



**Administrator's Report to the Trustees  
June 1, 2015**

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

- Karen attended mandatory Worker's Compensation training to maintain compliance with the state program and to retain our current rates.
- Attendance was very good at the Safety Services Public Input meeting on the 19<sup>th</sup>. The general consensus of the attendees was that Centerville should fund the services to the incorporated portion of the township at the same level as the other properties in the community.

Most attendees were in favor of sharing services with the City of Bellbrook and liked the idea of a joint fire district.

Mark Schlagheck, City Manager of Bellbrook, and I met last Tuesday to discuss the idea of a joint fire district. We are compiling data at this time and look forward to scheduling a meeting between the elected officials in the coming weeks to review the data and discuss the concept.

We will be looking at the models of other active joint districts such as Miamisburg and Miami Township to see how the district was formed, the make-up of the district board, how the district is funded, and if there has been a savings or cost neutral effect to the communities since its creation.

<b>Fiscal:</b>	
Budget:	\$ 443,692.00
Expenditures as of 5/18/2015:	\$ 163,153.36
% of Budget Used:	37%
% of Budget Year Target:	37%
Remaining % of Budget Remaining:	63%
Cash Balance as of 5/18/2015:	\$ 238,042.32

Respectfully Submitted,

Barry P. Tiffany  
Township Administrator



Randall J. Pavlak  
Fire Chief

Fire Administration: 937-848-7344  
Fax: 937-848-5185

4398 Cloyo Road  
Dayton, Ohio 45459

## Staff Report for Sugarcreek Township Trustees May 14, 2015 thru May 27, 2015

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

### Trainings:

Geriatrics  
Electrical Systems

### Statistics:

Fire Responses-31  
EMS Responses-25

### PERSONNEL:

We are in the process of hiring volunteer Firefighter/EMT's and Part time Firefighter/EMT's. Physical Agility Testing is now being held as needed.

### Accomplishments/Information:

- Chief Pavlak attended Department Head Meeting
- E71 (old 72) has more extensive repair work needed done. Estimates is around \$9000.00
- Fire Marshal Collier attended Centerville's TRC meeting on projects
- Chief Pavlak attended Community the input meeting for the Fire Department May 19<sup>th</sup>.
- Congratulations to FF Mariana Jones for passing her paramedic certification test. Job well done!
- Working on 2016 Fire and EMS budgets
- Assisted Beavercreek Township FD with tornado response on May 26<sup>th</sup>.
- Hosted the Deerfield Homeowners Association meeting at the PSB
- Participated in the McDonalds Family night on May 26<sup>th</sup>.
- We are working with Bellbrook-Sugarcreek Park district for fire safety programs in the fall.
- Hydrant Testing and Flushing moving along well.

### STATUS OF SIGNIFICANT ISSUES THE FIRE DEPARTMENT IS ADDRESSING:

- Fire Station Alerting Solutions.
- Funding for 2016 and beyond

**SCHEDULED EVENTS FOR June:**

Touch at Truck for Bell creek Intermediate school May 27<sup>th</sup>.  
River keepers June 6<sup>th</sup>  
Hosting EVT testing June 6<sup>th</sup>

**Budgetary Awareness Items:**

- A.) Fire Station Alerting funding-\$54,000.00
- B.) Purchase New Medic Unit for 2015-\$142,000.00 budget
- C.) Upgrade Medic 73 computer \$3100.00

**FISCAL: As of May 18, 2015**

Fire Budget: \$2,364,846.00 EMS Budget: \$ 228,712.00

**Expenditures as of May 18, 2015**

Fire: \$ 836,560.05 EMS: \$72,461.82

**% of Budget Used:**

Fire: 35.155% EMS: 31.579%

**% of Budget Year Target:**

Fire: 38.46% EMS: 38.46%

**Remaining % OF Budget Remaining**

Fire: 64.845% EMS: 68.421%

**Cash Balance as of May 18, 2015**

Fire: \$ 865,745.94 EMS: \$58,882.84

Respectfully submitted,

Randy Pavlak, Fire Chief



Michael A. Brown  
Chief of Police

## Trustee Report

### June 1, 2015

#### Training

- The officers have completed their annual weapons qualification.
- Officer Gabe Plummer will be attending the Ohio Conference on Public Safety Vehicles from June 2-4<sup>th</sup>. The conference will provide information and “hands on” instruction on documenting and investigating public safety vehicle involved incidents.
- Officer Shlloh Colon will be attending the STEP XIV training in the Fall of 2015.
- No other classes scheduled.

#### Public Appearances

- On May 21<sup>st</sup>, Chief Brown attended the Greene County Law Enforcement Chief's luncheon.
- On May 26<sup>th</sup>, Sergeant Mark White and Officer Powers attended a “Read a Book” at the McDonalds on Wilmington Pike.
- On May 27<sup>th</sup>, Chief Brown attended the Montgomery County Chief's luncheon.
- On May 29<sup>th</sup>, Chief Brown and Sergeant Marlatt had the outreach trailer at the Farmer's Market.

**Statistics**

- Available next meeting

**Fiscal**

Budget 2015 (Final Appropriation)	\$2,377,200.00
Expenditures as of May 29, 2015	\$891,648.66
% of Budget Used	37.2%
% of Budget Year Target for the end of May	41.5%
% of Budget Remaining	62.8%
Cash Balance as of May 29, 2015	\$1,175,856.86

**Congratulations to Officer Colon and Officer Estes**

Respectfully submitted,



Michael A. Brown  
Chief of Police



Michael A. Brown  
Chief of Police

## Police Blotter

### May 13, 2015

- An aided case was taken by an officer
- A report of misuse of credit card on N. Lakeman Drive
- A DUI/Drug arrest on Wilmington Pike

### May 14, 2015

- A warrant arrest was taken at Plaza II
- Three aided cases were taken by officers
- A menacing arrest at Plaza II
- A report of theft for a vehicle on Wilmington Pike

### May 15, 2015

- A menacing report on State Route 725
- A drug/alcohol arrest on S. Alpha Bellbrook
- A criminal trespassing arrest on N. Lakeman Drive

### May 16, 2015

- A warrant arrest was taken by an officer

### May 17, 2015

- A criminal damaging report was taken on Wilmington Pike

### May 18, 2015

- Nothing to Report

**May 19, 2015**

- Two (2) shoplifting arrests on Wilmington Pike

**May 20, 2015**

- A criminal trespassing arrest on Wilmington Pike

**May 21, 2015**

- A theft report on Napa Valley Drive
- An arrest of obstructing official business and underage drinking on Cheatham Way

**May 22, 2015**

- An aided case was taken on Wilmington Pike
- A DUI/Drug arrest on Brown Road

**May 23, 2015**

- An arrest of possession of drugs on Wilmington Pike
- An arrest of a juvenile for possession of tobacco

**May 24, 2015**

- An assault report on Surrey Trail
- A theft report on Gebhardt Circle
- A DUI arrest on Wilmington Pike
- A arrest of unlawful restraint on Surrey Trail

**May 25, 2015**

- An aided case and a warrant arrest was taken by an officer
- A shoplifting arrest on Wilmington Pike
- A fraud report on Briggs Road
- An arrest of violating a protection order on Wilmington Pike

**May 26, 2015**

- A found property report on Wilmington Pike
- A warrant arrest on Clio Road
- A theft report on Wilmington Pike



**Staff Report for  
Sugar Creek Township Trustees  
June 1, 2015**

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

**Calls for Service**

- 5-11 Tree down on Land Drive
- 5-15 Water main break Statehouse Court

**Accomplishments:**

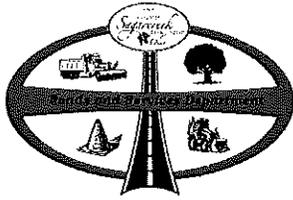
- Mowed 2090 Ferry Road and plaza areas
- Removed tree from Land Drive
- Attended a class on Pavement Preservation
- Loaded 180.5 tons of salt for New Jasper Township
- Dura Patched in Kable's Mill
- Mowed Fallis Cemetery
- Moved Road Department office/breakroom
- Repaired Mower

**Fiscal**

<b>End of Year Totals</b>	
Budget	\$1,144,194.00
Expenditures as of April 6, 2015	\$ 312,099.12
% of Budget Used	27%
% of Budget Year Target	25%
% of Budget Remaining	73%
Cash Balance as of April 6, 2015	\$ 521,542.71

Respectfully,

Anthony W. Lamb  
Roads and Services Supervisor



**Staff Report for  
Sugar Creek Township Trustees  
June 6, 2015**

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

**Calls for Service**

- 5-11 Tree down on Land Drive
- 5-15 Water main break Statehouse Court

**Accomplishments:**

- Mowed 2090 and plaza areas
- Removed tree from Land Drive
- Attended a class on Pavement Preservation
- Loaded 180.5 tons of salt for New Jasper Township
- Dura Patched in Kable's Mill
- Mowed Fallis Cemetery
- Moved Road department office
- Repaired Mower

<b>End of Year Totals</b>	
Budget	\$ 1,144,194.00
Expenditures as of 5/18/2015	\$ 329,961.29
% of Budget Used	29%
% of Budget Year Target	37%
% of Budget Remaining	71%
Cash Balance as of 5/18/2015	\$ 557,941.02

**Upcoming Schedule:**

June 1<sup>st</sup>: Start repairs to Washington Mill Road, Conference Road, Ferry Road (south of Centerville). These roads are scheduled to be paved/chip seal starting in late July. Conference Road has minor potholes to be patched, some berm work and possibly some realigning on the hill. Washington Mill Road has some pot holes to be repaired and some berm work. Ferry Road will need to be dura-patched before chip seal

Respectfully,

Anthony W. Lamb  
Roads and Services Supervisor



**Staff Report for the Sugarcreek Township Board of Trustees  
May 18, 2015 through May 27, 2015**

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:**

- **May 28, 2015 BZA Meeting**
  - **BZA05-2015:** Applicant, Linda Black Kurek Living Trust, is requesting a Variance from Section 4.13 D. 3. a. of the Sugarcreek Township Zoning Resolution to allow for the construction of a 34' x 34' detached garage, approximately 155 SF larger than permitted. The subject property is 4336 SR 725, parcel L32000100030014700, owned by Linda Black Kurek Trustee, containing approximately 0.69 acres, and located in the R-PUCD (Residential Planned Conservation Development) District.

**Zoning Commission Activities:**

- **June 9, 2015 BZC Meeting**
  - **BZC05-2015:** Redwood Acquisition is requesting a map amendment to the Sugarcreek Township Zoning Resolution to rezone 31.2561 acres (with an address of Wilmington Pike) located at the northeast corner of the intersection of Silverado Drive and Center Point Drive from O-1 (Office) District, R1-B (Single Family Residential District), and PUD-B-2 (General Business Planned Unit Development District) to PUD-R (Residential Planned Unit Development) District. The subject property is located at the termini of Center Point Drive, Beryl Drive and Sonoma Court and contains 89.819 acres (of which 31.2561 acres are subject to this rezoning request). It can be further identified by parcel number L32000100030000800 (part of) and is owned by Ramona Ann Spears and James P. Grodecki Trustee. Redwood Acquisition is also requesting

preliminary development plan approval under Article 5 of the Sugarcreek Township Zoning Resolution for approval of the preliminary plan for a the proposed White Oakes Landing multi-family development. After the conclusion of the hearing, the matter will be submitted to the Board of Township Trustees for its action.

- **BZC06-2015:** The Sugarcreek Township Board of Trustees is requesting a map amendment to the Sugarcreek Township Zoning Resolution to rezone 58.3802 acres (with an address of Wilmington Pike) located along the north and south sides of Clys Road from O-1 (Office) District and PUD-B-2 (General Business Planned Unit Development District) to B-2 (General Business) District. The subject property is approximately 1100' east of the intersection of Clys Road and Wilmington Pike and approximately 275' south of the intersection of Clys Road and Possum Run Road (the property is directly south of the intersection of Possum Run Road and Possum Run Court) and contains 89.819 acres (of which 58.3802 are subject to this rezoning request). It can be further identified by parcel number L32000100030000800 and is owned by Ramona Ann Spears and James P. Grodecki Trustee. After the conclusion of the hearing, the matter will be submitted to the Board of Township Trustees for its action.

**Permits:**

- See attached spreadsheet

**Violations:**

- See attached spreadsheet

**Meetings/Accomplishments:**

- Attended RPCC Executive Committee Meeting on May 19, 2015
- Met with architect to discuss ISGD project on May 20, 2015
- Met with resident to discuss basement finish on May 26, 2015
- Met with property owner to discuss new home construction on May 26, 2015
- Met with resident to discuss accessory structure on May 26, 2015
- Met with Marcia Treadway to discuss Farmers' Market on May 26, 2015
- Attended Department Head Meeting on May 27, 2015
- Met with Redwood and White Fence Farm representatives to discuss Redwood's proposal on May 28, 2015
- Attended BZA Meeting on May 28, 2015
- Attended Farmers' Market on May 29, 2015 (Bike Helmet Giveaway)
- Completed BZA Staff Report (BZA05-2015)
- Completed BZA Packets (electronic delivery)
- Completed BZA Minutes
- Working on BZC Staff Reports (BZC05-2015 and BZC06-2015)

**Announcements/Upcoming Events:**

- o Farmers Market continues weekly on Friday from 3-7 p.m.
- o BZC Meeting scheduled for June 9, 2015
- o BZA Meeting scheduled for June 25, 2015

## 2015 Zoning/Property Maintenance Violations

Property Address	Complaint	Inspection	Pending Action
727 Walden	junk, PMC Violations, flat tire	3/12/2015	Outside work done, property owner given list of items to complete inside
Edelweiss & Wilmington Dayton	condition of lot	5/11/2015	Property owner working on abatement
N. Lakeman (lot 191)	permanent sign w/o ZC-not perm.	4/16/2015	Partially abated (sign taken down, frame remains)
4311 Killian	shed constructed w/o ZC	9/30/2014	Owner had survey-shed on HOA land, approval by HOA, will apply to BZA
4361 Tollgate	condition of shed	4/16/2015	Abated
2120 Upper Bellbrook Road	inoperable vehicles	5/14/2015	Some abatement action observed
3878 Ferry Road	accessory structure w/o ZC	4/16/2015	Working with property owner on options, may apply to BZA
Five Seasons	Handicapped spaces blocked		
4311 Kelsey's Court	Dogs kept in outdoor enclosure		Referred to Greene County Animal Control
Tollgate Lane	carpet pad in driveway	4/30/2015	Abated
3808 Wilmington Dayton	mattress at road	3/12/2015	Abated
2305 Sienna Court	rv parked in driveway		Contacted owner, understands our requirements, has storage arranged
784 S. Alpha Bellbrook	junk cars, condition of driveway	3/31/2015	Abated
4460 Erica Ct.	condition of shed	4/28/2015	Advisory Notice sent; applicant called will scrape and paint
Fox Trail	vacant lots-grass height	4/23/2015	Abated
3417 Upper Bellbrook Road	large wood pile	5/14/2015	Abated
1815 N Lakeman	large accumulation bagged rubbish	4/28/2015	Spoke with property owner; will abate
6244 Wilmington Pike	vehicles for sale, donation bins	5/11/2015	Spoke with owners of cars, bins; removal of all scheduled (partially abated)
6140 Wilmington Pike	donation bins	5/11/2015	Abated
6254 Wilmington Pike	hot air balloon, streamers, etc.	5/11/2015	Abated
1776 Statehouse	condition of fence	5/21/2015	Advisory Notice sent
1942 River Ridge Drive	grass height	5/28/2015	No violation observed
Corner of Briggs and Surrey	sight distance issue-privacy fence	5/28/2015	No violation observed
784 South Alpha Bellbrook Road	grass height	5/26/2015	Notice of Violation sent
1288 Carpenter	condition of above ground pool	5/21/2015	Advisory Notice sent
3607 Stutsman	grass height, junk car, unsafe struc.	5/28/2015	Spoke with bank 5/21, advised that they put a rush order on cut; 5/28 not abated

May 28, 2015

Zoning Certificate Totals 2015

	SFR	MFR	AcStrc	Bsmt	Deck	Fence	P/F	Pool	Add/R	COM	Tmp	U/S	Wall	Sign	Grd	Sign	Home	Oc	Ten	Fin	Other	TOTALS
JAN	2	0	2	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5
FEB	2	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4
MARCH	6	0	1	1	2	0	0	0	0	0	0	1	1	1	1	1	1	0	0	0	0	13
APRIL	8	0	3	0	1	1	1	0	0	1	0	0	0	0	0	0	0	0	0	0	2	16
MAY	4	0	4	1	1	0	0	0	0	1	1	0	0	0	0	0	0	0	0	0	0	12
JUNE																						
JULY																						
AUGUST																						
SEPT																						
OCT																						
NOV																						
DEC																						
TOTALS	22	0	12	2	4	1	0	0	0	2	2	2	1	1	1	1	0	0	0	2	2	50

50 ZCs issued ytd. vs. 59 ZCs issued same period 2014 (-15%). 22 ZCs for SFRs issued ytd vs. 16 ZCs for SFRs issued same period 2014 (+37.5%)



**Staff Report for  
Sugarcreek Township Trustees  
May 28, 2015**

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

**Items Completed:**

- Met with Beavercreek Township regarding PSISN microwave network out at County Water tower
- Attended Department head meeting
- Attended PSISN board meeting
- Resolved issues with VPN / RSA server
- Swapped out IT desktop PC after failure existing PC (6 yrs. old)
- Worked with Cincinnati Bell to resolve T-1 failure between Safety and Station 71 (line failure)
- Continued with Police setup work for New World, working with County

Respectfully,

Christopher A. Zappanti  
Director of Information Technology