



**AGENDA**  
**SUGARCREEK TOWNSHIP BOARD OF TRUSTEES**  
**REGULAR MEETING**  
**Monday, May 15, 2023, 7:00 P.M.**

**REGULAR SESSION:**

- 1. Call to Order**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. Swearing in of Fire Department Staff, Fire Marshal - Jordan Ewing - 2023.05.15.01**
- 5. Reports**
  - A. Administrator
  - B. Zoning
  - C. Fiscal Officer
  - D. Fire
  - E. Police
  - F. Roads and Services
  - G. Information Technology
  - H. Trustees
- 6. Public Comments** - Limited to five minutes per person. Agenda related business only.  
(Time cannot be yielded to another person.)
- 7. Old Business**
- 8. Consent Agenda Items**
  - A. Payment of Bills
  - B. Minutes
  - C. Appointment of Fire Department Staff - Daniel Gibson - 2023.05.15.02
  - D. Requesting Speed Study - 2023.05.15.03
  - E. Proclamation of Recognition - Memorial Day 2023
- 9. Discussion Agenda Items**
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- 11. Trustee/Staff Discussion**
- 12. Adjourn**



## MEETING CONDUCT AND GUIDELINES

As Trustees of Sugarcreek Township, we encourage residents to attend our Township Meetings. We appreciate you taking time out of your busy schedules to be a part of your Government in action. To help meetings move along in a positive manner, we have established the following guidelines for our meetings:

This is a Township Business meeting and is to be conducted in a professional, business-like manner. It is not our intention to embarrass or demean each other or any members of the audience. We will treat each other with courtesy and respect and we ask for the same courtesy and respect from the audience. No one will get special treatment. These guidelines are for all of us.

As a professional meeting should not go longer than an hour to an hour and a half, it is our intention to stay within a reasonable time limit and follow the agenda.

There will be an Open Discussion at the end of the agenda for the audience to give comments on Township issues. When you have a question or comment, please go to the microphone, state your name and address and direct your question to the Trustees. Please try to limit your comments to 3-5 minutes so as to allow everyone an opportunity to speak.

We appreciate your input. We will not allow any personal attacks or any type of outbursts or profanity from the audience.

If you have any personal comments that you would like to make to us as individuals, please feel free to call the Township Administrative offices or allow us to set up a time to speak with you individually.

It is our goal that meetings are productive and positive. We will do our best to conduct effective, professional meetings.

Thank you.

Sugarcreek Township Trustees



**SUGARCREEK TOWNSHIP  
RESOLUTION NO. 2023.05.01.01**

IN RE: Promotion of Fire Department Personnel – Jordan Ewing

WHEREAS, the continuing need exists to maintain proper staffing within the Sugarcreek Township Fire Department; and,

WHEREAS, this need is met through the periodic reclassification of Fire Department employees and volunteers; and,

WHEREAS, Chief Douglas M. Buffenbarger requests the promotion of Jordan Ewing from Part-time Firefighter/EMT to Full-time Fire Marshal, in accordance with the Table of Organization of the Sugarcreek Township Fire Department;

NOW THEREFORE, BE IT RESOLVED, that this Board of Trustees approve the promotion of Jordan Ewing to the position of Full-time Fire Marshal at the pay rate of \$26.38 per hour with an effective date of May 15, 2023, and is subject to a one (1) year probationary period ending May 15, 2024.

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Carolyn L. Destefani, Chairperson

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Fred Cramer, Vice Chairperson

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Marvin Moeller, Trustee

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Richard J. Demko, Fiscal Officer



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Administrator's Report to the Trustees  
May 15, 2023

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

- Meetings continue regarding the I-675/Wilmington Pike study for future improvements. The public Input Meeting will be June 6<sup>th</sup> from 5-7 p.m. We expect to have the preferred Design Alternative by the end of June.
- We are continuing to review and draft updates of the Township Policies and Procedures Manual. A team of individuals from each of the departments will be working with Sara to provide proposed changes for consideration. This should be completed for consideration at our 2<sup>nd</sup> meeting in June.
- Construction on the Carpenter Road project has begun and is moving along well.
- Attended a check presentation and staff vs student basketball game at the Middle School on the 12<sup>th</sup>. The Middle School Student Council raised funds for the Township Veteran's Memorial.
- Met with the City Managers and Administrators of Greene County. Topics of discussion included the PSISN network and consideration for a countywide dispatch center.
- Cara and I look forward to speaking to the Greene County Township association membership in the near future regarding projected growth in the eastern portion of Greene County

Respectfully Submitted,

A handwritten signature in black ink, appearing to be "B. Tiffany", written over a horizontal line.

Barry P. Tiffany  
Township Administrator



**Staff Report for the Sugar Creek Township Board of Trustees  
May 2, 2023 to May 11, 2023**

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:**

- **May 25, 2023 BZA Meeting:**
  - **BZA07-2023:** Applicant, Douglas David Hodson, is requesting an Area/Dimensional Variance from Section 4.14 C. 6 Table 4-6 of the Sugar Creek Township Zoning Resolution to allow for the construction of a detached garage in the front yard of the subject property. The subject property is 1282 Carpenter Road, owned by Douglas David Hodson, further identifiable by parcel number L32000200150009600, containing 5.3940 acres and located in the E (Estate Residential) District.
  - **BZA08-2023:** Applicant, Richard Hill, is requesting an Area/Dimensional Variance from Section 4.14 E. 9. b. of the Sugar Creek Township Zoning Resolution to allow for the construction of a ground mounted solar array in the side yard of the subject property. The subject property is 970 Mead Road, owned by Richard and Katrina Hill, further identifiable by parcel number L32000200300006900, containing 1.4 acres and located in the R-1A (Suburban Residential-Low) District.

**Zoning Commission Activities:**

- **June 6, 2023 Zoning Commission Meeting**
  - **BZC01-2023:** The Sugar Creek Township Zoning Commission is requesting a text amendment to the Sugar Creek Township Zoning Resolution to expand our PUD-R District's applicability clause and to make other minor modifications to governing language.

- **BZC02-2023:** The Sugarcreek Township Zoning Commission is requesting a Long Range Land Use Plan amendment to identify Planned Residential Development as being potentially appropriate in Planning Areas 1 and 8.

**Meetings/Accomplishments:**

- Attended Zoning Commission Meeting on May 2, 2023
- Attended Department Head Meeting on May 3, 2023
- Attended Policy Review Committee Meeting on May 3, 2023
- Attended meeting with company to discuss door access township-wide on May 4, 2023
- Met with contractor to discuss deck addition on May 9, 2023
- Attended in person CPR training on May 10, 2023
- Met with property owner to discuss Variance request on May 10, 2023
- Met with property owner to discuss Variance request on May 11, 2023
- Continue to work with Prosecutor's Office on Enterprise Fleet Management contract
- Certified initiated text amendment to RPCC



## Sugarcreek Township Trustees Report For May 15, 2023

The following information is a snapshot of the activities and areas of responsibilities for Sugarcreek Township Fire Department. This report was generated on 05.12.2023 to keep the Board of Trustees informed of their Fire Department. If further information is needed, please contact Chief Doug Buffenbarger at 937-848-7344.

### Trainings: (Note: Trainings are conducted via Zoom between fire stations whenever possible)

- Ropes/Knots/Hoisting
- Sepsis (Escape Room)
- Ladder and Pump Drills
- CPR

### Statistics: Year To Date 2023

- EMS Responses: 301 (66.3%)
- Vehicle Crashes: 37 (8.1%)
- Fire Responses: 153 (33.7%)
- Cornerstone: 48 (10.6%)

**Total**      454

#### **Mutual Aid Given (number of incidents)**

- Fire = 26
- EMS = 11

#### **Mutual Aid Received (number of incidents)**

- Fire = 11
- EMS = 6

### Information:

- We are accepting appointments for car seat installation
- Will offer CPR certification to the public in June
- Captain promotional testing will be completed on May 22nd
- New hire Doug Wiltse starts May 31<sup>st</sup> and will be assigned to C-Shift (Capt. Johnson)
- Working with union on MOU for hiring Firefighter EMT-Basics
- Fire Marshal Jordan Ewing official hire date 05.15.2023

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

- New tires needed for Battalion vehicle
- ATV needs service. Emergency lights are not working and minor engine issues

- Station 72 kitchen oven repaired under warranty
- E72 ignition switch repaired
- Received quote from Fire Apparatus to provide routine maintenance on E71,E72, M71,M72,and M73
- Annual hose testing will commence in June

**Fire Department Scheduled Events Attended:**

- Sprinkler and Fire alarm testing continue at the Reserves of Sugarcreek
- Attending the LMWN River Festival on June 10<sup>th</sup>. Rescue Boat 71 will be displayed
- Attending the Bellbrook Middle School Fun Day on May 17<sup>th</sup>
- Chief Buffenbarger attended the Greene County Fire Chiefs meeting and PSISN meeting

**Fiscal:**

As of 04.25.2023	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
Fire	\$3,331,900.00	\$636,178.32	\$963,345.77	\$1,757,790.02	28.694%
EMS	\$198,120.00	\$53,341.07	\$62,718.50	\$84,357.20	31.294%
Cell Tower Fund	\$24,000.00	\$0.00	\$0.00	\$24,000.00	0.000%
Department Total	\$3,554,020.00	\$689,519.39	\$1,026,064.27	\$1,866,147.22	28.970%

**Projected Capital Needs:**

Bay Doors at Station 71	\$15,000
Bay Doors at Station 72	\$25,000
New Fire Hose	\$10,000
Replace Staff Cars 2025	\$125,000
Hose Testing Machine	\$5,000
Training Prop	\$30,000
Replace ATV	\$30,000
Fire Marshal Vehicle (2024)	\$62,500

Respectfully Submitted,

Douglas M Buffenbarger  
Fire Chief



Michael A. Brown  
Chief of Police

## Trustee Report May 15, 2023

### Training

- On May 8<sup>th</sup> & 9<sup>th</sup>, our officers completed the MILO Training. It is a scenario-based simulator training conducted by Officer Brownlee from Beavercreek Police Department.
- On May 22<sup>nd</sup> & 23<sup>rd</sup>, Officer Black is scheduled for the Applied Suicide Intervention Skills Training (ASSIST). ASSIST is a two-day interactive workshop in suicide first aid.
- No other classes scheduled for May.

### Fiscal

Budget 2023 (Final Appropriation)	\$3,071,100.00
Expenditures as of April 25, 2023	\$872,557.82
% of Budget Used	28%
% of Budget Year Target for the end of April	33.2%
% of Budget Remaining	72%
Cash Balance as of April 25, 2023	\$1,428,733.25

*No new figures*

**EVENTS/APPEARANCES**

- On May 4<sup>th</sup>, Chief Brown attended the National Day of Prayer.

**Thank you to our voters for your support**

Respectfully submitted,

A handwritten signature in blue ink that reads "MA Brown".

Michael A. Brown  
Chief of Police



*Michael A. Brown*  
Chief of Police

## Police Blotter

April 24, 2023

- Business and house checks
- Community policing

April 25, 2023

- Welfare check on Upper Bellbrook Road
- Theft arrest on Wilmington Pike

April 26, 2023

- Nothing to Report

April 27, 2023

- Welfare check on Penewit Road
- Warrant on Cloy Road
- Juvenile complaint on Waynesville Road

April 28, 2023

- Traffic stops
- Crash on Shepherd Road
- Crash on Wilmington Pike
- Welfare check on Washington Mill Road

April 29, 2023

- Welfare check on Pine Court
- Crash on Feedwire Road
- Noise complaint on Penewit Road

April 30, 2023

- Burglary on Conifer Trail
- Crash report on Wilmington Pike
- Domestic violence on Timshel Street

May 1, 2023

- Suspicious person on Wilmington Pike
- Trespassing on Carpenter Road

May 2, 2023

- Community policing
- Traffic stops
- Business and house checks

May 3, 2023

- Juvenile complaint on Feedwire Road
- Crash report on Wagner Road
- Panhandling on Wilmington Pike



**Staff Report for  
Sugarcreek Township Trustees  
May 1, 2023**

The following information is a snapshot of the activities and areas of responsibilities for the Sugarcreek Township Roads and Services Department.

**Calls for Service:**

- There were no callouts for service in this time period

**Accomplishments:**

- Patched potholes- Turkeyfoot, Middle Run, Lac Lamien, Haines, Clearbrook, Soaring Heights, Ferry Rd
- Replaced Chevrons, remove dumped tires-Spring Valley Alpha
- Attended pipeline Safety meeting-Greene County
- Mowed 2090 Ferry, Plaza area, walk path (x2)
- CPR online training, practical application-all employees
- Removed signs from ROW-(x9)
- Serviced the Service Department car
- Serviced all mowers
- Mowing tractor training
- Cleaned up downed tree-Shepherd Rd
- Cut and removed brush-Middle Run, Ferry
- Picked up cold patch-Moraine
- Repaired berm on River Edge Circle, Conference Rds
- Repaired surface drain- McBee
- Prepare meeting room for Police training
- Changed radar batteries (x2)
- Mowed pond
- Removed mailbox/slab-Lower Bellbrook

Respectfully,

Dale Owens  
Director of Roads and Services



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**Payment Listing**

5/1/2023 to 5/31/2023

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
828-2023	05/08/2023	05/08/2023	CH	BUREAU OF WORKERS' COMPENSATION	\$8,943.77	O
				Purpose: MONTHLY PAYMENT		
90862	05/01/2023	05/01/2023	AW	OTARMA SERVICE CENTER	\$66,021.00	O
				Purpose: LIABILITY INSURANCE		
90863	05/01/2023	05/01/2023	AW	DAYTON DAILY NEWS	\$170.97	O
				Purpose: 13 WEEKS		
90864	05/01/2023	05/01/2023	AW	GREENE COUNTY TOWNSHIP ASSOCIATI	\$460.00	O
				Purpose: OTA AND COUNTY DUES		
90865	05/01/2023	05/01/2023	AW	MEYERS PRINTING & DESIGN, INC.	\$46.89	O
				Purpose: VICTIM FORMS		
90866	05/01/2023	05/01/2023	AW	REMCO SYSTEMS, INC.	\$719.88	O
				Purpose: FILE FOLDERS		
90867	05/01/2023	05/01/2023	AW	TREASURER OF STATE	\$100.00	O
				Purpose: MONTHLY ACCESS FEE		
90868	05/01/2023	05/01/2023	AW	CITY OF XENIA	\$150,000.00	O
				Purpose: JAN-JUNE 911 DISPATCH		
90869	05/01/2023	05/01/2023	AW	IPMBA	\$75.00	O
				Purpose: ANNUAL BIKE PATROL DUES		
90870	05/01/2023	05/01/2023	AW	K & M INDUSTRIAL FASTENERS	\$40.00	O
				Purpose: PARTS		
90871	05/01/2023	05/01/2023	AW	SUPERIOR PRESS	\$268.31	O
				Purpose: LASER CHECKS		
90872	05/01/2023	05/01/2023	AW	CAPITAL ONE	\$71.10	O
				Purpose: SUPPLIES		
90873	05/01/2023	05/01/2023	AW	GLACIER COMPUTER LLC	\$8,867.70	O
				Purpose: TABLETS AND ACCESSORIES		
90874	05/01/2023	05/01/2023	AW	TECH ADVISORS	\$8,536.44	O
				Purpose: MONTHLY FEES AND BACKUPS		
90875	05/01/2023	05/01/2023	AW	JOHN DEERE FINANCIAL	\$228.90	O
				Purpose: BLEACH AND SOAP		
90877	05/02/2023	05/02/2023	AW	DUNCAN OIL COMPANY	\$3,550.12	O
				Purpose: FUEL		
90878	05/02/2023	05/02/2023	AW	CAPITAL ONE	\$192.94	O
				Purpose: SUPPLIES		
90879	05/02/2023	05/02/2023	AW	ODP BUSINESS SOLUTIONS,LLC	\$178.50	O
				Purpose: SUPPLIES		
90880	05/02/2023	05/02/2023	AW	MUFFLER BROTHERS	\$116.70	O
				Purpose: CARS 104 AND 113		
90881	05/02/2023	05/02/2023	AW	O'REILLY AUTOMOTIVE, INC.	\$91.90	O
				Purpose: OIL FILTERS		
90882	05/02/2023	05/02/2023	AW	TECH ADVISORS	\$5,829.70	O
				Purpose: TECH FEES		
90883	05/02/2023	05/02/2023	AW	MEDICOUNT MANAGEMENT, INC.	\$1,303.21	O
				Purpose: MARCH EMS BILLING		
90884	05/02/2023	05/02/2023	AW	MUNICIPAL EMERGENCY SERVICES	\$1,522.00	O
				Purpose: VALVE AND PISTOL GRIP		

**Payment Listing**

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90885	05/02/2023	05/02/2023	AW	JEFFERSON HEALTH PLAN	\$61,739.15	O
	Purpose: APRIL HEALTH INS					
90888	05/02/2023	05/02/2023	AW	FIDELITY SECURITY LIFE INSURANCE CO.	\$1,244.22	O
	Purpose: MARCH/APRIL VISION INS					
90889	05/02/2023	05/02/2023	AW	SUGARCREEK TOWNSHIP	\$500.00	V
	Purpose: TRANSFER TO J.M. MEMORIAL FUND					
90889	05/02/2023	05/02/2023	AW	SUGARCREEK TOWNSHIP	-\$500.00	V
90890	05/02/2023	05/02/2023	AW	GREENE GIVING	\$500.00	O
	Purpose: PEE WEE MARTIN STATUE					
90893	05/08/2023	05/08/2023	SW	Skipped Warrants 90893 to 90893 Series 1	\$0.00	V
	Purpose: Skipped Warrants 90893 to 90893 with Payment Series of 1					
90894	05/08/2023	05/08/2023	AW	ZIONS BANK, CORPORATE TRUST	\$3,637.50	O
	Purpose: PSB INTEREST					
90895	05/08/2023	05/08/2023	AW	TRANSUNION RISK & ALTERNATIVE DATA	\$75.40	O
	Purpose: SEARCHES					
90896	05/08/2023	05/08/2023	AW	MUFFLER BROTHERS	\$176.91	O
	Purpose: CARS 105 AND 110					
90897	05/08/2023	05/08/2023	AW	GREENE MEMORIAL HOSPITAL	\$107.13	O
	Purpose: PRISONER DOCTOR BILL					
90898	05/08/2023	05/08/2023	AW	OFFICE DEPOT	\$111.72	O
	Purpose: SUPPLIES					
90899	05/08/2023	05/08/2023	AW	CHARTER COMMUNICATIONS	\$136.22	O
	Purpose: STA 71 PHONES					
90900	05/08/2023	05/08/2023	AW	BREATHING AIR SYSTEMS	\$771.45	O
	Purpose: FILL STATION HOOK UP					
90901	05/08/2023	05/08/2023	AW	DUNCAN OIL COMPANY	\$1,407.62	O
	Purpose: FUEL					
90902	05/08/2023	05/08/2023	AW	ENERGY OPTIMIZERS, USA	\$959.01	O
	Purpose: ENERGY CONTRACT					
90903	05/08/2023	05/08/2023	AW	CITI CARDS	\$1,100.63	O
	Purpose: MISC PURCHASES					
90904	05/08/2023	05/08/2023	AW	GREENE COUNTY SANITARY ENGINEER	\$498.03	O
	Purpose: WATER AND SEWER					
90905	05/08/2023	05/08/2023	AW	RUMPKE CONSOLIDATED	\$80.09	O
	Purpose: TRASH REMOVAL					
90906	05/08/2023	05/08/2023	AW	CENTERPOINT ENERGY	\$621.51	O
	Purpose: NATURAL GAS					
Total Payments:					\$330,501.62	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$330,501.62	

Type: AM - Accounting Manual Warrant, AW - Accounting Warrant, IM - Investment Manual Warrant, IW - Investment Warrant, PM - Payroll Manual Warrant, PR - Payroll Warrant, RW - Reduction of Receipt Warrant, SW - Skipped Warrant, WH - Withholding Warrant, WM - Withholding Manual, WS - Special Warrant, CH - Electronic Payment Advice, IL - Investment Loss, EP - Payroll EFT Voucher, CV - Payroll Conversion Voucher, SV - Payroll Special Voucher, EW - Withholding Voucher, POS ADJ - Positive Adjustment, NEG ADJ - Negative Adjustment, POS REAL - Positive Reallocation, NEG REAL - Negative Reallocation

**Payment Listing**

5/1/2023 to 5/31/2023

Status: O - Outstanding, C - Cleared, V - Voided, B - Batch

\* Asterisked amounts are not included in report totals. These transactions occurred outside the reported date range but are listed for reference.



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**The Board Of Trustees Of Sugarcreek Township, Greene County, Ohio, in Regular Session on May 15<sup>th</sup>, 2023, at 7:00pm**

**REGULAR SESSION:**

**1. Call to Order**

**2. Roll Call**

Mr. Demko called the roll with Board Members, Mrs. Destefani, Mr. Moeller, and Mr. Cramer in attendance. Also, in attendance were Doug Cozad, David Lambright, Louis Schatzberg, Donna Hellmann, Kevin Price, Scott Carper, and Students of The Hog Flyers

**3. Pledge of Allegiance**

**4. Recognition of the Hog Flyers, Winners of the State Competition**

Mr. Cramer reported on the achievements of the Bellbrook Hog Flyers and recognized super attendant Doug Cozad. Mr. Cramer introduces Dave Lambright as the start of the Flyer Hogs and how it began.

Mr. Lambright addressed that he is just the facilitator, the students take a majority of the credit for their success.

**5. Swearing in of Todd Tignor to Lieutenant - 2023.05.01.01**

**SUGARCREEK TOWNSHIP  
RESOLUTION NO. 2023.05.01.01**

IN RE: Promotion of Fire Department Personnel – Todd Tignor

WHEREAS, the continuing need exists to maintain proper staffing within the Sugarcreek Township Fire Department; and,

WHEREAS, this need is met through the periodic reclassification of Fire Department employees and volunteers; and,

WHEREAS, Chief Douglas M. Buffenbarger requests the promotion of Todd Tignor from Part-time Firefighter/Paramedic to Full-time Fire Lieutenant, in accordance with the Table of Organization of the Sugarcreek Township Fire Department;

NOW THEREFORE, BE IT RESOLVED, that this Board of Trustees approve the promotion of Todd Tignor to the position of Full-time Fire Lieutenant at the pay rate of \$26.68 per hour with an effective date of May 15, 2023, and is subject to a one (1) year probationary period ending May 15, 2024.

Chief Buffenbarger reviewed the history of Lieutenant Tignor's training background. Chief Buffenbarger swore in Todd Tignor.

## 6. Reports

### A. Administrator

Mrs. Destefani spoke on behalf of Mr. Tiffany, the meeting's continuing topic of the construction roadwork of the Wilmington Pike I- 675 Interchange, there will be a meeting opened to the community for ODOT preferred recommendations on June 6<sup>th</sup> 5pm-7pm at Sinclair College. Mr. Cramer stated there is 6 million dollars accumulated for funding as of now.

Mr. Cramer stated that Mr. Tiffany met with the Greene County township administrators; the priority issue discussed was the county wide dispatch.

### B. Zoning

Mrs. Tilford has nothing to add. Mrs. Destefani asked a question about the PUD-R discussions, Mrs. Tilford stated the first discussion will be May 2<sup>nd</sup>.

Mrs. Tilford discussed the potential process to obtain a vehicle for the Roads and Services Department, with Enterprise Fleet Management.

Mrs. Destefani addressed the OBC board meeting. Ohio Benefits Co-op Mrs. Tilford reported the OBC annual renewal meeting last was week, they are looking at 4% increase in health care costs which is a reasonable increase due to our township's good standing with low claims through the years.

Mrs. Destefani asked about PopShelf. Mrs. Tilford reported it is owned by Dollar General and it is more of a home goods type of store that will be in plaza one. In addition, we will be getting a new bakery.

### C. Fiscal Officer

Mr. Demko addressed the \$500 donation for the memorial fund that was not specifically designated, and spoke about the \$ 25,000 grant for the memorial fund as well.

### D. Fire

Chief Buffenbarger had nothing to add.

### E. Police

Mrs. Tilford discussed the Bike Rodeo on Chief Brown's behalf. The Bike Rodeo had a lower attendance this year and they will be looking at moving it to a more accessible location for next year to help increase the numbers.

Mr. Moeller asked what MILO training is. Mrs. Tilford states police offices go through scenarios training.

### F. Roads and Services

Repaving is not yet finished on the roads. Joe Hoffmann will be leaving the Roads and Services department.

### G. Information Technology

None.

### H. Trustees

Mr. Moeller stated that there was a great turn out for the Sugar Maple festival. The Miami Valley Regional Planning dinner he attended was a success.

Mr. Cramer stated that the strategy meeting that occurred with LJ, the engineer for the 675 interchange. Mr. Cramer also discussed the future bike trail. May 19 will be the UNCIN ribbon cutting ceremony. Mr. Cramer requested the 675-project letter be sent out. Mr. Cramer attended a dinner where Governor DeWine presented Greene County with 12 million dollars for the new jail. Mrs. Destefani stated the Greene County Regional Planning meeting had final results for what Greene County should look like in 2040. Mrs. Destefani attended the wastewater community meeting for Greene County. They are finishing the remote tracking for water consumption.

7. **Public Comments** - Limited to five minutes per person. Agenda related business only. (Time cannot be yielded to another person.)

None

8. **Old Business**

Mrs. Destefani asked about the school, city, township, and park meeting. Mr. Cozad stated it is still being determined.

9. **Consent Agenda Items**

A. Payment of Bills

B. Minutes

C. Resignation of Fire Department Staff - Bradd Whitley - 2023.05.01.02

**SUGARCREEK TOWNSHIP**

**RESOLUTION NO. 2023.05.01.02**

IN RE: Resignation of Fire Department Staff – Bradd Whitley

WHEREAS, Part-time Lieutenant, Bradd Whitley has indicated his desire to resign from the Sugarcreek Township Fire Department; and,

WHEREAS, Bradd Whitley was began as a volunteer member of the Sugarcreek Township Fire Department on June 6, 2005; and,

WHEREAS, Chief Doug Buffenbarger recommends we accept the resignation of Bradd Whitley.

NOW THEREFORE, BE IT RESOLVED that the Board of Sugarcreek Township Trustees officially accepts the above-mentioned resignation effective June 6, 2023.

D. Resignation of Roads and Services Staff - Joe Hoffman - 2023.05.01.03

**SUGARCREEK TOWNSHIP**

**RESOLUTION NO. 2023.05.01.03**

IN RE: Resignation of Roads and Services Department Staff – Joe Hoffmann

WHEREAS, Part-time Roads and Services Service Worker I, Joe Hoffmann has indicated his desire to resign from the Sugarcreek Township Roads and Services Department; and,

WHEREAS, Mr. Hoffmann was hired as a member of the Sugarcreek Township Roads and Services Department on September 28, 2020; and,

WHEREAS, Township Administrator Barry Tiffany recommends we accept the resignation of Joe Hoffmann.

NOW THEREFORE, BE IT RESOLVED that the Board of Sugarcreek Township Trustees officially accept the resignation of Joe Hoffmann effective May 10, 2023.

E. Declaring Excess Property - Police Department - 2023.05.01.04

### **SUGARCREEK TOWNSHIP**

#### **RESOLUTION NO. 2023.05.01.04**

IN RE: Declaration of Excess Property – Police Department

WHEREAS, the Sugarcreek Township Police Department has identified equipment which is no longer needed for operations, and;

WHEREAS, the item listed below has been declared broken, obsolete or non-reparable and have been marked for destruction.

Nikon D70 Digital Camera

- Property tag 005117
- Serial Number 3292883
- Two accessory cords and lens caps

NOW THEREFORE BE IT RESOLVED, that this Sugarcreek Township Board of Trustees hereby declares this property to be excess and directs the appropriate disposition of this property.

Mrs. Destefani made a motion to accept the consent agenda items as written

Mr. Moeller seconded.

Vote as follows:

Mrs. Destefani, Yes

Mr. Cramer, yes

Mr. Moeller, Yes

## 10. Discussion Agenda Items

Mrs. Destefani presented an additional Proclamation for the National Day of Prayer,

Mrs. Destefani made a motion to accept proclamation of National Day of Prayer

Mr. Moeller seconded.

Vote as follows:

Mrs. Destefani, Yes

Mr. Cramer, yes

Mr. Moeller, Yes

## 11. Public Comments - Limited to five minutes per person. Township related business only. (Time cannot be yielded to another person.)

Donna Hellmann, 3981 Windy Bluff CT Ms. Hellmann asked how to obtain the New Resident packets. Mrs. Tilford states they can be sent to her via email.

Kevin Price, 3249 Spillway CT. spoke in opposition of Jim Martin's land issue. Mr. Price stated the land was gifted to the township by Jim Martin, Mr. Price recalls 37 acres. Mr. Price stated the township has determined that the land cannot be used by the public as a park etc. Mr. Price stated rather than gift the land to non-excluded family members, the decision that's been made is to sell the property. Mr. Price stated he believes the intent of the township is to sell all or part of Jim Martin property to a Martin family member. Mr. Price Questioned what would happen if Jodi Martin does not buy all of Jim Martin's property? Mr. Price stated the intent is to sell the remaining property that Ms. Martin does not acquire to someone whose property adjoins Jim Martins. Mr. Price stated the idea to seek an agreement with the Martin family member who acquires the property and have become a dual-purpose lane. And no easement would be required. Mr. Price stated if you are not going to seek a variance and not work with the park district, put in a conservation deed restriction on the land that is going to be sold so the land does not become another housing area with 25 homes over the next 5-10 years. He would encourage the Trustees to do the right thing, not the most profitable to the general fund. He noted he is disappointed in the lack of working as a team with the park district. He noted it is beyond him.

Mr. Cramer thanked Mr. Price for his comments and noted that he believes if Mr. Price were to talk to Jodi she would share that she is content with the status of discussions.

Mr. Price indicated that he speaks to Jodi every day and he does not think that is the case. He noted it depends on what happens with the property. If she gets the property then yes

but not if she hears chainsaws in a few years.

Donna Hellmann, 3981 Windy Bluff CT  
addressed the concerns of the residents around the Jim Martin property.

Mrs. Destefani redirected back to Mr. Price's comments stating the area where Mr. Martin's property is, is zoned in a fashion where the lots cannot be smaller than 500 acres.

**12. Trustee/Staff Discussion**

Mrs. Destefani stated Mary Kay Marsh has students wanting to contribute to the Veterans Memorial, using that as their fundraising project for student council.

**Adjourn**

Mrs. Destefani made a motion to adjourn, which was seconded by Mr. Moeller. Upon call of the roll, the vote resulted in the following:

Mrs. Destefani-yes  
Mr. Moeller-yes  
Mr. Cramer - yes



**AGENDA**  
**SUGARCREEK TOWNSHIP BOARD OF TRUSTEES**  
**REGULAR MEETING**  
Monday, May 15, 2023, 7:00 P.M.

**REGULAR SESSION:**

- 1. Call to Order**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. Swearing in of Fire Department Staff, Fire Marshal - Jordan Ewing - 2023.05.15.01**
- 5. Reports**
  - A. Administrator
  - B. Zoning
  - C. Fiscal Officer
  - D. Fire
  - E. Police
  - F. Roads and Services
  - G. Information Technology
  - H. Trustees
- 6. Public Comments** - Limited to five minutes per person. Agenda related business only.  
(Time cannot be yielded to another person.)
- 7. Old Business**
- 8. Consent Agenda Items**
  - A. Payment of Bills
  - B. Minutes
  - C. Appointment of Fire Department Staff - Daniel Gibson - 2023.05.15.02**
  - D. Requesting Speed Study - 2023.05.15.03
  - E. Proclamation of Recognition - Memorial Day 2023
- 9. Discussion Agenda Items**
- 10. Public Comments** - Limited to five minutes per person. Township related business only.  
(Time cannot be yielded to another person.)
- 11. Trustee/Staff Discussion**
- 12. Adjourn**



**SUGARCREEK TOWNSHIP  
RESOLUTION NO. 2023.05.15.02**

IN RE: Appointment of Fire Department Staff  
Daniel Gibson

WHEREAS, the continuing need exists to maintain proper staffing within the Sugarcreek Township Fire Department; and,

WHEREAS, vacancies exist within the classification of Firefighter/Paramedic; and,

WHEREAS, Daniel Gibson has the necessary qualifications to serve in those capacities for the Sugarcreek Township Fire Department; and,

WHEREAS, funds are available for this purpose within the Fire Department's 2023 Operating Budget.

NOW, THEREFORE, BE IT RESOLVED, that Daniel Gibson shall be appointed to Part-time Firefighter II/Paramedic within the Sugarcreek Fire Department at the rate of \$19.56 per hour; and,

FURTHER BE IT RESOLVED, the above-mentioned appointment for Daniel Gibson will have an effective date of May 8, 2023, with a one (1) year probationary period ending on May 8, 2024.

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Carolyn L. Destefani, Chairperson

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Fred Cramer, Vice Chairperson

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Marvin Moeller, Trustee

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Richard J. Demko, Fiscal Officer



**AGENDA**  
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- 12. Adjourn**



**SUGARCREEK TOWNSHIP  
RESOLUTION NO. 2023.05.15.03**

IN RE: Requesting a Speed Zone Study on Fauber Road

WHEREAS, Township Administrator, Barry Tiffany, is requesting a speed zone study be performed on Fauber Road, that is located within the boundaries of said Township; and,

WHEREAS, the Board of Trustees finds that such request is of sufficient importance to the public welfare and safety to order a speed zone study be performed on said roadway,

NOW THEREFORE, BE IT RESOLVED, that the Board of Trustees of Sugar Creek Township, Greene County, Ohio is hereby requesting the County Engineer prepare a speed zone study on Fauber Road.

BE IT FURTHER RESOLVED, that once complete, the speed zone study will be sent to the State of Ohio for evaluation for a change in the posted speed limit on said road, if warranted.

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Carolyn L. Destefani, Chairperson

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Fred Cramer, Vice Chairperson

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Marvin Moeller, Trustee

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Richard J. Demko, Fiscal Officer



**AGENDA**  
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- 11. Trustee/Staff Discussion**
- 12. Adjourn**



## PROCLAMATION OF RECOGNITION Memorial Day 2023

**WHEREAS**, On Memorial Day, we honor and reflect upon the courage, integrity, and selfless dedication of the members of our United States of America Armed Forces who have made the greatest sacrifice in service to our Nation; and,

**WHEREAS**, In honor and recognition of all of our fallen service members, on May 11, 1950, by a joint resolution Congress approved the amended U.S. Code, Title 36, Section 116, requesting that the President issue a proclamation calling on the people of the United States to observe each Memorial Day, the last Monday in May, as a day of prayer for permanent peace and remembrance.

**WHEREAS**, The Legacy of Memorial Day was first established in 1868 and we have a sacred obligation as a Nation to support our Service Member Families and to always honor the memories of their loved ones; and,

**WHEREAS**, Our Nation will never forget the courage and patriotism demonstrated by the countless men and women who laid down their lives so that we may continue to pursue a more perfect Union and protect the unalienable rights Americans hold dear. They came from every part of the country, of every background and belief, united by a shared belief in our uniquely American creed — that all people are created equal. We will honor their legacy by continuing our work to live up to that commitment and to advance the values they lived and died to defend; and,

**NOW THEREFORE**, the Sugarcreek Township Board of Trustees hereby recognizes the American service members that have given their lives to uphold our Constitution and to defend the safety and freedoms of our citizens. These patriots embody the best of the American spirit. They put themselves on the line for our shared values — for duty, honor, and country — and they paid the ultimate price. Our Nation can never fully repay the debt we owe to our fallen heroes and their families.

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Carolyn L. Destefani, Chairperson

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Fred Cramer, Vice-Chairperson

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Marvin Moeller, Trustee



**AGENDA**  
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