



**Randall J. Pavlak**  
Fire Chief

## **Staff Report for Sugarcreek Township Trustees July 16, 2015 thru July 30, 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 Assistant Chief Zimmerman at 937-848-7344.

### **Trainings:**

- Sexual Harassment/Diversity
- Report Writing/Radio's
- Tool & Appliance Maintenance

### **Statistics:**

- 33 EMS reports
- 43 Fire reports

### **Accomplishments/Information:**

- July 21<sup>st</sup> A/C Zimmerman attended mediation with the Union
- July 21<sup>st</sup> EMA meeting Captain Johnson and Chief Pavlak attended
- Attended sexual harassment/diversity training
- CEU credentialing paperwork to medical control
- Meeting with Chief Pavlak to discuss upcoming ISO evaluation
- Held officer meeting
- All hands meeting scheduled with Trustees July 30<sup>th</sup>
- Obtained two quotes regarding C-72 repairs
- Dry Hydrants were checked and flowed

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

- Fire Station Alerting Solutions
- Funding for 2016 and beyond

### **Scheduled Events for August/September:**

- Providing EMS coverage during two events at the Greene County Fair August 3<sup>rd</sup> and 6<sup>th</sup>
- Kables Mill block party August 1<sup>st</sup>
- National Night Out August 4<sup>th</sup>
- Eagle 5K Run August 8<sup>th</sup>
- Written promotional testing scheduled for Aug. 13<sup>th</sup> and Assessment Center on Aug. 15<sup>th</sup>

- Back to School August 19<sup>th</sup>
- Chamber Golf Outing August 20<sup>th</sup>
- Lions Club Festival/Lions Club Parade August 22<sup>nd</sup>
- Eagle Rise Block Party September 12<sup>th</sup>

**Budgetary Awareness Items:**

- Fire Station Alerting funding-\$54,000.00
- Upgrade Medic 73 computer \$3100.00
- Air Packs \$205,000.00

**Fiscal:**

<b>As of June 30, 2015</b>	<b>Fire</b>	<b>EMS</b>
<b>Budget</b>	\$2,364,846.00	\$228,712.00
<b>Expenditures</b>	\$1,202,387.58	\$ 103,890.22
<b>% of Budget Used</b>	50.528%	45.275%
<b>% of Budget Remaining</b>	49.472%	54.725%
<b>Cash Balance</b>	\$ 505,122.61	\$ 58,226.06

Respectfully submitted,

Joann Zimmerman  
Assistant Fire Chief



Michael A. Brown  
Chief of Police

## Trustee Report August 3, 2015

### Training

- On August 10<sup>th</sup> – 14<sup>th</sup>, Officer Dooley will be attending the Crisis Intervention Training.
- On September 13<sup>th</sup> – 18<sup>th</sup>, Detective Lesley Stayer will be attending the *New Detective Training* in Reynoldsburg, Ohio.
- No other classes to report.

### Public Appearances

- On July 21, 2015, Chief Brown attended the Warning Sirens Meeting.
- On August 1<sup>st</sup>, Chief Brown and Officer Ron Gudgell attended the Kables Mill Block Party.

### Future Events

- On August 4<sup>th</sup>, National Night Out in the Target parking lot.
- On August 20<sup>th</sup>, Chief Brown will be judging the Prince and Princess completion for the Lions Club.
- On August 22<sup>nd</sup>, Chief Brown will be riding in the Bellbrook Lions Club Parade.

## Statistics

- Available next meeting

## Fiscal

Budget 2015 (Final Appropriation)	\$2,377,200.00
Expenditures as of July 28, 2015	\$1,340,575.18
% of Budget Used	55.9%
% of Budget Year Target for the end of August	66.4%
% of Budget Remaining	44.1%
Cash Balance as of July 28, 2015	\$733,859.18

Respectfully submitted,



Michael A. Brown  
Chief of Police



Michael A. Brown  
Chief of Police

## Police Blotter

### July 14, 2015

- A property damage report on Van Eaton Road
- A property damage report on Wilmington Pike
- A theft report was taken on Ferry Road

### July 15, 2015

- An aided case on E. Briggs Road
- A theft report on Wilmington Pike

### July 16, 2015

- An aided case was taken on Upper Bellbrook Road
- A shoplifting arrest on Wilmington Pike
- A theft report on Lakeman Drive

### July 17, 2015

- A theft report on Clys Road
- An arrest of possession of drugs/obstructing official business

### July 18, 2015

- A theft/open liquor container arrest on Wilmington Pike

### July 19, 2015

- An aided case was taken on Upper Bellbrook Road
- A found property report on Clys Road
- A DUI/Drug arrest on Possum Run Road

**July 20, 2015**

- A theft report on Wilmington Pike
- An arrest of possession of drugs on Wilmington Pike

**July 21, 2015**

- An arrest for underage drinking on Kables Mills

**July 22, 2015**

- A domestic violence report on Sonoma Court
- A shoplifting arrest on Wilmington Pike
- A DUI/Drug arrest on Wilmington-Dayton Road

**July 23, 2015**

- A warrant arrest on Wilmington Pike
- An aided case on Bayberry Cove Drive
- A menacing report on N. Lakeman Drive

**July 24, 2015**

- Nothing to Report

**July 25, 2015**

- An aided case on Mantell Court
- An arson report on Little Sugarcreek Road
- An arrest of possession of drugs on Wilmington-Dayton Road

**July 26, 2015**

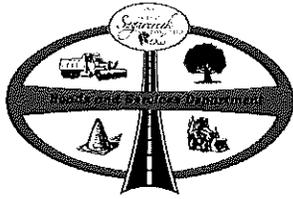
- A DUI/Drug arrest on Wilmington Pike

**July 27, 2015**

- A warrant arrest on Wilmington Pike
- A fraud report we taken on Timshel Street

**July 28, 2015**

- A theft arrest on Wilmington Pike



**Staff Report for  
Sugarcreek Township Trustees  
August 3, 2015**

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

**Calls for Service:**

- Tree down on SR 725

**Accomplishments:**

- Mowing cycle
- Dura patch Kable's Mill, Spahr Road, McBee Road, East of Eden
- Removed downed trees on Conference Road, Sugar Hill Lane, Spahr Road
- Removed weeds and mowed at 2090 Ferry Road, plaza area, pond, property on Waynesville Road and Centerville Road
- Sprayed weeds along curb on Clear Brook
- Repair berm on Conference Road, Spahr Road, Little Sugarcreek Road
- Sign upgrade
- Swept farmers' market lot
- Picked up items dumped on Spring Valley Alpha Road

**Fiscal:**

<b>End of Year Totals</b>	
Budget	\$
Expenditures as of xxxxxx	\$
% of Budget Used	%
% of Budget Year Target	%
% of Budget Remaining	%
Cash Balance as of xxxxxx	\$

**Upcoming Events:**

July 27<sup>th</sup> – 31<sup>st</sup>: Dura patch Washington Mill Road, Brown Road, sign upgrade  
 August 3<sup>rd</sup> – 7<sup>th</sup>: Sign upgrade, spray cycle, mow 2090 Ferry Road and plaza area, trim trees, paving Washington Mill Road and Conference Road, chip seal Ferry Road south of Centerville Road  
 August 10<sup>th</sup> – 14<sup>th</sup>: Mowing cycle, sign upgrade and street sweeping cycle  
 August 17<sup>th</sup> – 21<sup>st</sup>: Mowing cycle, clearing excess items out of old barn, ditch realigning at 2519 South Creek Circle and 2412 Katerina Court.

Respectfully,

Anthony W. Lamb  
 Roads and Services Supervisor



**Staff Report for the Sugar Creek Township Board of Trustees  
July 21, 2015 through July 30, 2015**

The following is a snapshot of the activities and areas of responsibility for the Sugar Creek Township Planning and Zoning Department. This report is prepared to keep the Board of Trustees informed and the citizens apprised of their Planning and Zoning Department. If further information or explanation is needed, please contact Cara Tilford at 937-848-8426.

**Board of Zoning Appeals Activities:**

- **July 23, 2015 BZA Meeting: Follow-up**
  - **BZA08-2015:** Applicants, Robert J. and Amy F. Spitler, are requesting a Variance from Section 7.04 B. 2. a. of the Sugar Creek Township Zoning Resolution to allow for the construction of a fence at a height of 8'. The subject property is 3985 Haines Road, parcel L32000100071008100, owned by Robert J. and Amy F. Spitler, containing approximately 3.06 acres, and located in the A-1 (Agricultural) District.
    - *The BZA denied the request.*
  - **BZA09-2015:** Applicants, Chad and Denise Sprague, are requesting Variances from Section 7.04 B. 1. a., 7.04 B. 1 b. and 7.04 B. 1 e. of the Sugar Creek Township Zoning Resolution to allow for construction of a 6' wooden privacy fence in the front yard adjacent to Upper Bellbrook at a setback of 0' from the right-of-way line (the fence is proposed to be located on the property line adjacent to Upper Bellbrook Road). The subject property is 1166 Settlers Bay Court, parcel L32000200160046100, owned by Chad and Denise Sprague, containing 0.3673 acres, and located in the R-PUCD (Residential Planned Unit Conservation Development) District.
    - *The BZA denied the request for a privacy fence and approved the requests for a 6' fence at a setback of 0' from the right-of-way line adjacent to Upper Bellbrook Road.*

○ **August 27, 2015 BZA Meeting**

- **BZA10-2015:** Applicant, Derek A. Corbett, is requesting a Variance from Section 4.13 D. 1. c. of the Sugarcreek Township Zoning Resolution to allow for a shed at a setback of 0' from the property line (the shed was constructed partially on adjacent homeowner's association land). The subject property is 4311 Killian Court, parcel L32000100011004400, owned by Derek A. Corbett, containing 0.228 acres, and located in the R-1B (Suburban Residential-Moderate District).
- **BZA11-2015:** Applicant, Scott L. Poole, is requesting Variances from Section 7.04 B. 1. a. and 7.04 B. 1 b. of the Sugarcreek Township Zoning Resolution to allow for construction of a 54" aluminum fence in the front yard adjacent to Upper Bellbrook at a setback of 0' from the right-of-way line (the fence is proposed to be located on the property line adjacent to Upper Bellbrook Road). The subject property is 1174 Settlers Bay Court, parcel L32000200160045900, owned by Scott L. and Tonya M. Poole, containing 0.3489 acres, and located in the R-PUCD (Residential Planned Unit Conservation Development) District.

**Zoning Commission Activities:**

○ **August 11, 2015 BZC Meeting**

- **ZC Case 07-2015:** MV Residential Development, LLC is requesting a map amendment to the Sugarcreek Township Zoning Resolution to rezone 24.525 acres from R-PUCD (Residential Planned Conservation Development) District to PUD-R (Residential Planned Unit Development) District. The subject properties are at 4700 and 4704 Feedwire Road. The subject properties can be further identified by parcel numbers L32000100020006500 and L32000100020000700 and are owned by Lifestyle Communities by Miller Valentine at Sugar Ridge LLC. MV Residential Development, LLC is also requesting preliminary development plan approval under Article 5 of the Sugarcreek Township Zoning Resolution for approval of the preliminary plan for a proposed multi-family development.

**Permits:**

- See attached spreadsheet

**Violations:**

- See attached spreadsheet

**Meetings/Accomplishments:**

- Attended RPCC Executive Committee Meeting on July 21, 2015

- o Met with resident to discuss neighbor complaint on July 22, 2015
- o Met with resident to discuss variance request on July 22, 2015
- o Attended BZA Meeting on July 23, 2015
- o Attended training on July 27, 2015
- o Met with realtor to discuss land in the township on July 27, 2015
- o Met with resident to discuss garage addition/detached garage project on July 29, 2015
- o Met with resident to discuss construction of a shed on July 30, 2015
- o Met with property owner representative to discuss land in the township on July 30, 2015
- o Completed BZA Notices of Decision (BZA08-2015 and BZA09-2015)
- o Completed and sent Legal and Public Notices for BZC07-2015
- o Working on Staff Report for BZC07-2015
- o Working on securing bids from ODOT prequalified consultants for ROW for SRTS, PID-96356 (school parcel, Kable's Mill HOA parcel and Pupo parcel) and PID-93532 (school parcel, City of Bellbrook parcel)
- o Processed lot split/combination on Conference Road

**Announcements/Upcoming Events:**

- o Farmers Market continues weekly on Friday from 3-7 p.m. (Market Bag Giveaway Day scheduled for August 14, 2015)
- o Chamber of Commerce Meeting scheduled for August 6, 2015
- o BZC Meeting scheduled for August 11, 2015
- o BZA Meeting scheduled for August 27, 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	1	0	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	1	1	1	1	1	1	0	0	0	0	0	13
APRIL	8	0	3	0	1	1	0	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	2	0	3	0	1	4	0	0	1	0	2	0	0	0	0	0	0	0	0	0	1	14
JULY	4	0	2	2	0	0	1	0	1	2	0	1	0	1	0	0	0	0	0	0	1	14
AUGUST																						
SEPT																						
OCT																						
NOV																						
DEC																						
<b>TOTALS</b>	28	0	17	4	5	6	1	0	2	4	4	2	4	2	1	1	0	0	0	0	4	78

**78 ZCs issued ytd. vs. 96 ZCs issued same period 2014 (-18.75%). 28 ZCs for SFRs issued ytd vs. 23 ZCs for SFRs issued same period 2014 (+22%)**

## 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 has applied 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	Abated
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	6/8/2015	Abated
6244 Wilmington Pike	vehicles for sale, donation bins	6/8/2015	Abated
6140 Wilmington Pike	donation bins	6/8/2015	Abated
6254 Wilmington Pike	hot air balloon, streamers, etc.	5/11/2015	Abated
1776 Statehouse	condition of fence	5/11/2015	Abated
1942 River Ridge Drive	grass height	6/24/2015	Property owner working on abatement, has had fence line cleared
Corner of Briggs and Surrey	sight distance issue-privacy fence	5/28/2015	No violation observed
784 South Alpha Bellbrook Road	grass height	5/28/2015	No violation observed
1288 Carpenter	condition of above ground pool	6/8/2015	Abated
3607 Stutsman	grass height	6/24/2015	Property owner reports pool treated, sale pending
654 Van Eaton	grass mowing business operating A-1	6/8/2015	Abated
Vacant Lots-Kelseys	grass height	6/16/2015	Advisory Notice sent, meeting held with owner, working toward compliance
3707 W. Salinas	trailers (2) parked in driveway	6/24/2015	Abated by township
2482 and 2500 Ferry Road	grass and weeds	7/8/2015	Not a violation, courtesy letter sent; owner called will remove
Corner of Edelweiss/Wilim. Dayton	grass and weeds	7/8/2015	Advisory Notice sent; owner out of town two weeks, has arborists scheduled
4194 Social Row	grass and weeds	7/30/2015	Advisory Notice sent; some abatement action observed
North Lakeman	ferrel cats	7/30/2015	Contacted property maintenance company; no action, nuisance dec. sent
Kamdar Lot-725	grass and weeds	N/A	Working with property owner and animal control on action plan
Liberty Health-725	grass and weeds	7/30/2015	Abated
	grass and weeds	7/30/2015	Abated (partially, need to address mound)

## 2015 Zoning/Property Maintenance Violations

1790 Silverado	tree limbs, brush, etc.	7/22/2015	Contacted realtor, new limbs from recent storm, will have owner remove
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## Staff Report for Sugar Creek Township Trustees July 30, 2015

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

### **Items Completed:**

- Completed NWS setup and configuration for Police Dept.
- Completed migration to new VPN server , decommissioned old unit
- Began move to bring Fire Dept. wireless connections over to Verizon from Sprint
- Deployed new MDTs for Police Dept.

Respectfully,

Christopher A. Zappanti  
Director of Information Technology