



**Administrator's Report to the Trustees
November 21, 2016**

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

- The final action required of the Township by the Fire/EMS Agreement with the City of Centerville will be presented to the Board at this meeting. It is rescinding the Resolution that created the Fire District. All other requirements to date have been met.
- The OTA Annual Conference is coming up in January. Please let me know if you would like to attend. Hotel space is filling up very quickly.
- We have received plans to remodel/expand the Cub Foods site. No details on users at this time, but it appears there will be two large users and one smaller tenant in the expanded area.
- We have adequate salt on hand for the foreseeable future this season. We did participate in the annual salt bid and received a very good price, but will hold off on purchase until we deplete a great deal of what is on hand. Bellbrook is currently storing about 100 tons in our salt shed.
- I want to personally thank the PAC that assisted in the passage of the fire levy. These funds are essential to maintaining the excellent level of service our residents and businesses deserve, and without the efforts of these people that service was at risk.

Respectfully Submitted,

Barry P. Tiffany
Township Administrator



Jeffrey A. Leaming
Fire Chief

**Staff Report for Sugarcreek Township Trustees
November 1, 2016 thru November 16, 2016**

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 needed, please contact Chief Leaming at 937-848-7344.

Trainings:

- Physical Abilities testing

Statistics:

(11/01 – 11/16)		Year to Date
• 24	EMS reports	573
• 14	Fire reports	261
38	Totals	834

Accomplishments/Information:

- Continue to screen additional part-time applicants
- Working with Medic and Engine Vendor's on specifications

Status of Significant Issues the Fire Department is Addressing:

- Lease / Purchase options for fire apparatus

Scheduled Events:

- Conducting an entry level physical abilities firefighter test on 11/19 for two open full-time position's

Fiscal:

As of November 1, 2016	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
Fire	\$2,312,183.00	\$152814.94	\$1,950,689.36	\$208,678.70	84.366%
EMS	\$167,565.00	\$29,361.36	\$122,143.60	\$16,060.04	72.893%
Department Total:	\$2,479,748.00	\$182,176.30	\$2,072,832.96	\$224,738.74	83.590%

Fire and EMS calls to incorporated area of Centerville

<u>Call Type</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
EMS	11	29	40	27
Electrical problem	1	0	0	0
Extrication	2	0	1	0
False Alarm	0	3	8	7
Gas Leak	0	0	2	1
Good Intent	6	2	6	6
Mulch Fire	0	0	1	0
MVC with injuries	12	5	11	6
MVC without injuries	9	4	3	1
Odor of smoke	3	1	0	0
PD assist	2	0	0	0
Public Service	0	0	1	1
Sprinkler Activation	0	1	1	0
vehicle fire	0	1	0	3
Bomb Scare	0	0	0	1
Hazardous Materials	0	0	0	1
Water leak	2	1	0	0
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Total	48	47	74	24
Total Calls for the year	871	865	915	840*
percentage	5	5	8	6.4

* Thru 11/16/2016

Respectfully submitted,

Jeffrey A. Leaming
Fire Chief



Michael A. Brown
Chief of Police

Trustee Report November 21, 2016

Training

- Records Clerk Karen Smith and Property Room Clerk Julia Montgomery attended the New World User Group Meeting.
- Officer Powers completed the Advance Accident Reconstruction Training.
- No other classes scheduled.

Public Appearances

- On November 2nd, SRO Officer Gudgell taught a GUIDE Class.
- On November 3rd, Chief Brown attended the Chamber Luncheon.
- On November 10th, Chief Brown attended the Kroger Grand Opening and the PSISN Board Meeting.
- On November 11th, Chief Brown attended the Walmart Grand Opening.
- On November 15th, Chief Brown attended the ACE Task Force Board Meeting.
- On November 17th, Chief Brown attended the GCLEA Luncheon.
- Chief Brown also attended the Family Resource Meeting.
- On November 19th, Sergeant Marlatt took the Community Outreach Trailer to the Wobble Gobble 3K Run at Sackett-Wright Park.

"Thanks" to all who brought by food in remembrance of Veterans Day!

Fiscal

Budget 2016 (Final Appropriation)	\$2,398,645.00
Expenditures as of November 14, 2016	\$1,883,264.64
% of Budget Used	78.5%
% of Budget Year Target for the end of November	91.3%
% of Budget Remaining	21.5%
Cash Balance as of November 14, 2016	\$1,250,803.37

Respectfully submitted,



Michael A. Brown
Chief of Police



Michael A. Brown
Chief of Police

Police Blotter

October 25, 2016

- An animal complaint on Carpenter Road
- A crash report on Cornerstone N. Blvd.
- A theft arrest on Wilmington Pike

October 26, 2016

- A domestic dispute on Waynesville
- A suspicious vehicle on Glory Drive
- A warrant arrest was taken by an officer

October 27, 2016

- Nothing to Report

October 28, 2016

- A robbery on Wilmington Pike
- A warrant arrest was taken by an officer
- A burglary on Bayberry Cove Drive

October 29, 2016

- Business and house checks every day
- A welfare check

October 30, 2016

- A suspicious vehicle on Cheatham Way
- A theft report on Social Row Road

October 31, 2016

- Community policing
- A theft report on Ravinia Drive
- A domestic dispute on Surrey Trail

November 1, 2016

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

November 2, 2016

- Found property on Clio Road
- A theft arrest on Wilmington Pike

November 3, 2016

- Business and house checks every day
- Community policing

November 4, 2016

- A crash report on Feedwire Road
- A juvenile complaint on Wilmington Pike
- A warrant arrest was taken by an officer

November 5, 2016

- A crash report on Lakeman Drive
- A theft report on Surrey Trail
- A domestic dispute on Napa Valley Drive

November 6, 2016

- Nothing to Report

November 7, 2016

- Business checks
- A traffic complaint on Feedwire Road
- Found property on Clio Road

November 8, 2016

- Property crash report on S. Alpha Bellbrook Road
- A traffic complaint on Conference Road
- A theft arrest on Wilmington Pike
- A crash report on Wilmington Pike
- An intoxicated subject on Sear Road

November 9, 2016

- A suspicious vehicle on Wilmington Pike
- A warrant arrest was taken by an officer
- A theft arrest on Wilmington Pike

November 10, 2016

- A property crash on Feedwire road
- Business and house checks

November 11, 2016

- Nothing to Report

November 12, 2016

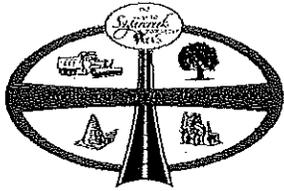
- A suspicious vehicle on Wilmington Pike
- Community policing
- An animal complaint on Little Sugarcreek Road

November 13, 2016

- Nothing to Report

November 14, 2016

- A fraud report on Fernwood Court
- A suspicious vehicle on Wilmington Pike
- An animal complaint on Feedwire Road
- A property crash on Mead Road



**Staff Report for
Sugar Creek Township Trustees
November 21, 2016**

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

Calls for Service

- 1 1/4 Mud on sidewalk

Accomplishments:

- Mowed Clyo road and 2090
- Mowed falis Cemetery
- Trimmed trees on Little Sugar Creek road, Fauber road, Conference road
- Picked up bags of leaves dumped in Carpenters Creek development
- Picked up carpet dumped on Carpenter road
- Mowed lot at 2112 Erickman Lane
- Dura Patch in Calaway Hills.
- Posted neighborhood crime watch sign at entrance to Surrey Hill Plantation

Respectfully,

Anthony W. Lamb
Roads and Services Director



**Staff Report for the Sugar Creek Township Board of Trustees
October 18, 2016 through November 17, 2016**

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:

- **November 17, 2016 Meeting: Canceled**
- **Next meeting scheduled for December 15, 2016 (this is the 3rd Thursday of the month to avoid the Christmas holiday)**

Zoning Commission Activities:

- **November 1, 2016: Follow-Up:**
 - Discussion on Outdoor Lighting with direction provided to staff regarding additional research
- **Next meeting scheduled for December 6, 2016**

Permits:

- See attached spreadsheet

Violations:

- See attached spreadsheet

Meetings/Accomplishments:

- Met with Stephanie Hayden on October 18, 2016
- Met with ODOT on October 19, 2016 to review acquisition files for two SRTS projects (PID 96356 and PID 93532)

- Submitted final reimbursement request to ODOT for right-of-way costs for SRTS projects (PID 96356 and PID 93532)
- Attended Trustee Meeting on October 24, 2016
- Met with representatives from Schottenstein and the Greene County Engineer's Office to discuss roadway improvements on October 27, 2016
- Met with school district representatives to discuss TIF legislation and current and planned developments on October 27, 2016
- Attended BZC Meeting on November 1, 2016
- Attended GIS & the Census Training at MVRPC on November 8, 2016
- Attended Kroger Grand Reopening on November 10, 2016
- Attended Wal-Mart Grand Reopening on November 11, 2016
- Attended Department Head Meeting on November 16, 2016
- Met with representatives from Schottenstein to discuss Final Development Plan on November 17, 2016
- Working with the post office on securing approval to move mailboxes on Little Sugarcreek Road in conjunction with new developments on Little Sugarcreek Road
- Project Updates:
 - White Oakes Landing: Zoning Certificates issued for the first five buildings (occupancy anticipated 6-8 months from the start of construction); Center Point extension paved
 - Waterford at Sugarcreek: site work has begun
 - Oak Brooke: Zoning Certificate for signage approved
 - Landings at Sugarcreek: construction on homes continues
 - Woodland Ridge: construction on homes continues
- Plans approved for new Verizon in the Starbucks, Jimmy Johns, Rapid Fired plaza (replaces Sprint)
- Murphy's closed and completing transition to Caramella's (opening November 18, 2016)
- Plans for addition to old Cub Foods building approved (closing gap adjacent to Sherwin Williams) as well as finishing four future tenant spaces
- Plans for accessory structure for Ernst Concrete approved

Announcements/Upcoming Events:

- BZC Meeting scheduled for December 6, 2016

Zoning Certificate Totals 2016

	SFR	MFR	AcStrc	Bsmt	Deck	Fence	P/F	Pool	Add/R	COM	Temp	U/S	Wall	Sign	Grd	Sign	Home	Oc	Ten	Fin	Other	TOTALS
JAN	1	0	0	0	0	1	0	0	0	0	0	0	0	2	0	0	0	0	0	0	1	5
FEB	2	0	0	1	0	1	0	0	1	0	1	0	1	0	1	0	1	0	0	1	2	10
MARCH	2	0	3	0	0	1	2	0	2	0	1	1	1	1	0	0	0	0	2	2	1	15
APRIL	3	0	0	1	2	0	2	1	0	0	0	0	1	1	0	0	0	0	0	0	0	10
MAY	2	0	3	0	1	3	0	0	0	1	1	1	3	3	0	0	0	0	0	0	0	17
JUNE	4	0	3	0	2	2	0	2	1	0	2	0	2	0	0	0	0	0	0	0	1	17
JULY	5	18	6	1	2	1	1	0	0	1	0	1	0	0	0	0	0	0	0	0	1	36
																						231
AUGUST	4	0	5	1	0	3	0	0	1	0	0	0	1	1	1	0	0	0	0	0	1	17
SEPT	3	0	2	0	1	2	1	2	1	0	0	0	1	1	0	0	0	0	0	0	0	13
OCT	4	5	3	1	0	2	0	0	1	0	0	0	2	2	0	0	0	0	1	0	0	19
																						32
NOV	4	0	0	1	0	1	0	0	0	2	0	0	0	0	1	0	0	0	0	0	0	9
DEC																						
TOTALS	34	231	25	6	8	17	6	5	7	4	4	5	11	6	6	0	0	0	4	4	7	168

168 ZCs issued ytd. vs. 125 ZCs issued same period 2015 (+34.4%). 34 ZC for SFRs issued ytd vs. 35 ZCs for SFRs issued same period 2015 (-2.8%).

11/17/2016