



**Administrator's Report to the Trustees
May 5, 2014**

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

- There has been more legislation introduced at the statehouse to eliminate the rights of townships and further the annexation efforts of cities. Representatives Henne and Butler, (Centerville), have introduced HB 461 which would eliminate the township levies on Type II annexed property five years after the annexation date if the township is no longer providing services associated with the levies.

This is contrary to the compromise that was worked out on HB 5 back in 2002 that created Type II annexations. Townships compromised to allow the expedited annexation and give up their right to object to the annexation in lieu of the property always remaining in the township and subject to the townships real property taxes.

If this bill is approved as suggested, there will never be another type of annexation take place in Ohio and townships will be eaten up by cities at a much faster pace.

I have spoken to both of the representatives about the bill and while Representative Henne was open to a good discussion and listening, Representative Butler was not as open.

CLOUT and the OTA are continuing to work hard to defeat this bill.

Also of significance was the introduction of HB 217 by Representative Butler, (Centerville). This bill would make police and fire levies exempt from being included in TIFs. This could be detrimental to townships as it removes the option to include the revenue when the formula proves it advantageous to include it in the TIF. Representative Butler may be agreeable to modifying the language. We will continue to monitor this bill also and work toward more palatable language.

Representative Butler, (Centerville), has also introduced HB 189 which would require Townships creating a TIF to notify the owners of property before passing TIF legislation and permit the owner to exclude themselves from the TIF. This would eliminate the 75% non-consent TIF which the township utilized on Clyo Road in 2006.

Fiscal:	
Budget:	\$ 436,605.00
Expenditures as of 5/5/14:	\$ 170,599.05
% of Budget Used:	39 %
% of Budget Year Target:	33 %
Remaining % of Budget Remaining:	61 %
Cash Balance as of 3/31/2014:	\$ 190,229.98

Respectfully Submitted,

Barry P. Tiffany
Township Administrator

Staff Report for Sugar creek Township Trustees May 15, 2014 thru May 28, 2014

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:

MASS Casualty Equipment and Protocol
Water Supply and Lines evolutions
Rescue Tools and Maintenance

Statistics:

Fire Responses-27
EMS Responses-21

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:

- Fire Station Alerting Solutions. On hold until Xenia and Greene County make a decision on software.
- New Fire and EMS Reporting Software Programs. Continues to be hold until Greene Central/Xenia makes a decision on New World Systems upgrade to Enterprise version.
- Monthly Officers meeting held
- Chief Pavlak attended Centerville United Methodist Church Memorial Day Recognition Service. Chief Pavlak was recognized for service and dedication to the Community along with the Fire Department.
- Working on two house burns for training. We would conduct one training in June and also one in July. We are also working with the Police to use for ACE Task Force Training.
- Chief Pavlak participated in Regional EMA/EOC exercise that involved multiply counties with a mock radiation exposure at two large arenas.
- Fire/EMS crews participate in community physical checks at Sugar creek Health Care providing Blood Pressure checks.
- Chief Pavlak has been working with Ron Volkerding on extending a water line with hydrants on Rising Springs Court

- Chief Pavlak is meeting with Taft's concerning fire protection and water
- Fire Crews attended the Memorial Day event at Bellbrook Cemetery
- Reviewed entry lock systems and options for Station 71
- Fire Marshal Office is very busy with plan review and meetings

STATUS OF SIGNIFICANT ISSUES THE FIRE DEPARTMENT IS ADDRESSING:

- Radio Communication Tower agreement with Greene County or alternative
- Review and determine permanent Micro wave path to connect o Greene Central
- Fire Station Alerting
- EMS/Fire Reporting software

SCHEDULED EVENTS FOR REMAINDER OF June:

**Hosting National EVT Test
LMRK Picnic Bellbrook Park**

Budgetary Awareness Items:

- A.) Fire Station Alerting funding-\$54,000.00 holding at this point
- B.) Microwave system upgrade- Budgeted at \$7600.000

FISCAL: April 2014.

Fire Budget: \$2,559,822.00 EMS Budget: \$ 235,000.00

Expenditures as of March 31, 2014

Fire: \$934,900.09 EMS: \$79,123.52

% of Budget Used:

Fire: 36.328% EMS: 33.548%

% of Budget Year Target:

Fire: 33.330% EMS: 33.33%

Remaining % OF Budget Remaining

Fire: 63.672% EMS: 66.452%

Cash Balance as of April 30, 2014:

Fire: \$943,518.60 EMS: \$66,662.96

Respectfully submitted,

Randy Pavlak, Fire Chief



Michael A. Brown
Chief of Police

Trustee Report June 2, 2014

Training

- On May 29th & 30th, Officer Dooley and Officer Plummer completed the Advanced Roadside Impaired Driving Enforcement (ARIDE) Program.
- No classes are scheduled for June or July.

Public Appearances

- On May 20th, Chief Brown attended the ACE Task Force Board of Directors Meeting.
- On May 22nd, Chief Brown and Sergeant John Marlatt attended the Pre-School Kick-Off at Hope Church. Sergeant Marlatt served popcorn from the Outreach Trailer.
- On June 2nd, Chief Brown had a levy meeting at the Public Safety Building.

Future Events

- On June 7, 2014, the Community Outreach Trailer will be at the Wal-Mart parking lot from 11:00 – 3:00 P.M.

Fiscal

Budget 2014 (Final Appropriation)	\$2,435,600.00
Expenditures as of May 30, 2014	\$1,018,963.15
% of Budget Used	41.5%
% of Budget Year Target for the end of May	41.5%
% of Budget Remaining	58.5%
Cash Balance as of May 30, 2014	\$918,357.45

Statistics

- May's report available next meeting

Respectfully submitted,

Michael A. Brown
Chief of Police



Michael A. Brown
Chief of Police

Police Blotter

May 14, 2014

- A report of a theft of shoplifting on Wilmington Pike
- An OVI arrest on Cloy Road

May 15, 2014

- Subject was arrested on a warrant
- A theft report was taken on Surrey Trail
- A theft report was taken on Eden Meadows Way

May 16, 2014

- Subject was arrested on a warrant
- A report of theft and menacing on Upper Bellbrook Road
- A theft report on Wilmington Pike
- A report was taken of vandalism on Swigart Road

May 17, 2014

- A report of a theft on Wilmington Pike
- An arrest of underage consumption on Conference Road

May 18, 2014

- A report of theft on Valais Court

May 19, 2014

- Nothing to Report

May 20, 2014

- An aided case was reported
- An arrest of shoplifting on Wilmington Pike
- A report of vandalism on Surrey Trail
- An arrest of violating liquor laws in Plaza 2

May 21, 2014

- Nothing to Report

May 22, 2014

- Subject was arrested on a warrant
- An aided case was reported
- A report of aggravated robbery on Surrey Trail

May 23, 2014

- Subject was arrested on a warrant
- A report of a theft on Wilmington Pike
- A report of vandalism in Bayberry Cove

May 24, 2014

- An OVI/underage consumption arrest on Washington Mill Road

May 25, 2014

- Aided case on Wilmington Pike
- A report of theft on Wilmington Pike
- A report of theft on Carpenter Road
- An OVI/Drug arrest on Feedwire Road
- An OVI arrest on Wilmington-Dayton

May 26, 2014

- A burglary at Bayberry Cove
- An arrest of illegal drug use on Wilmington Pike

May 27, 2014

- Nothing to Report



**Staff Report for the Sugar Creek Township Board of Trustees
May 6, 2014 through May 29, 2014**

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:

- **May 22, 2014 Meeting: Follow-up**
 - **BZA Case 03-2014:** Applicant, Kevin Weckel, is requesting an area/dimensional variance from 4.13, Table 4-6 of the Sugar Creek Township Zoning Resolution, to allow for a detached garage to be constructed in the front yard. The subject is 5975 Little Sugar Creek Road, parcel L32000100120000200, owned by Kevin D. and Julianne Weckel, and located in the R-1A (Single Family Residential) District. Pursuant to Section 4.13, Table 4-6 of the Sugar Creek Township Zoning Resolution, detached garages are only permitted in side or rear yards.
 - **The BZA approved the requested variance.**
 - **BZA Case 04-2014:** Applicant, David Powell/Powell Custom Homes is requesting an area/dimensional variance to reduce the required rear yard setback in a Residential Planned Unit Conservation Development District from 10' to 5' to accommodate the construction of a deck. The subject property is 1295 Park Terrace, parcel L32000100020011700, owned by Gale M. Kinney, located in the R-PUCD (Residential-Planned Unit Conservation Development) District.
 - **The BZA approved the requested variance with the condition that the applicant meet with the Greene Soil and Water Conservation District prior to construction.**
 - **BZA Case 05-2014:** Applicant, Derek Montgomery, is requesting an area/dimensional variance from 4.13, Table 4-6 of the Sugar Creek

Township Zoning Resolution, to allow for an above ground pool to be located in the side yard. The subject is 781 Carpenter Road, parcel L32000100140001800, owned by Derek J. and Jennifer Montgomery, and located in the A-1 (Agricultural) District. Pursuant to Section 4.13, Table 4-6 of the Sugarcreek Township Zoning Resolution, private swimming pools are only permitted in the rear yard.

- **The BZA approved the requested variance.**

- **BZA Case 06-2014:** Applicant, Flossie Properties, LLC, is requesting an area/dimensional variance are requesting an area/dimensional variance from Article 4, Subsection 4.11 G. of the Sugarcreek Township Zoning Resolution to allow an existing 5.001 acre parcel to be split into two parcels, one containing 2 acres and one containing 3.001 acres. The 3.001 acre parcel would then be combined with the adjacent parcel to the south, also known as parcel L32000100090000400. The subject parcel is 3455 Ferry Road, parcel L32000100090004400, owned by Flossie Properties, LLC, containing 5.001 acres, located in the A-1 (Agricultural) District. Pursuant to Article 4, Subsection 4.11 G. of the Sugarcreek Township Zoning Resolution the required minimum lot size in the A-1 (Agricultural) District is five (5) acres.

- **The BZA denied the requested variance.**

- **Next meeting scheduled for June 26, 2014**

Zoning Commission Activities:

- **May 13, 2014 Meeting: Follow-up**

- **ZC Case 02-2014:** Van Atta Engineering is requesting a map amendment to the Sugarcreek Township Zoning Resolution to rezone 5250 Little Sugarcreek Road from A-1 (Agricultural) District to PUD-R (Residential Planned Unit Development) District. The subject property contains 69.030 acres, can be further identified by parcel number L32000100140001900, and is owned by Richard E. Pape. Van Atta engineering is also requesting preliminary development plan approval under Article 5 of the Sugarcreek Township Zoning Resolution for approval of the preliminary plan for the Berryhill Estates subdivision.

- **The BZC recommended approval of the requested map amendment and approval of the requested preliminary development plan subject to conditions. This case has been placed on the June 16th, 2014 Trustee Agenda for a Public Hearing.**

- The BZC will also have continued discussion on the compensatory storage initiative.

- **June 10, 2014 Meeting: Canceled**
- **Next meeting scheduled for July 8, 2014**

Permits:

- See attached spreadsheet

Violations:

- See attached spreadsheet

Accomplishments:

- Met with property owner on May 6, 2014 to discuss the construction of a deck
- Completed site visit with BZC Chairperson and applicant representatives (ZC02-2014) on May 13, 2014
- Attended Zoning Commission Meeting on May 13, 2014
- Met with developer to Cronin Ridge on May 14, 2014
- Attended I-70/75 Development Summit on May 15, 2014
- Met with property owner on May 19, 2014 to discuss alterations to two nonconforming lots
- Met with property owner on May 20, 2014 to discuss construction of a deck
- Attended BZA Meeting on May 22, 2014
- Attended Department Head Meeting on May 28, 2014
- Met with property owner on May 29, 2014 to discuss the construction of a shed
- Met with property owner on May 29, 2014 to discuss BZA vacancy
- Completed BZA and BZC Minutes
- Completed Legal and Public Notices for BZA Cases 03-2014, 04-2014, 05-2014 and 06-2014
- Completed Staff Reports for BZA Cases 03-2014, 04-2014, 05-2014 and 06-2014 and for BZC Case 02-2014
- Completed and distributed BZC Packets for the May 13, 2014 Meeting
- Completed and distributed BZA Packets for the May 22, 2014 Meeting
- Completed and distributed Notices of Decision for BZA 03-2014, 04-2014, 05-2014 and 06-2014 and BZC Case 02-2014
- Completed Legal and Public Notices for BZC Case 02-2014 (Public Hearing with the Trustees)
- Completed draft text for floodplain overlay targeted to address fill/compensatory storage, sent to ODNR for review and comment; finalizing pursuant to BZC input
- Scheduled interviews with BZA Applicants
- Researched mailbox issue on Little Sugarcreek Road, provided information to resident
- Plans for Dunkin Donuts have been approved
- Upcoming Term Expirations:
 - Jack Gibson-BZA term expires July 31, 2014

Announcements/Upcoming Events:

- o Chamber of Commerce Meeting scheduled for June 5, 2014
- o BZA Candidate Interviews scheduled for June 4, 2014 and June 5, 2014
- o MVRPC Technical Advisory Committee Meeting scheduled for June 19, 2014
- o BZA Meeting scheduled for June 26, 2014

Zoning Certificate Totals 2014

	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	1	0	0	0	1	0	0	0	2	1	0	0	0	0	0	0	0	0	2	0	0	7
FEB	2	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	1	4
MARCH	8	0	2	0	0	0	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	12
APRIL	1	0	5	1	0	1	1	1	1	0	0	0	1	1	0	0	0	0	1	1	2	15
MAY	5	0	6	0	4	1	2	0	1	1	2	0	0	0	0	0	0	0	0	0	1	23
JUNE																						
JULY																						
AUGUST																						
SEPT																						
OCT																						
NOV																						
DEC																						
TOTALS	17	0	13	1	5	2	3	1	5	3	2	2	1	1	1	0	0	0	3	4	4	61

61 ZCs issued ytd. vs. 47 ZCs issued same period 2012 (+30%). 17 ZCs for SFRs issued ytd vs. 10 ZCs for SFRs issued same period 2012 (+70%)

2014 Zoning/Property Maintenance Violations

Property Address	Complaint	Inspection	Pending Action
3789 Ferry	junk cars/misc. junk	4/17/2014	Updated citation sent in preparation for referral to XMC, abatement agreement entered into
1895 N. Lakeman	junk, PMC Violations	1/30/2014	Abated
1128 McBee	chair at road and trailers	1/30/2014	Abated
4404 Centerville Road	cond of horses, dilapidated struc.	4/2/2014	referred to Humane Society-horses, called Building Dept.-can't assist,
	campers in front yard-occupied?		meeting held with property owner, property owner to abate campers
1823 N. Lakeman	abandoned couch	1/30/2014	Abated
2528 Valais	fence condition	4/17/2014	Advisory Notice sent
Edelweiss and Wilmington Dayton	brush	4/14/2014	Working with property owner on ongoing abatement
Tom' Mulch	lighting	4/24/2014	Abated
4348 Roscommon	foreclosure-PMC Violations	5/27/2014	Property is listed for sale
2414 Ferry Road	Selling fire wood	tbd	Investigating
Kohls/Walmart	trash	5/27/2014	Contacted Kohls and RG Properties; abatement action ongoing
727 Walden	junk, PMC Violations, flat tire	5/29/2014	Notice of Violation sent, left cards 5/1/2014, 5/12/2014 & 5/27/2014, posted Notice to Contact
1784 Sonoma	car parked in rear yard	5/29/2014	Advisory Notice sent, abatement action observed
1817 Silverado	cars blocking sidewalk		Referred to PD
Area behind Kohls	grass in excess of 12"	5/29/2014	Contacted owner, abated
Fox Run-building lots (3)	grass in excess of 12"	5/27/2014	Contacted owner, abated
Jeremy Woods-building lots (2)	grass in excess of 12"	5/27/2014	Notice of Violation sent, talked to owner abatement pending
Kamdar lot SR 725	grass in excess of 12"	5/29/2014	Called owner (usually works), Notice of Violation sent
Tharpe lot Wilmington Dayton	grass in excess of 12"		to be inspected
Dunkin Donuts lot (Wilm. Pike)	grass in excess of 12"	5/29/2014	Per applicant rep. to be mowed this week
1010 Little Sugarcreek Road	grass in excess of 12"	5/29/2014	Called and emailed bank representative, abatement scheduled
North Lakeman, 4371 Tollgate	cat problem in the neighborhood		Contacted Animal Control, explained trapping procedure to complainant
2873 Ferry Road	grass in excess of 12"		to be inspected

May 29, 2014



**Staff Report for
Sugar Creek Township Trustees
May 29, 2014**

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

Items Completed:

- Reviewed and released Sugar Creek / Beavercreek microwave sharing proposal back to Beavercreek for approval.
- Established St. 71 Lenel install schedule with vendor.
- Working with CivicPlus on Facebook / Twitter feed integration from website.
- Annual review with CivicPlus on website functionality, performance, satisfaction completed by phone.
- Updated all PD mobiles to New World Systems 10.2 post Greene Central upgrade last week. Began rollout of desktop software in Police Dept for review / testing.
- Deployed new PCs to Fire Dept.

Respectfully,

Christopher A. Zappanti
Director of Information Technology