

**Millcreek Township Trustees
Regular Meeting Minutes
March 7, 2011**

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

ATTENDEES: Zoning Administrator - Joe Clase, Deputy Haylox– Union County Sheriff's Department, and Peggy Trimmer.

Receipts

Receipts for the month: Union County Auditor Monthly Distribution: Gasoline Tax \$7,348.75; Motor Vehicle License Tax \$73.31; Local Government Distribution \$2,141.87. Marysville Municipal Court \$175.00 traffic fines. Donna Lavendar \$75.00 building rental. Star Ohio: \$67.24.

Business Session

Mr. Lynch asked for a motion to approve the minutes of the regular meeting held on February 7, 2011.

- **Resolution #977:** motion to approve the minutes of the February 7, 2011 regular meeting by Mr. Lynch, seconded by Mr. Conroy.
- Motion unanimously approved.

Mr. Lynch asked for a motion to approve the minutes of the hearing held on February 7, 2011.

- For clarification, Mr. Conroy suggested changing the wording of the second sentence in paragraph 4.
- **Resolution #978:** motion to approve the minutes, as amended by Mr. Conroy, for the February 7, 2011 hearing by Mr. Lynch seconded by Mr. Conroy.
- Motion unanimously approved.

Sheriff's Report

Deputy Haylox did not have the monthly stats.

- He informed the trustees that the GOBA bicycle tour scheduled for May will be routed through Jerome and Millcreek Townships. They are anticipating the participation of approximately 3000 cyclists.

Citizen Comments

Peggy Trimmer explained that she is in the process of establishing a nonprofit 'equine assisted psychotherapy' program on Shields Road that would operate between 8:00 a.m. and 5:00 p.m. Currently there is no charge for the recipients of this program.

- Mr. Clase has advised her that the program is considered an expanded home occupation and she will need to apply for a CUP. Ms. Trimmer requested the trustees consider reducing the \$400.00 CUP application fee because this is a nonprofit organization and funding for the project has all been out of her own funds. She is in the process of applying for grants. Mr. Conroy responded that although this is an interesting concept the \$400.00 fee does not cover the expenses incurred by the township for the hearing. Mr. Lynch agreed that they did not want to set a precedence for lowering the fee. The trustees advised Ms. Trimmer to apply for additional grants and to contact the Union County Health Department and Union County Memorial Hospital to determine if they have any suggestions for further funding for the project.
- Ms. Trimmer also asked for help in replacing a collapsed driveway culvert on her property. She has the culvert pipe but no funding for the labor. Mr. Conroy stated he drove by the property and noted a great deal of erosion on the nearby culvert pipe under Shields Road. He advised Ms. Trimmer to contact the Union County Engineer's Office. Mr. Jordan will also speak with the UCE office.

Zoning

Zoning Administrator

Mr. Clase presented the monthly call and activity log for February 2011.

- **Resolution #979:** motion to approve the Zoning Administrator's report as submitted for February 2011 by Mr. Lynch, seconded by Mr. Jordan.
- Motion unanimously approved.
- Mr. Clase presented the members of the board with copies of the updated Millcreek Township Zoning Resolution and the 2010 Development and Growth Plan Supplement. He will take copies to the appropriate county offices as well as LUC.
- Cost for bound copies of the zoning resolution and land use growth plan were discussed.
- **Resolution #980:** motion to charge \$20.00 per bound copy of the Millcreek Township Zoning Resolution and \$10.00 per bound copy of the 2010 Millcreek Township Development and Growth Plan Supplement by Mr. Lynch, seconded by Mr. Jordan
- Motion unanimously approved.
- Mr. Clase provided the board with a procedures for zoning violations that will ensure consistency for all zoning violations. He will also condense the procedures to a checklist to be distributed at the time the violation is issued.
- Purchase of a power point projector was discussed. Mr. Clase has been borrowing a projector for use at zoning meetings. He was advised to research projectors and their cost and present the estimates and recommendations to the board in April.

Zoning Commission

- Mr. Clase and Mr. Conroy met to create a community survey. The purpose of the survey is to assist the Zoning Commission in addressing resident concerns and to identify improvements residents would like in the future. The survey was reviewed and approved by the trustees.
- Mr. Clase prepared a list of potential speakers to make presentations to the Zoning Commission and interested residents at future meetings.

Trustees

Mr. Lynch

- Kevin Lynch is working with UC Signs on the Veteran's Memorial sign as well as with the VFW to obtain funding for his Eagle Scout project. A dedication for the new Veteran's Memorial sign is being considered for May.
- Mr. Lynch met with Jeff Stauch, Union County Engineer, to review engineering drawings for sewer lines passing through Millcreek Township to the Jerome Village development. It was agreed an additional "pit" would be installed to make "pits" approximately 400 yards apart to ensure the "pits" are not in resident's front yards.
- Mr. Lynch attended a meeting of the Upper Scioto River Watershed Balance Growth Plan. Many entities within the watershed have land use growth plans. A representative from the watershed group will attend a future trustee meeting to discuss how to coordinate their plan with the Millcreek Township land use growth plan.

Mr. Conroy

- Mr. Conroy and Mrs. Beaver met with representatives from Jerome Township including Chief Skeldon, Lt. Bemiller, Bob Merkle, and Robert Caldwell to discuss EMS billing.
- Jerome Township Division of Fire and Emergency Medical Service, (EMS), implemented billing patient's health insurance on January 1, 2011 for EMS. All future contracts between Jerome Township and Millcreek Township for fire/EMS will include a provision to bill patient's health insurance for EMS. All mutual aid departments have been billing for EMS for several years.
- EMS is not subject to a patient's deductible and payment from the insurance company will be considered payment in full. Those residents without health

insurance will not be billed. There will not be any out of pocket expense for township residents.

- The current contract between Millcreek Township and Jerome Township Division of Fire and EMS is in effect through December 31, 2011. There are two options available for EMS payment in Millcreek Township for 2011. Option 1 - The contract can be amended for the remaining year of the contract, 2011, to bill patient's health insurance for EMS. Option 2 - For the year 2011, Millcreek Township Trustees will be invoiced quarterly by Jerome Township for EMS runs in Millcreek Township. Money used to reimburse Jerome Township will come from tax levied money.
- **Resolution #981:** motion to establish charges for ambulance service made by the Jerome Township Emergency Medical Services and to authorize the Millcreek Township Trustees to enter into an agreement with Jerome Township for billing services effective January 1, 2011 by Mr. Lynch, seconded by Mr. Jordan.
- Motion unanimously approved.

The township ball field is scheduled for approximately six nights per week during the spring and summer months.

- Mr. Conroy will contact Clarridge Discount Septic to have a port a john on site by April 1.

Mr. Jordan

- Mr. Jordan will not request furnace replacement costs from various heating and cooling contractors until mid summer to ensure the estimates are current.

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 #3116 and checks presented for approval at the current meeting beginning with check #3117. The trustees compared the accuracy of the expenditures/electronic fund withdrawals and receipts to those listed in the minutes.

- **Resolution #:982** motion to approve the bank statement and bank reconciliation by Mr. Lynch, seconded by Mr. Jordan.
- Motion unanimously approved.

The trustees thoroughly reviewed the Fund Ledger Report and Cash Summary Fund Report and found all transactions valid.

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

P 6-11	3117	Ohio Gas	1000-120-351	156.35
	3118	Joyce Beaver	1000-110-121	1,117.59
	3119	Joe Clase	1000-130-330	827.39
	3120	Keith Conroy	1000-110-111	261.63
	3120	Keith Conroy	2021-330-111	261.65
	3121	William Jordan	1000-110-111	409.47
	3121	William Jordan	2021-330-111	409.49
	3122	William Lynch	1000-110-111	370.74
	3122	William Lynch	2021-330-111	410.74
	Vouc	IRS	1000-110-111	20.52
	Vouc	IRS	1000-110-121	270.73
	Vouc	IRS	1000-110-213	58.23
	Vouc	IRS	1000-130-150	13.78
	Vouc	IRS	2021-330-111	20.52
	Vouc	IRS	2021-330-213	20.52
	3123	OPERS	1000-110-111	141.48
	3123	OPERS	1000-110-121	165.05
	3123	OPERS	1000-130-150	95.00

	3123	OPERS	1000-110-211	562.13
	3123	OPERS	2021-330-111	141.48
	3123	OPERS	2021-330-211	198.06
	3124	Ohio Public Emp. Def.	1000-110-111	300.00
B 6-11	3125	Tonya Jordan	1000-120-329	275.00
P 2-11	3126	Union County Engineer	2021-330-420	250.79
B 4-11	3127	Union County Sheriff	1000-110-599	500.00
P 7-11	3128	Columbus Ohio Gas	1000-120-353	1,347.44
B 3-11	3129	Joe Clase	1000-110-410	562.13
B11-11	3130	Ohio Utilities Protection	1000-130-599	25.00
P12-11	3131	Verizon Wireless	1000-130-341	42.76
B12-11	3132	Marysville JT	1000-130-345	20.63
B 4-11	3133	Union County Recorder	1000-110-599	50.00
B11-11	3134	Ohio Utilities Protection	1000-130-599	25.00

Interest for the month is: \$255.82.

Interest for the year is: \$545.11.

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