



Randall J. Pavlak
Fire Chief

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Staff Report for Sugarcreek Township Trustees April 2, 2015 thru April 16, 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 Chief Pavlak at 937-848-7344.

Trainings:

SCBA Conditioning
Sepsis Medical Conditions
Attack Line Performance

Statistics:

Fire Responses-41
EMS Responses-33

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 work session and Trustee meeting
- Chief Pavlak attended Dayton Regional Haz.-Mat Board Meeting Presentation for Customer Service Excellence
- Chief Pavlak attended Southwest Ohio Fire Chiefs Meeting
- Chief Pavlak attended Bellbrook Sugarcreek Chamber meeting
- New Volunteer recruit is on the agenda for April 20th.
- Hosted Eagle Rise Homeowners Association Meeting
- Hosted Greene County Fire Chief's meeting
- Chief Pavlak met with Mr. Hodson reference Medicount EMS billing
- Staff is very appreciative for the wage increase granted by the Board of Trustees

STATUS OF SIGNIFICANT ISSUES THE FIRE DEPARTMENT IS ADDRESSING:

- Fire Station Alerting Solutions. Exploring a new solution to this problem and will have a presentation in April.
- Funding for 2016 and beyond

SCHEDULED EVENTS FOR April:

Sugar Maple Festival April 24, 25 and 26th.

Budgetary Awareness Items:

- A.) Fire Station Alerting funding-\$54,000.00 holding at this point
- B.) Purchase New Medic Unit for 2015-\$142,000.00 budget
- C.) Fire Hose replacement \$3000.00
- D.) Upgrade Medic 73 computer \$3100.00
- E.) Fire Gear Replacement Program annual purchase \$12,256.00

FISCAL: As of March 6, 2015

Fire Budget: \$2,522,617.00 EMS Budget: \$ 227,061.00

Expenditures as of March 6, 2015

Fire: \$ 411,902.79 EMS: \$27,443.13

% of Budget Used:

Fire: 16.32 % EMS: 12.08%

% of Budget Year Target:

Fire: 17.30% EMS: 17.30%

Remaining % OF Budget Remaining

Fire: 83.68% EMS: 87.92%

Cash Balance as of March, 2015

Fire: \$ 105,115.37 EMS: \$88,675.04

Respectfully submitted,

Randy Pavlak, Fire Chief



Michael A. Brown
Chief of Police

Trustee Report

April 20, 2015

Training

- On April 17th, SRO Officer Gudgell completed the Positive Behavior Intervention Supports (PBOS) Training.
- During the week of April 20th-25th, the officers will have Proficiency Phase I Training.
- No other classes scheduled.

Public Appearances

- On April 7th, Chief Brown attended the ACE Task Force Meeting.
- On April 9th, Chief Brown attended the Chambers breakfast.
- On April 11th, Sergeant John Marlatt had the outreach trailer at Walmart for their event.
- On April 15th, SRO Officer Ron Gudgell and Sergeant Guerrero set up a table for the Health Fair at the Middle School. Chief Brown stopped by to hand out literature for the students.
- On April 16th, Chief Brown attended the GCLEA Luncheon.
- In the evening, Chief Brown attended the Eagle Rise HOA Meeting.
- On April 17th, Chief Brown attended the WPAFB Luncheon to honor WWII veterans.

Future Events

- Sugar Maple parade on April 25th
- Camp Joy on April 27th & 28th
- Outreach Trailer on May 2nd at Home Depot

Statistics

- Available next month

Fiscal

Budget 2015 (Final Appropriation)	\$2,377,200.00
Expenditures as of April 17, 2015	\$717,823.84
% of Budget Used	29.9%
% of Budget Year Target for the end of April	33.2%
% of Budget Remaining	70.1%
Cash Balance as of April 17, 2015	\$1,224,275.28

**OVERTIME FOR TRUSTEE
REPORT**

MARCH

HOURS

MANDATED (COURT, TRAINING, ETC.)		12
OPERATIONAL		84.5
TOTALS		96.5

Respectfully submitted,



Michael A. Brown
Chief of Police



Michael A. Brown
Chief of Police

Police Blotter

April 1, 2015

- A warrant arrest was taken by an officer
- A shoplifting arrest on Wilmington Pike

April 2, 2015

- An aided case was taken on Possum Run Road
- A warrant arrest was taken by an officer
- A shoplifting arrest with possession of drugs was taken on Wilmington Pike
- A DUI/Drug arrest was taken by an officer
- An open liquor container arrest was taken by an officer

April 3, 2015

- An aided case was taken on Centerville Road
- A shoplifting arrest on Wilmington Pike
- A fraud report on Mead Road

April 4, 2015

- A warrant arrest was taken by an officer
- A DUI/Drug arrest on Wilmington Pike

April 5, 2015

- A DUI/Drug arrest on Briggs Road

April 6, 2015

- An arrest of Illegal Use/possession of drugs on I-675

April 7, 2015

- An aided case was taken on I-675
- A warrant arrest was taken by an officer
- A domestic dispute arrest on N. Lakeman
- A fraud report on Countrywood
- A DUI/Drug arrest on Centerpoint Drive

April 8, 2015

- An aided case was taken on Wilmington Pike
- A shoplifting arrest was taken on Wilmington Pike
- A DUI/Drug arrest on Wilmington Pike and State Route 725

April 9, 2015

- Two warrant arrests taken by officers
- A burglary report was taken on Upper Bellbrook Road

April 10, 2015

- Two warrant arrests taken by officers
- A DUI/Drug arrest on Little Sugarcreek
- A DUI/Drug arrest on Shepherd Road

April 11, 2015

- A warrant arrest on Wilmington Pike

April 12, 2015

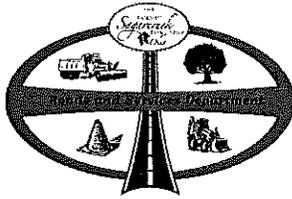
- Nothing to Report

April 13, 2015

- A burglary report on Conference Road
- An Identity fraud on Cedar Ridge Drive and Little Miami Drive

April 14, 2015

- An aided case was taken on Sphar Road
- A fraud report was taken on Mead Road
- A DUI/Drug arrest on Waynesville Road



**Staff Report for
Sugarcreek Township Trustees
April 20, 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

- 3/30 Tree down on Middle Run Road
- 4/06 Culvert separating on Spahr Road

Accomplishments:

- Replace curve sign damaged by truck
- Dura patched Wagner Hills, Clio Road, Jeremy Woods
- Finished mailbox repairs
- Installed “NO OUTLET” signs on E. Briggs and Napa Valley
- Picked up trash in right of way along Feedwire Road and Little Sugarcreek Road
- Attended a class with Rick Cipriano on storm water runoff
- Started sweep cycle

Fiscal

End of Year Totals	
Budget	\$1,144,194.00
Expenditures as of March 3, 2015	\$ 272,428.56
% of Budget Used	23.8%
% of Budget Year Target	17%
% of Budget Remaining	76.2%
Cash Balance as of March 3, 2015	\$ 224,220.60

Upcoming Projects:

April 13th through April 17th: Finish sweep cycle dura-patch

April 20th through April 24th: Dura-patch prep roads for the paving program

Respectfully,

Anthony W. Lamb
Roads and Services Supervisor



Staff Report for the Sugarcreek Township Board of Trustees April 6, 2015 through April 16, 2015

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:

- **April 23, 2015 BZA Meeting**
 - **BZA04-2015:** Applicant, Sugar Valley Golf Club, is requesting Conditional Use Approval under Section 4.08 C. Table 4-3 to allow for the construction of an approximately 17,500 SF clubhouse to be located in the approximate location of the old clubhouse. The applicant is also requesting approval to allow for the construction of an approximately 10' x 22' addition to the 1840s house to accommodate the construction of handicapped accessible restrooms. The subject property is 1250 Mead Road, parcel L32000200300002500, owned by Sugar Valley Partners LLC, containing 124.62 acres, and located in the A-1 (Agricultural) District.

Zoning Commission Activities:

- **April 14, 2015 BZC Meeting: Follow-Up**
 - **BZC03-2015:** The Sugarcreek Township Zoning Commission initiated, by passage of a motion, text amendments to the Sugarcreek Township Zoning Resolution. The text amendments initiated include modifications to Section 8.10 D. 5., Menu Boards, including the establishment of standards for premenu boards.
 - *The Zoning Commission recommended approval of the text amendment subject to one change.*

- **BZC04-2015:** Oberer Land Developers, LTD is requesting Final Development Plan Approval for the Woodland Ridge subdivision. The subject property contains 23.99 acres, can be further identified by parcel number L32000100020001200, is owned by Betty Ann Earley and Stephen Hawn, and is located in the PUD-R (Residential Planned Unit Development) District.
 - *The Zoning Commission recommended approval of the Final Development Plan subject to conditions.*
- **May 12, 2015 BZC Meeting: No applications were received.**

Permits:

- See attached spreadsheet

Violations:

- See attached spreadsheet

Meetings/Accomplishments:

- Met with developer to discuss land in the township on April 6, 2015 (Redwood)
- Attended Ohio AAP bike helmet distribution and training on April 9, 2015
- Attended meeting at Sugar Valley to discuss planned clubhouse on April 10, 2015
- Met with resident to discuss construction of detached garage on April 13, 2015
- Attended BZC Meeting on April 14, 2015
- Met with property owner representative to discuss the construction of a detached garage on April 15, 2015
- Met with property owner representative to discuss variance request on April 15, 2015
- Attended Staff Review at RPCC for Woodland Ridge and Oak Brooke on April 16, 2015
- Completed BZC Packets for the April 14th Meeting
- Completed Staff Report for Woodland Ridge Final Plan
- Completed review of developer submissions to RPCC: Woodland Ridge and Oak Brooke
- Completed Legal and Public Notices for the May 4th Trustee Meeting (Oberer-Woodland Ridge: Legal and Public; Text Amendment-Legal)
- Completed Open Space Inventory updates for RPCC
- Sent 2015 Farmers' Market Vendor Agreements out to new and returning vendors (we have received approval to move market back to Cub Foods lot from the new property owner)

Announcements/Upcoming Events:

- Winter Farmers Market scheduled for April 17, 2015

- o BZA Meeting scheduled for April 23, 2015
- o BZC Meeting scheduled for May 12, 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	1	0	0	0	0	13
APRIL	6	0	3	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	10
MAY																						
JUNE																						
JULY																						
AUGUST																						
SEPT																						
OCT																						
NOV																						
DEC																						
TOTALS	16	0	8	1	3	1	0	0	0	0	1	1	1	1	1	1	1	0	0	0	0	32

32 ZCs issued ytd. vs. 31 ZCs issued same period 2014 (+3%); 2 pending approval +10%. 16 ZCs for SFRs issued ytd vs. 11 ZCs for a SFR issued same period 2014 (+45%); 2 pending approval +64%



**Staff Report for
Sugar Creek Township Trustees
April 16, 2015**

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

Items Completed:

- Microwave update: Discovered the conduit between the Safety building and tower has collapsed. Engaged with American Tower, service department, and vendors to determine replacement / repair path on a priority timetable.
- Oversaw microwave replacement parts (WS owned) after storm damage
- Worked on PD NWS migration plan / documents for Greene Co.
- Completed Asset declaration paperwork and moved rest of hardware to Admin
- Began 2012 server setup (virtual) and network overhaul

Respectfully,

Christopher A. Zappanti
Director of Information Technology