

Staff Report for Sugar creek Township Trustees September 11, 2014 thru October 1, 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:

Drafting and Pump Operations
Human Trafficking for EMS
Ground Ladders

Statistics:

Fire Responses-39
EMS Responses-37

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
- Chief Pavlak continues to have communications with Mr. Greg Horn with the City of Centerville reference fire department funding.
- Meeting with Mr. Tiffany, Mr. Zappanti in regards to Record Management Software. Presented staff recommendation letter to use Image Trend Software
- Continue to work on the Dry Hydrant systems at the Taft's residents
- Chief Pavlak, Lt. Keene and Lt. Rigsby traveled to KME in Pennsylvania to do final inspection of the new ladder truck. Ladder truck was delivered on September 28th.
- Training for the new ladder truck provided by KME with be held on October 7th, 8th and 9th.
- M72 is in for service on major electrical failure on main harness
- Chief Pavlak attended Dayton Regional Haz.-Mat. Board Meeting
- Fire Marshal Trepanier and Chief Pavlak attended several meetings/inspections with the Costco Store project
- Lt. Collier attended EVT seminars in Columbus
- Gator 71 will be used at the Annual Potato Festival in Spring Valley October 4th and 5th
- Crews attended the 9-11 memorial at BHS

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 Solutions. On hold until Xenia and Greene County make a decision on software.
- Re-submitted for approval October 1, 2014 to Mr. Tiffany New Fire and EMS Reporting Software Programs. We are ready to progress with this now that Xenia/Greene Central is committed to New World Systems for five more years.

SCHEDULED EVENTS FOR REMAINDER OF SEPTEMBER:

Halloween in the Park October 18th from 1400 hours to 1900 hours
Chamber of Commerce meeting October 2nd at Murphy's
Home Depot Safety Day October 4th 0900 to 1300 hours
Fall Festival at Kettering Baptist Church October 4th 1600 to 2000 hours
Walk to School Day October 8th 0900 hours BCI
Field trip visit to Station 71 October 10th

Budgetary Awareness Items:

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

FISCAL: August 2014.

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

Expenditures as of September 8, 2014

Fire: \$1,756,737.20 EMS: \$125,962.14

% of Budget Used:

Fire: 67.097% EMS: 53.408%

% of Budget Year Target:

Fire: 67% EMS: 67%

Remaining % OF Budget Remaining

Fire: 332.903 EMS: 46.592%

Cash Balance as of August 8, 2014:

Fire: \$ 1,267,110.39 EMS: \$75,943.40

Respectfully submitted,

Randy Pavlak, Fire Chief



Michael A. Brown
Chief of Police

Trustee Report

October 6, 2014

Training

- On September 24th, Detective Sergeant Williams completed the training for Crash Reconstruction.
- On September 19th, Detective Coltrane attended the 2014 OROCC Conference.
- On September 29th, Chief Brown and Officer Shiloh Colon attended the *Animal Cruelty and Fighting Investigation Course* designed for Dayton and surrounding area police, sheriff, animal/humane and code enforcement officers.
- On October 22nd, Officer Joseph Dooley will be attending Drugs 101 Course. The course is designed to provide local law enforcement with information on current drug trends and substances of abuse that are not usually encountered.
- On November 3rd, SRO Officer Gudgell will be attending the ALICE Training. This is an active shooter response training course. ALICE stands for Alert Lockdown Inform Counter Evacuate.

Public Appearances

- On September 16th, Chief Brown attended the ACE Task Force Meeting.
- On September 18th, SRO Officer Gudgell attended the SRO Meeting.
- Chief Brown attended the Greene County Law Enforcement Luncheon.
- On September 22nd, SRO Officer Gudgell held a GUIDE advisory meeting.
- On September 24th, the GUDIE Kick-off was held at the Middle School. Chief Brown and Officer Gudgell attended the Kick-off.
- On September 26th, Chief Brown and Sergeant Marlatt helped with the food donations.
- On September 27th, Sergeant Marlatt helped with the Drug Drop Off.

- On October 4th, Sergeant Marlatt had the Community Outreach Trailer at the Home Depot for Safety Day. The Police Department also attended the Fall Festival at the First Baptist Church on Swigart Road.

Thank You Letter

- See attached letter from the Bellbrook Lions Club.

Future Events

- On October 18th, Halloween in the Park

Statistics

- Available next meeting.

Fiscal

Budget 2014 (Final Appropriation)	\$2,435,600.00
Expenditures as of October 3, 2014	\$1,739,846.28
% of Budget Used	71%
% of Budget Year Target for the end of October	83%
% of Budget Remaining	29%
Cash Balance as of October 3, 2014	\$1,358,070.60

Respectfully submitted,

Michael A. Brown
Chief of Police



Bellbrook Lions Club

P.O. Box 111
Bellbrook, OH 45305



September 19, 2014

Chief Mike Brown
Sugar creek Police Department
4398 Ciy o Road
Centerville, Oh 45459

Dear Mike:

The Bellbrook Lions Club and I wish to thank you and your officers for helping with security at our recent Festival. You and your officers and Bellbrook's Chief and officers provided congenial and seamless security this year. It is such a pleasure for us to work with you under these circumstances.

Will you please convey to your officers our thanks and affirmation of a job well done.

Sincerely,

A handwritten signature in cursive script that reads "Walt Worthington".

Walt Worthington
Security Officer
Bellbrook Lions Club



Michael A. Brown
Chief of Police

Police Blotter

September 8, 2014

- A shoplifting arrest on Wilmington Pike
- A drug possession arrest on Wilmington Pike

September 9, 2014

- A theft report on Wilmington Pike

September 10, 2014

- Nothing to Report

September 11, 2014

- An aided case was taken on Surrey Trail
- Found property on North Lakeman
- A fraud report on Clio Road

September 12, 2014

- An assault arrest on Lakeman Drive
- A report of theft from a vehicle on Belfast Drive

September 13, 2014

- Nothing to Report

September 14, 2014

- A shoplifting arrest on Wilmington Pike

September 15, 2014

- A theft report on Wilmington Pike

September 16, 2014

- A warrant arrest was taken by an officer

September 17, 2014

- An aided case was taken by an officer
- A report of theft on Wilmington Pike

September 18, 2014

- Nothing to Report

September 19, 2014

- Two warrant arrest and an aided case was taken by an officer
- A disorderly conduct arrest on State Route 725

September 20, 2014

- A theft arrest on Edelweiss Drive

September 21, 2014

- A warrant arrest was taken by an officer
- A domestic violence arrest on Alpha Bellbrook Road

September 22, 2014

- A warrant arrest on Surrey Trail

September 23, 2014

- A warrant arrest was taken by an officer
- A theft report was taken on Surrey Trail

September 24, 2014

- A Domestic Violence report was taken on Surrey Trail

September 25, 2014

- A shoplifting arrest on Wilmington Pike
 - An OVI arrest on Miami Valley Drive
-

September 26, 2014

- A drug possession arrest on Centerville Road

September 27, 2014

- A vandalism report on Wilmington Pike

September 28, 2014

- Nothing to Report

September 29, 2014

- A fraud report on Stutsman Road

September 30, 2014

- Nothing to Report



**Staff Report for
Sugar Creek Township Trustees
October 6, 2014**

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

Accomplishments:

- Mowed 2090 Ferry Road and plaza area
- Trimmed trees Possum Run Road, Little Sugar Creek Road,
- Eradicated and repaired areas on Clearbrook
- Dura patched Indian Wells Trail
- Dura patching on Middle Run Road
- Mowing cycle
- Maintenance on back hoe boom
- Cleared weed from beds at 2090 Ferry Road

Fiscal

End of Year Totals	
Budget	\$
Expenditures as of xxxxxx	\$
% of Budget Used	%
% of Budget Year Target	%
% of Budget Remaining	%
Cash Balance as of xxxxxxxx	\$

Upcoming Schedule:

September 29th – October 10th:

- Finish dura patch Middle Run Road, dura patch areas in Kables Mill,
- Repair areas on Paxon Dr., paving on Carpenter Road, crack seal on Little Sugar Creek Road, Sears Road and areas in Deerfield, mowing cycle, and sweeping cycle.

Respectfully,

Anthony W. Lamb
Roads and Services Director



Staff Report for the Sugar Creek Township Board of Trustees September 16, 2014 through October 1, 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:

- **September 25, 2014 BZA Meeting: Follow-up**
 - **BZA10-2014:** Applicant, Fred Haney, is requesting an area/dimensional variance from Section 4.13, Table 4-6 to allow for the construction of a detached garage in the front yard. The subject property is 1341 Sugar Hill Lane, parcel L32000200270005900, owned by Frederick P. Haney, containing 6.19 acres, and located in the A-1 (Agricultural) District.
 - *The BZA approved the applicant's request.*
- **October 23, 2014 BZA Meeting: Canceled**

Zoning Commission Activities:

- **October 21, 2014 Meeting (date changed from October 14, 2014 and venue change to Bellbrook Middle School)**
 - Discussion on the concept of compensatory storage and what a compensatory storage standard adopted locally might look like; ODNR Division of Soil and Water Resources Floodplain Management will be in attendance

Permits:

- See attached spreadsheet

Violations:

- See attached spreadsheet

Meetings/Accomplishments:

- Met with contractor to discuss the construction of a detached garage on September 16, 2014 and September 18, 2014
- Attended scope meeting with ODOT for 2014 SRTS Project (East of Eden to Eden Meadows)
- Met with property owner on September 25, 2014 to discuss the construction of a fence
- Attended Zoning Inspector Meeting at Regional Planning on September 25, 2014
- Attended BZA Meeting on September 25, 2014
- Completed BZA Minutes
- Completed Staff Report for BZA10-2014
- Prepared and distributed BZA Packets (electronic distribution)
- Completed Legal Notice for October 21, 2014 Zoning Commission Meeting
- Prepared and sent property owner notifications for October 21, 2014 Zoning Commission Meeting (263 notices sent)
- Continuing research on menu board requirements for consideration of a possible text amendment
- Plans for the Soccer Factory (2133 Ferry Road) under review
- Plans for barn at Sugar Valley Country Club under review
- Waiting on Prosecutor's Office input on ability to require registration for vacant foreclosed properties
- Planning for Walk to School Day basically complete; incredible response from our business community with respect to sponsorship

Announcements/Upcoming Events:

- Walk to School Day scheduled for October 8, 2014 at Bell Creek Intermediate
- TAC Meeting scheduled for October 16, 2014
- Zoning Commission Meeting scheduled for October 21, 2014 at Bellbrook Middle School
- Regional Bikeways Committee Meeting scheduled for October 30, 2014
- Chamber of Commerce Meeting scheduled for November 6, 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	0	1	0	0	0	1	1	2	15
MAY	4	0	7	0	4	1	2	0	1	1	2	0	0	0	0	0	0	0	0	0	1	23
JUNE	4	0	3	1	4	0	0	1	2	0	0	0	0	0	0	0	0	0	0	0	1	16
JULY	3	0	3	0	1	2	0	1	1	0	0	0	2	1	0	0	0	0	1	0	0	15
AUGUST	2	0	3	0	0	2	0	0	1	0	1	0	1	0	0	0	0	0	0	0	3	13
SEPT	2	0	6	0	2	1	0	0	1	1	0	0	0	0	0	0	0	0	0	0	1	14
OCT	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
NOV																						
DEC																						
TOTALS	27	0	29	2	13	7	3	3	10	4	3	4	2	4	2	0	0	0	4	9	0	120

120 ZCs issued ytd. vs. 112 ZCs issued same period 2013 (+7.1%). 27 ZCs for SFRs issued ytd vs. 24 ZCs for SFRs issued same period 2013 (+12.5%)

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,
1823 N. Lakeman	campers in front yard-occupied?		meeting held with property owner; property owner to abate campers
Edelweiss and Wilmington Dayt	abandoned couch	1/30/2014	Abated
Tom's Mulch	brush	7/2/2014	Abated
4348 Roscommon	lighting	4/24/2014	Abated
2414 Ferry Road	foreclosure-PMC Violations	9/9/2014	Work by new owner underway
Kohls/Walmart	Selling fire wood	itbd	Investigating
727 Walden	trash	5/27/2014	Ongoing abatement
1784 Sonoma	junk, PMC Violations, flat tire	7/2/2014	Met with property owner on site; developing action plan
1817 Silverado	truck parked in rear yard	5/29/2014	Abated
Area behind Kohls	cars blocking sidewalk		Referred to PD
Fox Run-building lots (3)	grass in excess of 12"	5/29/2014	Abated
Jeremy Woods-building lots (2)	grass in excess of 12"	7/17/2014	Abated
Kamdar lot SR 725	grass in excess of 12"	10/1/2014	Abated by township, needs to be abated again
Edelweiss and Wilmington Dayt	grass in excess of 12"	9/11/2014	Abated
Dunkin Donuts lot (Wilm. Pike)	grass in excess of 12"	10/1/2014	Property owner working on abatement
1010 Little Sugarcreek Road	grass in excess of 12"	6/5/2014	Abated
North Lakeman, 4371 Tollgate	grass in excess of 12"	8/28/2014	Abated
2873 Ferry Road	cat problem in the neighborhood		Contacted Animal Control, explained trapping procedure to complainant
681 South Alpha Bellbrook Road	grass in excess of 12"	10/1/2014	Notice of Violation sent; house fire; oer insurance co. funds released to contractor after delay
4312 Timberwilde	grass in excess of 12"	9/10/2014	Abated by township, contacted by maintenance company should be okay moving forward
Wilmington Dayton-vacant lot	grass in excess of 12"	6/11/2014	Abated
3939 Wilmington Dayton	business oprting, MRF conversic	9/30/2014	Contacted property owner; needs to be cut again
Crossview Christian Church	6 cars for sale in auxiliary lot	9/30/2014	Owner contacted, under review
N. Lakeman (lot 191)	permanent sign w/o ZC-not penn		Abated
Vacant land behind Liberty Nrs	grass in excess of 12"	8/28/2014	N. of Violation sent, came back unclaimed
Areas within row (pork chops)	weed growth	8/28/2014	Abated
Sugar Ridge, Section 2	grass in excess of 12"	7/17/2014	Roads and Services addressing
1017 Paxon	condition of lot during cnstrctn	7/17/2014	Abated per agreement
1817 Silverado	trailers parked in rear yard	7/17/2014	Contacted builder, abatement action realized
3607 Stutsman	grass in excess of 12"	7/30/2014	They are speed trailers owned by resident
		9/9/2014	Contacted Property Maintenance Company again for more area to be cut

2014 Zoning/Property Maintenance Violations

1525 Clear Brook	grass in excess of 12"	9/16/2014	Abated
4295 Mantell	tree down in rear yard	9/9/2014	Abated
1304 Rose Lake	grass in excess of 12"	9/16/2014	Abated
4311 Killian	shed constructed without ZC	9/30/2014	Notice sent to property owner
3243 Spillway Ct.	temporary orange fence in fy	9/29/2014	Notice sent to property owner, intends to construct permanent fence; given 30 days to remove



**Staff Report for
Sugar Creek Township Trustees
October 3, 2014**

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

Items Completed:

- Attended PSISN board meeting on behalf of township
- Began review of Image Trend Fire / EMS software from Fire Dept.
- Accepted final round of PCs as part of XP replacement cycle
- Resolved Exchange server issues

Respectfully,

Christopher A. Zappanti
Director of Information Technology