

Millcreek Township Trustees
Regular Meeting Minutes
April 7, 2014

The Millcreek Township Trustees of Union County, Ohio convened in regular session from 7:00 p.m. to 9:20 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, Tim Sutter First Energy/Ohio Edison, Robert Whitmore, Forrest Day, Union County Engineer's Office – Jeff Stauch, Justin Story, Casey Rausch, and Joyce Garrard; Deputy Dyer Union County Sheriff's Department.

Receipts

Receipts for the month: Union County Auditor Monthly Distribution (February): Gasoline Tax \$7,289.47; Motor Vehicle License Tax \$74.72; Local Government Distribution \$1,062.05. Union County Auditor Monthly Distribution (March): Gasoline Tax \$6,956.76; Motor Vehicle License Tax \$82.62; Local Government Distribution \$1,306.46. Union County Auditor Manufactured Home Settlement: General Fund \$7.60, Special Levy Fire Fund \$22.97, Special Levy Police Fund \$9.57. Union County Auditor Real Estate Settlement: General Fund -real property \$27,057.66, tangible personal property \$1,371.76, state allocation \$1,044.32; Special Levy Fire Fund - real property \$81,825.25, tangible personal property \$4,703.18, state allocation \$3,580.55; Special Levy Police Fund – real property \$34,093.86, tangible personal property \$1,959.66, state allocation \$1,491.89. Marysville Municipal Court \$509.41 traffic fines. Jocelin Boutet \$75.00 building rental. Ohio Bureau Worker's Compensation \$20.99 refund of premium. Marysville Cobras \$220.00 ball field rental. Charles Flesch \$50.00 building permit. Star Ohio: \$2.45. Star Plus: \$85.00.

Business Session

Mr. Lynch asked for a motion to approve the minutes of the regular meeting held on March 3, 2014.

- **Resolution #1353:** motion to approve the minutes of the March 3, 2014 regular meeting by Mr. Lynch, seconded by Mr. Jordan.
- Motion unanimously approved.

Mr. Lynch asked for a motion to approve the minutes of the hearing/special meeting held on March 19, 2014.

- **Resolution #1354:** motion to approve the minutes of the March 19, 2014 hearing/special meeting by Mr. Lynch, seconded by Mr. Jordan.
- Motion unanimously approved.

East Springfield London Tangy Transmission Line

Mr. Sutter presented information on the East Springfield London Tangy Transmission Line construction schedule, timelines, contractor names and other pertinent information.

- The new transmission line will run north of Route 33 in Millcreek Township near Route 42 into Delaware County. The portion in Millcreek Township is expected to be complete by mid summer.

Road Maintenance

Members of the Union County Engineer's Office were in attendance to discuss the annual road maintenance report for Millcreek Township Roads.

- Justin Story presented estimates to patch and or chip seal Adelsberger Road, Clark Drive, and Smith Place.
- Mr. Lynch stated the trustees needed to review an agreement between the City of Marysville and Millcreek Township that referenced the City of Marysville's responsibility for maintaining Adelsberger Road and whether that time period had expired.
- **Resolution #1355:** motion for the Union County Engineer's Office to make patch repairs on Adelsberger Road and Clark Drive not to exceed \$3,000.00 and pending review of the agreement between the City of Marysville and Millcreek Township on maintaining Adelsberger Road by Mr. Conroy, seconded by Mr. Jordan.
- Motion unanimously approved.

- **Resolution #1356:** motion for the Union County Engineer's Office to chip seal Smith Place and Clark Drive not to exceed \$5,200.00 by Mr. Conroy, seconded by Mr. Jordan.

Union County Engineer, Jeff Stauch, discussed moving forward with a US Route 42 thoroughfare study.

Record Retention Policy

Mrs. Beaver presented a draft for the Millcreek Township Record Retention Schedule.

- **Resolution #1357:** motion to adopt the Record Retention Schedule for Millcreek Township, Union County and forward the schedule to the Ohio Historical Society for review by Mr. Lynch, seconded by Mr. Conroy.
- Motion unanimously approved.

OTARMA Loss Control

Mrs. Beaver met with Cathy Gonzalez, a loss control consultant for OTARMA provider of Millcreek Township property and liability insurance.

- Risk management items were reviewed with the trustees.

Citizen Comments

None

Union County Sheriff's Department

Deputy Dyer presented the monthly stats.

Zoning

Zoning Administrator

Mr. Clase presented the monthly call and activity log for March.

- **Resolution #1358:** motion to approve the Zoning Administrator's report as submitted for March, 2014 by Mr. Lynch, seconded by Mr. Conroy.
- Motion unanimously approved.

Zoning Commission

The Zoning Commission will hold a meeting on April 8 to try to prioritize some code items in the Millcreek Township Zoning Resolution.

Outdoor Fitness Station

Mr. Clase has been in discussion with Lowe's on installation of the outdoor fitness station. He will suggest the dates of April 12 and April 26 for installation of the equipment.

Trustees

Mr. Lynch

- The soccer field sign has been installed.
- Mr. Lynch will contact Freeman Troyer about repairs to the men's room.

Mr. Conroy

- Eric Phillips held a meeting with the City of Marysville Finance Committee in early March to discuss a proposed JEDD. Mr. Conroy also attended the meeting.
- The Soccer Association has approached Shelley Materials about acquiring more land to expand the soccer fields on Watkins Road.
- Mr. Conroy has been approached about the possibility of the township agreeing to allow 12 year old and under soccer practice fields on the township property.
- There are some roads and alleys in the village of Watkins that should be considered to be vacated. The trustees will obtain further information on the process to vacate roads/alleys and continue the discussion at a future meeting.
- Mr. Conroy met with Chief Skeldon, Jerome Township Fire Department, to discuss information pertaining to a fire levy in Millcreek Township. Chief Skeldon will meet with the Jerome Township fiscal officer and review information with Mr. Conroy later this month.

Mr. Jordan

- The installation of flooring for the township building should begin on April 16. It will take approximately four days to complete.

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 #3905 and checks presented for approval at the current meeting beginning with check #3906. The trustees compared the accuracy of the expenditures/electronic fund withdrawals and receipts to those listed in the minutes.

- **Resolution #1359:** motion to approve the bank statement and bank reconciliation by Mr. Lynch, seconded by Mr. Conroy.
- 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 #1360:** motion to pay bills by Mr. Lynch, seconded by Mr. Jordan.
- Motion unanimously approved.

B26-14	3906	UC Signs	1000-610-730	1,439.00
P16-14	3907	Potter's Carpet	1000-120-323	9,471.66
P10-14	3908	Ohio Edison	1000-120-351	201.94
	3909	Joyce Beaver	1000-110-121	1,024.36
	3910	Joe Clase	1000-130-330	870.99
	3911	Keith Conroy	1000-110-111	261.84
	3911	Keith Conroy	2021-330-111	261.84
	3912	William Jordan	1000-110-111	409.76
	3912	William Jordan	2021-330-111	409.76
	3913	William Lynch	1000-110-111	360.94
	3913	William Lynch	2021-330-111	360.94
	Vouc	IRS	1000-110-111	20.52
	Vouc	IRS	1000-110-121	366.02
	Vouc	IRS	1000-110-213	58.95
	Vouc	IRS	1000-130-150	14.50
	Vouc	IRS	2021-330-111	20.52
	Vouc	IRS	2021-330-213	20.52
	3914	OPERS	1000-110-111	141.48
	3914	OPERS	1000-110-121	165.05
	3914	OPERS	1000-130-150	100.00
	3914	OPERS	1000-110-211	569.13
	3914	OPERS	2021-330-111	141.48
	3914	OPERS	2021-330-211	198.06
	3915	Ohio Public Emp. Def.	1000-110-111	150.00
	3915	Ohio Public Emp. Def.	2021-330-111	150.00
	3916	Ohio Dept. Taxation	1000-110-111	109.19
	3916	Ohio Dept. Taxation	1000-110-121	78.56
	3916	Ohio Dept. Taxation	1000-130-150	6.68
	3916	Ohio Dept. Taxation	2021-330-111	9.17
	3917	School Dist. Income Tax	1000-110-+111	11.03
	3917	School Dist. Income Tax	1000-110-121	16.51
	3917	School Dist. Income Tax	1000-130-150	7.83
	3917	School Dist. Income Tax	2021-330-111	11.01
B 6-14	3928	Tonya Jordan	1000-120-329	300.00
P 7-14	3929	Union County Engineer	2021-330-420	1,283.55
P11-14	3930	Consolidated Gas	1000-120-353	1,166.98
B 9-14	3931	Jim Lawrenz	1000-130-330	120.00
B 9-14	3932	Freeman Troyer	1000-130-330	80.00
B 9-14	3933	Jocelin Boutet	1000-130-330	80.00
B 9-14	3934	Jason Comstock	1000-130-330	90.00
B 9-14	3935	Robert Whitmore	1000-130-330	80.00
B 9-14	3936	Steve Cameron	1000-130-330	40.00
B 9-14	3937	Petty Cash	1000-130-330	455.00
P14-14	3938	Georgia Tobin	1000-110-599	512.50
B28-14	3939	Marysville JT	1000-130-345	23.38
B35-14	3940	Joe Clase	1000-130-330	262.64

B29-14	3941	Joyce Beaver	1000-110-410	245.39
P13-14	3942	Verizon Wireless	1000-130-341	27.94
P12-14	3943	Treasurer of State	1000-110-313	726.00
B41-14	3944	Carol Daniel	1000-610-599	500.00
B30-14	3945	InfoGuard	1000-110-599	60.00

Interest for the month is: \$293.54.
Interest for the year is: \$825.89.

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 #1361:** motion to adjourn by Mr. Lynch, seconded by Mr. Conroy.
- Motion unanimously approved.

X

William Lynch
Chairman

X

Joyce Beaver
Fiscal Officer