



**Randall J. Pavlak**  
Fire Chief

## **Staff Report for Sugarcreek Township Trustees June 30, 2015 thru July 15, 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 Assistant Chief Zimmerman at 937-848-7344.

### **Trainings:**

- Hidden Hazards (EMS)
- Drafting Operations

### **Statistics:**

- 23 EMS reports
- 33 Fire reports

### **Accomplishments/Information:**

- Medic -72 to Burgees for electrical work
- A/C Zimmerman attended Trustee Meeting
- A/C Zimmerman attended department head meeting
- We sent notification of part-time employment opportunity to Dayton Daily News
- E-73 finished annual/pump testing/repairs/back in service
- E-71 had hydraulic line repaired
- July 21 Mediation with Union
- July 21 EMA meeting discuss tornado sirens

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

- Fire Station Alerting Solutions
- Funding for 2016 and beyond

### **Scheduled Events for July/August:**

- Winters library hosting Home Town Hero's Washington Mill Park July 15, 10:30am
- Harassment Training scheduled
- Providing EMS coverage during two events at the Greene County Fair Aug.3 and Aug.6
- Written promotional testing scheduled for Aug.13/Assessment Center on Aug.15
- Lions Club Festival/Lions Club Parade Aug.22

**Budgetary Awareness Items:**

- Fire Station Alerting funding \$54,000.00
- Upgrade Medic 73 computer \$3,100.00
- Air Packs \$205,000.00

**Fiscal:**

<b>As of June 30, 2015</b>	<b>Fire</b>	<b>EMS</b>
<b>Budget</b>	\$2,364,846.00	\$228,712.00
<b>Expenditures</b>	\$1,202,387.58	\$ 103,890.22
<b>% of Budget Used</b>	50.528%	45.275%
<b>% of Budget Remaining</b>	49.472%	54.725%
<b>Cash Balance</b>	\$ 505,122.61	\$ 58,226.06

Respectfully submitted,

Joann Zimmerman  
Assistant Fire Chief



Michael A. Brown  
Chief of Police

## Trustee Report

### July 20, 2015

#### Training

- On July 23<sup>rd</sup>, Chief Brown, Sergeant White, Sergeant Colon, Sergeant Deckard, and Officer Estes will be attending the *Officer Safety Training Below 100* taught by the Ohio Highway Patrol.
- On July 23<sup>rd</sup>, Detective Stayer will be attending the New Campus Sexual Assault Investigative Training at Ohio State University. The class will update current criminal law for conducting a sexual assault investigation along with evidence collection and Ohio protocol information.
- On July 27<sup>th</sup> – 28<sup>th</sup>, our police personnel will be attending Diversity/Harassment Training.
- On August 10<sup>th</sup> – 14<sup>th</sup>, Officer Dooley will be attending the Crisis Intervention Training. He will be able to work with people that have mental health issues on calls.
- Our officers will also be completing their Firearms & Less Lethal Proficiency Phase III.
- No other classes to report.

#### Public Appearances

- On July 13<sup>th</sup>, the police department conducted Phase II of the hiring process for new officers. Interviews will start the week of July 20<sup>th</sup>.
- On July 13<sup>th</sup>, Chief Brown attended the Neighborhood Meeting regarding the Cornerstone Development.
- On July 15<sup>h</sup>, Chief Brown and Sergeant Deckard attended the Hometown Heroes Ceremony at Washington Mill Park. We accepted an honor for SRO Officer Gudgell for his work with children.

**Future Events**

- On August 1<sup>st</sup>, the Community Outreach Trailer will be at the Kables Mill Annual Block Party. This year the police department is racing against Bellbrook Police Department in the Big Wheel Race around 2:15 p.m.
- On August 4<sup>th</sup>, National Night Out in the Target parking lot.
- On August 20<sup>th</sup>, Chief Brown will be judging the Prince and Princess competition for the Lions Club.
- On August 22<sup>nd</sup>, Chief Brown will be riding in the Bellbrook Lions Club Parade.

**Statistics**

- Available next month

**Fiscal**

Budget 2015 (Final Appropriation)	\$2,377,200.00
Expenditures as of July 13, 2015	\$1,274,805.33
% of Budget Used	53.2%
% of Budget Year Target for the end of July	58.1%
% of Budget Remaining	46.8%
Cash Balance as of July 13, 2015	\$797,269.31

**OVERTIME FOR TRUSTEE  
REPORT**

<b>JUNE</b>	<u>HOURS</u>
MANDATED (COURT, TRAINING, ETC.)	20.5
OPERATIONAL	140.75
<b>TOTALS</b>	<b>161.25</b>

Respectfully submitted,

Michael A. Brown  
Chief of Police



Michael A. Brown  
Chief of Police

## Police Blotter

### July 1, 2015

- A theft report was taken on Wilmington Pike
- A telephone harassment report on Little Sugarcreek

### July 2, 2015

- An aided case was taken on Sonoma Court
- A theft from building report on Wilmington Pike
- A theft/received stolen property/possession of criminal tools on Wilmington Pike

### July 3, 2015

- A shoplifting arrest on Wilmington Pike

### July 4, 2015

- An aided case on Cloy Rd.
- A DUI/Drugs arrest on Centerville Rd.
- A disorderly conduct/resisting arrest on Wilmington Pike

### July 5, 2015

- A domestic dispute arrest on Timberly

### July 6, 2015

- A warrant arrest was taken by an officer

### July 7, 2015

- An aided case was taken on N. Lakeman Drive

**July 8, 2015**

- A shoplifting arrest on Feedwire Road
- A theft/fraud report was taken on Wilmington Pike

**July 9, 2015**

- A shoplifting arrest on Wilmington Pike
- A forgery report was taken on Wilmington Pike

**July 10, 2015**

- A possession of drugs arrest on Sonoma
- A DUI arrest on Wilmington Pike
- A disorderly conduct arrest on Wilmington/Clyo Rd.
- A joy riding report on Surrey Trail

**July 11, 2015**

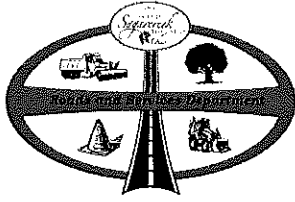
- Three (3) warrant arrests taken by an officer
- An endangering children report on Washington Mill Road

**July 12, 2015**

- A warrant arrest was taken by an officer
- A shoplifting arrest on Wilmington Pike
- DUI/Drugs/Improper handling firearms in motor vehicle arrest on Wilmington Pike and Briggs

**July 13, 2015**

- An aided case was taken on Miami Valley Drive
- A theft from a building report on Wilmington Pike
- A fraud report taken on Settlers Bay Drive



**Staff Report for  
Sugarcreek Township Trustees  
July 20, 2015**

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

**Accomplishments:**

- Removed settlement and debris from drainage ditch behind Kroger
- Dura patched Washington Mill Road,
- Replace spindles on Super Z mower deck
- Cleaned up downed tree on Fauber Road
- Replaced Twp. Marker signs on Edelweiss, Sugarcreek Drive
- Mowing cycle along roadways
- Mowed 2090 Ferry Road and plaza area
- Sprayed weed along curb Carriage by the Lake and White Fence Farm plats
- Spayed weed 2090 Ferry Road, shooting range
- Diamond concrete started replacing damaged curb on Lac Lamem

**Fiscal**

<b>End of Year Totals</b>	
Budget	\$1,144,194.00
Expenditures as of May 18, 2015	\$ 329,961.29
% of Budget Used	29%
% of Budget Year Target	37%
% of Budget Remaining	71%
Cash Balance as of May 18, 2015	\$ 557,941.02

**Upcoming Events:**

- July 13<sup>th</sup> – 17<sup>th</sup>: Dura Patch Washington Mill Road, Brown Road, East of Eden plat
- July 20<sup>th</sup> – 24<sup>th</sup>: Remove trees on Land Drive and in Fallis Cemetery, mow 2090 Ferry Road and Plaza area, Dura patch Conference Road
- July 27<sup>th</sup> – 31<sup>st</sup>: Sign upgrade, spray cycle, tree trimming
- August 3<sup>rd</sup> – 7<sup>th</sup>: Mow property at corner of Waynesville and Centerville Roads, paving Washington Mill Road, Conference Road, chip seal Ferry Road south of Centerville Road

Respectfully,

Anthony W. Lamb  
Roads and Services Supervisor



## **Staff Report for the Sugarcreek Township Board of Trustees July 7, 2015 through July 15, 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:**

- **July 23, 2015 BZA Meeting**
  - **BZA08-2015:** Applicants, Robert J. and Amy F. Spitler, are requesting a Variance from Section 7.04 B. 2. a. of the Sugarcreek Township Zoning Resolution to allow for the construction of a fence at a height of 8'. The subject property is 3985 Haines Road, parcel L32000100071008100, owned by Robert J. and Amy F. Spitler, containing approximately 3.06 acres, and located in the A-1 (Agricultural) District.
  - **BZA09-2015:** Applicants, Chad and Denise Sprague, are requesting Variances from Section 7.04 B. 1. a., 7.04 B. 1 b. and 7.04 B. 1 e. of the Sugarcreek Township Zoning Resolution to allow for construction of a 6' wooden privacy fence in the front yard adjacent to Upper Bellbrook at a setback of 0' from the right-of-way line (the fence is proposed to be located on the property line adjacent to Upper Bellbrook Road). The subject property is 1166 Settlers Bay Court, parcel L32000200160046100, owned by Chad and Denise Sprague, containing 0.3673 acres, and located in the R-PUCD (Residential Planned Unit Conservation Development) District.

### **Zoning Commission Activities:**

- **August 11, 2015 BZC Meeting**
  - **ZC Case 07-2015:** MV Residential Development, LLC is requesting a map amendment to the Sugarcreek Township Zoning Resolution to rezone



24.525 acres from R-PUCD (Residential Planned Conservation Development) District to PUD-R (Residential Planned Unit Development) District. The subject properties are at 4700 and 4704 Feedwire Road. The subject properties can be further identified by parcel numbers L32000100020006500 and L32000100020000700 and are owned by Lifestyle Communities by Miller Valentine at Sugar Ridge LLC. MV Residential Development, LLC is also requesting preliminary development plan approval under Article 5 of the Sugar Creek Township Zoning Resolution for approval of the preliminary plan for a proposed multi-family development.

**Permits:**

- See attached spreadsheet

**Violations:**

- See attached spreadsheet

**Meetings/Accomplishments:**

- Met with property owners to discuss Advisory Notice on July 7, 2015
- Met with Howard Ackerman to discuss Park District priorities on July 9, 2015
- Met with property owner to discuss Variance Request on July 9, 2015
- Attended Neighborhood Meeting (Centerville) on July 13, 2015
- Met with GCEO, Choice One Engineering, and City of Bellbrook to discuss Center Point Road project on July 14, 2015
- Completed BZA Staff Reports (BZA08-2015 and BZA09-2015)
- Completed BZA Packets (electronic delivery)
- Completed BZA Minutes
- Transmitted BZC07-2015 to RPCC and reviewing agencies
- Four sponsors for Market Bag Giveaway Day secured (Adventure Pediatric Dentistry, Dayton Children's Hospital, Tom's Mulch and Old Fort Bank)
- Received ROW Authorization from ODOT for SRTS, PID-96356 (school parcel, Kable's Mill HOA parcel and Pupo parcel)

**Announcements/Upcoming Events:**

- Farmers Market continues weekly on Friday from 3-7 p.m.
- BZA Meeting scheduled for July 23, 2015
- Chamber of Commerce Meeting scheduled for August 6, 2015
- BZC Meeting scheduled for August 11, 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	0	0	0	0	0	13
APRIL	8	0	3	0	1	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	16
MAY	4	0	4	1	1	0	0	0	0	1	1	0	0	0	0	0	0	0	0	0	0	12
JUNE	2	0	3	0	1	4	0	0	1	0	2	0	0	0	0	0	0	0	0	0	1	14
JULY	2	0	1	1	0	0	0	0	0	1	0	0	1	0	0	0	0	0	0	0	0	6
AUGUST																						
SEPT																						
OCT																						
NOV																						
DEC																						
TOTALS	26	0	16	3	5	6	0	0	1	3	4	2	1	2	1	0	0	0	0	0	3	70

70 ZCs issued ytd. vs. 83 ZCs issued same period 2014 (-15.7%). 26 ZCs for SFRs issued ytd vs. 20 ZCs for SFRs issued same period 2014 (+30%)

## 2015 Zoning/Property Maintenance Violations

Property Address	Complaint	Inspection	Pending Action
727 Walden	junk, PMC Violations, flat tire	3/12/2015	Outside work done, property owner given list of items to complete inside
Edelweiss & Wilmington Dayton	condition of lot	5/11/2015	Property owner working on abatement
N. Lakeman (lot 191)	permanent sign w/o ZC-not perm.	4/16/2015	Partially abated (sign taken down, frame remains)
4311 Killian	shed constructed w/o ZC	9/30/2014	Owner has applied to BZA
4361 Tollgate	condition of shed	4/16/2015	Abated
2120 Upper Bellbrook Road	inoperable vehicles	5/14/2015	Some abatement action observed
3878 Ferry Road	accessory structure w/o ZC	4/16/2015	Working with property owner on options, may apply to BZA
Five Seasons	Handicapped spaces blocked		
4311 Kelsey's Court	Dogs kept in outdoor enclosure		Referred to Greene County Animal Control
Tollgate Lane	carpet pad in driveway	4/30/2015	Abated
3808 Wilmington Dayton	mattress at road	3/12/2015	Abated
2305 Sienna Court	rv parked in driveway		Contacted owner, understands our requirements, has storage arranged
784 S. Alpha Bellbrook	junk cars, condition of driveway	3/31/2015	Abated
4460 Erica Ct.	condition of shed	4/28/2015	Abated
Fox Trail	vacant lots-grass height	4/23/2015	Abated
3417 Upper Bellbrook Road	large wood pile	5/14/2015	Abated
1815 N Lakeman	large accumulation bagged rubbish	6/8/2015	Abated
6244 Wilmington Pike	vehicles for sale, donation bins	6/8/2015	Abated
6140 Wilmington Pike	donation bins	5/11/2015	Abated
6254 Wilmington Pike	hot air balloon, streamers, etc.	5/11/2015	Abated
1776 Statehouse	condition of fence	6/24/2015	Property owner working on abatement, has had fence line cleared
1942 River Ridge Drive	grass height	5/28/2015	No violation observed
Corner of Briggs and Surrey	sight distance issue-privacy fence	5/28/2015	No violation observed
784 South Alpha Bellbrook Road	grass height	6/8/2015	Abated
1288 Carpenter	condition of above ground pool	6/24/2015	Property owner reports pool treated, sale pending
3607 Stutsman	grass height	6/8/2015	Abated
654 Van Eaton	grass mowing business operating A-1	6/16/2015	Advisory Notice sent, meeting held with owner, working toward compliance
Vacant Lots-Kelseys	grass height	6/24/2015	Abated by township
3707 W. Salinas	trailers (2) parked in driveway	6/8/2015	Not a violation, courtesy letter sent
2482 and 2500 Ferry Road	grass and weeds	6/8/2015	Advisory Notice sent; owner out of town two weeks, has arborists scheduled
Corner of Edelweiss/Wilm. Dayton	grass and weeds	6/8/2015	Advisory Notice sent
4194 Social Row	grass and weeds	6/15/2015	Contacted property maintenance company; no action, nuisance dec. pending



**Staff Report for  
Sugar Creek Township Trustees  
July 17, 2015**

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

**Items Completed:**

- Township hard drive destruction complete
- Converted Police laptops over to new VPN server, Fire to follow
- Attended department head meeting
- Worked on LPR issue for Police
- Continued setup / conversion plan for Police to NWS

Respectfully,

Christopher A. Zappanti  
Director of Information Technology