

Staff Report for Sugar Creek Township Trustees January 31 thru February 13, 2013

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 need or explained, please contact Chief Pavlak at 937-848-7344.

Trainings:

- Standing Orders Drug Testing
- Haz- Mat Refresher Course
- Ice Rescue Class

Statistics:

Fire Calls-27
EMS Calls-22

PERSONNEL:

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

Accomplishments:

- Chief Pavlak worked with Police Sgt. Williams for dispatcher certification
- Chief Pavlak attended the EMA board meeting
- Chief Pavlak attended the STRS meeting
- AC Zimmerman has been working with Chris Zappanti on work flow issues concerning EMS reporting
- AC Zimmerman attended Personnel Manual meeting
- We received a donation from the Bellbrook Lions Club of \$666 for the purchase of an inflatable infant car seat for our reserve medic
- We are hiring our first Chaplain for the fire department
- Fire Marshal Trepanier has been working with a consulting firm regarding any past environmental hazards or concerns on the Dille property
- Fire Marshal will be out of town from February 13 through February 27.
- AC Zimmerman attended the OPELRA conference with Mr. Tiffany and Karen Shroyer
- E-72 is being repaired for coolant issues
- M-72 is having body repair due to an accident last month
- E-74 is having transmission issue. Waiting to hear the results of the test.

STATUS OF SIGNIFICANT ISSUES THE FIRE DEPARTMENT IS ADDRESSING:

- We continue to work towards determining best means of staffing stations under new Health Care law requirement. (ACA)

SCHEDULED EVENTS FOR REMAINDER OF FEBRUARY:

- A.) Ohio Fire Chief Winter Symposium
- B.) Hiring and Promotional Testing

Budgetary Awareness Items:

- A.) Engine 72 repair bill \$ 2214.00
- B.) Over time for January 2013 pay cycles is 293.25 hours. This is 84.25 overtime hours more than January 2012. We were fully staffed in 2012. Contributing factors are the 1500 hour rule limitations that affect us at the end of each year. One Fulltime FF/Paramedic position is open which means an average of 240 hours per month has to be covered. Holidays, vacation, part time employees on military, personal leave and sick/injury leave.

FISCAL:

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

Expenditures as of February 13, 2013:

Fire: \$ 232,850.70 EMS: \$ 20,016.40

% of Budget Used:

Fire: 9.6% EMS: 7.9 %

% of Budget Year Target:

Fire: 12% EMS: 12%

Remaining % OF Budget Remaining

Fire: 90.4% EMS: 72.1%

Cash Balance as of January 22, 2013 :

Fire: \$ 616,193.15 EMS: \$138,860.59

Respectfully submitted,

Randy Pavlak, Fire Chief



Trustee Report February 19, 2013

Training

- Officer Lesley Stayer completed her training on Non-Stranger Sexual Assault Response and Investigation.
- On February 19, 2013, Officer Hawley will be attending the Conductive Energy Device Instructor Class to become a certified instructor.
- No classes schedule for March.

Public Appearances

- On February 5th, Sergeant Mark White took the Boy Scouts a tour of the police department.
- On February 12th, Chief Flick and Detective Sergeant James Williams attended the ACE Task Force Board of Directors Meeting.
- Chief Flick and Detective Sergeant James Williams also attended the Family Resource Center Advisory Board Meeting.
- On February 14th, Chief Flick and Sergeant James Williams attended both the Temple Development Meeting in Greene County and attended the Ministerial Luncheon in Bellbrook.

Fiscal

- Budget: \$2,535,763.00
- Expenditures as of February 11, 2013: \$251,012.84
- % of Budget Used: 10.3% (2.2% under budget)
- Cash on hand: \$654,125.70
- Our goal is to remain under budget each month.

Special Thanks

- The Lions Club contributed \$650.00 for the purchase of (5) evidence cameras.

Statistics

The following statistics are submitted for the Police Department for the period of January 29, 2013 through February 11, 2013:

Calls For Service:		
	Citizen-Generated	313
	Officer-Generated	1948
	Administrative	21
	Total	2282
Offense Reports		8
Incident Reports		7
Crashes		19
Business Checks		419
Neighborhood Checks		1288
Places Found Open (PFO)		2
Vacation House Checks		115
Arrests		17
Traffic Citations		20
Traffic Warnings		20

Overtime Hours

JANUARY	HOURS	
COMMUNICATIONS		217
MANDATED (COURT, TRAINING, ETC.)		57.25
OPERATIONAL		312.75
TOTALS		587

Respectfully submitted,

G. A. Flick
Chief of Police



Gilbert A. Flick
Chief of Police

SUGARCREEK TOWNSHIP POLICE DEPARTMENT

 COPY

February 13, 2013

Bellbrook Lions Club
P. O. Box 111
Bellbrook, Ohio 45305

Esteemed Club Members,

I want to personally thank you for your club's donation of \$650.00. The Lions Club has always been a strong community partner in our joint efforts to improve the quality of life for Sugar Creek Township residents.

Your donation will be used to purchase (5) evidence cameras to be used by our officers to document and record crime scenes.

Thank you,



Gilbert A. Flick
Chief of Police



Police Blotter

Monday January 28, 2013

- Criminal Damaging of a mailbox investigation was taken from a resident of Lower Bellbrook Road.
- An adult theft offender was arrested at a Wilmington Pike business.
- Child custody issue was investigated on Surrey Trail.
- An adult theft offender was arrested at a Wilmington Pike business.
- An adult theft offender was arrested at a Feedwire Road business.

Tuesday January 29, 2013

- Hit/Skip crash was investigated at a Wilmington Pike business.
- An adult theft offender was arrested at a Wilmington Pike business.
- An adult female was arrested for Disorderly Conduct at a Wilmington Pike business.
- An adult theft offender was arrested on a warrant out of Sugarcreek Twp. P.D. at a residence in Springboro.
- An adult theft offender was arrested at a Wilmington Pike business.
- An adult theft offender was arrested on a warrant out of Sugarcreek Twp. P.D.

Wednesday January 30, 2013

- Warrant service was completed on a subject who was wanted out of Sugarcreek Twp. P.D.
- Two theft offenders were arrested at a Wilmington Pike business.
- Harassment complaint was investigated from a citizen who walked in to the Sugarcreek Township Public Safety Building.
- Warrant service was completed on two subjects who was wanted out of Sugarcreek Twp. P.D.

Thursday January 31, 2013

- Property Damage crash was investigated on Centerville Road.
- Crash with injuries was investigated on IR-675.
- Crash with injuries was investigated on IR-675.
- Trespassing complaint was investigated at a Wilmington Pike business, subject was arrested.
- Theft investigation was taken at a Feedwire Road business.

Friday February 01, 2013

- Hit and Run crash was reported to have occurred in Sugarcreek Plaza II area.
- Property Damage crash was investigated at a Wilmington Pike business.
- Theft offender was arrested at a Wilmington Pike business.

Saturday February 02, 2013

- Property Damage crash was investigated on Timberly and Little Sugarcreek Road.
- Property Damage crash was investigated on Wilmington Pike at 6300 block
- Property Damage crash was investigated on Vimark and Conference Roads.
- Property Damage crash was reported on IR-675.
- Theft investigation was reported by a walk in complaint, that a purse was stolen from a parked vehicle at a Wilmington Pike business.
- Found Property (Credit Card) was turned into the police department by a citizen who found the card at a Wilmington Pike business.

Sunday February 03, 2013

- Theft offender was arrested at a Wilmington Pike business.
- Theft offender was arrested at a Wilmington Pike business.
- Warrant service was completed on a subject who was wanted on a warrant out of Sugarcreek P.D.

Monday February 04, 2013

- Injury crash was investigated on IR-675.
- Theft of household items, jewelry was reported at a Surrey Trail address.
- Theft offender was arrested at a Wilmington Pike business.

Tuesday February 05, 2013

- Property Damage crash was reported to have occurred at a Wilmington Pike business.
- Menacing complaint was taken from a resident on Pewter Court.
- Theft offender was arrested at a Wilmington Pike business.
- Theft offender was transported to the hospital for psychiatric evaluation.
- Theft report of mail was taken from a resident on Sugar Hill Lane.

Wednesday February 06, 2013

- Property Damage crash was investigated on N. Lakeman Drive

Thursday February 07, 2013

- Property Damage crash was investigated on Wilmington Dayton and Centerville Roads.
- Property Damage crash was investigated on Stutsman and Fairfield Roads.
- Warrant service was completed on a subject who was wanted on a warrant out of Sugarcreek Township P.D.
- Warrant service was completed on a subject who was wanted on a warrant out of Sugarcreek Township P.D.

Friday February 08, 2013

- Property Damage crash was reported on Lower Bellbrook Road.
- Warrant service was completed on an individual who was wanted on a warrant out of Sugarcreek P.D.

Saturday February 09, 2013

- Property Damage crash was investigated on Carpenter Road.
- Traffic stop yielded the arrest of an individual for an OVI offense on Wilmington Pike.
- Property Damage crash was investigated on Clyo Road and Wilmington Pike.

Sunday February 10, 2013

- Theft report was taken from an address on Fauber Road.



Staff Report for the Sugarcreek Township Board of Trustees February 5, 2013 through February 14, 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:

- o **February 28, 2013 Meeting**
 - o **BZA Case 01-2013:** Applicant, K & A Architecture, is requesting an area/dimensional variance from Article 8.10 D. 5. of the Sugarcreek Township Zoning Resolution, to allow for the construction of two menu boards on the subject parcel. The subject parcel is 6252 Wilmington Pike, parcel L32000100030015400, owned Wil Dunn LLC, located in the B-2 (General Business) District. Pursuant to Article 8.10 D. 5. of the Sugarcreek Township Zoning Resolution, one menu board is permitted per parcel.
 - o **BZA Case 02-2013:** Applicant, Chris Schwaberow, is requesting an area/dimensional variance from Article 4.13 D. 2. a. of the Sugarcreek Township Zoning Resolution, to accommodate a lot split where an existing barn on the remainder of the property after the split will not meet the maximum height permitted for an accessory structure on a lot of less than five acres. The subject property is 4120 Centerville Road, parcel L32000100050001100, owned by Chris Lee Schwaberow, located in the E (Estate Residential) District. Pursuant to Article 4.13 D. 2. a. of the Sugarcreek Township Zoning Resolution, the maximum height for an accessory structure on a lot of less than 5 acres is 18’.

Zoning Commission Activities:

- o **February 12, 2013 Meeting Follow-up:**
 - o **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.

- *The BZC recommended approval of the proposed text amendment to the Board of Township Trustees.*
- **Compensatory Storage Initiative:** The Prosecutor’s Office did complete their review and had no objections to the text as proposed.
- **March 12, 2013 Meeting has been cancelled**
- **April 9, 2013 Meeting:**
 - The Chairman has asked that staff put together a presentation for the board that will evaluate the Comprehensive Development Plan Planning Areas and existing zoning.

Permits:

- See attached spreadsheet

Violations:

- See attached spreadsheet

Accomplishments:

- Met with property owner on February 6, 2013 to discuss plans for a building addition/variance request to accommodate the needs of a new user
- Met with property owner on February 7, 2013 to discuss proposed lot split
- Attended Chamber Meeting on February 7, 2013
- Attended SRTS Committee Meeting on February 7, 2013
- Filed charges in Xenia Municipal Court on February 7, 2013 related to an outstanding zoning violation
- Met with representative from Fairview Primitive Baptist Church on February 11, 2013 to discuss zoning violation
- Met with property owner on February 11, 2013 to discuss proposed lot split/variance request
- Met with property owner on February 11, 2013 to discuss abatement of outstanding zoning violation
- Met with BZC Chair on February 12, 2013
- Met with facilities manager on February 12, 2013 to discuss plans for 2013 Farmers’ Market
- Attended BZC Meeting on February 12, 2013
- Attended Department Head Meeting on February 13, 2013
- Attended Staff Review Meeting at RPCC for proposed Greene Tree Ridge on February 14, 2013
- Updated Staff Report for BZC03-2012 to reflect RPCC recommendation
- Prepared and sent BZC packets for the February 12, 2013 Meeting

- o Completed BZC Minutes
- o Requested estimate from Kleingers for proposed SRTS project (10' multi-use path on the south side of Upper Bellbrook Road from the Upper Bellbrook Road / Feedwire Road / Pine Court intersection to Seton Hill Drive)
- o Prepared MOU with school district for SRTS Infrastructure Project Application
- o Requested MVRPC approval for proposed SRTS project
- o Coordinated with ODOT on process to update our SRTS Proposed Improvements Map, updated map

Announcements/Upcoming Events:

- o MVRPC TAC Meeting scheduled for February 21, 2013
- o BZA Meeting scheduled for February 28, 2013
- o BZA Meeting scheduled for March 28, 2013
- o BZC Meeting scheduled for April 9, 2013
- o Prosecutor's Office/RPCC Zoning Workshop scheduled for April 3, 2013 at 7:00 p.m. ***RSVP required by March 20, 2013.***
- o Joan Gallagher's BZC term ends March 31, 2013

2013 Zoning/Property Maintenance Violations

Property Address	Complaint	Inspection	Pending Action
3789 Ferry	junk cars/misc. junk	1/16/2013	Updated citation sent in preparation for referral to XMC, abatement agreement entered into
4373 East Briggs	PMC Violations, junk car	1/16/2013	Case referred to Xenia Municipal Court
2853 Ferry Road	home occ. w/o approval	2/14/2013	Appear to be meeting on site again, building case
4395 Swigart	junk cars	2/5/2013	Abated
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, working with electrician on meeting standards-2/13/2013
2353 Ferry Road	occupancy of camper on site	2/13/2013	Cease and desist order posted 2/14/2013

February 14, 2013

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	2	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	1	5
FEB	0	0	0	0	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	2
MARCH																						
APRIL																						
MAY																						
JUNE																						
JULY																						
AUGUST																						
SEPT																						
OCT																						
NOV																						
DEC																						
TOTALS	2	0	0	0	0	0	1	2	0	1	0	1	7									

7 ZCs issued ytd. vs. 8 ZCs issued same period 2012 (-12.5%). 2 ZCs for SFR issued ytd vs. 0 ZCs for SFRs issued same period 2012.
2/14/2013