



Jeffrey A. Leaming
Fire Chief

Staff Report for Sugarcreek Township Trustees November 17, 2016 thru December 1, 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:

- Small engine maintenance

Statistics:

(11/17 – 12/1)	Year to Date
• 18 EMS reports	591
• 3 Fire reports	264
21 Totals	855

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 interviews 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	\$152,814.94	\$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%

<u>Call Type</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
EMS	11	29	40	28
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
 				
Total	48	47	74	55
Total Calls for the year	871	865	915	867*
percentage	5	5	8	6.3

* Thru 12/1/2016

Respectfully submitted,

Jeffrey A. Leaming
Fire Chief



Michael A. Brown
Chief of Police

Trustee Report December 5, 2016

Training

- Nothing scheduled for December.

Public Appearances

- On November 30th, Chief Brown attended a special meeting for the ACE Task Force.
- On December 1st, Chief Brown attended the Chambers Luncheon.

Fiscal

Budget 2016 (Final Appropriation)	\$2,398,645.00
Expenditures as of November 30, 2016	\$1,958,850.93
% of Budget Used	81.6%
% of Budget Year Target for the end of November	91.3%
% of Budget Remaining	9.7%
Cash Balance as of November 30, 2016	\$1,181,586.50

Respectfully submitted,

Michael A. Brown
Chief of Police



Michael A. Brown
Chief of Police

Police Blotter

November 15, 2016

- A welfare check on Wilmington Pike
- An animal complaint on Glenwood Way
- A private crash on Clyo Road
- A theft arrest on Wilmington Pike

November 16, 2016

- Community Policing
- A fraud report on Deerbluff Drive
- A suspicious vehicle on Conference Road
- A warrant arrest was taken by an officer

November 17, 2016

- Business and house checks every day
- A crash report on Feedwire Road

November 18, 2016

- Nothing to Report

November 19, 2016

- A theft arrest on Wilmington Pike
- A crash report on Ferry Road

November 20, 2016

- A crash report on N. Lakeman Drive

November 21, 2016

- A theft report on E. Briggs Road
- A suspicious vehicle on State Route 425

November 22, 2016

- An animal complaint on Little Sugarcreek Road
- A noise complaint on Kable Mill Drive
- A warrant arrest was taken by an officer

November 23, 2016

- A crash report on Wilmington Pike
- A suspicious vehicle on Feedwire Road

November 24, 2016

- A welfare check was taken by an officer
- A suspicious person on Wilmington Pike
- Business and house checks every day

November 25, 2016

- Community policing
- Panhandling report on Swigart Road
- A theft report on Royal Woods Lane

November 26, 2016

- Nothing to Report

November 27, 2016

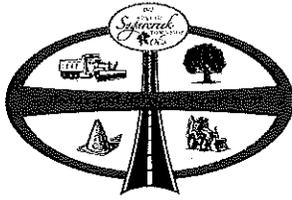
- A suspicious vehicle on Wilmington Pike
- A theft arrest on Wilmington Pike
- A welfare check on Wilmington Pike

November 28, 2016

- A crash report on Shepherd Road
- A theft arrest on Wilmington Pike
- A fraud report on Wilmington Pike

November 29, 2016

- A crash report on Feedwire Road
- A theft report on Bayberry Cove Drive



**Staff Report for
Sugar Creek Township Trustees
December 5, 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

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Accomplishments:

- Meeting with Nadine Daugherty about trees in Eric's Place
- Durapatch Calaway Hills
- Durapatch Little Sugar Creek road Between Glenwood Way and Possum Run road
- Realigned ditch on Cedar Ridge drive
- Attended meeting at county for Grand Oak Trail sanitary line extension
- Closed sections of sidewalk in Eric's Place
- Repaired spreader light on 701
- Removed dead deer on South Alpha Bellbrook Road
- Removed dead deer on Little Sugar Creek Road

Respectfully,

Anthony W. Lamb
Roads and Services Director



**Staff Report for the Sugar Creek Township Board of Trustees
November 21, 2016 through November 30, 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:

- **December 15, 2016 Meeting: Canceled**
- **Next meeting scheduled for January 26, 2017**

Zoning Commission Activities:

- **December 6, 2016 Meeting**
 - Continue discussion on outdoor lighting

Permits:

- See attached spreadsheet

Violations:

- See attached spreadsheet

Meetings/Accomplishments:

- Met with ODOT on November 21, 2016 to review acquisition files for SRTS projects (PIDs 96356 and 93532)
- Working with the post office on securing approval to move mailboxes on Little Sugar Creek Road in conjunction with new developments on Little Sugar Creek Road: post office agrees with relocation to the east side of Little Sugar Creek Road once new construction commences on both the east and west sides of Little Sugar Creek Road for the identified addresses
- 2017 BZA and BZC Meeting Schedules/Submission Deadlines completed

- Processing payment for 2016 BZA and BZC members
- Project Updates:
 - White Oakes Landing: Zoning Certificates issued for the first five buildings (occupancy anticipated 6-8 months from the start of construction); construction ongoing
 - Waterford at Sugarcreek: site work has begun
 - Oak Brooke: Zoning Certificate for signage approved
 - Landings at Sugarcreek: construction ongoing
 - Woodland Ridge: construction ongoing

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	Tmp	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	2	0	0	0	0	0	0	0	1	5
FEB	2	0	0	1	0	1	0	0	1	0	1	0	0	1	0	0	1	0	0	1	2	10
MARCH	2	0	3	0	0	1	2	0	2	0	1	1	1	0	0	0	0	0	0	2	1	15
APRIL	3	0	0	1	2	0	2	1	0	0	0	0	1	0	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	0	0	0	0	0	0	0	0	1	17
JULY	5	18	6	1	2	1	1	1	0	0	1	0	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	0	0	0	0	0	0	1	17
SEPT	3	0	2	0	1	2	1	2	1	0	0	0	1	0	0	0	0	0	0	0	0	13
OCT	4	5	3	1	0	2	0	0	1	0	0	0	2	0	0	0	0	0	0	1	0	19
																						32
NOV	6	0	0	1	0	1	0	0	0	2	0	0	0	1	0	0	0	0	0	0	0	11
DEC																						
TOTALS	36	231	25	6	8	17	6	5	7	4	5	11	6	0	4	7	0	0	0	0	0	170

170 ZCs issued ytd. vs. 135 ZCs issued same period 2015 (+26%). 36 ZCs for SFRs issued ytd vs. 36 ZCs for SFRs issued same period 2015.

11/30/2016



**Staff Report for
Sugar Creek Township Trustees
December 1, 2016**

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

- Finalized network switch configurations, deployment pending
- Updated Firewall and router software
- Finalized telecom contract with vendor after extensive negotiations
- Deployed desktop management/patch management software across Township
- Last of catch up work from time off in November
- EOY renewals and negotiations with vendors for IT related products nearly complete

Respectfully,

Chris Zappanti
Director of Information Technology