

**Millcreek Township Trustees
Regular Meeting Minutes
November 5, 2012**

The Millcreek Township Trustees of Union County, Ohio convened in regular session from 7:00 p.m. to 7:55 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: Joe Clase – Zoning Administrator, Dep. Campbell - Union County Sheriff's Department, Robert Barker, Bill Schrader, and Kevin Bryant.

Receipts

Receipts for the month: Union County Auditor Monthly Distribution: Gasoline Tax \$7,396.71, Motor Vehicle License Tax \$89.91, Local Government Distribution \$900.76. State of Ohio Department Taxation/Revenue: Manufactured Home Rollback - Special Levy Fire Fund \$9.24, General Fund \$2.70, Special Levy Police Fund \$3.29. Marysville Municipal Court \$266.00 traffic fines. Darren Pittman \$50.00 building rental/\$25.00 donation. Joni Orders \$75.00 building rental. Star Ohio: \$57.73.

Business Session

Mr. Lynch asked for a motion to approve the minutes of the regular meeting held on October 1, 2012.

- **Resolution #1161:** motion to approve the minutes of the October 1, 2012 regular meeting by Mr. Lynch., seconded by Mr. Jordan.
- Motion unanimously approved.

Annual Business Items

- The records commission met and no records were disposed.
- The OIH catalog was reviewed and no items were purchased due to purchasing supplies locally at a lower price.
- **Resolution #1162:** motion to set the audit advisory meeting for December 3, 2012 at 6:45 pm. by Mr. Lynch, seconded by Mr. Conroy.
- Motion unanimously approved.
- **Resolution #1163:** motion to set the year end meeting for December 20 at 7:00 p.m. by Mr. Lynch, seconded by Mr. Conroy.
- Motion unanimously approved.

Township Insurance

- The township received the renewal policy for property and liability insurance with the Ohio Township Risk Management Association (OTARMA). OTARMA is offering a three year policy rate guarantee.
- **Resolution #1164:** motion to renew the property and liability insurance with OTARMA for \$4743.00 by Mr. Lynch, seconded by Mr. Conroy.
- Motion unanimously approved.
- OTARMA is offering an optional Law Enforcement Liability Program to defend the township in lawsuits for litigation involving law enforcement provided by the Union County Sheriff PSO's. The option covers bodily injury, property damage and personal injury.
- The cost for \$3,000,000.00 of the optional coverage is \$116.00 per year.
- **Resolution #1165:** motion to add the optional Law Enforcement Liability Program at a cost of \$116.00 per year by Mr. Conroy, seconded by Mr. Lynch.
- Motion unanimously approved.
- The trustees will talk to other entities prior to renewal in 2013 about the Law Enforcement Liability endorsement.

Sheriff's Report

Dep. Campbell presented the monthly stats.

- Dep. Campbell took a complaint from Mr. Barker concerning loud music coming from his neighbor's property on November 3, 2012.

Zoning

Zoning Administrator

Mr. Clase emailed the monthly call and activity log for October.

- **Resolution #1166:** motion to approve the Zoning Administrator's report as submitted for October, 2012 by Mr. Lynch, seconded by Mr. Jordan.
- Motion unanimously approved.

Zoning Commission

The Zoning Commission held a meeting in October and reviewed the code pertaining to signs in the zoning resolution.

- No meeting will be held in November.

There is a board member vacancy on the Zoning Commission due to the resignation of Mr. Coakley.

- **Resolution #1167:** motion to move Jocelin Boutet from alternate position on the zoning commission to member position to fulfill the unexpired term of Kenny Coakley ending on February 1, 2017 by Mr. Lynch, seconded by Mr. Conroy.
- Motion unanimously approved.

An alternate position on the Zoning Commission is vacant. Mr. Conroy requested Kevin Bryant give some background information on himself.

- **Resolution #1168:** motion to appoint Kevin Bryant to the first alternate position to fulfill the unexpired term of Jocelin Boutet ending on February 1, 2017 by Mr. Lynch, seconded by Mr. Jordan.
- Motion unanimously approved.

Board of Zoning Appeals

No meeting.

Davisson Property

Mr. Clase stated he and Mr. Conroy were part of a court ordered mitigation with John Davisson.

- Legal counsel for Mr. Davisson suggested an on-site inspection.

Trustees

Mr. Lynch

- The Upper Society Watershed Balanced Growth Plan drafted by MORPC was discussed.
- The plan is a guide not a binding agreement.
- MORPC would like the township to support the plan, however a signature page was not provided in the document. Mr. Lynch will contact the MORPC representative to request a word document of the proposed resolution. The township will add a signature page to the resolution.

Mr. Conroy

- Fairbanks High School has signed an Art Agreement for display of students art work in the township building during the 2012-2013 school year.

Mr. Jordan

- Mr. Jordan reported the locks on the front door of the township building were repaired.

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 #3544 and checks presented for approval at the current meeting beginning with check #3545. The trustees compared the accuracy of the expenditures/electronic fund withdrawals and receipts to those listed in the minutes.

- **Resolution #1169:** 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 the 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 #1170:** motion to pay bills by Mr. Lynch, seconded by Mr. Conroy.
- Motion unanimously approved.

B79-12	3545	Clarridge Discount Septic	1000-610-599	75.00
P 3-12	3546	Union County Sheriff	2192-210-360	14,975.07
P10-12	3547	InfoGurard	1000-120-599	60.00
P 2-12	3548	Union County Engineer	2021-330-420	3,719.89
	3549	Joyce Beaver	1000-110-121	1,119.38
	3550	Joe Clase	1000-130-330	571.12
	3551	Keith Conroy	1000-110-111	261.63
	3551	Keith Conroy	2021-330-111	261.65
	3552	William Jordan	1000-110-111	409.47
	3552	William Jordan	2021-330-111	409.49
	3553	William Lynch	1000-110-111	310.74
	3553	William Lynch	2021-330-111	410.74
	Vouc	IRS	1000-110-111	20.52
	Vouc	IRS	1000-110-121	268.94
	Vouc	IRS	1000-110-213	56.78
	Vouc	IRS	1000-130-150	127.29
	Vouc	IRS	2021-330-111	20.52
	Vouc	IRS	2021-330-213	20.52
	3554	OPERS	1000-110-111	141.48
	3554	OPERS	1000-110-121	165.05
	3554	OPERS	1000-130-150	85.00
	3554	OPERS	1000-110-211	548.13
	3554	OPERS	2021-330-111	141.48
	3554	OPERS	2021-330-211	198.06
	3555	Ohio Public Emp. Def.	1000-110-111	150.00
	3555	Ohio Public Emp. Def.	2021-330-111	150.00
P 6-12	3556	Ohio Edison	1000-120-351	196.28
B69-12	3557	G&H Lock & Key	1000-120-323	120.00
B70-12	3558	Tonya Jordan	1000-120-329	275.00
P16-12	3559	Hardin County Mon.	1000-410-730	2500.00
B77-12	3560	Richard Neill	1000-410-329	649.00
P 4-12	3561	OTA	1000-110-381	3,195.00
P 5-12	3561	OTA	1000-110-382	1,664.00
P11-12	3562	Verizon Wireless	1000-130-341	41.47
P 2-12	3563	Union County Engineer	2021-330-420	72.37
P14-12	3564	Treasurer State of Ohio	1000-110-313	20.50

Interest for the month is: \$307.10.

Interest for the year is: \$2,604.64.

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 #1171:** motion to adjourn by Mr. Lynch, seconded by Mr. Jordan.
- Motion unanimously approved.