

**Millcreek Township Trustees  
Regular Meeting Minutes  
April 4, 2022**

The Millcreek Township Trustees of Union County, Ohio convened in regular session from 7:00 p.m. to 8:55 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:** Chief Doug Stewart – Jerome Township Fire Department, Andrea Weaver – Union County Auditor, Joni Orders, Ron Todd, Jason Comstock, Forrest Day, Mike Mansfield

**Meeting Minutes**

Mr. Conroy asked for a motion to approve the regular monthly meeting minutes from March 7, 2022.

- **Resolution #2235:** motion to approve the minutes of the March 7, 2022 regular meeting by Mr. Jordan, seconded by Mr. Long.
- Motion unanimously approved.

**Union County Auditor – Fire & EMS Levy Expiration**

Andrea Weaver, Union County Auditor, provided information relating to the township's expiring fire & EMS levy. Ms. Weaver noted that the current levy expires at the end of this calendar year. Our first opportunity to place a new levy on the ballot would be in November. Ms. Weaver presented the most up-to-date tax information, discussed the requirements to place a new levy on the ballot and took questions from the trustees.

**Jerome Township Fire Department**

Chief Stewart presented the monthly fire/EMS stats for March and other notable highlights for the department.

- The department recently hired two new employees.
- The groundbreaking ceremony for the new fire station is scheduled for April 13<sup>th</sup>. Chief Stewart is expecting construction will begin in May with an approximate year thereafter until construction would be completed.

**Union County Sheriff's Office**

No representative from the Sheriff's Office attended this meeting.

**Public Comment**

None

**Zoning**

**Zoning Commission**

The Zoning Commission held its regular monthly meeting on March 15<sup>th</sup>. Members voted to submit changes to the Zoning Resolution for Article I (language updates and formatting), Articles II and III (combined), Appendix A (community tree program development) and updated drainage plan and pond requirements. A public hearing to discuss these changes was scheduled for April 19<sup>th</sup>.

**Board of Zoning Appeals**

No updates.

**Zoning Administrator**

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

- The hearing to review the matter brought forth in the Motion for an Order to Show Cause due to violations of a previous judgment for activities occurring at 12140 Watkins Road, Marysville, Ohio, was postponed until April 28<sup>th</sup>.
- A new map updated for the approved rezoning of land owned by Shelly Materials was available and ready to be signed by the trustees.
- **Resolution #2236:** motion to accept the Zoning Administrator's report for March 2022 by Mr. Jordan, seconded by Mr. Long.

- Motion unanimously approved.

#### Appointments to Zoning Boards

- **Resolution #2237:** motion to appoint Kevin Bryant to a five-year term on the Zoning Commission effective February 1, 2022 through February 1, 2027 by Mr. Conroy, seconded by Mr. Jordan.
- Motion unanimously approved.

#### Trustees

##### State Capital Budget Funding (Garage Improvements)

Our capital funding request was submitted. We are waiting on a decision as to whether it will be approved or not.

##### Building & Grounds Improvement Projects

Mr. Jordan is planning to work on the ballfield in the near future. Inquiries and requests to use the ballfield are increasing.

##### Fire Inspections for Properties with Conditional Use Permits

Mr. Conroy brought forward the topic of having the fire department complete fire inspections for properties with Conditional Use Permits (CUP's). This idea was discussed in prior meetings and additional background information was gathered as a result. Some further discussion amongst the trustees and Chief Stewart ensued.

- **Resolution #2238:** motion by Mr. Conroy to adopt a policy for annual fire inspections of all businesses operating under a conditional use permit as granted by the Millcreek Township Board of Zoning Appeals or otherwise; these businesses will be subject to an annual fire inspection under the authority of the ORC 3737.14(A), OAC 1301:7-7-01 and OFC 102; the intent of the policy is not to subject an individual's personal residence to a fire inspection but only the business areas where customers and/or employees would have access; the inspecting agency will have authority to use their professional discretion, seconded by Mr. Long.
- Mr. Conroy – yes; Mr. Jordan – no; Mr. Long - yes

A letter will be sent to property owners with CUP's notifying them of this new policy.

#### Mr. Jordan

- Mill Creek Log Jam Project – The next meeting to discuss the project will be held later in April.
- Trails & Greenway Committee – Received the minutes of the March meeting but nothing significant to note.
- Union County Health Department – The annual Advisory Council meeting was held in March. The Health Department has done a good job utilizing grants and other funding sources to maintain and expand services.

#### Mr. Long

- Fairbanks Master Planning Committee – The next Task Force meeting is scheduled for April 7<sup>th</sup>. The next community meeting is scheduled for May 19<sup>th</sup>.
- Union County Housing Task Force Committee – No update.
- Cemetery Software – No update.

#### Mr. Conroy

- Mr. Conroy will get an updated cost quote for new fencing around the playground.
- Gas Line Projects – No update.
- 33 Corridor Committee – A meeting is scheduled for next month.
- Union County EMA is holding their initial meeting virtually to discuss the 2023 Union County Mitigation Plan on April 19<sup>th</sup> at 10:00 a.m.
- The Union County Commissioners are holding a meeting to consider matters relating to potential tax exemptions and PILOTS for utility-scale solar energy generation projects on April 19<sup>th</sup> at 7:00 p.m. in Veterans Memorial Auditorium at the County Office Building.

### Other Business Items

The Union County Engineers Office requested a list of any maintenance or repair projects we would like them to consider including in their summer construction schedule. The trustees noted getting the township hall parking lot sealed and striped again is a project they could assist in completing.

### Receipts, Expenditures and Bank Reconciliation

Receipts for the month: Union County Auditor Monthly Distribution: Gasoline Tax \$11,769.41; Motor Vehicle License Tax \$89.01; Local Government Sales Tax \$1,597.79; LGF \$346.96; Motor Vehicle Permissive License Tax \$445.50. State of Ohio American Rescue Plan Funding Distribution \$312.18. Holly Walker \$200.00 township hall rental. Debra Cordeiro \$75.00 township hall rental. R E Connors Construction \$25.00 zoning permit. Backyard Oasis Pool \$25.00 zoning permit. Marysville Municipal Court \$316.65 traffic fines. Star Ohio \$179.93.

The trustees duly noted the check sequence from the previous month ending with check #5731 and checks presented for approval at the current meeting beginning with check #5732. The trustees compared the accuracy of the expenditures/electronic fund withdrawals and receipts to those listed in the minutes.

- **Resolution #2239:** 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 #2240:** motion to pay bills by Mr. Conroy, seconded by Mr. Long.
- Motion unanimously approved.

	5732	Scott Brackenridge	1000-110-121	1,712.57
	5733	Keith Conroy	1000-110-111	336.33
	5733	Keith Conroy	2021-330-111	336.33
	5734	William Jordan	1000-110-111	483.55
	5734	William Jordan	2021-330-111	483.55
	5735	David Long	1000-110-111	427.04
	5735	David Long	2021-330-111	427.03
	5736	Ron Todd	1000-130-150	918.21
	5737	OPERS	1000-110-111	167.19
	5737	OPERS	1000-110-211	390.58
	5737	OPERS	1000-130-150	111.80
	5737	OPERS	2021-330-111	167.18
	5737	OPERS	2021-330-211	234.05
	Vouc	IRS	1000-110-111	79.13
	Vouc	IRS	1000-110-121	149.21
	Vouc	IRS	1000-110-212	120.93
	Vouc	IRS	1000-110-213	68.73
	Vouc	IRS	1000-130-150	59.26
	Vouc	IRS	2021-330-111	79.13
	Vouc	IRS	2021-330-213	24.24
	Vouc	Ohio Dept. Taxation	1000-110-111	13.85
	Vouc	Ohio Dept. Taxation	1000-110-121	70.30
	Vouc	Ohio Dept. Taxation	1000-130-150	11.96
	Vouc	Ohio Dept. Taxation	2021-330-111	13.83
	Vouc	School Dist. Income Tax	1000-110-111	14.69
	Vouc	School Dist. Income Tax	1000-110-121	18.42
	Vouc	School Dist. Income Tax	2021-330-111	14.67
	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
B 7-22	5738	Tonya Jordan	1000-120-329	350.00
P 4-22	5739	Ohio Edison	1000-120-351	168.71
P 9-22	5740	Verizon Wireless	1000-130-341	48.86
P10-22	5741	Time Warner Cable	1000-120-329	104.98
B11-22	5742	Marysville JT	1000-130-345	42.75

P 2-22	5743	Union County Engineer	2021-330-420	1,757.94
P 8-22	5744	Auditor of State	1000-110-313	876.00
B26-22	5745	Sedgwick	1000-110-230	189.75
B27-22	5745	Sedgwick	2021-330-230	85.25
B 9-22	5746	Joni Orders	1000-130-330	135.00
B 9-22	5747	Kevin Bryant	1000-130-330	120.00
B 9-22	5748	Jim Lawrenz	1000-130-330	80.00
B 9-22	5749	Eryn Staats	1000-130-330	80.00
B 9-22	5750	Maryann Sweeney	1000-130-330	80.00
B 9-22	5751	Jason Comstock	1000-130-330	45.00
B 9-22	5752	Steve Cameron	1000-130-330	40.00
B 9-22	5753	Jim Teitt	1000-130-330	40.00
B 9-22	5754	Jeff Pieper	1000-130-330	40.00
B 9-22	5755	Brian Clark	1000-130-330	40.00
B 9-22	5756	Ron Todd	1000-130-330	11.70
B 3-22	5757	Scott Brackenridge	1000-110-410	55.00

Interest for the month is: \$19.44

Interest for the year is: \$58.21

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 #2241:** motion to adjourn by Mr. Conroy, seconded by Mr. Jordan.
- Motion unanimously approved.

X

Keith Conroy  
Chairman

X

Scott Brackenridge  
Fiscal Officer