



## AGENDA

# SUGARCREEK TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING

Monday, August 16, 2021, 7:00 P.M.

### REGULAR SESSION:

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Public Hearing

**ZC-Case 07-2021:** Applicant, Inverness Group, Inc., is requesting Final Development Plan Approval for Sections 7 and 8 of the Landings of Sugar Creek subdivision. The subject parcel is Marwood Drive, contains 13.523 acres, can be further identified by parcel number L32000100120001900, is owned by Inverness Group, Inc., and is located in the PUD-R (Residential Planned Unit Development) District. Sections 7 and 8 are proposed to contain a total of 34 building lots – 2021.08.16.01

- Public hearing is formally opened
- Staff report on the text amendments
- Applicant presentation
- Those wishing to speak in favor
- Those wishing to speak against
- Neutral parties wishing to speak
- Public hearing is closed
- Deliberation and decision

5. Public Hearing

**ZC-Case 08-2021:** Applicant, Phillip M. Herres, is requesting a map amendment to the Sugar Creek Township Zoning Resolution to rezone 12.03 acres located at 4271 Clio Road from PUD-R (Residential Planned Unit Development) District to A-1 (Agricultural) District. The subject parcel can be further identified by parcel number L32000100020000800 (part of) and is owned by Phillip M. Herres and Gigi Ellen Withrow, Trustees – 2021.08.16.02

**ZC-Case 09-2120:** Applicant, Phillip M. Herres, is requesting a major modification to an approved Preliminary Development Plan to reduce the area of the development site by 12.03 acres and to revise the approved layout. The subject development site contains 42.85 acres located at 4267 and 4271 Clio Road. The subject parcels can be further identified by parcel numbers L32000100020006700 and L32000100020000800 (part of) and are owned by Phillip M. Herres and Gigi Ellen Withrow, Trustees – 2021.08.16.03

- Public hearing is formally opened
- Staff report on the text amendments

- Applicant presentation
- Those wishing to speak in favor
- Those wishing to speak against
- Neutral parties wishing to speak
- Public hearing is closed
- Deliberation and decision

**6. Reports**

- A. Administrator
- B. Zoning
- C. Fiscal Officer
- D. Fire
- E. Police
- F. Roads and Services
- G. Information Technology
- H. Trustees

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

**8. Old Business**

- A. City of Bellbrook, Bellbrook Sugarcreek Parks and Schools Meeting - June 7th, 5:30 pm

**9. Consent Agenda Items**

- A. Payment of Bills
- B. Approval of Minutes

**10. Discussion Agenda Items**

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

**12. Trustee/Staff Discussion**

**13. 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. 2021.08.16.01**

IN RE: ZC Case 07-2021: requesting Final Development Plan Approval for Sections 7 and 8 of the Landings of Sugarcreek subdivision

WHEREAS, Applicant, Inverness Group, Inc., is requesting Final Development Plan Approval for Sections 7 and 8 of the Landings of Sugarcreek subdivision;

WHEREAS, a Public Hearing was held by the Sugarcreek Township Zoning Commission on Tuesday, August 3, on the applicant's request;

WHEREAS, the subject parcel is Marwood Drive, contains 13.523 acres, can be further identified by parcel number L32000100120001900, is owned by Inverness Group, Inc., and is located in the PUD-R (Residential Planned Unit Development) District.

WHEREAS, after the hearing the Zoning Commission deliberated on the above application and passed a motion to recommend **approval** of the Map Amendment and Preliminary Development Plan as requested by the applicant subject to the following conditions:

1. Final design shall be subject to approval of the Greene County Engineer's Office.
2. Final design shall be subject to approval of the Greene County Department of Sanitary Engineering.
3. Final design shall be subject to approval of the City of Bellbrook Water Department.
4. The development shall comply with the recommendations of the Soil and Water Conservation District.
5. Final design shall be subject to approval of Sugarcreek Township Fire Department.
6. The use of vinyl and aluminum lap siding shall be prohibited. Vinyl and aluminum is acceptable for use in trim, soffits, fascia, gutter board, vents, shutters, windows, doors, shakes, scales and architectural accents such as cornice.
7. A bond shall be provided to the Sugarcreek Township Board of Trustees to ensure completion of the open space and landscaping improvements within Sections 7 and 8 (landscaping) prior to the recording of Sections 7 and 8 (evaluated per section).
8. Two deciduous trees with a minimum caliper of 1.5 inches (measured six inches above ground level) shall be planted in the front yard (not in a landscaping area directly adjacent to the house) and shall be the responsibility of the builder to install and shall be depicted on site plans for individual building lots submitted for approval.
9. Changes to Section 6.2.1 or Section 6.2.2 of the Declaration of Covenants, Conditions, Restrictions and Reservation of Easements for The Landings at Sugarcreek Owners' Association attached as Exhibit "A" shall be subject to approval by the Sugarcreek Township Zoning Commission.

10. The applicant will be limited to building on 10 lots in Section 7 and 8 before open space amenities are installed within Sections 7 and 8.
11. Lots 203 and 208 in Section 8 shall be modified to show a rear yard setback along the lot line of least dimension opposite the road right-of-way.

WHEREAS, the Sugarcreek Township Board of Trustees held a Public Hearing on Monday, August 16<sup>th</sup>, 2021, and deliberated; and

NOW THEREFORE, BE IT RESOLVED, this Board of Trustees does hereby approve the Final Development Plan for Sections 7 and 8 of the Landings at Sugarcreek, subject to the conditions as recommended by the Zoning Commission.

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Carolyn L. Destefani, Chairperson

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Fred Cramer, Vice-Chairperson

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Nadine S. Daugherty, Trustee

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Richard J. Demko, Fiscal Officer



**SUGARCREEK TOWNSHIP  
RESOLUTION NO. 2021.08.16.02**

IN RE: ZC Case 08-2021: requesting a map amendment to the Sugar Creek Township Zoning Resolution to rezone 12.03 acres located at 4271 Clyo Road from PUD-R (Residential Planned Unit Development) District to A-1 (Agricultural) District

WHEREAS, the 12.03 acres subject to this map amendment request and an additional 42.85 acres was rezoned by the Township Trustees on April 5, 2021 from A-1 (Agricultural) District to PUD-R (Residential Planned Unit Development) District;

WHEREAS, Applicant, Phillip M. Herres, is now requesting a map amendment to the Sugar Creek Township Zoning Resolution to rezone 12.03 acres located at 4271 Clyo Road from PUD-R (Residential Planned Unit Development) District to A-1 (Agricultural) District;

WHEREAS, the subject parcel can be further identified by parcel number L32000100020000800 (part of) and is owned by Phillip M. Herres and Gigi Ellen Withrow, Trustees; and

WHEREAS, the Greene County Regional Planning and Coordinating Commission has recommended approval of the requested map amendment; and

WHEREAS, the Sugar Creek Township Zoning Commission held a Public Hearing on August 3, 2021, considered the RPCC recommendation, and has recommended approval to the Board of Township Trustees.

NOW THEREFORE, BE IT RESOLVED, this Board of Trustees does hereby approve the requested map amendment as submitted by the applicant.

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Carolyn L. Destefani, Chairperson

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Fred Cramer, Vice-Chairperson

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Nadine S. Daugherty, Trustee

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Richard J. Demko, Fiscal Officer



**SUGARCREEK TOWNSHIP  
RESOLUTION NO. 2021.08.16.03**

IN RE: ZC Case 09-2021; Requesting a major modification to an approved Preliminary Development Plan to reduce the area of the development site by 12.03 acres and to revise the approved layout. The subject development site contains 42.85 acres located at 4267 and 4271 Clys Road

WHEREAS, the subject development site has an existing Preliminary Development Plan approved by the Board of Trustees on April 5, 2021, subject to conditions;

WHEREAS, the subject parcels can be further identified by parcel numbers L32000100020006700 and L32000100020000800 (part of) and are owned by Phillip M. Herres and Gigi Ellen Withrow, Trustees; and

WHEREAS, the applicant desires to reduce the total acreage of the development by 12.03 acres and to have a revised layout approved (including a larger setback from the properties to the south and increased depth of the no cut zone running along the southern property line); and

WHEREAS, the Sugar Creek Township Zoning Commission held a Public Hearing on August 3, 2021 and has recommended approval to the Board of Township Trustees subject to the following conditions:

1. Final design shall be subject to approval of the Greene County Engineer's Office.
2. A Geotech report shall be completed and submitted to the Greene County Engineer's Office. Pavement design shall be based on the Geotech report. The Geotech report may also be required for design of storm water and infrastructure.
3. The applicant's designer shall meet with the Greene County Engineer regarding traffic impacts to determine if any traffic studies will be required and/or if any additional turn lanes will be required.
4. Final design shall be subject to approval of the Greene County Department of Sanitary Engineering.
5. A comprehensive drainage plan and an environmental study shall be required.
6. The applicant shall meet all federal, state, and local requirements and comply with recommendations from the SWCD and GCEO with respect to the drainage plan developed based on the sensitive nature of the watershed.
7. Final design shall be subject to approval of Sugar Creek Township Fire Department.
8. The use of vinyl and/or aluminum siding shall be prohibited.
9. Sheds, privacy fences and above ground pools shall not be permitted to be constructed within the patio home section of the development. Privacy fences and above ground pools shall not be permitted to be constructed within the estate home section of the development.
10. Only one fence type/height shall be permitted development-wide (specification to be approved at the FDP stage).
11. The applicant shall revise the plan to extend Open Space Area "F" to follow the 75' setback line on lots 49 and 50. Screening and buffering will be required in the revised Open Space "F" area.

12. Screening and buffering shall be required in the rear of the patio home lots facing Road "A" and in the rear of the Estate Lots adjacent to the Waterford development.
13. Home sizes, as proposed, will be required to be included within the HOA Documents submitted for approval at the Final Development Plan stage. Final Development Plan approval will be conditioned upon these square footages, as proposed by the applicant, being met.
14. The same elevation of the same home plan will not be permitted to be constructed side by side.
15. Lot 1 shall not be accessed from the entry road and lot 29 shall be accessed from the cul-de-sac.
16. The final development plan shall reflect construction of the 10' multi-use path outside of the public right-of-way adjacent to Clio Road with maintenance to be provided by the HOA and public access assured.
17. The plan shall be revised to add sidewalk on Road "D" connecting to Kensington. The applicant shall move Road "D" as far away from the property line as possible, while maintaining the integrity of the pond. Screening and buffering in this area shall be required to the maximum extent feasible with details to be provided at the FDP stage.
18. The applicant shall extend the 40' no cut zone/65' rear yard setback to Estate Lots 7-9. The developer/engineer shall work with staff to preserve as much of the existing tree line as possible with details to be provided at the Final Development Plan stage.
19. A tree survey running the extent of the shared property line between the lot identified on the plan as 10 in the City of Bellbrook and the development site to the north into the development site shall be completed.
20. The hiker biker path and the sidewalks along Road "A" shall be modified to meander.
21. The developer shall modify Estate Lot 7 to add an open space area on the south side of Road "D" to allow for screening/buffering.

NOW THEREFORE, BE IT RESOLVED, this Board of Trustees does hereby approve the requested Major Modification to the approved Preliminary Development Plan subject to the conditions recommended by the Zoning Commission.

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Carolyn L. Destefani, Chairperson

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Fred Cramer, Vice-Chairperson

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Nadine S. Daugherty, Trustee

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Richard J. Demko, Fiscal Officer





**Administrator's Report to the Trustees  
August 16, 2021**

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

- Work continues on the Wilmington Pike/I-675 Corridor traffic study. We hope to have a defined, preferred option by the end of September.
- We have submitted for the ARP funding and have been approved. We should expect our first half of the total amount in the coming weeks.  
We are working to establish a list of possible expenditures for the funds which must be committed by the end of 2024 and expended by the end of 2026. It is anticipated that the determination of uses will be modified during that time.
- Engineering continues for the Carpenter Road Realignment/Widening project. The majority of the design is completed, but we are awaiting documents needed for agreements with property owners. I expect to have those next week and we can begin the process of discussions for agreements with the affected property owners in the project area.
- Open enrollment for benefits is taking place at this time. The cut-off for employees to modify their participation is August 27<sup>th</sup>.

Respectfully Submitted,

A handwritten signature in black ink, appearing to be the name "Barry P. Tiffany".

Barry P. Tiffany  
Township Administrator



Jeffrey A. Leaming  
Fire Chief.

## Staff Report for Sugar Creek Township Trustees July 30, 2021 thru August 11, 2021

The following information is a snap shot of the activities and areas of responsibilities for Sugar Creek 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: (Note: Trainings are conducted via Zoom between fire stations whenever possible)

- Mobile Fire Trailer / Water Flow

### Statistics:

#### 2020 Totals

- EMS Responses: 899                      5 Overdose calls with 4 patients receiving Narcan
- Vehicle Crashes: 156
- Fire Responses:    260  
   1159                      5% or 59 calls have been to Cornerstone

#### 2021 Totals Year to Date

- EMS Responses: 507                      2 Overdose calls with 0 patients receiving Narcan
- Vehicle Crashes: 75
- Fire Responses:    156  
   662                      7.2% or 48 calls have been to Cornerstone

### Accomplishments/Information:

- Reviewed Fire Suppression plans for new proposed development (Sugar Point) off Centerpoint Dr.
- County Health has given the department (18) Rapid COVID test kits to screen employees with any symptoms

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

- Monitoring COVID-19 situation
- Developed new guidelines on COVID response in-line with Regional Recommendations
- Attempting to find a replacement for a pending Full Time FF/ PM position
- Capital needs of the department are updated and summarized below in this report
- Ordering 5 sets of new turnout gear

### Scheduled Events:

- Back to School Event at Sta. 71 (Group handing out School Supplies) August 15<sup>th</sup> 10 – 4
- County Fire Chief's meeting August 19<sup>th</sup>
- Lion's Club Festival August 27, 28 & 29
- FD will be Grilling lunch for Chamber Outing at Sugar Valley CC September 2<sup>nd</sup>

4398 Clys Road | Sugar Creek, Ohio 45305

(P) 937.848.7344 | (F) 937.848.5188

www.SugarcreekOH.US


**Fiscal:**

As of August 2, 2021	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
Fire	\$2,991,190.00	\$345,173.74	\$1,595,912.95	\$1,075,527.96	52.904%
EMS	\$226,200.00	\$42,457.66	\$125,897.24	\$57,990.06	55.662%
Cell Tower Fund	\$24,000.00	\$24,000.00	\$0.00	\$0.00	0.00%
Department Total	\$3,241,390.00	\$411,631.40	\$1,721,810.19	\$1,133,518.02	52.704%

**Projected Capital Needs:**

Priority	Immediate	Moderate	Low
1	Engine	\$550,000.00	Battalion Bay sensors \$1,200.00
2	5 Mobile Radio	\$22,000.00	inside Building Painting / Bay (Sta. 72) \$9,000.00
3	Station 72 Concrete Ramp Replacement	\$50,000.00	Build Gear Room (In Bay Sta. 72) \$55,000.00
4			Thermal Imaging Camera \$9,000.00
5			Radio Batteries \$2,500.00
6			PPV Fans E-73 Q-72 \$5,000.00
7			Search Rope & Equipment \$3,000.00
8			Front Ramp repair/replace Sta. 72 \$30,000.00
9			Chain saw \$1,375.00
10			Hand Tools \$3,000.00
11			Replace Hose \$10,000.00
12			Rotary saw \$600.00
13			Station Alerting \$54,000.00
14			
15			
16			
17			
18			
19			
20			
21			
	<b>Total</b>	<b>\$622,000.00</b>	<b>\$183,675.00</b>

TOTAL- \$904,675.00

Respectfully Submitted,  
  
 Jeffrey A. Leaming



Michael A. Brown  
Chief of Police

## Trustee Report August 16, 2021

### Training

- On August 9<sup>th</sup>, Officer James Cagg completed the Core Criminal Investigations to strengthen knowledge in interviews/interrogations.
- No other classes scheduled for August.

### Fiscal

Budget 2021 (Final Appropriation)	\$2,955,082.00
Expenditures as of August 2, 2021	\$1,578,684.12
% of Budget Used	53%
% of Budget Year Target for the end of August	66.4%
% of Budget Remaining	47%
Cash Balance as of August 2, 2021	\$921,866.04

## Events/Appearances

- On August 5<sup>th</sup>, Chief Brown attended the Chambers Luncheon.
- In August, the police department received \$1,838.87 from the Body Armor Grant Program.
- Sergeant White attended the Community Prayer Gathering for the Bellbrook-Sugarcreek Schools on August 15<sup>th</sup>.

Respectfully submitted,



Michael A. Brown  
Chief of Police



*Michael A. Brown*  
*Chief of Police*

## Police Blotter

July 28, 2021

- Business and house checks
- Disturbance on Bayberry Cove Drive
- Fraud report on River Ridge Drive

July 29, 2021

- Community policing
- Traffic stops

July 30, 2021

- Suspicious person on Carpenter Road
- Crash report on Wilmington Pike
- Domestic dispute on Alex Trail

July 31, 2021

- Bar check on Wilmington Pike
- An animal complaint on Park Terrace
- Community policing

August 1, 2021

- Business and house checks
- Suspicious vehicle on Feedwire Road
- Intoxicated subject on Wilmington Pike
- Domestic dispute on Lower Bellbrook Road

August 2, 2021

- Criminal damaging on Feedwire Road
- Traffic stops
- Theft arrest on Wilmington Pike
- Crash report on Wilmington Pike
- Juvenile complaint on Erica Court

August 3, 2021

- An animal complaint on Wilmington Pike
- 911 hang up on Sears Road
- Crash report on Wilmington Pike

August 4, 2021

- Nothing to Report

August 5, 2021

- An animal complaint on Chestnut Grove Court
- Crash report on Wilmington Pike
- Theft arrest on Wilmington Pike

August 6, 2021

- Community policing
- Traffic stops
- Theft arrest on Wilmington Pike

August 7, 2021

- Nothing to Report

August 8, 2021

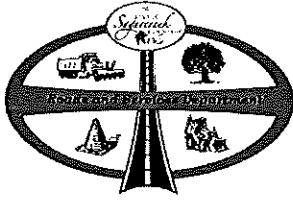
- Welfare check on Wilmington Pike
- Business checks
- Crash report on Wilmington Pike
- An animal complaint on Glenwood Way

August 9, 2021

- Nothing to Report

August 10, 2021

- Welfare check on Clio Road
- Business and house checks



**Staff Report for  
Sugar Creek Township Trustees  
August 16, 2021**

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

**Calls for Service:**

None

**Accomplishments:**

Set up Farmers Market(x2)  
Walk through at The Landings  
Clean ditch line and regrade area along ditch  
Mow walk path(x2), Admin/Service property(x3)  
Remove signs ROW(x6)  
Change batteries in radar units(x2)  
Met with AgPro discussing quote for new John Deere mowing tractor(x2)  
Trim brush Fauber, Little Sugar Creek Rds  
Repair Super Z mower at Fire Dept  
Mow Twp roads(x2)  
Berm Shepherd Rd, Washington Mill Rd, and Cedar Ridge Rd  
Remove debris from Timber Trail culvert pipe  
Service mower and mini excavator  
Repair gravel at water main break Ferry Rd  
Check OUPS locates  
Ditch Washington Mill Rd  
Change/add bulbs large meeting room  
Patch potholes Kables Mill, throughout Twp  
Regrade near garden plots  
Remove dead deer-South Alpha Bellbrook Rd, Waynesville Rd  
Eradicate Little Sugar Creek Rd  
Remove dead dog-Upper Bellbrook Rd  
Remove old fence and posts-Spring Valley Alpha Rd  
Repair electric cord  
Mow pond with Massey  
Trim pampas grass Admin building  
Driveway permits  
Replace culvert markers Shepherd Rd, Middle Run Rd  
Remove dead tree Clio Rd  
Pick up sweeper belt-Lima OH  
Flag traffic for PD Upper Bellbrook Rd  
Weed whip guard rails throughout Twp



Ditch/berm Haines Rd  
Trim trees Haines Rd  
Set up truck 702 for Dura patching  
Finish collating PCRs  
Clean up tree in ditch-Carpenter Rd  
Fill propane tanks-Collett Propane

Respectfully,

Bill Harphant  
Director of Roads and Services

## Payment Listing

8/2/2021 to 8/31/2021

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
87125	08/02/2021	08/02/2021	AW	A. E. DAVID COMPANY	\$174.95	O
				Purpose: BOOTS		
87126	08/02/2021	08/02/2021	AW	OHIO PEACE OFFICERS TRAINING ACADE	\$850.00	O
				Purpose: TRAINING - OFFICER CAGG		
87127	08/02/2021	08/02/2021	AW	MONTGOMERY COUNTY PROSECUTOR'S I	\$70.00	O
				Purpose: TRAINING - CHIEF BROWN AND GUERRERO		
87128	08/02/2021	08/02/2021	AW	OHIO CALIBRATION LABORATORIES LLC	\$82.00	O
				Purpose: RADAR CERTIFICATION		
87129	08/02/2021	08/02/2021	AW	WAL-MART COMMUNITY/GEMB	\$55.76	V
				Purpose: WW FLUID		
87129	08/02/2021	08/02/2021	AW	WAL-MART COMMUNITY/GEMB	-\$55.76	V
87130	08/02/2021	08/02/2021	AW	CAPITAL ONE	\$55.76	O
				Purpose: WW FLUID		
87131	08/03/2021	08/03/2021	AW	MEDICOUNT MANAGEMENT, INC.	\$829.06	O
				Purpose: JUNE BILLING FEE		
87132	08/03/2021	08/03/2021	AW	O'REILLY AUTOMOTIVE, INC.	\$77.94	O
				Purpose: MOTOR OIL		
87133	08/03/2021	08/03/2021	AW	BATTERIES PLUS	\$192.95	O
				Purpose: BATTERY FOR C70		
87134	08/03/2021	08/03/2021	AW	OFFICE DEPOT	\$141.28	O
				Purpose: SUPPLIES, PRESS BOARD, WALL CLOCK		
87135	08/03/2021	08/03/2021	AW	TIME WARNER CABLE	\$896.00	O
				Purpose: INTERNET		
87136	08/03/2021	08/03/2021	AW	VALLEY ASPHALT CORPORATION	\$236.36	O
				Purpose: PAVING MATERIAL		
87137	08/03/2021	08/03/2021	AW	DAYTON DAILY NEWS	\$149.22	O
				Purpose: 13 WEEK SUBSCRIPTION		
87138	08/03/2021	08/03/2021	AW	PHILLIPS COMPANIES	\$1,176.71	O
				Purpose: LIMESTONE		
87139	08/03/2021	08/03/2021	AW	GREENE COUNTY ENGINEER	\$444.57	O
				Purpose: CLYO ROAD SIGNS		
87140	08/03/2021	08/03/2021	AW	LYKINS OIL COMPANY	\$497.35	O
				Purpose: FUEL		
87141	08/03/2021	08/03/2021	AW	JOHN R. JURGENSEN COMPANY	\$178,809.14	O
				Purpose: ROAD PAVING		
87142	08/03/2021	08/03/2021	AW	JEFFERSON HEALTH PLAN	\$47,829.93	O
				Purpose: JULY HEALTH INS		
87143	08/05/2021	08/05/2021	AW	BELLBROOK-SUGARCREEK FAMILY RESO	\$5,000.00	O
87144	08/09/2021	08/09/2021	AW	SAULCLEAN HARD SURFACE CLEANING L	\$400.00	O
				Purpose: STRIP AND WAX PRISONER ROOM		
87145	08/09/2021	08/09/2021	AW	TRANSUNION RISK & ALTERNATIVE DATA	\$125.40	O
				Purpose: SEARCHES		
87146	08/09/2021	08/09/2021	AW	TREASURER OF STATE	\$100.00	O
				Purpose: MONTHLY ACCESS		
87147	08/09/2021	08/09/2021	AW	TIME WARNER CABLE	\$349.00	O
				Purpose: FIBER ETHERNET		

## Payment Listing

8/2/2021 to 8/31/2021

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
87148	08/09/2021	08/09/2021	AW	OCCUPATIONAL HEALTH CENTERS OF OH	\$130.50	O
				Purpose: NEW HIRE PHYSICA/DRUG TEST		
87149	08/09/2021	08/09/2021	AW	FIRE APPARATUS SERVICE AND REPAIR, I	\$3,493.47	O
				Purpose: E-71 AND E-72 REPAIRS		
87150	08/09/2021	08/09/2021	AW	ECOLAB	\$150.93	O
				Purpose: SPECIAL CLEANER		
87151	08/09/2021	08/09/2021	AW	CENTERPOINT ENERGY	\$140.93	O
				Purpose: NATURAL GAS		
87152	08/09/2021	08/09/2021	AW	RESCUE SOURCE	\$540.00	O
				Purpose: WATER RESCUE EQUIPMENT		
87153	08/09/2021	08/09/2021	AW	TECH ADVISORS	\$1,725.00	O
				Purpose: WEBTITAN RENEWAL		
87154	08/09/2021	08/09/2021	AW	TREASURER OF STATE	\$2,132.00	O
				Purpose: 2019-2020 AUDIT FEES		
87155	08/09/2021	08/09/2021	AW	MUFFLER BROTHERS	\$658.81	O
				Purpose: CAR 105 AND CAR 107		
87156	08/09/2021	08/09/2021	AW	US BANK EQUIPMENT FINANCE	\$1,182.76	O
				Purpose: COPIER FEES		
87157	08/09/2021	08/09/2021	AW	BARRY TIFFANY	\$57.58	O
				Purpose: REIMB FOR FLOWERS FOR CHAMBER MTG		
87158	08/09/2021	08/09/2021	AW	NORTHCOAST PRODUCTS	\$613.60	O
				Purpose: RAPID SET EMULSION		
87159	08/09/2021	08/09/2021	AW	STOOPS FREIGHTLINER	\$22.90	O
				Purpose: WHEEL HUB COVER		
87160	08/09/2021	08/09/2021	AW	HARWORTH TIRE AND AUTO	\$430.15	O
				Purpose: TIRES ON 550		
87161	08/09/2021	08/09/2021	AW	AES OHIO	\$504.63	O
				Purpose: ELECTRIC		
87162	08/09/2021	08/09/2021	AW	JORDAN CONCRETE SERVICES, LLC	\$2,835.00	O
				Purpose: LITTLE SUGARCREEK CATCH BASIN REBUILD		
87165	08/09/2021	08/09/2021	AW	OFFICE DEPOT	\$40.46	O
				Purpose: SUPPLIES		
87166	08/09/2021	08/09/2021	AW	LYKINS OIL COMPANY	\$1,982.79	O
				Purpose: FUEL		
87167	08/09/2021	08/09/2021	AW	GREENE COUNTY SANITARY ENGINEER	\$77.51	O
				Purpose: ADMIN		
87168	08/09/2021	08/09/2021	AW	TECH ADVISORS	\$5,013.50	O
				Purpose: MONTHLY PAYMENT AND MICROSOFT 365		
87169	08/09/2021	08/09/2021	AW	QUADIENT FINANCE USA, INC.	\$150.00	O
				Purpose: POSTAGE		
87170	08/09/2021	08/09/2021	AW	AES OHIO	\$1,866.23	O
				Purpose: ELECTRIC		
87171	08/09/2021	08/09/2021	AW	TIME WARNER CABLE	\$110.19	O
				Purpose: VOICE		
87172	08/09/2021	08/09/2021	AW	GREENE COUNTY SANITARY ENGINEER	\$485.91	O
				Purpose: WATER		

**Payment Listing**

8/2/2021 to 8/31/2021

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
87173	08/09/2021	08/09/2021	AW	LOWE'S COMPANIES INC.	\$77.59	O
Purpose: MISC PURCHASES						
					Total Payments:	\$262,910.06
					Total Conversion Vouchers:	\$0.00
					Total Less Conversion Vouchers:	\$262,910.06

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

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.

**The Board of Trustees of Sugarcreek Township, Greene County, Ohio, in Regular Session on August 2<sup>nd</sup>, 2021, at 7:00 PM.**

- 1) **Mrs. Destefani called the session to order at 7:03 pm.**
- 2) **Mr. Demko called the roll with Board Members Mrs. Destefani and Mr. Cramer being present. Also, in attendance was Denise Moore and Mark Breschia.**
- 3) **All in attendance stood for the Pledge of Allegiance.**

4) **Marty Heide**

Mrs. Heide gave a presentation on the COVID Funeral Reimbursement Program.

5) **Public Hearing ZC-Case 05-2021**

Applicant, EDCI II Partnership, is requesting Final Development Plan Approval for Section 3 of the Landings of Sugarcreek Addition. The subject parcel has an address of 3570 Marwood Drive, contains 8.198 acres, can be further identified by parcel number L32000100120023500, is owned by EDCI II Partnership, and is located in the PUD-R (Residential Planned Unit Development) District. Section 3 of the Landings at Sugarcreek Addition is proposed to contain a total of 28 lots and 8.189 acres and is completely surrounded by land comprising the Landings at Sugarcreek subdivision. - 2021.08.02.01

- Public hearing is formally opened
- Staff report on the text amendments
- Applicant presentation

Mr. Breschia spoke about the new developments, he stated that Inverness and EDCI II have worked out a plan to have this set number of lots between the two companies.

Mr. Cramer stated that at one point there were issues with the developer, landscaping and things were promised and they did not keep up their end of the deal.

Mr. Breschia stated that the area is shared so the area in question is in the front which is a part of the Inverness side. The problem started because to get sanitary lines in they would have to go along side the road. And that would require them to dig up the concrete and everything, which was not the greatest idea. The sanitary department was not going to allow them to go that deep with sanitary along the road. The next option was for Inverness to take their water through the part that EDCI owns. The arrangement was that they were going to take their water flow into the pond and Inverness would make the adequate pipe sizing there for EDCI to drain. But what happened was that the engineer forgot to take into account a 5-acre section in the adjacent Bellbrook development. There was too much water flow going into the back of Little Sugarcreek, when the water was rerouted, it used up some of the space in the opening. EDCI therefore had to bring their water down the middle and get it into the pond in a different area. That was about an 8-month process to fix all those problems, they then had to bring that piping into section 2, so they had to get involved again. They have been trying to get everything done, the rain has been holding them up and they have to get larger equipment into the area to continue development, but Inverness has to complete their work before they can bring in the larger equipment.

- Those wishing to speak in favor

Mrs. Destefani asked if anyone wished to speak in favor of the application. No one wished to speak.

- Those wishing to speak against

Mrs. Destefani asked if anyone wanted to speak against the application. No one wished to speak.

- Neutral parties wishing to speak

Mrs. Destefani asked if there were any neutral parties wishing to speak. Hearing none, Mrs. Destefani moved to close the public hearing.

- Public hearing is closed
- Deliberation and decision.

Mrs. Destefani asked about the any fallout with Bellbrook.

Mr. Tiffany stated that they resolved everything pretty early on.

Mrs. Destefani also asked about the cease and assist with Mr. Haller, if there is a deadline they have to be finished by now.

Mr. Tiffany stated that they have entered into some agreements with the county engineer's office and with the Township. They will be able to get everything done on the timeline they have discussed.

Mrs. Destefani also asked about the egress for the fire department access.

Mr. Tiffany stated that there is an exit into Red Wood.

Mrs. Destefani asked if it would be open all the time.

Mrs. Tilford stated that, yes it would be open all the time.

Mrs. Destefani stated that the whole process gets confusing sometimes, usually when they see these things, they have already gone through Greene County. And gotten approvals but that is not the case this time.

Mrs. Tilford stated that after the Townships approval they will have to go through subdivision platting process and that is what those specific comments are referring to.

Mrs. Destefani made a motion to approve ZC Case05-2021, Mr. Cramer seconded.  
Roll was called with the vote being as follows:

Mrs. Destefani – Yes  
Mrs. Daugherty – Absent  
Mr. Cramer – Yes

## 6) Reports

### Administration

Mr. Tiffany was present. There was nothing to add to his report. Mr. Tiffany stated that they are still working on Carpenter Road, it should be completed around mid-fall.

Mrs. Destefani asked if it was going to affect the telephone pole.

Mr. Tiffany stated that it will be removed, and they will do the cross over on the telephone pole previous to this one.

Mr. Cramer asked about the money we are receiving from the Federal Government.

Mr. Tiffany stated that Mr. Demko is tracking the money that will come in and make sure it is going to the right places.

Mrs. Destefani asked if we are coming up with ideas to use this money for.

Mr. Tiffany stated that they have a few ideas in mind that he will bring to the Trustees by the next meeting. The money has to be spent by 2024 and expended by 2026.

Mr. Cramer asked if there needs to be a discussion on having protection over wind and solar in the Township.

Mrs. Tilford stated that the Zoning Commission has talked about it previously and she thinks that the Township would want someone to have a say in it.

### **Zoning**

Mrs. Tilford was present. There was nothing to add to her report. She stated she has a BZC meeting tomorrow for the Herres property.

### **Fiscal Officer**

Mr. Demko was present. There was nothing to add to his report. He stated that the American Rescue plan fund was his only big update.

### **Fire**

Chief Leaming was not present. There was nothing to add to his report.

Mrs. Destefani asked about the article Chief Leaming did on motorcycles.

Mr. Tiffany stated that it was about the accidents in the region and how they are increasing with the weather being warm.

### **Police**

Chief Brown was not present. There was nothing to add to his report.

Mr. Tiffany stated that Mr. Stafford's case is still pending. There have been public records requests made, and Mr. Tiffany included Mr. Haller. He asked if anyone is contacted by Mr. Stafford that they direct him to Mr. Tiffany.

### **Roads and Service**

Mr. Harphant was not present. There was nothing to add to his report.

### **Information Technology**

There was nothing to add.

**Trustees**

Mrs. Destefani stated that Greene County Regional Planning had a Solar and Wind Proclamation.

7) **Public Comments – Agenda Items**

Ms. Moore asked, regarding the money that the Township has. If it is possible for the Township to purchase property for the purpose of trying to develop it into a Township center.

Mr. Tiffany stated yes, and no. The Township is allowed to purchase property to house the government offices but not for development purposes.

8) **Old Business**

- A. City of Bellbrook, Bellbrook Sugarcreek Parks and Schools Meeting - June 7th, 5:30 pm

9) **Consent Agenda Items**

- A. Payment of Bills
- B. Approval of Minutes
- C. Reclassification of Fire Department staff- Nick Brown – 2021.08.02.02

**SUGARCREEK TOWNSHIP  
RESOLUTION NO. 2021.08.02.02**

IN RE: Reclassification of Fire Department Personnel – Nick Brown

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 Jeffrey A. Leaming requests the reclassification of Nick Brown from full-time Firefighter II/Paramedic to part-time Firefighter II/Paramedic, 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 reclassification of Nick Brown to the position of part-time Firefighter II/Paramedic.

- D. Appointment of Roads and Services Department Staff – Josh Darnell – 2021.08.02.03

**SUGARCREEK TOWNSHIP  
RESOLUTION NO. 2021.08.02.03**

IN RE: Appointment of Roads and Services Department Personnel  
Josh Darnell

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

WHEREAS, Township Administrator Barry P. Tiffany is recommending the appointment of Josh Darnell to Full-Time Service Worker I; and,



WHEREAS, Mr. Barry P. Tiffany states the 2021 Budget has sufficient funds allocated for this appointment.

NOW THEREFORE, BE IT RESOLVED that Josh Darnell shall be appointed to the position of Full-time Service Worker I at the pay rate of \$16.75 per hour, payable on a bi-weekly basis conditional to obtaining a CDL class license within six (6) months of hire date.

BE IT FURTHER RESOLVED this appointment for Robert Jordan shall have an effective date of August 2, 2021, and is subject to a one (1) year probationary period ending August 2, 2022.

E. Appointment of BZA Member, Brandon Morris – 2021.08.02.04

**SUGARCREEK TOWNSHIP  
RESOLUTION NO. 2021.08.02.04**

IN RE: Appointment of Board of Zoning Appeals Alternate Member Brandon Morris

WHEREAS, the Board of Zoning Appeals plays a pivotal role in the land-use decisions for Sugar creek Township; and,

WHEREAS, an open position exists and it is imperative that all positions on the Board of Zoning Appeals be filled with citizens who will make decisions that are in the best interest of Sugar creek Township; and,

WHEREAS, Brandon Morris has expressed his desire to serve on the Board of Zoning Appeals in an Alternate Member capacity,

NOW THEREFORE, BE IT RESOLVED, that Brandon Morris is hereby appointed to the Board of Zoning Appeals as an Alternate Member for a term beginning August 2, 2021, and expiring on August 1, 2026. (Said appointment made pursuant to Ohio Revised Code Section 519.13.)

F. Appointment of Fire Department Staff – Justin Althouse – 2021.08.02.05

**SUGARCREEK TOWNSHIP  
RESOLUTION NO. 2021.08.02.05**

IN RE: Appointment of Fire Department Staff Justin Althouse

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

WHEREAS, vacancies exist within the classification of Paramedic only; and,

WHEREAS, Mr. Althouse has the necessary qualifications to serve in the capacity of Paramedic only for the Sugar creek Township Fire Department; and,

WHEREAS, funds are available for this purpose within the Fire Department's 2021 Operating Budget.

NOW, THEREFORE, BE IT RESOLVED, that Justin Althouse shall be appointed to Paramedic Only within the Sugar creek Fire Department at the rate of \$16.20 per hour; and,

FURTHER BE IT RESOLVED, the above-mentioned appointment for Mr. Althouse will have an effective date of August 4, 2021 with a one (1) year probationary period ending on August 4, 2022.

G. Retirement of Fire Department Staff – Matthew Armstrong – 2021.08.02.06  
SUGARCREEK TOWNSHIP  
RESOLUTION NO. 2021.08.02.06

IN RE: Retirement of Firefighter II/Paramedic – Matthew Armstrong

WHEREAS, Matthew Armstrong has submitted his notice to retire from the Sugar creek Township Fire Department effective August 13, 2021; and,

WHEREAS, Barry P. Tiffany, Township Administrator, has stated that Firefighter Armstrong began his employment with the Sugar creek Township Fire Department on June 1<sup>st</sup>, 2020 and Mr. Tiffany recommends the Board of Trustees accept Mr. Armstrong's notice of retirement,

NOW THEREFORE, BE IT RESOLVED, that this Board of Trustees officially accepts the notice of retirement of Matthew Armstrong with an effective date of August 1<sup>st</sup>, 2021. In addition, this Board of Trustees would like to commend Firefighter Matthew Armstrong for his years of public service and wish him the best during his retirement.

Mr. Cramer made a motion to approve the Consent agenda items, Mrs. Destefani seconded.

Roll was called with the vote being as follows:

Mrs. Destefani – Yes  
Mrs. Daugherty – Absent  
Mr. Cramer – Yes

10) **Discussion Agenda Items**

There was no discussion of agenda items.

11) **Public Comments – Discussion Agenda Items**

12) **Trustee/Staff Discussions**

There were no discussions.

13) **Adjourn**

Mrs. Destefani made a motion to adjourn the Trustee meeting, Mr. Cramer seconded.

Roll was called with the vote being as follows:

Mrs. Destefani – Yes  
Mrs. Daugherty – Absent  
Mr. Cramer – Yes