio Revised Code,

NOW THEREFORE, BE IT RESOLVED, that the Director of Roads and Services shall serve as the Township Highway Superintendent for Sugarcreek Township.

FURTHER BE IT RESOLVED, in accordance with §5571.04 of the Ohio Revised Code, the Township Highway Superintendent shall give bond to the state, for the use of the Township, in the sum of Two Thousand dollars (\$2,000), conditioned upon the faithful performance of the official duties of superintendent.

FURTHER BE IT RESOLVED, that compensation for the Township Highway Superintendent is included in the current salary of the Director of Roads and Services.

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

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

F. Authorizing the Township Administrator to Enter Into an Agreement with WS Electronics

Resolution # 2010.03.01.06

WHEREAS, uninterrupted communications of Township personnel is necessary for the preservation of health, safety and general welfare of the community and staff; and

WHEREAS, the Director of Roads and Services, has indicated a need to purchase the portable radios for use within the Roads and Services Department in order to maintain safe communication between the workers during operations and interoperability with other department in the event of an emergency; and,

WHEREAS, a quote was received and reviewed from the sole source vendor, WS Electronics LLC, for five (5) portable radios in the amount of Seventeen Thousand, Nine Hundred Seventeen dollars and fifty cents (\$17,917.50); and,

WHEREAS, this proposal is determined to be of good value and competitively priced based on the stipulated criteria including quality of product, application and cost; and,

NOW THEREFORE, BE IT RESOLVED, the Board of Trustees hereby authorizes the Township Administrator to enter into an Agreement with WS Electronics, LLC, for the purchase of portable radios in the amount of Seventeen Thousand, Nine Hundred Seventeen dollars and fifty cents (\$17,917.50), a copy

of which is attached hereto.

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

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

G. Transfer of Excess Property to the Fire Department

Resolution # 2010.03.01.07

WHEREAS, the Township Administrator and Fire Chief have identified equipment currently in the service of the Administration Office that would be beneficial for operations within the Fire Department while providing substantial savings of tax dollars for the purchase of a replacement vehicle, and;

WHEREAS, the vehicle is a 2007 Ford Expedition, VIN number of 1FMFU16597LA62993, and having a fair market value of more than Eighteen Thousand Five Hundred Forty-three dollars (\$18,543); and;

WHEREAS, the Township Administrator and Fire Chief have identified a 2010 Ford Fusion on state-bid pricing of Eighteen Thousand Five Hundred Forty-three dollars (\$18,543) from Germain Ford in Columbus, Ohio to be purchased by the Fire Department and transferred to the Administration Office in lieu of the transfer of the 2007 Expedition.

NOW THEREFORE BE IT RESOLVED, this Sugarcreek Township Board of Trustees hereby grants the transfer of the 2007 Ford Expedition from Administration to the Fire Department in lieu of the purchase of the 2010 Ford Fusion by the Fire Department and the purchase of the Ford Fusion for the Administration offices.

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

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

Fire Department

H. Reclassification of Fire Department Personnel – Amber M. Fritz and Benjamin D. Berg

Resolution # 2010.03.01.08

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

WHEREAS, this need is met through the periodic reclassification of Fire Department employees and volunteers; and,

WHEREAS, Chief Randall J. Pavlak requests the reclassification of Amber M. Fritz and Benjamin D. Berg from Part-time Firefighter/EMT to Part-time Firefighter/Paramedic in support of the goals and objectives of the Sugarcreek Township Fire Department; and,

WHEREAS, the Fire Chief has recommended these reclassifications in his February 10, 2010, correspondence and the 2010 Budget has sufficient funds allocated for these positions,

NOW THEREFORE, BE IT RESOLVED, that Amber M. Fritz shall be reclassified to the position of Part-time Firefighter/Paramedic effective February 9, 2010, and Benjamin D. Berg shall be reclassified to the position of Part-time Firefighter/Paramedic effective February 10, 2010.

FURTHER BE IT RESOLVED the Pay Grade for these employees will be Part-time FF/Paramedic, \$10.43 per hour and subject to their respective effective dates.

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

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

Roads and Services Department

J. Appointment of Temporary Part-Time Employees for the Roads and Services Department: Jerry M Ricketts and Jeffery T. Lay

Resolution # 2010.03.01.10

WHEREAS, the need exists to establish and maintain a viable work force within the Sugarcreek Township Roads and Services Department; and,

WHEREAS, the Board of Sugarcreek Township Trustees, has authorized the hiring of temporary part-time employees to assist in the removal of snow through the fall and winter seasons, as well as other departmental functions; and,

WHEREAS, the Director of Roads and Services has identified Jeffrey M. Ricketts and Jeffrey T. Lay as ideal candidates for the position of Temporary Part-time Employee,

NOW THEREFORE, BE IT RESOLVED, that this Board of Trustees appoints Jeffrey M. Ricketts and Jeffrey T. Lay as Temporary Part-time Employees with an effective date of March 1, 2010, at the rate of \$10.25 per hour, upon completion of satisfactory pre-employment testing and background/reference checks.

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

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

Public Comments

Mr. Kevin Connely, a Scout from Troop 75, said if the Boy Scouts could be of help uncovering snow covered Fire Hydrants, the would be glad to help. Chief Pavlak said to see him after the meeting.

Mr. Jim Frolich thanked the Road Department for a good job on the snow removal. He asked if we have ever considered loaning salt to the County. Mr. Messer said that the offer has been made. Mr. Tiffany said that the Township has helped plowing and salting several hills on County Roads and that it is the Township policy for our trucks to put their plows down and salt any roads in need that they are traveling.

Mr. King moved to adjourn to Executive Session. Mr. Pittman seconded. Roll was called with the vote being as follows:

Mr. King – Yes
Mrs. Daugherty - Yes

Mr. Pittman – Yes

The meeting adjourned to Executive Session at 9:40 pm.

The meeting reconvened at approximately 10:15 pm with the following action taken:

K. Resignation of Dispatcher Meredith A. Heim

Resolution # 2010.03.01.11

WHEREAS, Meridith A. Heim was appointed to the position of full-time Dispatcher within the Sugarcreek Township Communications Department on April 6, 2009; and,

WHEREAS, Meridith A. Heim has submitted her resignation to Chief of Police dated March 1, 2010; and,

WHEREAS, the Chief of Police recommends that the Board of Trustees accept said resignation and publicly thank Meredith A. Heim for her service to Sugarcreek Township.

NOW THEREFORE, BE IT RESOLVED that the Board of Sugarcreek Township Trustees does hereby accept the resignation of Meridith A. Heim effective March 1, 2010.

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

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

L. Pay Increase for Receptionist Sally J. Skelly

Resolution # 2010.03.01.12

WHEREAS, Sally J. Skelly has been employed as the Receptionist for Sugarcreek Township since August 10, 2009; and,

WHEREAS, Sally J. Skelly more than satisfactorily performs her duties for Sugarcreek Township as required by the Sugarcreek Township Board of Trustees; and,

WHEREAS, the Fiscal Officer, Theodore L. Hodson has indicated there are funds available for this purpose within the 2010 Operating Budget of the Administration Office,

NOW THEREFORE, BE IT RESOLVED that the Board of Sugarcreek Township Trustees is pleased to grant Sally J. Skelly, Receptionist, a pay increase to the amount of \$9.00 per hour, payable on a bi-weekly basis, effective March 1, 2010.

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

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

M. Pay increase for Cara A. KillKelley, Christopher J. Zappanti, Mary J. Taylor, and Karen N. Shroyer

Resolution # 2010.03.01.13

WHEREAS, this Board of Township Trustees is committed to dealing equitably with Township employees in matters effecting their employment, retention and well-being; and,

WHEREAS, the Fiscal Officer, Theodore L. Hodson has indicated there are funds available within the 2010 Operating Budget of the Administrative Office and Fire Department to provide pay increases for the employees mentioned above,

NOW THEREFORE, BE IT RESOLVED, that this Board of Sugarcreek Township Trustees is pleased to grant the following pay increases and effective dates: Cara A. KillKelley, Township Planner/Zoning Official, \$48,858 annual salary, effective January 2, 2010, Christopher A. Zappanti, Network and Systems Administrator, \$55,170 annual salary, effective September 18, 2009, Randall J. Pavlak, Fire Chief, \$81,600 salary, effective January 2, 2010, Mary J. Taylor, Administrative Assistant, \$15.73 hourly, effective January 16, 2010, and Karen N. Shroyer, Administrative Assistant to the Township Administrator, \$18.15 hourly, effective March 1, 2010.

Mr. King moved to accept the Resolutions as presented. Mr. Pittman seconded. Roll was called with the vote being as follows:

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

Theodore L. Hodson, Fiscal Officer