

## **Staff Report for Sugarcreek Township Trustees January 17 thru January 30, 2013**

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:**

- Standing Orders Drug review
- Standing Orders Skill Evolutions
- VHF Radio systems review
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### **Statistics:**

Fire Calls-24  
EMS Calls-26

### **PERSONNEL:**

We are in the process of hiring part time Firefighter/EMT's. Physical Agility Testing is now being held every Saturday.

### **Accomplishments:**

- Station 72 doors have had new seals installed and a new latch set was installed on bay/training room door. Action taken to reduce possibility of emissions entering building.
- Chief Pavlak attended the console demo meeting at EMA
- AC Zimmerman attended work session
- AC Zimmerman attended radio console meeting at P&R Communications with Sgt. Williams and Acting Police Chief Flick.
- Chief Pavlak has been holding interviews for applicants
- CPR training was held in training room for Police and Dispatch employees
- M-71 Service Completed
- E-72 had radiator hoses and thermostat replaced
- 5 year strategic plan presented to Trustees
- Winter newsletter articles submitted
- 3 New hires for February 4<sup>th</sup> Trustee meeting

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

- Determining best means of staffing stations under new Health Care law requirement

**SCHEDULED EVENTS FOR REMAINDER OF FEBRUARY:**

- A.) Promotional/hiring testing will take place February 21<sup>st</sup> and 23<sup>rd</sup>.

**Budgetary Awareness Items:**

- A.)
- B.)

**FISCAL:**

Fire Budget: \$2,416,263 EMS Budget: \$ 251,067

**Expenditures as of January 22, 2013:**

Fire: \$ NA EMS: \$ NA

**% of Budget Used:**

Fire: NA % EMS: NA %

**% of Budget Year Target:**

Fire: 4% EMS: 4%

**Remaining % OF Budget Remaining**

Fire: NA % EMS: NA %

**Cash Balance as of January 22, 2013 :**

Fire: \$ NA EMS: \$NA

Respectfully submitted,

Randy Pavlak, Fire Chief



## **Trustee Report February 4, 2013**

### **Training**

- On February 7-8, 2013, Officer Lesley Stayer will be attending the Non-Stranger Sexual Assault Response and Investigation. The training sponsored by Michael's House provides basic and intermediate information on sexual assault dynamics, law enforcement response, preliminary investigation, victim interviewing and evidence collection and use.
- On February 19, 2013, Officer Hawley will be attending the Conductive Energy Device Instructor Class to become a certified instructor.
- Our Officers/Dispatchers completed their CPR recertification. This certification is valid for two (2) years from date of issue.
- No classes scheduled for March.

### **Public Appearances**

- On January 23<sup>rd</sup>, Chief Flick and Detective Sergeant Williams attending a LPR meeting.
- On January 24<sup>th</sup>, Chief Flick, Detective Sergeant Williams, and Sergeant Deckard attended a Motorola Console Radio Meeting.
- On January 30<sup>th</sup>, Chief Flick and Detective Sergeant Williams attended a Catalyst Console Demonstration.

### **Community Outreach**

- Sergeant White and Officer Gudgell participated in Wal-Mart's Baby Days on January 27<sup>th</sup>. They helped parents with car seat placement, proper fitting of bike helmets, information on children riding in the car, etc.

### **Fiscal**

- Budget for 2013: \$2,527,763.00
- Expenditures as of January 1-30, 2013: \$119,595.16 (bills)
- Cash on hand: \$663,573.78
- Our goal is to remain under budget each month.

## **Future Events**

- The Police Department has scheduled the Boy Scouts for a tour on February 5<sup>th</sup>.

## **Statistics**

The following statistics are submitted for the period of January 15, 2013 through January 28, 2013:

Calls For Service:		
	Citizen-Generated	293
	Officer-Generated	1143
	Administrative	21
	Total	1457
Offense Reports		11
Incident Reports		9
Crashes		24
Business Checks		209
Neighborhood Checks		809
Places Found Open (PFO)		3
Vacation House Checks		11
Arrests		11
Traffic Citations		17
Traffic Warnings		13

Respectfully submitted,

G. A. Flick  
Chief of Police



## **Police Blotter**

### **Monday January 14, 2013**

- An Aggravated Burglary was reported on Little Sugarcreek Road. Suspects forced their way into a residence through a window. Suspects fled when discovered by the homeowner.
- An individual was arrested by a neighboring agency on an outstanding warrant for Theft.
- Police Officers responded to an address on Rising Springs Ct. and arrested an individual for Domestic Violence after investigation.

### **Tuesday January 15, 2013**

- Property Damage crash was investigated on Upper Bellbrook Road.
- Property Damage crash was investigated on Swigart Road.

### **Wednesday January 16, 2013**

- Property Damage crash was investigated on Wilmington Dayton Road.
- An individual was arrested on an outstanding warrant from the Montgomery County Jail for Theft.

### **Thursday January 17, 2013**

- Two juveniles were arrested for theft from a Wilmington Pike business.
- A hit and run crash was investigated at a Wilmington Pike business.
- An adult male was arrested on a warrant service at the Montgomery County jail.

### **Friday January 18, 2013**

- A threatening message was investigated at the Bellbrook Middle School. The Police Department provided additional coverage to the school.
- A theft report was taken from a business in the 4300 block of Feedwire Road.

### **Saturday January 19, 2012**

- An adult male was arrested for Underage possession of alcohol on Clearbrook Drive.
- Property damage crash was investigated on Wilmington and Centerville Station Roads.
- A theft offender was arrested for theft from a Wilmington Pike business.
- A theft offender was arrested for theft from a Wilmington Pike business.
- A personal injury crash was reported on Upper Bellbrook Road.

### **Sunday January 20, 2013**

- A purse was reported stolen from a N. Lakeman Drive business.
- Property damage crash was reported which occurred on Upper Bellbrook Road.
- A cell phone was reported stolen from a business in the 4900 block of Wilmington Pike
- Property damage crash was investigated on Swigart Road.

### **Monday January 21, 2013**

- A check was reported stolen from a residence on Paxon Drive.

### **Tuesday January 22, 2013**

- Several bowling balls were found in a ditch along Conference Road.

### **Wednesday January 23, 2013**

- A theft was reported by a business in the 2100 block of Ferry Road.
- Property Damage crash was investigated on St. Rt. 725 and N. Lakeman.

### **Thursday January 24, 2013**

- Property Damage crash was investigated on Wilmington Pike.
- Telephone Harassment complaint was investigated from an address on Surry Trail.
- Theft complaint was investigated at a Wilmington Pike business, investigation is pending.
- Two theft offenders were arrested from a Wilmington Pike business.
- Warrant service was completed at the Greene County Jail on an individual for theft.
- Property Damage crash was investigated on Carpenter Road.

### **Friday January 25, 2013**

- Adult female was arrested for Domestic Violence at an address on Surrey Trail.
- Property Damage crash was investigated on Feedwire and Soaring Heights Dr.
- Personal Injury crash was investigated on Wilmington Dayton and Edelweiss Dr.
- Personal Injury crash was investigated on Upper Bellbrook Road and Kables Mill.
- Property Damage crash was investigated on Wilmington Pike in Plaza I.
- Property Damage crash was investigated on Wilmington Pike near Briggs Road.
- Property Damage crash was investigated on Little Sugarcreek and Talon Ridge Road.

### **Saturday January 26, 2013**

- A theft of wheels and tires from a motor vehicle was investigated on Eagle Stone Drive.
- Property Damage crash was investigated on Wilmington Pike at Cloyo Road.
- Property Damage Crash was investigated on Wilmington Pike at Plaza II.
- An individual was arrested on a warrant for Failure to appear on a charge of abusing harmful intoxicants.
- Three individuals were arrested for outstanding warrants (Theft/Criminal Damaging) out of Sugarcreek Twp. P.D.

### **Sunday January 27, 2013**

- Nothing significant to report



**Staff Report for the Sugarcreek Township Board of Trustees  
January 22, 2013 through January 30, 2013**

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:**

- February 28, 2013 Meeting-no applications received, cancellation pending

**Zoning Commission Activities:**

- February 12, 2013 Meeting:  
**ZC Case 03-2012:** On December 11, 2012, the Sugarcreek Township Board of Zoning Commission initiated, by the passage of a motion, a text amendment to the Sugarcreek Township Zoning Resolution. The text amendment impacts Section 5.07 A. and proposes the elimination of the words “maximum permitted” with respect to density. After the conclusion of the hearing the matter will be submitted to the Board of Township Trustees for its action.
  - This case was tabled at the January 8, 2013 BZC Meeting. The RPCC Recommendation has been received and will be reviewed by the BZC. Action on this case is anticipated.

**Compensatory Storage Initiative:** Discussion will take place pending receipt of the Prosecutor’s Office opinion.

**Permits:**

- See attached spreadsheet

**Violations:**

- See attached spreadsheet

**Accomplishments:**

- Met with Miller Valentine on January 23, 2013 to discuss Sugar Ridge

- Met with property owner on January 29, 2013 to discuss his plans for the construction of an accessory structure
- Completed subdivision review request for property at the northwest corner of Little Sugarcreek and Possum Run Roads (5.041 acres, 0.557 acres to be dedicated as right-of-way, 4 residential lots proposed)
- Completed replat submission review request impacting lots 36B, 72 and 73 in Deerfield Estates
- Responded to zoning verification request from the Greene County Park District
- Received confirmation from the Auditor's Office that the back taxes on the Kelsey's Way parcels have been waived; posted sale information on our website
- Requested cost estimates from Kleingers for the Kable's Mill connection (SRTS) and for infrastructure improvements inside Kable's Mill (curb extensions and mini circles) as recommended in the School Travel Plan
- Scheduled SRTS Committee Meeting
- SRTS Phase 1 Project Update received from ODOT: project will be sold in June with construction the beginning of July; completion anticipated prior to the start of school
- Anticipate receipt of Project Scope for Phase 2 SRTS Projects soon; feasibility study underway

**Announcements/Upcoming Events:**

- Chamber of Commerce Meeting scheduled for February 7, 2013
- SRTS Committee Meeting scheduled for February 7, 2013
- BZC Meeting scheduled for February 12, 2013
- MVRPC TAC Meeting scheduled for February 21, 2013
- BZA Meeting scheduled for February 28, 2013-cancellation pending

### Zoning Certificate Totals 2013

	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	0	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	
FEB																							
MARCH																							
APRIL																							
MAY																							
JUNE																							
JULY																							
AUGUST																							
SEPT																							
OCT																							
NOV																							
DEC																							
TOTALS																							

2 ZCs issued ytd. vs. 3 ZCs issued same period 2012 (-33%). 0 ZCs for SFR issued ytd vs. 0 ZCs for SFRs issued same period 2012.  
**1/30/2013**

## 2013 Zoning/Property Maintenance Violations

Property Address	Complaint	Inspection	Pending Action
3789 Ferry	junk cars/misc. junk	1/16/2013	Case referred to Xenia Municipal Court
4373 East Briggs	PMC Violations, junk car	1/16/2013	Updated citation sent in preparation for referral to XMC
2853 Ferry Road	home occ. w/o approval	1/30/2013	Appear to be meeting on site again, building case
4395 Swigart	junk cars	1/16/2013	Agreement by property owner to abate by 1/31/2013; violation sent
4353 East Briggs	grass/junk	1/16/2013	Abated
2300 Stewart Road	lighting complaint		Per builder, different floods with shields have been received, scheduling electrician to change out advised homeowner not moved in yet; lights may have been inadvertently left on; spoke with electrician on 1/22/2013 to clarify standards

January 30, 2013