

**Millcreek Township Trustees**  
**Regular Meeting Minutes**  
**April 1, 2024**

The Millcreek Township Trustees of Union County, Ohio convened in regular session from 7:00 p.m. to 7:45 p.m. at the Millcreek Township Community Building for the monthly meeting. Mr. Conroy called the meeting to order with the following members present:

**MEMBERS:** Keith Conroy, Bill Jordan, Dave Long and Scott Brackenridge  
**ATTENDEES:** Sam Hobbs – Union County Assistant Prosecuting Attorney, Ron Todd, Joanne Rausch, Arran Schultz

**Meeting Minutes**

Mr. Conroy asked for a motion to approve the regular monthly meeting minutes from March 4, 2024.

- **Resolution #2451:** motion to approve the minutes of the March 4, 2024 regular meeting by Mr. Jordan, seconded by Mr. Long.
- Motion unanimously approved.

**Jerome Township Fire Department**

No representative attended this meeting.

**Union County Sheriff's Office**

No representative attended this meeting.

**Public Comment**

Sam Hobbs, Union County Assistant Prosecuting Attorney, introduced herself. Sam recently joined the Union County Prosecutor's Office and will be helping to fulfill the responsibilities of the Prosecutor's Office, including assistance to townships. Sam is visiting the local township meetings to better understand the needs and issues in the area.

**Zoning**

**Zoning Commission**

The Zoning Commission met on March 19<sup>th</sup>. Joni Orders, Zoning Commission Chair, was unable to attend tonight's meeting to provide updates to the trustees as to topics discussed during the March Zoning Commission meeting.

**Board of Zoning Appeals**

No updates.

**Zoning Administrator**

Ron Todd, Zoning Administrator, provided updates to the trustees.

- Mr. Todd followed up on zoning violation courtesy notices mailed during the last few months. The property owners are working to remedy the violations but progress is slow.
- Mr. Todd provided updates on zoning permit activity as well as inquiries regarding a commercial property along US 42. He also took questions from those in attendance regarding possible zoning violations not noted in his report.
- A courtesy notice regarding the annual inspection at 12140 Watkins Road was sent. The inspection date will be scheduled soon.
- **Resolution #2452:** motion to accept the Zoning Administrator's report for March 2024 by Mr. Jordan, seconded by Mr. Long.
- Motion unanimously approved.

**Trustees**

**Tables & Chairs Replacement Options**

Mr. Long and Mr. Todd are following up with outside vendors regarding the available products and pricing to replace the tables and chairs in the township hall.

Mr. Jordan

- Garage Concrete Floor – One written quote was received and one informal verbal quote was provided. Mr. Jordan will continue discussions with outside contractors and review any quotes to ensure they are consistent with the specs we want.
- Township Ballfield – Mr. Jordan is working on leveling a few areas of the ballfield and other general maintenance. Planting grass would not occur until the fall time period.

Mr. Long

- Cemetery Software – Representatives with the software company are scheduled to begin mapping Watkins Cemetery on April 4<sup>th</sup>.
- Township Hall Landscaping – Mr. Long received one quote from a company to provide landscaping updates around the township hall. Conversations regarding the specifics of any work to be completed around the township hall and obtaining more cost quotes to compare are ongoing.

Mr. Conroy

- 33 Corridor Committee – The Committee is scheduled to meet again later this month.
- Scope of Work, Comprehensive Plan Review – Mr. Conroy presented a draft scope of work from Planning NEXT to the Zoning Commission last month regarding a review and update to the township’s Comprehensive Plan. This review would include land use growth plans and zoning codes. The Zoning Commission provided feedback and noted their general support of the project. Mr. Conroy will gather more specifics from Planning NEXT and will present an update at the next trustee’s meeting.

**Other Business Items**

Union County Engineer’s Office

Mr. Brackenridge presented the annual agreement received from the Union County Engineer’s Office to provide general maintenance and repair to our township roads.

- **Resolution #2453:** motion to sign an agreement with the Union County Engineer’s Office to perform necessary maintenance and repair of Millcreek Township roads for 2024 by Mr. Conroy, seconded by Mr. Long.
- Motion unanimously approved.

Receipts, Expenditures and Bank Reconciliation

Receipts for the month: Union County Auditor Monthly Distribution: Gasoline Tax \$11,921.21; Motor Vehicle License Tax \$91.30; Local Government Sales Tax \$1,621.94; LGF \$346.13; Motor Vehicle Permissive License Tax \$541.50. Vanessa Brown \$75.00 township hall rental. Mary Stemkowski \$75.00 township hall rental. Marysville Municipal Court \$583.50 traffic fines. Star Ohio \$3,826.28.

The trustees duly noted the check sequence from the previous month ending with check #6184 and checks presented for approval at the current meeting beginning with check #6185. The trustees compared the accuracy of the expenditures/electronic fund withdrawals and receipts to those listed in the minutes.

- **Resolution #2454:** motion to approve the bank statement and bank reconciliation by Mr. Conroy, 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 #2455:** motion to pay bills by Mr. Conroy, seconded by Mr. Long.
- Motion unanimously approved.

6185	Scott Brackenridge	1000-110-121	1,900.85
6186	Keith Conroy	1000-110-111	398.09
6186	Keith Conroy	2021-330-111	398.10
6187	William Jordan	1000-110-111	545.22
6187	William Jordan	2021-330-111	545.22

	6188	David Long	1000-110-111	492.28
	6188	David Long	2021-330-111	492.32
	6189	Ron Todd	1000-130-150	929.03
	6190	OPERS	1000-110-111	188.80
	6190	OPERS	1000-110-211	420.84
	6190	OPERS	1000-130-150	111.80
	6190	OPERS	2021-330-111	188.79
	6190	OPERS	2021-330-211	264.33
	Vouc	IRS	1000-110-111	78.66
	Vouc	IRS	1000-110-121	165.51
	Vouc	IRS	1000-110-212	134.14
	Vouc	IRS	1000-110-213	74.96
	Vouc	IRS	1000-130-150	48.43
	Vouc	IRS	2021-330-111	78.64
	Vouc	IRS	2021-330-213	27.39
	Vouc	Ohio Dept. Taxation	1000-110-111	18.12
	Vouc	Ohio Dept. Taxation	1000-110-121	76.67
	Vouc	Ohio Dept. Taxation	1000-130-150	11.97
	Vouc	Ohio Dept. Taxation	2021-330-111	18.09
	Vouc	School Dist. Income Tax	1000-110-111	16.85
	Vouc	School Dist. Income Tax	1000-110-121	20.55
	Vouc	School Dist. Income Tax	2021-330-111	16.83
	Vouc	Marysville City Inc. Tax	1000-130-150	16.77
	Vouc	Ohio Public Emp. Def.	1000-110-111	150.00
	Vouc	Ohio Public Emp. Def.	2021-330-111	150.00
P11-24	6191	Tonya Jordan	1000-120-329	350.00
P 4-24	6192	Ohio Edison	1000-120-351	242.88
P 9-24	6193	Verizon Wireless	1000-130-341	49.04
P10-24	6194	Spectrum Business	1000-120-329	119.98
B 5-24	6195	Clarity Tech Solutions	1000-110-599	122.55
P 2-24	6196	Union County Engineer	2021-330-420	1,346.68
P 8-24	6197	Auditor of State	1000-110-313	876.00
B 1-24	6198	Sedgwick	1000-110-230	210.45
B18-24	6198	Sedgwick	2021-330-230	94.55
B10-24	6199	Joni Orders	1000-130-330	195.00
B10-24	6200	Jim Lawrenz	1000-130-330	120.00
B10-24	6201	Freeman Troyer	1000-130-330	80.00
B10-24	6202	Eryn Staats	1000-130-330	40.00
B10-24	6203	Maryann Sweeney	1000-130-330	40.00
B10-24	6204	Kevin Bryant	1000-130-330	520.00
B10-24	6205	Jason Comstock	1000-130-330	45.00
B10-24	6206	Steve Cameron	1000-130-330	40.00
B10-24	6207	Jim Teitt	1000-130-330	40.00
B10-24	6208	Brian Clark	1000-130-330	80.00
B10-24	6209	Jeff Pieper	1000-130-330	40.00
P14-24	6210	Lazarus Cemetery Map.	1000-410-599	5,525.00
B20-24	6211	Cemify	1000-410-599	599.00

Interest for the month is: \$19.39

Interest for the year is: \$62.39

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 #2456:** motion to adjourn by Mr. Conroy, seconded by Mr. Jordan.
- Motion unanimously approved.

X

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Keith Conroy  
Chairman

X

Scott Brackenridge  
Fiscal Officer