



AGENDA
SUGARCREEK TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
Monday, December 6, 2021, 7:00 P.M.

REGULAR SESSION:

- 1. Call to Order**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. Kelsey Hurlbert – Bellbrook-Sugarcreek Community Support Center**
Update on the State of Support Center
- 5. Recognizing the Retirement of Trustee Nadine S. Daugherty – 2021.12.06.01**
- 6. Reports**
 - A. Administrator
 - B. Zoning
 - C. Fiscal Officer
 - D. Fire
 - E. Police
 - F. Roads and Services
 - G. Information Technology
 - H. Trustees
- 7. Public Comments** - Limited to five minutes per person. Agenda related business only.
(Time cannot be yielded to another person.)
- 8. Old Business**
 - A. City of Bellbrook, Bellbrook Sugarcreek Parks and Schools Meeting - June 7th, 5:30 pm
- 9. Consent Agenda Items**
 - A. Payment of Bills
 - B. Approval of Minutes
 - C. Accepting Retirement of Director of Roads and Services – Bill Harphant – 2021.12.06.02
 - D. Reclassification of Roads and Service Department Staff – Dale Owens – 2021.12.06.03
 - E. Reclassification of Roads and Service Department Staff – Rick Cipriano – 2021.12.06.04
 - F. Resignation of Fire Department Staff – Michael Lewis and Julia Chubner – 2021.12.06.05
 - G. Annual Reorganization and Appointments – 2021.12.06.06
 - H. Year 2022 Temporary Appropriations – 2021.12.06.07
 - I. Authorizing Township Administrator to Enter into Agreement for Road Department Tractor – 2021.12.06.08
 - J. Accepting the Material Terms of the OneOhio Subdivision Settlement – 2021.12.06.09

10. Discussion Agenda Items

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12. Trustee/Staff Discussion

13. 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



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**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2021.12.06.01**

IN RE: Honoring Nadine Daugherty for her Years of Service as Trustee of
Sugar Creek Township, Greene County, Ohio

WHEREAS, as a five-term Sugar Creek Township Trustee and lifetime resident of Sugar Creek Township, Nadine Daugherty has remained a steadfast supporter of open space within Sugar Creek Township serving with distinction and conviction; and,

WHEREAS, Nadine Daugherty steadfastly championed the cause for sensible, controlled development, helping to protect Sugar Creek Township's scenic, rural character; and,

WHEREAS, Nadine Daugherty's commitment to fight against annexation, to look out for the taxpayer's best interest always, and to demand more from developers looking to bring projects to the Township are just a few examples of the key role she has played in her position as Township Trustee over the past twenty (20) years; and,

WHEREAS, Nadine Daugherty has served and led with grace and calm during an annexation lawsuit that would span a decade, after the loss of a dear friend and long-time colleague and during the onslaught of an unprecedented global pandemic, and

WHEREAS, from her involvement in the development of Sugar Creek Township's first Comprehensive Plan to her support of our first in class Police, Fire and Roads Departments, Nadine Daugherty's mark on Sugar Creek Township will long outlast her service; and,

WHEREAS, in gratitude and recognition of her service, the Sugar Creek Township Administration Office Meeting Room, in which Nadine Daugherty has presided over countless meetings, shall hereby be renamed the Nadine Daugherty Room as a reminder to all who enter of her longstanding service and commitment to Sugar Creek Township; and

NOW, THEREFORE, BE IT RESOLVED, that this Sugarcreek Township Board of Trustees honors and says “thank you” to Nadine Daugherty for her dedication to our community and wishes her well in her well-deserved retirement.

Carolyn L. Destefani, Chairperson

Fred Cramer, Vice Chairperson

Nadine S. Daugherty, Trustee

Richard J. Demko, Fiscal Officer



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**Administrator's Report to the Trustees
December 6, 2021**

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

- Work continues on the Wilmington Pike/I-675 Corridor traffic study. We anticipate a design choice by the first quarter of 2022 and the feasibility study completed in August of 2022.
- Attended the ribbon cutting and grand opening of Tropical Smoothie Café on Wilmington Pike in the former Tim Horton's location.
- Met with CLOUT Townships throughout southwest Ohio to discuss uses for the ARP funds and goals for those townships related to CLOUT priorities. To a township, other than some fiber/cable connectivity projects, all the communities are holding their money to await further direction on rules from the treasury in the new year.

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 Sugarcreek Township Board of Trustees
November 16, 2021 to December 2, 2021**

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:

- **November 18, 2021 Board of Zoning Appeals Meeting: Follow-Up**
 - **BZA Case 13-2021:** Applicants, Daniel and Kelly McMaster, are requesting a Variance from Section 4.13, Table 4-6 of the Sugarcreek Township Zoning Resolution to allow for the construction of an inground swimming pool in the side yard of the subject property. The subject property is 2959 River Edge Circle, parcel L32000200240013600, owned by Daniel and Kelly McMaster, containing 2.0650 acres and located in the E (Estate Residential) District.
 - **The BZA approved the applicant's request.**
- **December 16, 2021 Board of Zoning Appeals Meeting (moved from December 23, 2021)**
 - **BZA Case 14-2021:** Applicant, Ernst Ready Mix Inc., is requesting Variances from Section 4.10 C. 4. c. and 4.15 A. of the Sugarcreek Township Zoning Resolution to allow for the construction of a 48' x 76' building associated with a non-conforming use to accommodate the indoor storage of pumps. The subject property is located at 2130 Ferry Road, can be further identified by parcel number L32000100110000400, contains 21.669 acres and is located in the I-1 (Industrial), E (Estate Residential) and W-P (Well Field Protection Overlay) Districts. ***NOTE: The BZA previously approved Variances for the construction of a 48' x 64' building, but the applicant inadvertently requested the incorrect size in the previous submission.***

- **BZA Case 15-2021:** Applicant, Adams Home Construction Services, LLC, is requesting a variance to reduce the required rear yard setback in a Planned Unit Development to allow for the construction of a screened porch at a rear yard setback of approximately 25' (30' required). The subject property is 1757 Ardennes Oak Drive, parcel L32000100120039600, owned by Stephen and Suzanne Cournoyer, and located in the PUD-R (Residential Planned Unit Development) District.

Zoning Commission Activities:

- **December 7, 2021 Zoning Commission Meeting:**
 - **Zoning Commission Case 11-2021:** Applicant, Grand Communities, LLC, is requesting Final Development Plan approval under Article 5 of the Sugarcreek Township Zoning Resolution for approval of the final development plan for the proposed Sugar Point subdivision (including condominiums, townhomes and patio homes). The subject parcel can be further identified by parcel number L32000100030029800 (part of) and is owned by Michael D. Spears, James P. Grodecki and Patrick F. Spears Successor Trustee.

Meetings/Accomplishments:

- Conference call with developer to discuss Sugar Point on November 17, 2021
- Attended BZA Meeting on November 18, 2021
- Conference call to discuss stormwater with Grand Communities on November 29, 2021
- Meeting to discuss December GTA Meeting on November 30, 2021
- Met with contractor to discuss addition on December 2, 2021
- Prepared and sent Staff Report and BZA packets for the November 18, 2021 BZA Meetings
- Completed BZA Notice of Decision
- Prepared Legal and Public Notices for the December 7 and December 16, 2021 Public Hearings
- Prepared and sent Staff Report and Zoning Commission packets for the December 7, 2021 Public Hearing



Jeffrey A. Leaming
Fire Chief

Staff Report for Sugar Creek Township Trustees November 12, 2021 thru December 3, 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)

- Saw and Small Engine maintenance
- Traffic Safety / Ventilator usage Bellbrook Health and Rehab

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: 807 4 Overdose calls with 1 patients receiving Narcan
- Vehicle Crashes: 132
- Fire Responses: 241
1048 6.8% or 71 calls have been to Cornerstone

Accomplishments/Information:

- Conducted entry level test for full time employment of 10 applicants (1 Hired)
- Held Staff Meeting 11/16
- Met with Fiscal Officer 11/16
- Met with representative of Virgin Pulse 11/22 scheduling for future meetings with staff

Status of Significant Issues the Fire Department is Addressing:

- Monitoring COVID-19 situation
- Developed additional guidelines on COVID response in-line with Regional Recommendations
- Accepting applications for full and part time openings
- Chief's Staff vehicle involved in deer strike waiting on repairs
- New ladder truck delivery has been pushed back to March (Supply Chain Issues)
- Capital needs of the department are updated and summarized below in this report

Scheduled Events:

- Chief on vacation 12/9 – 12/15
- Public Safety Information Sharing Network board meeting scheduled 12/16
- County Fire Chief's Meeting 12/16
- Representative from Virgin Pulse to meet with staff 12/16

Fiscal:

As of November 11, 2021	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
Fire	\$2,991,190.00	\$188,320.71	\$2,366,727.86	\$481,566.28	78.456%
EMS	\$226,200.00	\$25,201.72	\$173,321.70	\$27,821.54	76.574%
Cell Tower Fund	\$24,000.00	\$9,990.36	\$14,009.64	\$0.00	58.374%
Department Total	\$3,241,390.00	\$223,512.79	\$2,554,059.20	\$509,387.82	78.795%

Projected Capital Needs:

Priority	Immediate	Moderate	Low
1	Engine \$600,000.00	Battalion Bay sensors \$1,200.00	Replace Damaged Bay Door \$2,000.00
2	5 Mobile Radio \$35,000.00	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) \$15,000.00
4		Thermal Imaging Camera \$9,000.00	Kitchen (Sta. 72) \$25,000.00
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		Concrete Bay Floor Repair/Replace Sta. 71 \$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 saws \$5,000.00	
13		Station Alerting \$54,000.00	
14		Replace Gate Intake Valves \$9,000.00	
15			
16			
17			
18			
19			
20			
21			
	Total \$685,000.00		\$197,075.00

TOTAL - \$1,000,075.00

Respectfully Submitted,



Jeffrey A. Leaming



Michael A. Brown
Chief of Police

Trustee Report December 6, 2021

Training

- No classes scheduled for December.

Fiscal

Budget 2021 (Final Appropriation)	\$2,955,082.00
Expenditures as of December 3, 2021	\$2,485,306.31
% of Budget Used	83.2%
% of Budget Year Target for the end of December	100%
% of Budget Remaining	16.8%
Cash Balance as of December 3, 2021	\$1,232,325.47

EVENTS/APPEARANCES

- Chief Brown attended the services of Sheriff Gene Fischer.
- On December 1st, Chief Brown attended the Greene County Law Enforcement Banquet.

Respectfully submitted,



Michael A. Brown
Chief of Police



Michael A. Brown
Chief of Police

Police Blotter

November 9, 2021

- Community policing
- Traffic stops
- Business and house checks
- Disturbance on Surrey Trail
- Theft arrest on Wilmington Pike

November 10, 2021

- Crash report on Wilmington Pike
- Neighbor problem on Surrey Trail
- Request an officer on Feedwire Road
- An animal complaint on Little Sugarcreek Road

November 11, 2021

- Juvenile complaint on Surrey Trail
- Traffic complaint on Little Sugarcreek Road
- Crash report on Wilmington Pike

November 12, 2021

- Nothing to Report

November 13, 2021

- Suspicious vehicle on N. Lakeman Drive
- Welfare check on Wilmington Pike

November 14, 2021

- Noise complaint on Brookdale Lane
- Crash on Centerville Road
- Domestic violence on Surrey Trail

November 15, 2021

- Nothing to Report

November 16, 2021

- Peace officer needed on Surrey Trail
- Welfare check on Rose Lake Drive
- Traffic stops

November 17, 2021

- An animal complaint on Upper Bellbrook Road
- Crash report on SR 725
- Request an officer on Lower Bellbrook Road

November 18, 2021

- Domestic violence report on Surrey Trail
- Business and house checks
- Community policing
- Crash report on Stutsman Road

November 19, 2021

- Traffic stops
- Crash report on Wilmington Pike
- Burglary report taken on Seton Hill Drive

November 20, 2021

- Nothing to Report

November 21, 2021

- Nothing to Report

November 22, 2021

- Welfare check on Acorn Drive
- Community policing
- Harassment charges on Pinebrook Court
- Theft arrest on Wilmington Pike
- Domestic dispute on N. Lakeman Drive

November 23, 2021

- Suspicious vehicle on N. Point Court
- Juvenile complaint on Wagner Road

November 24, 2021

- Noise complaint on Surrey Trail
- Request of an officer on N. Lakeman Drive
- Disturbance report on Wilmington Pike

November 25, 2021

- Noise complaint taken on Wilmington-Dayton Road
- Burglary report on East Street

November 26, 2021

- Business checks
- Theft arrest on Wilmington Pike
- Traffic stops

November 27, 2021

- Domestic dispute on Bayberry Cove Drive
- Crash report on Wilmington Pike

November 28, 2021

- Nothing to Report

November 29, 2021

- Harassment report on Surrey Trail
- Community policing
- Theft arrest on Wilmington Pike
- Suspicious vehicle on Coffeat Court

November 30, 2021

- Crash report on Feedwire Road
- Suspicious vehicle on Oak Creek Drive
- Disturbance on Country Wood Drive
- Domestic dispute on Bayberry Cove Drive



Staff Report for Sugarcreek Township Trustees December 6, 2021

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

Calls for Service:

- No calls for service

Accomplishments:

- Set up Farmers Market - 1
- Road review after high wind event
- Took 704 to Interstate for recall (frame inspection)
- Repair/adjust safety eye on door 3
- Removed signs in right of way - 4
- Cut trees on Middle Run Road
- Install spreaders on 705 and 704
- Picked up Farmers Market –
- Picked up 704 from Interstate Ford
- Cleaned log jam out of culvert pipe on Little Sugarcreek
- Stockpiled gravel for berming
- Set up Road Closed signs on Ferry Rd.
- Mow roadsides – 4
- Cleaned trucks
- Moved plow over for 704
- Fix plow control on 705
- Fixed and installed berm box on 701
- Berm Middle Run – 6
- Cleaned dirt and gravel off Cypress Point Dr.
- Proof roll in Bellasera
- Took car to Harworth for tire sensor
- Removed loose stone signs off Ferry Rd.
- Serviced both Super-z mowers
- Grease and check fluids in Massey Ferguson
- Borrowed trailer from Xenia Township
- Checked and cleaned catch basins with grates
- Changed batteries on radar signs – 2
- Check multiple OUPS locates
- Picked up backhoe from Cat in Troy

- Repair trailer plug on 702
- Return Xenia's trailer
- Worked/submitted ODOT stimulus package
- Put salt spreader on 703
- Picked up parts from O'Reilly's
- Service skid steer
- Repair Stop sign on Acorn Dr.
- Dropped off chainsaw at Centerville Gravelly
- Removed berm box from 701
- Installed salt spreader on 701
- Drivers training for Josh Darnell – 2
- Greased and checked over street sweeper
- Swept streets - 3
- Install Christmas lights
- Cut down pampas grass
- Repair ends on battery charger
- Picked up cold patch from Valley Asphalt
- Patch potholes on Brown Rd. - 2
- Went to Zoresco for parts
- Cleaned leaves out of roadway on Edelweiss
- Picked up dead deer on Feedwire Rd.
- Cleaned out two catch basins with Bellbrook's street sweeper
- Patched potholes in subdivision streets

Respectfully,

Bill Harphant
Director of Roads and Services



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Payment Listing

November 2021

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
1874-2021	11/01/2021	11/01/2021	CH	BUREAU OF WORKERS' COMPENSATION	\$26.96	O
	Purpose: ADDITIONAL FEE					
1985-2021	11/15/2021	11/15/2021	CH	BUREAU OF WORKERS' COMPENSATION	\$5,649.88	O
	Purpose: MONTHLY PAYMENT					
2055-2021	11/22/2021	11/22/2021	CH	OLD FORT BANK	\$1,814.16	O
	Purpose: MISC PURCHASES					
87312	09/13/2021	09/13/2021	AW	AES OHIO	\$1,725.95 *	V
	Purpose: PSB AND TRAFFIC LIGHT					
87312	11/09/2021	11/09/2021	AW	AES OHIO	-\$1,725.95	V
87551	11/05/2021	11/02/2021	SW	Skipped Warrants 87545 to 87551 Series 1	\$0.00	V
	Purpose: Skipped Warrants 87545 to 87551 with Payment Series of 1					
87553	11/02/2021	11/02/2021	AW	ZIONS BANK, CORPORATE TRUST	\$115,390.00	O
	Purpose: PSB LOAN					
87554	11/02/2021	11/02/2021	AW	EVOLUTION CREATIVE SOLUTIONS	\$56.89	O
	Purpose: BUSINESS CARDS - KLARK					
87555	11/02/2021	11/02/2021	AW	CAPITAL ONE	\$5.48	O
	Purpose: BLEACH					
87556	11/02/2021	11/02/2021	AW	MEDICOUNT MANAGEMENT, INC.	\$795.78	O
	Purpose: SEPTEMBER BILLING					
87557	11/02/2021	11/02/2021	AW	WORLD FUEL SERVICES, INC.	\$2,147.30	O
	Purpose: FUEL					
87558	11/02/2021	11/02/2021	AW	JOHN DEERE FINANCIAL	\$9.96	O
	Purpose: WINDSHIELD DE-ICER					
87559	11/02/2021	11/02/2021	AW	ANKENEY XENIA TRUCK SERVICE, INC.	\$1,271.39	O
	Purpose: TRUCK 701 REPAIRS					
87560	11/02/2021	11/02/2021	AW	DAYTON DAILY NEWS	\$170.97	O
	Purpose: 13 WEEK RENEWAL					
87561	11/02/2021	11/02/2021	AW	LEADER MACHINERY COMPANY, LTD	\$20.70	O
	Purpose: 12" O RING					
87562	11/02/2021	11/02/2021	AW	LINDA FLIEHMAN	\$44.35	O
	Purpose: MILEAGE REIMB TO BANK					
87563	11/02/2021	11/02/2021	AW	FIDELITY SECURITY LIFE INSURANCE CO.	\$593.55	O
	Purpose: NOV VISION INS					
87567	11/02/2021	11/02/2021	AW	DENTAL CARE PLUS, INC.	\$848.52	O
	Purpose: OCT DENTAL INS					
87568	11/02/2021	11/02/2021	AW	MUFFLER BROTHERS	\$13.05	O
	Purpose: CAR 110					
87569	11/02/2021	11/02/2021	AW	TIME WARNER CABLE	\$386.00	O
	Purpose: FIBER INTERNET					
87570	11/02/2021	11/02/2021	AW	PHOENIX SAFETY OUTFITTERS	\$40.90	O
	Purpose: UNIFORMS					
87571	11/02/2021	11/02/2021	AW	CENTERPOINT ENERGY	\$76.75	O
	Purpose: STA 71					
87572	11/02/2021	11/02/2021	AW	K. E. ROSE COMPANY	\$11,070.00	O
	Purpose: C72 AND REPAIR WORK ON B70					
87573	11/02/2021	11/02/2021	AW	A & A SAFETY	\$435.00	O

Payment Listing

November 2021

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
		Purpose: ROAD SIGNS				
87574	11/02/2021	11/02/2021	AW	OFFICE DEPOT	\$23.57	O
		Purpose: LABELING TAPE				
87575	11/02/2021	11/02/2021	AW	TIME WARNER CABLE	\$349.00	O
		Purpose: FIBER ETHERNET				
87576	11/02/2021	11/02/2021	AW	A. E. DAVID COMPANY	\$17.95	O
		Purpose: NAMEPLATE FOR NEW OFFICER				
87577	11/02/2021	11/02/2021	AW	TREASURER OF STATE	\$100.00	O
		Purpose: MONTHLY ACCESS FEE				
87578	11/02/2021	11/02/2021	AW	TRANSUNION RISK & ALTERNATIVE DATA	\$121.30	O
		Purpose: SEARCHES				
87579	11/02/2021	11/02/2021	AW	C.T. BROWNS'S SANITATION SERVICE, LL	\$800.00	O
		Purpose: CLEAN PUMP PIT/OIL TANK				
87580	11/02/2021	11/02/2021	AW	TIME WARNER CABLE	\$221.57	O
		Purpose: PHONE AND CABLE				
87581	11/08/2021	11/08/2021	AW	WORLD FUEL SERVICES, INC.	\$1,819.55	O
		Purpose: FUEL				
87582	11/08/2021	11/08/2021	AW	O'REILLY AUTOMOTIVE, INC.	\$83.38	O
		Purpose: PARTS				
87583	11/08/2021	11/08/2021	AW	DC DOOR COMPANY	\$9,390.00	O
		Purpose: DOOR REPAIRS AND REMOTE				
87584	11/08/2021	11/08/2021	AW	GEM CITY CLEANING CREW	\$350.00	O
		Purpose: ADMIN CLEANING				
87585	11/08/2021	11/08/2021	AW	AIM MEDIA MIDWEST	\$149.76	O
		Purpose: ZONING ADS				
87586	11/08/2021	11/08/2021	AW	BOB SUMEREL TIRE COMPANY	\$670.06	O
		Purpose: TIRES				
87587	11/09/2021	11/09/2021	AW	GREENE COUNTY SANITARY ENGINEER	\$521.28	O
		Purpose: WATER AND SEWER				
87588	11/09/2021	11/09/2021	AW	WORLD FUEL SERVICES, INC.	\$1,655.77	O
		Purpose: FUEL				
87589	11/09/2021	11/09/2021	AW	DETROIT TIRES SUPPLY	\$24.33	O
		Purpose: TIRE REPAIR				
87590	11/09/2021	11/09/2021	AW	DANCO LETTERING	\$126.00	O
		Purpose: SIGN DACALS AT STA 72				
87591	11/09/2021	11/09/2021	AW	ATLANTIC EMERGENCY SOLUTIONS	\$2,459.86	O
		Purpose: CUTTER REPAIRS				
87592	11/09/2021	11/09/2021	AW	ALLIED UNIVERSAL TECHNOLOGY SERVIC	\$765.00	O
		Purpose: BADGE AND FOB REPAIR TO OPEN DOORS				
87593	11/09/2021	11/09/2021	AW	TIME WARNER CABLE	\$37.78	O
		Purpose: TV SERVICES				
87594	11/09/2021	11/09/2021	AW	TIME WARNER CABLE	\$616.67	O
		Purpose: ENTERPRISE DATA				
87595	11/09/2021	11/09/2021	AW	CENTERPOINT ENERGY	\$104.71	O
		Purpose: PSB				
87596	11/09/2021	11/09/2021	AW	TIME WARNER CABLE	\$920.60	O

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Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
		Purpose: CHARGES				
87597	11/09/2021	11/09/2021	AW	ZIONS BANK, CORPORATE TRUST	\$400.00	O
		Purpose: BOND FEE				
87598	11/09/2021	11/09/2021	AW	LOWE'S COMPANIES INC.	\$442.85	O
		Purpose: MISC CHARGES				
87599	11/09/2021	11/09/2021	AW	US BANK EQUIPMENT FINANCE	\$1,150.26	O
		Purpose: COPIER FEES				
87600	11/09/2021	11/09/2021	AW	AES OHIO	\$440.38	O
		Purpose: ELECTRIC				
87601	11/09/2021	11/09/2021	AW	AES OHIO	\$382.64	O
		Purpose: HUT AND STA 71				
87603	11/15/2021	11/15/2021	AW	OCCUPATIONAL HEALTH CENTERS OF OH	\$130.50	O
		Purpose: DRUG TESTING AND PHYSICAL				
87604	11/15/2021	11/15/2021	AW	AIRGAS USA, LLC	\$20.12	O
		Purpose: OXYGEN				
87605	11/15/2021	11/15/2021	AW	TREASURER OF STATE	\$50.00	O
		Purpose: TRAINING				
87606	11/15/2021	11/15/2021	AW	DAYTON REGIONAL HAZ MAT RESPONSE	\$1,625.46	O
		Purpose: PER CAPITA AND WMD				
87607	11/15/2021	11/15/2021	AW	GREENE COUNTY AUDITOR	\$1,447.02	O
		Purpose: PER CAPITA				
87608	11/15/2021	11/15/2021	AW	OHIO CAT	\$82.43	O
		Purpose: PARTS				
87609	11/15/2021	11/15/2021	AW	A & A SAFETY	\$8,143.30	O
		Purpose: ROAD STRIPING				
87610	11/15/2021	11/15/2021	AW	EVOLUTION CREATIVE SOLUTIONS	\$102.44	O
		Purpose: BUSINESS CARDS - CARA AND CAROLYN				
87611	11/15/2021	11/15/2021	AW	PESTER PLUMBING	\$2,320.00	O
		Purpose: REPAIR SEPTIC TANK PUMPS				
87612	11/15/2021	11/15/2021	AW	SAULCLEAN HARD SURFACE CLEANING L	\$570.00	O
		Purpose: WINTERIZE FLOORS				
87615	11/16/2021	11/16/2021	AW	ANKENEY XENIA TRUCK SERVICE, INC.	\$4,470.10	O
		Purpose: REPAIRS TO TRUCK 705				
87616	11/16/2021	11/16/2021	AW	ERNST CONCRETE	\$714.35	O
		Purpose: REPAIRS				
87617	11/16/2021	11/16/2021	AW	NORTHCOAST PRODUCTS	\$374.40	O
		Purpose: RAPID SET EMULSION				
87618	11/16/2021	11/16/2021	AW	DnD UNIFORMS, INC.	\$60.00	O
		Purpose: UNIFORM ALTERATIONS				
87619	11/16/2021	11/16/2021	AW	VERIZON WIRELESS	\$546.97	O
		Purpose: CELL PHONES - POLICE				
87620	11/16/2021	11/16/2021	AW	AES OHIO	\$1,422.97	O
		Purpose: PSB				
87621	11/16/2021	11/16/2021	AW	PRO ONCALL TECHNOLOGIES	\$248.57	O
		Purpose: PHONE BILL				
87622	11/16/2021	11/16/2021	AW	DELL FINANCIAL SERVICES	\$892.83	O

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Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
		Purpose: COMPUTER RENTALS				
87623	11/16/2021	11/16/2021	AW	AES OHIO	\$16.02	O
		Purpose: RANGE				
87624	11/16/2021	11/16/2021	AW	OFFICE DEPOT	\$184.75	O
		Purpose: SUPPLIES				
87625	11/16/2021	11/16/2021	AW	MUFFLER BROTHERS	\$356.08	O
		Purpose: CARS 109, 105, 106				
87626	11/16/2021	11/16/2021	AW	O'REILLY AUTOMOTIVE, INC.	\$190.41	O
		Purpose: BATTERY AND CAPSULE				
87627	11/16/2021	11/16/2021	AW	OFFICE DEPOT	\$52.07	O
		Purpose: CHAIR MAT				
87628	11/16/2021	11/16/2021	AW	SHERWIN WILLIAMS	\$90.99	O
		Purpose: PAINT				
87629	11/16/2021	11/16/2021	AW	POLLACK LAW, LLC	\$140.00	O
		Purpose: LEGAL FEES				
87630	11/16/2021	11/16/2021	AW	OCCUPATIONAL HEALTH CENTERS OF OH	\$49.00	O
		Purpose: DRUG TESTING/PHYSICAL				
87631	11/16/2021	11/16/2021	AW	PREMIER CENTER OF EXCELLENCE	\$120.00	O
		Purpose: ACLS CLASS				
87632	11/16/2021	11/16/2021	AW	KNOX COMPANY	\$4,303.00	O
		Purpose: KNOXBOX				
87633	11/16/2021	11/16/2021	AW	RUMPKE CONSOLIDATED	\$211.60	O
		Purpose: TRASH REMOVAL				
87634	11/16/2021	11/16/2021	AW	WORLD FUEL SERVICES, INC.	\$1,917.12	O
		Purpose: FUEL				
87636	11/22/2021	11/22/2021	AW	MICHAEL BROWN	\$50.00	O
		Purpose: CELL PHONE				
87637	11/22/2021	11/22/2021	AW	DOUG EVANS	\$20.00	O
		Purpose: CELL PHONE				
87638	11/22/2021	11/22/2021	AW	MARK WHITE	\$20.00	O
		Purpose: CELL PHONE				
87639	11/22/2021	11/22/2021	AW	VOSS	\$140.12	O
		Purpose: CAR REPAIRS				
87640	11/22/2021	11/22/2021	AW	POSITIVE PROMOTIONS, INC.	\$615.28	O
		Purpose: COMMUNITY TRAILER OUTREACH ITEMS				
87641	11/22/2021	11/22/2021	AW	GATEWAY AUTO CLINIC	\$144.18	O
		Purpose: CAR 107				
87642	11/22/2021	11/22/2021	AW	THE GALLERY COLLECTION	\$93.68	O
		Purpose: CHRISTMAS CARDS				
87643	11/22/2021	11/22/2021	AW	OHIO TOWNSHIP ASSOCIATION	\$200.00	O
		Purpose: CLOUT DUES - B. TIFFANY				
87644	11/22/2021	11/22/2021	AW	BARRY TIFFANY	\$750.00	O
		Purpose: CELL PHONE AND CAR ALLOWANCE				
87645	11/22/2021	11/22/2021	AW	CARA TILFORD	\$450.00	O
		Purpose: CELL PHONE AND CAR ALLOWANCE				
87646	11/22/2021	11/22/2021	AW	NADINE DAUGHERTY	\$20.00	O

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Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
		Purpose: CELL PHONE				
87647	11/22/2021	11/22/2021	AW	CAROLYN L. DESTEFANI	\$20.00	O
		Purpose: CELL PHONE				
87648	11/22/2021	11/22/2021	AW	FRED CRAMER	\$20.00	O
		Purpose: CELL PHONE				
87649	11/22/2021	11/22/2021	AW	BILL HARPHANT	\$20.00	O
		Purpose: CELL PHONE				
87650	11/22/2021	11/22/2021	AW	DALE OWENS	\$20.00	O
		Purpose: CELL PHONE				
87651	11/22/2021	11/22/2021	AW	RICHARD CIPRIANO	\$20.00	O
		Purpose: CELL PHONE				
87652	11/22/2021	11/22/2021	AW	JOSEPH HOFFMAN	\$20.00	O
		Purpose: CELL PHONE				
87653	11/22/2021	11/22/2021	AW	ROBERT JORDAN	\$20.00	O
		Purpose: CELL PHONE				
87654	11/22/2021	11/22/2021	AW	JOSHUA DARNELL	\$20.00	O
		Purpose: CELL PHONE				
87655	11/22/2021	11/22/2021	AW	TIME WARNER CABLE	\$724.43	O
		Purpose: ENTERPRISE				
87656	11/22/2021	11/22/2021	AW	FIRE APPARATUS SERVICE AND REPAIR, I	\$1,440.00	O
		Purpose: PUMP TESTING				
87657	11/22/2021	11/22/2021	AW	O'REILLY AUTOMOTIVE, INC.	\$64.97	O
		Purpose: BLUE DEF				
87658	11/22/2021	11/22/2021	AW	PHOENIX SAFETY OUTFITTERS	\$1,550.00	O
		Purpose: 5 HELMETS				
87659	11/22/2021	11/22/2021	AW	ENERGY OPTIMIZERS, USA	\$959.01	O
		Purpose: ENERGY CONTRACT				
87660	11/22/2021	11/22/2021	AW	HERITAGE FIRE EQUIPMENT	\$42.50	O
		Purpose: ENG 72 REPAIRS				
87661	11/23/2021	11/23/2021	AW	SHAWNEE HEATING AND AIR, LLC	\$750.21	O
		Purpose: FURNACE REPAIRS				
87662	11/23/2021	11/23/2021	AW	EXTREME'S ONE HOUR HEATING & AIR CC	\$427.00	O
		Purpose: STA 72 REPAIRS				
87663	11/23/2021	11/23/2021	AW	PHOENIX SAFETY OUTFITTERS	\$930.00	O
		Purpose: 3 HELMETS				
87664	11/23/2021	11/23/2021	AW	CITI CARDS	\$507.56	O
		Purpose: MISC PURCHASES				
87665	11/23/2021	11/23/2021	AW	AT&T MOBILITY	\$547.52	O
		Purpose: PHONES, LIFEPAKS, TABLETS				
87666	11/23/2021	11/23/2021	AW	K. E. ROSE COMPANY	\$390.00	O
		Purpose: ANTI THEFT INSTALL				
87667	11/23/2021	11/23/2021	AW	WASH IT DEAN	\$180.00	O
		Purpose: CAR WASHES				
87668	11/23/2021	11/23/2021	AW	OFFICE DEPOT	\$163.32	O
		Purpose: SUPPLIES				
87669	11/23/2021	11/23/2021	AW	LAW ENFORCEMENT TARGETS, INC.	\$67.74	O

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Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
				Purpose: RANGE TARGETS		
87670	11/29/2021	11/29/2021	AW	U.S. BANK ST. PAUL	\$71,687.00	O
				Purpose: CENTERPOINTE DRIVE LOAN PAYMENT		
87672	11/30/2021	11/30/2021	AW	JEFF LEAMING	\$600.00	O
				Purpose: ANNUAL CELL PHONE REIMB		
87673	11/30/2021	11/30/2021	AW	JOANN ZIMMERMAN	\$600.00	O
				Purpose: ANNUAL CELL PHONE REIMB		
87674	11/30/2021	11/30/2021	AW	HARWORTH TIRE AND AUTO	\$79.18	O
				Purpose: REPAIRS TO FORD FUSION		
87675	11/30/2021	11/30/2021	AW	NATIONAL TACTICAL OFFICERS ASSOCIA	\$50.00	O
				Purpose: DUES-SGT. DECKARD		
87676	11/30/2021	11/30/2021	AW	O'REILLY AUTOMOTIVE, INC.	\$33.98	O
				Purpose: ANTIFREEZE		
87677	11/30/2021	11/30/2021	AW	NATIONAL ASSOCIATION OF FIRE INVESTI	\$65.00	O
				Purpose: DUES-J. JOHNSON		
87678	11/30/2021	11/30/2021	AW	ARCHADECK	\$5.00	O
				Purpose: ZONING REFUND		
87679	11/30/2021	11/30/2021	AW	PHOENIX SAFETY OUTFITTERS	\$12,900.00	O
				Purpose: TURNOUT GEAR		
87694	11/30/2021	11/30/2021	AW	OFFICE DEPOT	\$274.77	O
				Purpose: SUPPLIES		
87695	11/30/2021	11/30/2021	AW	LESLEY STAYER	\$400.00	O
				Purpose: CLOTHING ALLOWANCE		
87696	11/30/2021	11/30/2021	AW	CRAIG BLACK	\$400.00	O
				Purpose: CLOTHING ALLOWANCE		
87697	11/30/2021	11/30/2021	AW	Paul Guerrero	\$400.00	O
				Purpose: CLOTHING ALLOWANCE		
87698	11/30/2021	11/30/2021	AW	ADAM KLARK	\$100.00	O
				Purpose: SERVICE AWARD		
87699	11/30/2021	11/30/2021	AW	MUFFLER BROTHERS	\$500.01	O
				Purpose: CAR 106		
87700	11/30/2021	11/30/2021	AW	O'REILLY AUTOMOTIVE, INC.	\$34.33	O
				Purpose: CAR SUPPLIES		
87701	11/30/2021	11/30/2021	AW	CAPITAL ONE	\$192.28	O
				Purpose: SUPPLIES		
87702	11/30/2021	11/30/2021	AW	MEDICOUNT MANAGEMENT, INC.	\$1,523.94	O
				Purpose: OCTOBER BILLING FEE		
87703	11/30/2021	11/30/2021	AW	CENTERPOINT ENERGY	\$261.66	O
				Purpose: STA 71		
87704	11/30/2021	11/30/2021	AW	MAYER FARM EQUIPMENT, LLC	\$1,522.00	O
				Purpose: SERVICE ON TRACTOR		
87705	11/30/2021	11/30/2021	AW	ERNST CONCRETE	\$860.00	O
				Purpose: CRUSHED RECYCLED CONCRETE BASE		
87706	11/30/2021	11/30/2021	AW	OHIO CAT	\$16,007.58	O
				Purpose: REPAIRS TO CAT 416C		
87707	11/30/2021	11/30/2021	AW	WORLD FUEL SERVICES, INC.	\$2,233.91	O

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Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
		Purpose: FUEL				
87708	11/30/2021	11/30/2021	AW	BELLBROOK-SUGARCREEK FAMILY RESO	\$10,000.00	O
		Purpose: CARES ACT				
87709	11/30/2021	11/30/2021	AW	JEFFERSON HEALTH PLAN	\$52,390.81	O
		Purpose: DEC HEALTH INS				
87711	11/30/2021	11/30/2021	AW	STANDARD INSURANCE COMPANY	\$228.84	O
		Purpose: DEC LIFE INS				
87713	11/30/2021	11/30/2021	AW	DENTAL CARE PLUS, INC.	\$1,744.41	O
		Purpose: DEC DENTAL INS				
87716	11/30/2021	11/30/2021	AW	FIDELITY SECURITY LIFE INSURANCE CO.	\$515.86	O
		Purpose: DEC VISION INS				
Total Payments:					\$381,156.49	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$381,156.49	

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.



AGENDA
SUGARCREEK TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
Monday, December 6, 2021, 7:00 P.M.

REGULAR SESSION:

- 1. Call to Order**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. Kelsey Hurlbert – Bellbrook-Sugarcreek Community Support Center**
Update on the State of Support Center
- 5. Recognizing the Retirement of Trustee Nadine S. Daugherty – 2021.12.06.01**
- 6. Reports**
 - A. Administrator
 - B. Zoning
 - C. Fiscal Officer
 - D. Fire
 - E. Police
 - F. Roads and Services
 - G. Information Technology
 - H. Trustees
- 7. Public Comments** - Limited to five minutes per person. Agenda related business only.
(Time cannot be yielded to another person.)
- 8. Old Business**
 - A. City of Bellbrook, Bellbrook Sugarcreek Parks and Schools Meeting - June 7th, 5:30 pm
- 9. Consent Agenda Items**
 - A. Payment of Bills
 - B. Approval of Minutes**
 - C. Accepting Retirement of Director of Roads and Services – Bill Harphant – 2021.12.06.02
 - D. Reclassification of Roads and Service Department Staff – Dale Owens – 2021.12.06.03
 - E. Reclassification of Roads and Service Department Staff – Rick Cipriano – 2021.12.06.04
 - F. Resignation of Fire Department Staff – Michael Lewis and Julia Chubner – 2021.12.06.05
 - G. Annual Reorganization and Appointments – 2021.12.06.06
 - H. Year 2022 Temporary Appropriations – 2021.12.06.07
 - I. Authorizing Township Administrator to Enter into Agreement for Road Department Tractor – 2021.12.06.08
 - J. Accepting the Material Terms of the OneOhio Subdivision Settlement – 2021.12.06.09

10. Discussion Agenda Items

11. Public Comments - Limited to five minutes per person. Township related business only.
(Time cannot be yielded to another person.)

12. Trustee/Staff Discussion

13. Adjourn

The Board of Trustees of Sugarcreek Township, Greene County, Ohio, in Regular Session on November 15th, 2021, at 7:00 PM.

- 1) **Mrs. Destefani called the session to order at 7:03 pm.**
- 2) **Mr. Demko called the roll with Board Members** Mrs. Destefani, Mrs. Daugherty and Mr. Cramer being present. Also, in attendance was Marvin Moeller, Louis Schatzberb, Donna Hellmann, Andrew Barrser, and Denise Moore.
- 3) **All in attendance stood for the Pledge of Allegiance.**

4) **Andrew Barrser**

Andrew is a Boy Scout that would like to speak to the Trustees. He is in the process of getting his Citizenship in the Community Badge, for this badge they have to find and address a problem within the community and see what they can do to help. Andrew chose to speak on the traffic problems in Sugarcreek Township. Andrew noticed that there are a lot of people speeding and he is wondering how the Township is enforcing the speed limit rules. Chief Brown stated that the Officers have radar units inside the cruisers, they do go into different areas and monitor the speed. They do also have speed signs that record the speeds of people driving past, and they move the sign around the Township to check the speed levels in various places.

5) **Public Hearing**

ZC-Case 10-2021: Applicant, Phillip M. Herres, is requesting Final Development Plan Approval for the Magnolia Meadows subdivision. The subject development site contains 42.85 acres located at 4267 and 4271 Clys Road. The subject parcels can be further identified by parcel numbers L32000100020006700 and L32000100020000800 (part of) and are owned by Phillip M. Herres and Gigi Ellen Withrow, Trustees. – 2021.11.15.01

- Public hearing is formally opened
- Staff report on the text amendments
- Applicant presentation
- Those wishing to speak in favor

Mrs. Destefani asked if there was anyone wishing to speak in favor of the application. No one wished to speak.

- Those wishing to speak against

Mrs. Destefani asked if there was anyone wishing to speak against the application. No one wished to speak.

- Neutral parties wishing to speak

Mrs. Destefani asked if there was anyone wishing to speak neutrally on the application.

Greg Dart stated he would like to speak, he stated that the development is great, and it will be good for the area. Greg stated he does have some concerns with the water runoff, specifically with the creek rising and flooding the road.

Mrs. Destefani asked if the city gave Greg any information as to what they could do to help this problem.

Greg stated that the City of Bellbrook said that there is not much they can do, there is not anywhere they can run the water to. When the storm sewer gets full the water shoots up over the hill and comes straight onto their property.

Mr. Cramer asked if there will be any more water added to the water flowing through the creek. He thinks that with the retention pond in place the water runoff from this development will not add to the water that is flowing to the creek.

Mrs. Destefani asked how long Little Sugarcreek stays flooded when they have these surges of rainfall.

Greg stated that it just depends on how much rain they get.

Mr. Tiffany stated that the development is taking all the steps they have to take to make sure this development will not add to the water runoff problem that already exists.

Mrs. Destefani stated that there is clearly a problem existing currently and asked what they could do to reach out to the county to try and get this problem solved.

Mr. Tiffany stated that they have been talking about it over the years to try and fix this problem.

- Public hearing is closed
- Deliberation and decision

Mrs. Destefani asked about the water drainage plan for the second pond.

Mrs. Tilford stated that the watershed was a huge consideration when they were making this plan. The property will drain to the retention pond in the back of the property. The pond will drain the water as it retains it, but it will be a wet pond.

Mrs. Daugherty stated that she is shocked by how much water is flooding in this area. She stated that she would like to have this development be under more review or have a study done to see what can be done to fix this problem.

Mrs. Destefani made a motion to table BZC Case 10-2021 until the December 6th, 2021, meeting, Mrs. Daugherty seconded. Roll was called with the vote being as follows:

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

6) Reports

Administration

Mr. Tiffany was present. There was nothing to add to his report.

Mrs. Destefani asked about the Community Spotlight Report that was on Channel 7 News.

Mr. Tiffany stated that it was about the new reservation at the Tischer property.

Zoning

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

Mrs. Destefani asked if there were any updates on the ODNR project.

Mrs. Tilford stated that they have signed an agreement with Choice One Engineering, for the preliminary engineering and surveying for the bridge project.

Fiscal Officer

Mr. Demko was present. There was nothing to add to his report.

Fire

Chief Leaming was present. There was nothing to add to his report.

Mrs. Destefani asked if the Chief wanted to talk about the fire on Ferry Road.

Chief Leaming stated that they did call in the State Fire Marshal's Office, it was an accidental fire, but it is under investigation.

Mrs. Daugherty asked about the calls to Cornerstone, last years compared to this year.

Chief Leaming stated that the calls vary but it stays around 7% of their total call volume.

Police

Chief Brown was present. There was nothing to add to his report.

Mrs. Destefani wanted to publicly thank our Police Department. She stated that the Trustees fully support and appreciate all that the department does for the Township.

Mrs. Destefani also stated that she loves the Guide program the Police Department does.

Chief Brown stated that they have done it for a few years now, it is for the 8th grade class. There are 8 training sessions throughout the year, they take about 60 kids and teach them about doing the right thing.

Mr. Cramer thanked Chief Brown for coming to the River Ridge HOA meeting. He stated that a lot of people came up to him and said they were happy that our Police Chief does that.

Mrs. Destefani asked how the dug drop off went.

Chief Brown stated they collected over 70 pounds of drugs to be disposed of.

Roads and Service

Mr. Owens was present. There was nothing to add to his report.

Mrs. Destefani asked about the Beet Heet webinar.

Mr. Owens stated it was an informational webinar to refresh their memory on what it can be used for and what the newer products are.

Information Technology

There was nothing to add.

Trustees

Mrs. Destefani stated that Greene County is having a meeting tonight to talk about the solar projects happening in the area. She stated that she attended the Water wastewater Committee meeting on October 27th. Mrs. Destefani also stated that Hope Taft is doing an "Imagine a day without water" event and she wanted to see about possibly doing a resolution for that. Mrs. Destefani attended the Greene County Township Association meeting and the Greene County Regional Planning Commission meeting. They are planning on ramping up the Planning Perspective 2040 which should be finished by the end of the calendar year. Mrs. Destefani stated that there was a Veterans Day memorial sponsored by the Bellbrook Sugarcreek Chamber of Commerce. Jim Martin was in attendance, and they played a song about Normandy.

Mr. Cramer stated that they met Rob Tilmand, he is the new City Manager for Bellbrook, he is excited to work with the Township. He also stated that Brad King the President of the Bellbrook Lions Club stated that he would like to schedule a service project day before the Sugar Maple Festival. And Mr. Cramer stated that he thought that time would be a good

time to have the Community Clean-up Day. He will be in contact with Mr. King to set that up.

Mrs. Destefani stated that she believed Mr. King set a date for April 9th, 2022.

7) **Public Comments – Agenda Items**

Denise Moore stated that she spoke to Kelsey at the Community Support Center, and Kelsey expressed how much she appreciates the support from the Township.

Mr. Moeller stated, in reference to BZC Case 10-2021, that Little Sugarcreek backs up a lot. There have been many floods and the road washes out often, and something needs to be done to fix it.

8) **Old Business**

A. City of Bellbrook, Bellbrook Sugarcreek Parks and Schools Meeting - Meeting date TBD.

9) **Consent Agenda Items**

A. Payment of Bills

B. Approval of Minutes

C. Appointment of Fire Department Staff – Matt Armstrong – 2021.11.15.02

SUGARCREEK TOWNSHIP

RESOLUTION NO. 2021.11.15.02

IN RE: Rehire of Fire Department Staff

Matthew Armstrong

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

WHEREAS, vacancies exist within the classification of Full-Time Firefighter/Paramedic; and,

WHEREAS, Matthew Armstrong has the necessary qualifications to serve in the capacity of Full-Time Firefighter II/Paramedic 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 Matthew Armstrong shall be rehired to the position of Full-Time Firefighter II/Paramedic at the pay rate of \$21.04 per hour; and,

FURTHER BE IT RESOLVED, the above-mentioned appointment of Matthew Armstrong will have an effective date of November 12, 2021, with a one (1) year probationary period ending on November 12, 2022.

D. Appointment of Fire Department Staff – Shelby Hale – 2021.11.15.03

SUGARCREEK TOWNSHIP

RESOLUTION NO. 2021.11.15.03

IN RE: Appointment of Fire Department Staff

Shelby Hale

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, Shelby Hale has the necessary qualifications to serve in the capacity of Part-time Firefighter II/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 Shelby Hale shall be appointed to Part-time Firefighter II/EMT within the Sugarcreek Fire Department at the rate of \$15.91 per hour; and,

FURTHER BE IT RESOLVED, the above-mentioned appointment for Mrs. Hale will have an effective date of November 9, 2021, with a one (1) year probationary period ending on November 9, 2022.

E. Proclamation for 100 Years - Verna R. Bertsche
PROCLAMATION OF RECOGNITION
Verna R. Bertsche - 100th Birthday

WHEREAS, Sugarcreek Township resident Verna R. Bertsche is celebrating her 100th birthday on December 28th and this Board of Township Trustees wishes to recognize Ms. Bertsche on this momentous occasion; and,

WHEREAS, Ms. Bertsche in was born on December 28, 1921, in Cincinnati; and,

WHEREAS, Ms. Bertsche graduated from Western Hills High School and after attending and graduating from the University of Cincinnati, Verna married her high school sweetheart; and,

WHEREAS, After World War II ended, Verna and her husband settled in Dayton to begin a sales rep business and raise their two children: and,

WHEREAS, Verna and her husband shared over 62 years of marriage before the death of the love of her life; and,

WHEREAS, Ms. Bertsche now resides with her son within Sugarcreek Township and has been blessed in this life with her 2 children in addition to five grandchildren and 7 great-grandchildren: and,

NOW THEREFORE, the Trustees of the Board of Sugarcreek Township hereby honors and recognizes Sugarcreek Township resident, Verna R. Bertsche on her 100th Birthday

Mrs. Destefani made a motion to approve the Consent agenda items, excluding the approval of the minutes Mr. Cramer seconded. Roll was called with the vote being as follows:

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

Mrs. Destefani made a motion to approve the minutes , Mr. Cramer seconded. Roll was called with the vote being as follows:

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

10) **Discussion Agenda Items**

There were no items

11) **Public Comments – Discussion Agenda Items**

There were no public comments

12) **Trustee/Staff Discussions**

Mr. Tiffany stated that the Township is looking for a new tractor for the Road and Service Department. This tractor is the one that cuts the grass alongside the roadways, it is a 2005 model that has been in for repairs quite a lot recently. Mr. Harphant and Mr. Owens have done great research trying to find a new tractor. The new tractor is John Deere, and it is about \$100,000.00 and they will be able to trade in the old tractor for about \$24,000.00.

All three Trustees agree that that is a good idea to purchase the new tractor and be able to trade in the old one.

13) **Adjourn**

Mrs. Destefani made a motion to adjourn the Trustee meeting, Mrs. Daugherty seconded. Roll was called with the vote being as follows:

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

Richard J Demko, Fiscal Officer



AGENDA
SUGARCREEK TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
Monday, December 6, 2021, 7:00 P.M.

REGULAR SESSION:

- 1. Call to Order**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. Kelsey Hurlbert – Bellbrook-Sugarcreek Community Support Center**
Update on the State of Support Center
- 5. Recognizing the Retirement of Trustee Nadine S. Daugherty – 2021.12.06.01**
- 6. Reports**
 - A. Administrator
 - B. Zoning
 - C. Fiscal Officer
 - D. Fire
 - E. Police
 - F. Roads and Services
 - G. Information Technology
 - H. Trustees
- 7. Public Comments** - Limited to five minutes per person. Agenda related business only.
(Time cannot be yielded to another person.)
- 8. Old Business**
 - A. City of Bellbrook, Bellbrook Sugarcreek Parks and Schools Meeting - June 7th, 5:30 pm
- 9. Consent Agenda Items**
 - A. Payment of Bills
 - B. Approval of Minutes
 - C. Accepting Retirement of Director of Roads and Services – Bill Harphant – 2021.12.06.02**
 - D. Reclassification of Roads and Service Department Staff – Dale Owens – 2021.12.06.03
 - E. Reclassification of Roads and Service Department Staff – Rick Cipriano – 2021.12.06.04
 - F. Resignation of Fire Department Staff – Michael Lewis and Julia Chubner – 2021.12.06.05
 - G. Annual Reorganization and Appointments – 2021.12.06.06
 - H. Year 2022 Temporary Appropriations – 2021.12.06.07
 - I. Authorizing Township Administrator to Enter into Agreement for Road Department Tractor – 2021.12.06.08
 - J. Accepting the Material Terms of the OneOhio Subdivision Settlement – 2021.12.06.09

10. Discussion Agenda Items

11. Public Comments - Limited to five minutes per person. Township related business only.
(Time cannot be yielded to another person.)

12. Trustee/Staff Discussion

13. Adjourn



SUGARCREEK TOWNSHIP
RESOLUTION NO. 2021.12.06.02
IN RE: Accepting Retirement of Bill Harphant

WHEREAS, Bill Harphant submitted his letter of retirement from the Sugarcreek Township Roads and Services Department with an effective date of December 31, 2021; and,

WHEREAS, Barry P. Tiffany, Township Administrator, has stated that Mr. Harphant, started his employment with Sugarcreek Township May 23, 1988 as a part-time service worker I. Over the next 32+ years at Sugarcreek Township, Bill held every position in the Roads and Service department finishing out his service as the Director of Roads and Services, and Mr. Tiffany recommends the Board of Trustees accept Mr. Harphant's notice of retirement; and,

WHEREAS, the Board of Trustees and Township Administrator, Barry P. Tiffany, would like to publicly thank Mr. Harphant for his dedication of service to this community for the past 32 years.

NOW THEREFORE, BE IT RESOLVED that this Board of Township Trustee officially accepts, with regret, the retirement of Bill Harphant from the Sugarcreek Township Roads and Services Department effective December 31, 2021; and,

FUTHER, BE IT RESOLVED, that this Board of Trustees wishes Mr. Harphant the very best in retirement for many years to come. A reception will be held on December 30, 2021 at the Administration building from 11:00am – 1:00pm.

Carolyn L. Destefani, Chairperson

Fred Cramer, Vice Chairperson

Nadine S. Daugherty, Trustee

Richard J. Demko, Fiscal Officer



AGENDA
SUGARCREEK TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
Monday, December 6, 2021, 7:00 P.M.

REGULAR SESSION:

- 1. Call to Order**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. Kelsey Hurlbert – Bellbrook-Sugarcreek Community Support Center**
Update on the State of Support Center
- 5. Recognizing the Retirement of Trustee Nadine S. Daugherty – 2021.12.06.01**
- 6. Reports**
 - A. Administrator
 - B. Zoning
 - C. Fiscal Officer
 - D. Fire
 - E. Police
 - F. Roads and Services
 - G. Information Technology
 - H. Trustees
- 7. Public Comments** - Limited to five minutes per person. Agenda related business only.
(Time cannot be yielded to another person.)
- 8. Old Business**
 - A. City of Bellbrook, Bellbrook Sugarcreek Parks and Schools Meeting - June 7th, 5:30 pm
- 9. Consent Agenda Items**
 - A. Payment of Bills
 - B. Approval of Minutes
 - C. Accepting Retirement of Director of Roads and Services – Bill Harphant – 2021.12.06.02
 - D. Reclassification of Roads and Service Department Staff – Dale Owens – 2021.12.06.03**
 - E. Reclassification of Roads and Service Department Staff – Rick Cipriano – 2021.12.06.04
 - F. Resignation of Fire Department Staff – Michael Lewis and Julia Chubner – 2021.12.06.05
 - G. Annual Reorganization and Appointments – 2021.12.06.06
 - H. Year 2022 Temporary Appropriations – 2021.12.06.07
 - I. Authorizing Township Administrator to Enter into Agreement for Road Department Tractor – 2021.12.06.08
 - J. Accepting the Material Terms of the OneOhio Subdivision Settlement – 2021.12.06.09

10. Discussion Agenda Items

11. Public Comments - Limited to five minutes per person. Township related business only.
(Time cannot be yielded to another person.)

12. Trustee/Staff Discussion

13. Adjourn



**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2021.12.06.03**

IN RE: Promotion of Roads and Services Supervisor to Director of Roads and Services – Dale Owens

WHEREAS, a need exists for an experienced individual to fill the vacancy and perform the duties of Director of Roads and Services; and,

WHEREAS, Township Administrator, Barry Tiffany, recommends the Board of Trustees promote Dale Owens from within the department to fill the vacancy.

NOW THEREFORE, BE IT RESOLVED, that the Board of Sugar Creek Township Trustees does hereby promote Dale Owens to the position of Director of Roads and Services, effective the January 1, 2021, at a rate of \$72,600, per year.

BE IT FURTHER RESOLVED that this position is subject to a one (1) year probationary period ending January 1, 2022.

Carolyn L. Destefani, Chairperson

Fred Cramer, Vice-Chairperson

Nadine S. Daugherty, Trustee

Richard J. Demko, Fiscal Officer



AGENDA
SUGARCREEK TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
Monday, December 6, 2021, 7:00 P.M.

REGULAR SESSION:

- 1. Call to Order**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. Kelsey Hurlbert – Bellbrook-Sugar Creek Community Support Center**
Update on the State of Support Center
- 5. Recognizing the Retirement of Trustee Nadine S. Daugherty – 2021.12.06.01**
- 6. Reports**
 - A. Administrator
 - B. Zoning
 - C. Fiscal Officer
 - D. Fire
 - E. Police
 - F. Roads and Services
 - G. Information Technology
 - H. Trustees
- 7. Public Comments** - Limited to five minutes per person. Agenda related business only.
(Time cannot be yielded to another person.)
- 8. Old Business**
 - A. City of Bellbrook, Bellbrook Sugar Creek Parks and Schools Meeting - June 7th, 5:30 pm
- 9. Consent Agenda Items**
 - A. Payment of Bills
 - B. Approval of Minutes
 - C. Accepting Retirement of Director of Roads and Services – Bill Harphant – 2021.12.06.02
 - D. Reclassification of Roads and Service Department Staff – Dale Owens – 2021.12.06.03
 - E. Reclassification of Roads and Service Department Staff – Rick Cipriano – 2021.12.06.04
 - F. Resignation of Fire Department Staff – Michael Lewis and Julia Chubner – 2021.12.06.05
 - G. Annual Reorganization and Appointments – 2021.12.06.06
 - H. Year 2022 Temporary Appropriations – 2021.12.06.07
 - I. Authorizing Township Administrator to Enter into Agreement for Road Department Tractor – 2021.12.06.08
 - J. Accepting the Material Terms of the OneOhio Subdivision Settlement – 2021.12.06.09

10. Discussion Agenda Items

11. Public Comments - Limited to five minutes per person. Township related business only.
(Time cannot be yielded to another person.)

12. Trustee/Staff Discussion

13. Adjourn



**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2021.12.06.04**

IN RE: Reclassification of Roads and Services Department Personnel
Richard F. Cipriano

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

WHEREAS, Township Administrator Barry P. Tiffany is requesting the reclassification of Richard F. Cipriano from full-time Service Worker III to Roads and Services Supervisor in support of the goals and objectives of the Sugar Creek Township Roads and Services Department;

WHEREAS, Mr. Barry P. Tiffany states the 2022 Budget has sufficient funds allocated for this reclassification;

NOW THEREFORE, BE IT RESOLVED, that Richard F. Cipriano shall be reclassified to the position of Supervisor of the Roads and Services Department at the rate of \$19.00 per hour payable on a bi-weekly basis.

FURTHER BE IT RESOLVED, this reclassification shall have an effective date of January 1, 2022, and is subject to a one (1) year probationary period ending January 1, 2023.

Carolyn L. Destefani, Chairperson

Fred Cramer, Vice Chairperson

Nadine S. Daugherty, Trustee

Richard J. Demko, Fiscal Officer



AGENDA
SUGARCREEK TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
Monday, December 6, 2021, 7:00 P.M.

REGULAR SESSION:

- 1. Call to Order**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. Kelsey Hurlbert – Bellbrook-Sugarcreek Community Support Center**
Update on the State of Support Center
- 5. Recognizing the Retirement of Trustee Nadine S. Daugherty – 2021.12.06.01**
- 6. Reports**
 - A. Administrator
 - B. Zoning
 - C. Fiscal Officer
 - D. Fire
 - E. Police
 - F. Roads and Services
 - G. Information Technology
 - H. Trustees
- 7. Public Comments - Limited to five minutes per person. Agenda related business only.**
(Time cannot be yielded to another person.)
- 8. Old Business**
 - A. City of Bellbrook, Bellbrook Sugarcreek Parks and Schools Meeting - June 7th, 5:30 pm
- 9. Consent Agenda Items**
 - A. Payment of Bills
 - B. Approval of Minutes
 - C. Accepting Retirement of Director of Roads and Services – Bill Harphant – 2021.12.06.02
 - D. Reclassification of Roads and Service Department Staff – Dale Owens – 2021.12.06.03
 - E. Reclassification of Roads and Service Department Staff – Rick Cipriano – 2021.12.06.04
 - F. Resignation of Fire Department Staff – Michael Lewis and Julia Chubner – 2021.12.06.05
 - G. Annual Reorganization and Appointments – 2021.12.06.06
 - H. Year 2022 Temporary Appropriations – 2021.12.06.07
 - I. Authorizing Township Administrator to Enter into Agreement for Road Department Tractor – 2021.12.06.08
 - J. Accepting the Material Terms of the OneOhio Subdivision Settlement – 2021.12.06.09

10. Discussion Agenda Items

11. Public Comments - Limited to five minutes per person. Township related business only.
(Time cannot be yielded to another person.)

12. Trustee/Staff Discussion

13. Adjourn



**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2021.12.06.05**

IN RE: Resignation of Fire Department Staff Michael Lewis and Julia Chubner

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

WHEREAS, Michael Lewis was hired as a member of the Sugarcreek Township Fire Department on August 20, 2018; and,

WHEREAS, Part-time Firefighter, Julia Chubner, has indicated her desire to resign from the Sugarcreek Township Fire Department; and,

WHEREAS, Julia Chubner was hired as a member of the Sugarcreek Township Fire Department on November 21, 2016; and,

WHEREAS, Chief Jeffrey A. Leaming recommends we accept the resignations of Michael Lewis and Julia Chubner.

NOW THEREFORE, BE IT RESOLVED that the Board of Sugarcreek Township Trustees officially accept the resignation of Michael Lewis effective November 21, 2021 and Julia Chubner effective November 25, 2021.

Carolyn L. Destefani, Chairperson

Fred Cramer, Vice Chairperson

Nadine S. Daugherty, Trustee

Richard J. Demko, Fiscal Officer



AGENDA
SUGARCREEK TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
Monday, December 6, 2021, 7:00 P.M.

REGULAR SESSION:

- 1. Call to Order**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. Kelsey Hurlbert – Bellbrook-Sugarcreek Community Support Center**
Update on the State of Support Center
- 5. Recognizing the Retirement of Trustee Nadine S. Daugherty – 2021.12.06.01**
- 6. Reports**
 - A. Administrator
 - B. Zoning
 - C. Fiscal Officer
 - D. Fire
 - E. Police
 - F. Roads and Services
 - G. Information Technology
 - H. Trustees
- 7. Public Comments** - Limited to five minutes per person. Agenda related business only.
(Time cannot be yielded to another person.)
- 8. Old Business**
 - A. City of Bellbrook, Bellbrook Sugarcreek Parks and Schools Meeting - June 7th, 5:30 pm
- 9. Consent Agenda Items**
 - A. Payment of Bills
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 - C. Accepting Retirement of Director of Roads and Services – Bill Harphant – 2021.12.06.02
 - D. Reclassification of Roads and Service Department Staff – Dale Owens – 2021.12.06.03
 - E. Reclassification of Roads and Service Department Staff – Rick Cipriano – 2021.12.06.04
 - F. Resignation of Fire Department Staff – Michael Lewis and Julia Chubner – 2021.12.06.05
 - G. Annual Reorganization and Appointments – 2021.12.06.06**
 - H. Year 2022 Temporary Appropriations – 2021.12.06.07
 - I. Authorizing Township Administrator to Enter into Agreement for Road Department Tractor – 2021.12.06.08
 - J. Accepting the Material Terms of the OneOhio Subdivision Settlement – 2021.12.06.09

10. Discussion Agenda Items

11. Public Comments - Limited to five minutes per person. Township related business only.
(Time cannot be yielded to another person.)

12. Trustee/Staff Discussion

13. Adjourn



SUGARCREEK TOWNSHIP
RESOLUTION NO. 2021.12.06.06
IN RE: Annual Re-organization and Appointments

WHEREAS, it is necessary that the Sugarcreek Township Board of Trustees establish by resolution its intent to establish meeting dates, holidays, and appointments to boards, commissions, committees and other organizations with which the Township has cooperative working relationships; and,

WHEREAS, it is also necessary that the Board of Trustees establish an annual schedule of holidays to be observed by the Township, schedule of meeting dates, and authorize certain other operational policies of the Township,

NOW, THEREFORE, BE IT RESOLVED, that this Sugarcreek Township Board of Trustees does hereby appoint Fred Cramer to the position of Chairperson, Sugarcreek Township Board of Trustees, for the term commencing January 1, 2022, through December 31, 2022.

BE IT FURTHER RESOLVED, this Sugarcreek Township Board of Trustees does hereby appoint Carolyn L. Destefani to the position of Vice Chairperson, Sugarcreek Township Board of Trustees for the term commencing January 1, 2022, through December 31, 2022.

BE IT FURTHER RESOLVED, that this Sugarcreek Township Board of Trustees does hereby appoint Fred Cramer as representative, and Carolyn L. Destefani as alternate, to the Greene County Regional Planning & Coordinating Commission.

BE IT FURTHER RESOLVED, that this Sugarcreek Township Board of Trustees does hereby appoint Marvin Moeller as representative, and Carolyn L. Destefani as alternate, to the Greene County Combined Health District Advisory Council.

BE IT FURTHER RESOLVED, that this Sugarcreek Township Board of Trustees does hereby appoint Carolyn L. Destefani as representative, and Marvin Moeller as alternate, to the Greene County Water/Wastewater Advisory Council.

BE IT FURTHER RESOLVED, that this Sugarcreek Township Board of Trustees does hereby appoint Carolyn L. Destefani as representative, and Fred Cramer as alternate, to the Miami Valley Regional Planning Commission.

BE IT FURTHER RESOLVED that for the calendar year 2022, the Trustee Work Sessions and Regular Sessions will be held on the same day with the Work Sessions being held from 5:30 p.m. to 6:45 p.m. and the Trustee Regular Session beginning at 7:00 p.m. on the following dates:

January 3	July 18
February 7	August 1
February 21	August 15
March 7	September 19
March 21	October 3
April 4	October 17
April 18	November 7
May 2	November 21
May 16	December 5
June 6	December 19

Until further notice, all work sessions and regular Board of Township Trustees meetings will be held at the Sugarcreek Township Administration Building, 2090 Ferry Road, Sugarcreek Township, Ohio 45305. Work Sessions and Regular Sessions may be canceled on occasion by the Chairperson due to schedule conflicts, lack of agenda or other unforeseen circumstances after consulting with the other two Trustees, as available, and the Administrator.

In months containing only one (1) scheduled meeting, the Chairperson may schedule an additional meeting if necessary for continuity of operations. Such meetings shall be noticed properly in accordance with law as Special Meetings.

BE IT FURTHER RESOLVED, that this Sugarcreek Township Board of Trustees does hereby resolve to retain/rehire all current Township employees.

BE IT FURTHER RESOLVED, that all Roads and Service Department temporary part-time service workers will be hired for a term not-to-exceed 180 days from the most recent date of employment in 2022. Temporary part-time service workers will be utilized as needed and must reapply for employment with the Township at the appropriately established time for the next season of work.

BE IT FURTHER RESOLVED, that this Sugarcreek Township Board of Trustees does hereby adopt the following policy regarding hours of work for Part-time employees:

- 1) Part-time employees must average less than thirty (30) hours worked per week per calendar year.
 - a. No part-time employee may work in excess of, or equal to, one hundred-thirty (130) hours in any given calendar month.
 - b. No part-time employee may work in excess of fifteen hundred (1500) hours in any given calendar year.
 - c. No employee may work in excess of their scheduled shifts unless authorized in advance by their respective Department Head, Supervisor, Sergeant or Captain.
 - d. Shift coverage-off and sick days do not count as scheduled hours for part-time employee. These hours can be made up only in the same calendar month and one does not exceed forty-eight (48) hours in any given calendar week.

- 2) It is the responsibility of the part-time employee to keep from working in excess of, or equal to, one hundred-thirty (130) hours in any given calendar month, or 1500 hours in the calendar year.
- 3) It is the responsibility of the Department Head to ensure that part-time employees adhere to the confines of this order.
- 4) Any part-time employee (excluding employees whom work twelve (12) hours every sixth day) whose scheduled shifts begin on the 1st and end on the 31st of any given month must have a scheduled shift off to keep them under one hundred-thirty (130) hours worked in any given month. This will be identified as an “off-day” and shall be assigned by respective their Department Administration. “Off-days” do not count as scheduled hours and cannot be made up.
- 5) Failure to comply with or enforce the above-mentioned Administrative Order may result in the Department Head and/or employee being disciplined up to and including termination.
- 6) Should an employee work Fourteen Hundred, Ninety-Nine (1499) hours within a given calendar year, that employee will immediately be placed on unpaid Administrative leave until January 1 of the following year.

BE IT FURTHER RESOLVED, that this Sugarcreek Township Board of Trustees does hereby establish the 2022 schedule of paid holidays for all Sugarcreek Township non-bargaining unit employees:

<i>New Year's Day:</i>	<i>December 31, 2021</i>
<i>Martin Luther King Day:</i>	<i>January 17</i>
<i>President's Day:</i>	<i>February 21</i>
<i>Memorial Day:</i>	<i>May 30</i>
<i>Juneteenth:</i>	<i>June 20</i>
<i>Independence Day:</i>	<i>July 4</i>
<i>Labor Day:</i>	<i>September 5</i>
<i>Veterans Day:</i>	<i>November 11</i>
<i>Thanksgiving Day:</i>	<i>November 24</i>
<i>Day after Thanksgiving:</i>	<i>November 25</i>
<i>Christmas Day:</i>	<i>December 26</i>

BE IT FURTHER RESOLVED, that this Sugarcreek Township Board of Trustees does hereby establish the 2022 schedule for the Sugarcreek Township Records Commission: Monday, April 11, 2022 and Monday, September 12, 2022. The Records Commission shall meet twice a year with both meetings starting at 6:45 pm at the Township Administrative Offices, 2090 Ferry Road, Sugarcreek Township, Ohio

BE IT FURTHER RESOLVED, that this Sugarcreek Township Board of Trustees does hereby establish the following Operational Policies and Priorities for the Year 2022:

AGENDA: The agenda for regular and special meetings of the Board of Trustees is to be prepared by the Township Administrator with the review and consent of the Chairperson. All

items for the agenda must be submitted to the Administrator on or before the Thursday preceding a regular meeting.

ANNEXATION: This Board of Sugarcreek Township Trustees adamantly opposes any annexation that is not in the best interest of the health, safety and general welfare of the Township and/or its Citizens and shall aggressively resist annexations from any source as appropriate.

ATTENDANCE OF DEPARTMENT HEADS AT TRUSTEE MEETINGS: Attendance is required at the second regular meeting of the Board of Township Trustees each month and other meetings as requested or unless otherwise excused by the Township Administrator.

AUTHORIZATION TO BILL: The Fiscal Officer shall, upon notification from the Administrator or appropriate Department Head, bill residents and others for damage to Township property and false alarms.

AUTHORIZING TRAVEL/TRAINING REQUESTS: All Travel/Training requests of less than \$1,000.00 may be authorized by the Township Administrator. The Chairperson of the Board of Trustees and the Township Administrator may authorize requested travel training of \$1,000.00 or more, not to exceed \$2,500 without the consent of the majority of the Board of Trustees.

BLOCK PARTY REQUESTS: Requests must be submitted to the Township Administrator, who is authorized to approve requests based on the availability of the Community Outreach group, Police, Fire and/or Roads and Services Departments.

CATASTROPHIC EMERGENCIES: Authorizing the Township Administrator or in the absence of the Township Administrator and a quorum of the Board of Trustees, any one Trustee to represent Sugarcreek Township for the purpose of authorizing the use of Township resources in the event of a catastrophic emergency.

COMPETITIVE BIDDING: The Township Administrator and Department Heads are authorized to obtain competitive bids when legally required. All bids will be advertised when in the best interest of the Township or as required in accordance with law. Each bid shall be evaluated as to requirements and specifications contained therein. Demonstrations and/or references shall be provided as appropriate. The contract shall be reviewed in whole or in part by the Office of the Greene County Prosecuting Attorney. Awarding of bids will be determined by the Sugarcreek Township Board of Trustees in the overall best interest of Sugarcreek Township, not exclusively on the basis of the lowest cost. The Board reserves the right to reject any or all bids.

CREATION OF BOARDS, COMMISSIONS and COMMITTEES: The Township Trustees may by resolution create, eliminate, change, appoint alternates, and abolish boards and commissions in accordance with the Ohio Revised Code. Members of such boards and commissions shall be appointed by and responsible to the Trustees. These members may be removed by the Board of Trustees for malfeasance, misfeasance, or other violations of official Township resolutions and policies. All appointed board, commission, committee members or other appointed volunteers

shall be responsible for signing and adhering to the official Sugarcreek Township Code of Ethics or be subject to removal.

All terms, number of members, procedures for appointment and replacement of members, duties, and powers of boards and commissions created by the Trustees shall be prescribed by resolution in accordance with the Ohio Revised Code except as established by the Ohio Revised Code. The Trustees may assign additional non-conflicting duties to the established boards and commissions. Each board or commission shall adopt its own rules of order and procedure in accordance with the Ohio Revised Code and shall annually elect its officers from its membership. The Trustees may authorize funds for the use by the boards and commissions in carrying out their designated responsibilities.

DEPARTMENT REPORTS: Each Department Head shall submit a typed report of activities to the Township Administrator on the Thursday preceding the scheduled regular meetings of the Board of Township Trustees for presentation at that meeting.

DRAINAGE: Retain ground water at its source.

NUISANCE FIRE ALARMS: Nuisance fire alarms shall be subject to the penalties and provisions of the current adopted fire code(s).

MILEAGE REIMBURSEMENT: The Township shall reimburse all employees and elected officials in accordance with Internal Revenue Service (IRS) regulations at the current IRS standard mileage rates for business use when using their private vehicles in those instances where Township-owned vehicles cannot be utilized.

OPEN SPACE PRESERVATION: This Board of Trustees recognizes the high value of and strongly supports the preservation of the open spaces and vistas that help to make Sugarcreek Township a unique and highly desirable place to live, work and play.

REGIONALISM: This Board of Trustees supports true regionalism and will strive to maintain Sugarcreek Township, Greene County and the Miami Valley as a viable and thriving region.

SPECIAL SECURITY EVENTS: The Police Department shall be reimbursed at the rate of Seventy-four dollars (\$74) per hour per person and equipment provided to private organizations for security services.

WORK WITHIN THE ROAD RIGHTS-OF-WAY: Landscaping, traffic signs, fire hydrants or mailboxes (except in conformance with all applicable United States Postal Service Standards) shall not be placed in the Sugarcreek Township road rights-of-way without prior written approval of the Director of Roads and Services, or in his/her absence the Township Administrator or his/her designee.

Carolyn L. Destefani, Chairperson

Fred Cramer, Vice-Chairperson

Nadine S. Daugherty, Trustee

Richard J Demko, Fiscal Officer



AGENDA
SUGARCREEK TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
Monday, December 6, 2021, 7:00 P.M.

REGULAR SESSION:

- 1. Call to Order**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. Kelsey Hurlbert – Bellbrook-Sugarcreek Community Support Center**
Update on the State of Support Center
- 5. Recognizing the Retirement of Trustee Nadine S. Daugherty – 2021.12.06.01**
- 6. Reports**
 - A. Administrator
 - B. Zoning
 - C. Fiscal Officer
 - D. Fire
 - E. Police
 - F. Roads and Services
 - G. Information Technology
 - H. Trustees
- 7. Public Comments** - Limited to five minutes per person. Agenda related business only.
(Time cannot be yielded to another person.)
- 8. Old Business**
 - A. City of Bellbrook, Bellbrook Sugarcreek Parks and Schools Meeting - June 7th, 5:30 pm
- 9. Consent Agenda Items**
 - A. Payment of Bills
 - B. Approval of Minutes
 - C. Accepting Retirement of Director of Roads and Services – Bill Harphant – 2021.12.06.02
 - D. Reclassification of Roads and Service Department Staff – Dale Owens – 2021.12.06.03
 - E. Reclassification of Roads and Service Department Staff – Rick Cipriano – 2021.12.06.04
 - F. Resignation of Fire Department Staff – Michael Lewis and Julia Chubner – 2021.12.06.05
 - G. Annual Reorganization and Appointments – 2021.12.06.06
 - H. Year 2022 Temporary Appropriations – 2021.12.06.07
 - I. Authorizing Township Administrator to Enter into Agreement for Road Department Tractor – 2021.12.06.08
 - J. Accepting the Material Terms of the OneOhio Subdivision Settlement – 2021.12.06.09

10. Discussion Agenda Items

11. Public Comments - Limited to five minutes per person. Township related business only.
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12. Trustee/Staff Discussion

13. Adjourn



SUGARCREEK TOWNSHIP
RESOLUTION NO. 2021.12.06.07
 IN RE: Year 2022 Temporary Appropriations

WHEREAS, the need exists to adopt temporary appropriations for the Year 2022; and,

WHEREAS, this temporary appropriation shall be in effect commencing at the close of business December 31, 2021, and extending until the Year 2022 Permanent Appropriations are approved no later than March 31, 2022; and,

WHEREAS, this temporary appropriation will permit the Township Offices to function without interruption as well as allowing ample time to establish exact carry-over figures,

NOW THEREFORE, BE IT RESOLVED, the Year 2022 Temporary Appropriations are as follows:

1000	General Fund	
	Personal Services (Salaries)	\$ 413,184.00
	Employee Benefits	\$ 193,680.00
	Purchased Services	\$ 161,200.00
	Supplies & Materials	\$ 11,440.00
	Other Dues and Fees	\$ 2,080.00
	Health Districts	<u>\$ 33,280.00</u>
	<i>Total General Fund:</i>	<i>\$ 814,864.00</i>
2011	Motor Vehicle Tax	\$ 30,000.00
2021	Gasoline Tax	\$ 225,000.00
2031	Road and Bridge	
	Personal Services	\$ 454,072.00
	Other	<u>\$ 566,072.00</u>
	<i>Total Road and Bridge:</i>	<i>\$1,020,144.00</i>
2081	Police District	
	Personal Services	\$2,581,000.00
	Other	<u>\$ 418,100.00</u>
	<i>Total Police District:</i>	<i>\$2,999,100.00</i>
2112	Fire District	
	Personal Services	\$2,405,465.00
	Other	<u>\$ 852,400.00</u>
	<i>Total Fire District:</i>	<i>\$3,257,865.00</i>

2231	Permissive Motor Vehicle License	\$ 200,000.00
2281	Ambulance and Emergency Medical	
	Personal Services	\$ 133,261.00
	Other	\$ 104,700.00
	<i>Total Ambulance and Emergency Medical:</i>	\$ 237,961.00
2904	Centerville Fire Ancillary	\$ 110,000.00
2906	Police Trust Fund	\$ 50,000.00
2907	Police Cell Tower Receipts	\$ 24,000.00
2908	Fire Cell Tower Receipts	\$ 24,000.00
2911	American Rescue Plan Fund	\$ 441,525.72
3102	General Bond Retirement	\$ 120,780.00
3901	Clyo Road TIF II	\$ 24,100.00

Total Temporary Appropriations \$9,579,339.72

FURTHER BE IT RESOLVED, that the above aggregate amounts be appropriated based upon the attached submittals (hereby incorporated) and a copy shall be sent to the Greene County Auditor.

Carolyn L. Destefani, Chairperson

Fred Cramer, Vice Chairperson

Nadine S. Daugherty, Trustee

Richard J. Demko, Fiscal Officer



AGENDA
SUGARCREEK TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
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10. Discussion Agenda Items

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12. Trustee/Staff Discussion

13. Adjourn



**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2021.12.06.08**

IN RE: Authorizing the Township Administrator to Enter into Agreements for the Lease of Road Department Tractor

WHEREAS, a well equipped fleet of vehicles is necessary for the preservation of roads and safe travel within Sugar Creek Township; and

WHEREAS, Kenn-Feld Group, LLC has a John Deere 5100M Utility Tractor at State Bid pricing in stock that meets the needs and specifications desired to provide adequate service for the department.

NOW, THEREFORE BE IT RESOLVED, that this Board of Trustees of Sugar Creek Township, Ohio, does hereby authorize the Township Administrator to enter into Agreements for the lease of a John Deere 5100M Utility Tractor, not to exceed \$80,833.54.

Carolyn L. Destefani, Chairperson

Fred Cramer, Vice-Chairperson

Nadine S. Daugherty, Trustee

Richard J. Demko, Fiscal Officer



AGENDA
SUGARCREEK TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING

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12. Trustee/Staff Discussion

13. Adjourn



**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2021.12.06.09**

IN RE: AN EMERGENCY RESOLUTION TO ACCEPT THE MATERIAL TERMS OF THE ONE OHIO SUBDIVISION SETTLEMENT PURSUANT TO THE ONE OHIO MEMORANDUM OF UNDERSTANDING AND CONSISTENT WITH THE TERMS OF THE JULY 21, 2021 NATIONAL OPIOID SETTLEMENT AGREEMENT

AN EMERGENCY RESOLUTION AUTHORIZING Barry P. Tiffany, Sugarcreek Township Administrator, on behalf of the Sugarcreek Township Trustees, to execute the Participation Agreement for the OneOhio Subdivision Settlement with Janssen/Johnson&Johnson pursuant to the OneOhio Memorandum of Understanding regarding the pursuit and use of potential opioid litigation settlement funds and consistent with the material terms of the July 21, 2021 proposed Settlement Agreement available at <https://nationalopioidsettlement.com/>.

WHEREAS, Sugarcreek Township, Ohio (herein "Municipality") is a township formed and organized pursuant to the Constitution and laws of the State of Ohio; and

WHEREAS, the people of the State of Ohio and its communities have been harmed by misfeasance, nonfeasance and malfeasance committed by certain entities within the Opioid Pharmaceutical Supply Chain; and

WHEREAS, the State of Ohio, through its Attorney General, and certain Local Governments, through their elected representatives and counsel, are separately engaged in litigation seeking to hold Opioid Pharmaceutical Companies accountable for the damage caused by their misfeasance, nonfeasance and malfeasance; and

WHEREAS, the State of Ohio, through its Governor and Attorney General, and its Local Governments share a common desire to abate and alleviate the impacts of that misfeasance, nonfeasance and malfeasance throughout the State of Ohio; and

WHEREAS, the State and its Local Governments, subject to completing formal documents effectuating the Parties Agreements, have drafted and Sugarcreek Township has adopted, and hereby reaffirms its adoption of, a OneOhio Memorandum of Understanding

("MOU") relating to the allocation and the use of the proceeds of any potential settlements described; and

WHEREAS, the MOU has been collaboratively drafted to maintain all individual claims while allowing the State and Local Governments to cooperate in exploring all possible means of resolution; and

WHEREAS, the Board understands that an additional purpose of the MOU is to create an effective means of distributing any potential settlement funds obtained under the MOU between the State of Ohio and Local Governments in a manner and means that would promote an effective and meaningful use of the funds in abating the opioid epidemic throughout Ohio, as well as to permit collaboration and explore potentially effectuation earlier resolution of the Opioid Litigation against Opioid Pharmaceutical Companies; and

WHEREAS, nothing in the MOU binds any party to a specific outcome, but rather, any resolution under the MOU requires acceptance by the State of Ohio and the Local Governments; and

WHEREAS a settlement proposal is being presented to the State of Ohio and Local Governments by Janssen/Johnson&Johnson to resolve governmental entity claims in the State of Ohio using the structure of the OneOhio MOU and consistent with the material terms of the July 21, 2021 proposed Settlement Agreement; and

WHEREAS, the Board wishes to agree to the material terms of the proposed National Settlement Agreement with the Proposed Settlement:

NOW THEREFORE, BE IT ORDAINED BY THE BOARD OF THE TRUSTEES OF SUGARCREEK TOWNSHIP, OHIO.

Section 1. That Barry P. Tiffany, Township Administrator, is authorized to accept the Proposed Settlement on behalf of the Sugarcreek Township Trustees, pursuant to the terms of the OneOhio MOU.

Section 2. That it is found and determined that all formal actions of the Council relating to the adoption of this resolution were adopted in an open meeting of this Council, and

that all deliberations of this Council and any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements.

Section 3. This Resolution is hereby declared to be an emergency measure, necessary for the preservation of the public peace, health, welfare and safety of Sugarcreek Township. The reason for the emergency is to ensure prompt pursuit of funds to assist in abating the opioid epidemic throughout Ohio.

SUGARCREEK TOWNSHIP TRUSTEES

Carolyn L. Destefani, Chairperson

Fred Cramer, Vice Chairperson

Nadine S. Daugherty, Trustee

Richard J. Demko, Fiscal Officer