



Jeffrey A. Leaming  
Fire Chief

## Staff Report for Sugarcreek Township Trustees December 1, 2016 thru December 14, 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:

- Ladder Training
- Trauma Review

### Statistics:

(12/1 - 12/14)	Year to Date
• 20 EMS reports	611
• 8 Fire reports	272
28 Totals	883

### Accomplishments/Information:

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

### Status of Significant Issues the Fire Department is Addressing:

- Finalizing Lease / Purchase options for fire apparatus ready for signature

### Scheduled Events:

- Fire Lieutenant Promotional Test given Friday December 19<sup>th</sup>

### Fiscal:

As of December 12, 2016	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
Fire	\$2,312,183.00	\$93,309.43	\$2,164,168.65	\$54,704.92	93.599%
EMS	\$167,565.00	\$20,354.84	\$141,065.79	\$6,144.37	84.186%
<b>Department Total:</b>	<b>\$2,479,748.00</b>	<b>\$113,664.27</b>	<b>\$2,305,234.44</b>	<b>\$60,849.29</b>	<b>92.962%</b>

<u>Call Type</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
EMS	11	29	40	30
Electrical problem	1	0	0	0
Extrication	2	0	1	0
False Alarm	0	3	8	8
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
<b>Total</b>				
Total	48	47	74	58
Total Calls for the year	871	865	915	883*
percentage	5	5	8	6.5

\* Thru 12/14/2016

Respectfully submitted,

Jeffrey A. Leaming  
Fire Chief



Michael A. Brown  
Chief of Police

## Trustee Report December 19, 2016

### Training

- Nothing scheduled for December.

### Public Appearance

- On December 16<sup>th</sup>, Detective Sergeant Guerrero and our officers participated in the *Shop with a Cop* program from our department. A special "Thank You" to Target, Krogers, and for all that contributed to the five families. I am sure they helped make their Christmas a very merry one.

### Fiscal

Budget 2016 (Final Appropriation)	\$2,398,645.00
Expenditures as of December 13, 2016	\$2,050,817.44
% of Budget Used	85.4%
% of Budget Year Target for the end of December	100%
% of Budget Remaining	14.6%
Cash Balance as of December 13, 2016	\$1,125,088.46

Respectfully submitted,

Michael A. Brown  
Chief of Police



Michael A. Brown  
Chief of Police

## Police Blotter

### December 1, 2016

- A theft report on Wilmington Pike
- A domestic dispute on W. Salinas Circle

### December 2, 2016

- A crash report on Wilmington Pike
- A fraud report on W. Franklin St.
- A warrant arrest by an officer

### December 3, 2016

- A theft report on Wilmington Pike
- A crash report on Cloyo Road
- Business and house checks every day

### December 4, 2016

- A suspicious vehicle on Conifer Trail
- A 911 hang up
- A juvenile complaint on Wilmington-Dayton Road

### December 5, 2016

- An animal complaint on Pewter Court
- A warrant arrest
- A fraud report on winding Brook Way

**December 6, 2016**

- Nothing to Report

**December 7, 2016**

- A crash report on Wilmington Pike
- A theft report on Feedwire Road

**December 8, 2016**

- Nothing to Report

**December 9, 2016**

- A theft arrest on Wilmington Pike
- An Assault report on Surrey Trail

**December 10, 2016**

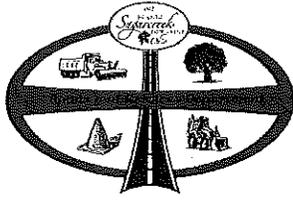
- A theft arrest on Wilmington Pike
- A crash report on Feedwire

**December 11, 2016**

- A welfare check on Wilmington Pike
- A theft report on Wilmington Pike

**December 12, 2016**

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



## Staff Report for Sugar Creek Township Trustees December 19, 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:

- Installed cab shield on 705
- Mounted lights on 705 cab shield
- Repaired heater cable on loader
- Lubed loader
- Cut trees and ground stumps in Eric's Place
- Removed sections of sidewalk in Eric' Place
- Jordon concrete poured sidewalks in Eric's place
- Put salt spreaders on 701 702 707
- Maintenance on skid steer

Respectfully,

Anthony W. Lamb  
Roads and Services Director



**Staff Report for the Sugar Creek Township Board of Trustees  
December 6, 2016 through December 15, 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: Follow-up**
  - Continued discussion on outdoor lighting; staff will prepare a redline version for the next meeting pursuant to BZC discussion
  - BZC will review sign code and discuss any needed changes at the next meeting
- **Next meeting scheduled for January 3, 2017**
  - Finish discussion on lighting
  - Begin discussion on signage

**Permits:**

- See attached spreadsheet

**Violations:**

- See attached spreadsheet

**Meetings/Accomplishments:**

- Processed payment for 2016 for BZA and BZC members

- Completed BZA and BZC Schedules for 2017
- Attended BZC Meeting on December 6, 2016
- Met with property owner to discuss Zoning Resolution requirements for the construction of an accessory structure on December 8, 2016 and December 15, 2016
- Attended GTA Meeting on December 13, 2016
- 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 January 3, 2017
- BZA Meeting scheduled for January 26, 2017

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	1	5
FEB	2	0	0	1	0	1	0	0	1	0	1	0	1	0	1	0	1	2	10
MARCH	2	0	3	0	0	1	2	0	2	0	1	0	1	1	0	0	2	1	15
APRIL	3	0	0	1	2	0	2	1	0	0	0	0	1	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	17
JUNE	4	0	3	0	2	2	0	2	1	0	2	0	2	0	0	0	0	1	17
JULY	5	18	6	1	2	1	1	0	0	1	0	1	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	1	17
SEPT	3	0	2	0	1	2	1	2	1	0	0	0	1	1	0	0	0	0	13
OCT	4	5	3	1	0	2	0	0	1	0	0	0	2	0	0	1	0	0	19
		32																	
NOV	6	0	0	1	0	1	0	0	0	2	0	0	0	0	1	0	0	0	11
DEC	2	0	0	0	0	1	0	0	0	0	0	0	0	0	1	0	0	0	4
TOTALS	38	23	25	6	8	18	6	5	7	4	5	11	7	7	0	4	7	174	

174 ZCs issued ytd. vs. 140 ZCs issued same period 2015 (+24.3%). 38 ZCs for SFRs issued ytd vs. 37 ZCs for SFRs issued same period 2015 (+2.7%).

12/15/2016



**Staff Report for  
Sugar Creek Township Trustees  
December 15, 2016**

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

- Continued deployment of new switches and network reset
- Coordinating telephone services vendor change cutover & contract details
- Working with Beavercreek Township & Xenia IT to address New World Performance issues
- Worked with Bellbrook IT support company and Bellbrook on St. 71 routing data via their network to the Safety building
- Working through configuration of new content filter (iBoss) for deployment
- Continued patch automation and server updates
- Met with vendor regarding sound insulation & dampening for Police audio recording areas

Respectfully,

Chris Zappanti  
Director of Information Technology