

**Millcreek Township Trustees
Special Session/Regular Meeting Minutes
March 2, 2015**

Special Session

The Millcreek Township Trustees of Union County, Ohio convened in special session from 6:00 p.m. to 6:50 p.m. at the Millcreek Township Community Building to interview a Zoning Administrator candidate.

MEMBERS: Bill Lynch, Keith Conroy, Bill Jordan, and Joyce Beaver.

ATTENDEES: Joni Orders and Philip Honsey.

One candidate for the Millcreek Township Zoning Administrator position was interviewed. The candidate was interviewed and asked to respond to the same pre-selected questions as the candidates interviewed on February 25, 2015. The candidate submitted a response to a zoning scenario that had been emailed to him. The candidate was also requested to respond, in writing, to a second zoning scenario after the question and answer session.

Motion to Adjourn

- **Resolution #1445:** motion to adjourn by Mr. Lynch, seconded by Mr. Jordan.
- Motion unanimously approved.

Regular Session

The Millcreek Township Trustees of Union County, Ohio convened in regular session from 7:00 p.m. to 8:40 p.m. at the Millcreek Township Community Building for the monthly meeting. Mr. Lynch called the meeting to order with the following members present:

MEMBERS: Bill Lynch, Keith Conroy, Bill Jordan, and Joyce Beaver.

ATTENDEES: State Representative Dorothy Pelanda, Dave Gulden – Director of LUC, Robert Whitmore, Joni Orders, Eryn Statts, and Deputy Scott Robinson – Union County Sheriff's Department.

Receipts

Receipts for the month: Union County Auditor Monthly Distribution: Gasoline Tax \$7,278.03; Motor Vehicle License Tax \$78.12; Local Government Distribution \$1,117.55. Marysville Municipal Court \$431.00 traffic fines. Ronald Spessard \$75.00 building rental. Christian Fellowship Ball Association \$300.00. Star Ohio: \$9.36. Star Plus: \$76.91.

Business

Mr. Lynch asked for a motion to approve the meeting minutes from the February 2, 2015.

- **Resolution #1446:** motion to approve the minutes of the February 2, 2015 monthly meeting by Mr. Lynch, seconded by Mr. Conroy.
- Motion unanimously approved.

Mr. Lynch asked for a motion to approve the meeting minutes from the February 25, 2015 special meeting.

- **Resolution #1447:** motion to approve the minutes of the February 25, 2015 special meeting by Mr. Lynch, seconded by Mr. Jordan.
- Motion unanimously approved.

LUC

Dave Gulden, director of LUC, introduced himself and discussed some of the services offered by LUC.

US 42 Thoroughfare Study

An eastern Union County US 42 Thoroughfare Plan kickoff meeting is scheduled for March 9, 2015 at the Millcreek Township Community Building at 6:30 p.m.

- Representatives from the consulting firm, Burton Planning Services, and the Union County Engineer's Office will be in attendance.

Union County Health Department

- **Resolution #1448:** motion to appoint Mr. Jordan as the township representative to the Union County Health Department by Mr. Lynch, seconded by Mr. Conroy.
- Motion unanimously approved.

Union County Sheriff

Deputy Robinson from the Sheriff's Department was in attendance.

- There was nothing to report from the Sheriff's Office and the trustees had no incidents to report to the Sheriff's Office.

Mr. Conroy and Mrs. Beaver will meet with representatives from the Union County Sheriff's Department and Robert Caldwell – Jerome Township fiscal officer on March 5, 2015 to discuss projected costs for renewing a contract for public safety officers, PSO, in the Jerome/Millcreek Township area.

Background Checks

The Union County Sheriff's Department utilizes a National Web Check system that allows the department to offer the service of nationwide background checks for all civilians.

- **Resolution #1449:** motion that Millcreek Township new hire, non-contractual employees undergo a background check conducted by the Union County Sheriff's Department at a cost up to \$75.00, billable to Millcreek Township by Mr. Lynch, seconded by Mr. Conroy.
- Motion unanimously approved.

Citizen Comments

None

Executive Session

- **Resolution #1450:** motion to move into executive session by Mr. Lynch, seconded by Mr. Conroy.
- Motion unanimously approved.
- **Resolution #1451:** motion to return to regular session by Mr. Lynch, seconded by Mr. Jordan.
- Motion unanimously approved.

Zoning

Zoning Administrator

Three candidates, Zachary Corya, Michael Lonchar, and Philip Honsey, were interviewed for the position of Zoning Administrator.

- **Resolution #1452:** motion to hire Phil Honsey as the Millcreek Township Zoning Administrator at a salary of \$950.00 per month effective March 15, 2015 contingent upon Mr. Honsey passing, to the trustees satisfaction, a background check conducted by the Union County Sheriff's Department by Mr. Conroy, seconded by Mr. Jordan.
- Motion unanimously approved.

The trustees discussed hiring Joe Clase to help the new Millcreek Township Zoning Administrator transition into the position.

- **Resolution #1453:** motion to hire Joe Clase at a salary of \$800.00 per month effective March 2, 2015 to May 31, 2015 to assist the newly hired Zoning Administrator by Mr. Conroy, seconded by Mr. Lynch.
- Motion unanimously approved.

Zoning Commission

The Zoning Commission held the organization meeting in February. Joni Orders was selected as chairman and Kevin Bryant as vice chairman.

- Both alternate positions on the Zoning Commission are vacant. Eryn Staats introduced herself and expressed an interest in becoming a member of the Zoning Commission.

- **Resolution #1454:** motion to appoint Eryn Staats as the First Alternate on the Zoning Commission effective immediately for a five year term expiring on February 1, 2020 by Mr. Lynch, seconded by Mr. Conroy.
- Motion unanimously approved.

Board of Zoning Appeals

- No meeting in February.
- **Resolution #1455:** motion to appoint Brian Clark to a regular position on the Board of Zoning Appeals for a five year term expiring on February 1, 2020 by Mr. Lynch, seconded by Mr. Jordan.
- Motion unanimously approved.
- **Resolution #1456:** motion to move Robert Whitmore from Second Alternate to First Alternate on the Board of Zoning Appeals by Mr. Lynch, seconded by Mr. Conroy.
- Motion unanimously approved.

Trustees

Mr. Lynch

- Several citizens have contacted Mr. Lynch about damage to their mailboxes due to snow removal by the Union County Engineer’s Office. Mr. Lynch contacted Jeff Stauch who responded his department regrets damage to mailboxes but it is often a consequence of heavy snowfalls.

Mr. Conroy

- Mr. Conroy attended the Union County Engineer’s annual meeting.
- Thayne Gray, assistant prosecuting attorney, will handle new issues from the township and Rick Rodgers will continue to handle cases that existed prior to Mr. Gray being hired.
- Mr. Conroy has been told there is a draft of a JEDD agreement with the City of Marysville but he has not received the draft.
- Mr. Conroy is working to complete an unclassified at will employee agreement and a township handbook.

Mr. Jordan

- Plumbing issues in the community building are on hold until warmer weather since they are not an emergency issue.

Other

The trustees thoroughly reviewed the bank statement/bank reconciliation and confirmed the bank statement and cancelled checks had not been modified in any way. The trustees duly noted the check sequence from the previous month ending with check #4144 and checks presented for approval at the current meeting beginning with check #4145. The trustees compared the accuracy of the expenditures/electronic fund withdrawals and receipts to those listed in the minutes.

- **Resolution #1457:** motion to approve the bank statement and bank reconciliation by Mr. Lynch, seconded by Mr. Jordan.
- Motion unanimously approved.

The trustees attested to the payment of the bills. The fiscal officer certified funds are available for the payment of the bills which were presented and approved by the trustees.

- **Resolution #1458:** motion to pay bills by Mr. Lynch, seconded by Mr. Conroy.
- Motion unanimously approved.

P 3-15	4145	Union County Sheriff	2192-210-360	15,967.52
B 2-15	4146	Marysville JT	1000-110-345	25.80
B 8-15	4147	Bill Lynch	1000-120-599	83.88
P 9-15	4148	Verizon Wireless	1000-130-341	27.90
P 5-15	4149	Heritage Cooperative	1000-120-353	717.66
P 4-15	4150	Ohio Edison	1000-120-351	200.77
	4151	Joyce Beaver	1000-110-121	1,026.03
	4152	Keith Conroy	1000-110-111	261.87

	4152	Keith Conroy	2021-330-111	261.87
	4153	William Jordan	1000-110-111	409.80
	4153	William Jordan	2021-330-111	409.80
	4154	William Lynch	1000-110-111	360.98
	4154	William Lynch	2021-330-111	360.97
	Vouc	IRS	1000-110-111	20.52
	Vouc	IRS	1000-110-121	364.67
	Vouc	IRS	1000-110-213	44.45
	Vouc	IRS	2021-330-111	20.52
	Vouc	IRS	2021-330-213	20.52
	4155	OPERS	1000-110-111	141.48
	4155	OPERS	1000-110-121	165.05
	4155	OPERS	1000-110-211	429.13
	4155	OPERS	2021-330-111	141.48
	4155	OPERS	2021-330-211	198.06
	4156	Ohio Public Emp. Def.	1000-110-111	150.00
	4156	Ohio Public Emp. Def.	2021-330-111	150.00
	Vouc	Ohio Dept. Taxation	1000-110-111	109.09
	Vouc	Ohio Dept. Taxation	1000-110-121	78.24
	Vouc	Ohio Dept. Taxation	2021-330-111	9.06
	Vouc	School Dist. Income Tax	1000-110-111	11.03
	Vouc	School Dist. Income Tax	1000-110-121	16.51
	Vouc	School Dist. Income Tax	2021-330-111	11.01
B 6-15	4157	Tonya Jordan	1000-120-329	300.00

Interest for the month is: \$192.40.

Interest for the year is: \$449.82.

All formal actions of the Millcreek Township Trustees of Union County concerning and relating to the adoption of resolutions and/or motions passed at this meeting were adopted in a meeting open to the public, in compliance with the law, including Section 121.22 of the Ohio Revised Code.

Motion to Adjourn

- **Resolution #1459:** motion to adjourn by Mr. Lynch, seconded by Mr. Jordan.
- Motion unanimously approved.

X

William Lynch
Chairman

X

Joyce Beaver
Fiscal Officer

