

**Millcreek Township Trustees
Regular Meeting Minutes
August 7, 2023**

The Millcreek Township Trustees of Union County, Ohio convened in regular session from 7:00 p.m. to 8:20 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: Battalion Chief Justin French – Jerome Township Fire Department, Deputy Paige Pitts – Union County Sheriff’s Office, Adham Schirg – Fairbanks Schools Superintendent, Ron Todd

Meeting Minutes

Mr. Conroy asked for a motion to approve the regular monthly meeting minutes from July 10, 2023.

- **Resolution #2380:** motion to approve the minutes of the July 10, 2023 regular meeting by Mr. Jordan, seconded by Mr. Long.
- Motion unanimously approved.

Jerome Township Fire Department

Battalion Chief French discussed the monthly fire/EMS stats for July and other notable highlights for the department.

- EMS responses are lower when compared to this time last year. Fire responses remain about the same as last year.
- Station 211 – The new fire station opened in July and is fully operational. New employees hired to fully staff both fire stations are now starting.

Union County Sheriff’s Office

Deputy Pitts did not have anything specific to report to the trustees. She took questions from the trustees and anyone else in attendance.

Fairbanks Schools

Adham Schirg, Fairbanks Schools Superintendent, distributed a Master Facility Planning Executive Summary and a Fairbanks Levy FAQ’s report to the trustees and discussed the district’s facility plans as well as tax levies on the November ballot to fund those facility plans. Mr. Schirg noted several ways in which the school district is planning to disseminate information to residents and engage with people to answer questions about future planning and need for funding. Mr. Schirg then took questions from the trustees and anyone else in attendance.

Public Comment

None

Zoning

Zoning Commission

The Zoning Commission’s regular meeting in July was canceled.

Board of Zoning Appeals

The Board of Zoning Appeals did not meet in July. The Logan-Union-Champaign Regional Planning Commission held a training session in July for Board of Zoning Appeals members. Ron Todd and Jason Comstock attended.

Zoning Administrator

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

- Mr. Todd will continue sending code enforcement notices as necessary and is following up on a few notices previously sent. Otherwise, not much activity occurred last month.
- The trustees discussed new lighting at the soccer fields near US 42. The trustees may ask the Zoning Commission members to review the Zoning Resolution and

consider whether any lighting regulations would be beneficial to govern future development.

- **Resolution #2381:** motion to accept the Zoning Administrator's report for July 2023 by Mr. Conroy, seconded by Mr. Jordan.
- Motion unanimously approved.

Jerome/Millcreek Fire Contract Review

Mr. Conroy distributed a draft of the Amended and Restated Fire & EMS Agreement for consideration and approval by the trustees. Mr. Conroy noted all individuals of the contract review committee, including representatives from both townships, accepted the contract as drafted. Highlights of the amended contract include: 1.) contract extension through 2040; 2.) negotiated price increases effective every 5 years (2026, 2031, 2036); 3.) Millcreek Township will contribute up to \$500,000 to Jerome Township for the purchase of a new tanker truck to be owned by Jerome Township; 4.) contract cancellation notice extended to 24 months (from 12 months). The trustees asked questions and noted the contract certainty obtained through this agreement would be positive for residents.

- **Resolution #2382:** motion to approve the Amended and Restated Fire and Emergency Medical Service Agreement between Jerome Township and Millcreek Township, as presented, effective through December 31, 2040, by Mr. Long, seconded by Mr. Conroy.
- Mr. Conroy – yes; Mr. Jordan – yes; Mr. Long – yes

Trustees

Mr. Jordan

- Mill Creek Log Jam Project – No update.
- Trails & Greenway Committee – No update.
- Garage Electric – Electric work inside the garage is mainly complete. The vendor still needs to dig outside the garage and complete the electrical connections.
- Grounds Maintenance – Mr. Jordan spread a portion of the new mulch in the playground area and sprayed weeds again a few weeks ago. More work will be done as weather permits.

Mr. Long

- Cemetery Software – Mr. Long distributed a cost quote from a new vendor to the trustees for review. The new vendor also provided an online demo of their software which Mr. Long will send to the trustees for review. Discussions with vendors will continue.
- Tree Trimming – Del-Mar Tree Service completed the tree removal near the township hall since the last meeting. Mr. Long will follow up with the vendor to receive an invoice for the services.
- Fairbanks Master Planning Committee – Superintendent Schirg provided an update earlier in this meeting as previously noted.

Mr. Conroy

- 33 Corridor Committee – The committee is scheduled to meet next week.
- IT Backup Project / Ongoing Support – Mr. Conroy received information for ongoing IT support services from a third-party vendor. He will bring the details for trustee review at the next meeting.

Other Business Items

Receipts, Expenditures and Bank Reconciliation

Receipts for the month: Union County Auditor Monthly Distribution: Gasoline Tax \$11,713.66; Motor Vehicle License Tax \$99.01; Local Government Sales Tax \$1,705.79; LGF \$346.13; Motor Vehicle Permissive License Tax \$525.00. Randy Spain \$75.00 township hall rental. Julia Palmer \$75.00 township hall rental. Cynthia Hogan \$75.00 township hall rental. Ron Spessard \$75.00 township hall rental. Marysville Junior Baseball Association \$10.00 baseball field rental. Cornerstone Building Solutions \$125.00 zoning permit. Karen Bott \$1,500.00 cemetery lots. Marysville Municipal Court \$611.00 traffic fines. Star Ohio \$3,583.91.

The trustees duly noted the check sequence from the previous month ending with check #6039 and checks presented for approval at the current meeting beginning with check #6040. The trustees compared the accuracy of the expenditures/electronic fund withdrawals and receipts to those listed in the minutes.

- **Resolution #2383:** 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 #2384:** motion to pay bills by Mr. Conroy, seconded by Mr. Long.
- Motion unanimously approved.

	6040	Scott Brackenridge	1000-110-121	1,867.91
	6041	Keith Conroy	1000-110-111	388.82
	6041	Keith Conroy	2021-330-111	388.84
	6042	William Jordan	1000-110-111	535.94
	6042	William Jordan	2021-330-111	535.96
	6043	David Long	1000-110-111	476.63
	6043	David Long	2021-330-111	476.65
	6044	Ron Todd	1000-130-150	921.54
	6045	OPERS	1000-110-111	185.55
	6045	OPERS	1000-110-211	416.30
	6045	OPERS	1000-130-150	111.80
	6045	OPERS	2021-330-111	185.55
	6045	OPERS	2021-330-211	259.76
	Vouc	IRS	1000-110-111	84.60
	Vouc	IRS	1000-110-121	162.66
	Vouc	IRS	1000-110-212	131.83
	Vouc	IRS	1000-110-213	73.96
	Vouc	IRS	1000-130-150	55.93
	Vouc	IRS	2021-330-111	84.59
	Vouc	IRS	2021-330-213	26.90
	Vouc	Ohio Dept. Taxation	1000-110-111	17.43
	Vouc	Ohio Dept. Taxation	1000-110-121	75.58
	Vouc	Ohio Dept. Taxation	1000-130-150	11.96
	Vouc	Ohio Dept. Taxation	2021-330-111	17.41
	Vouc	School Dist. Income Tax	1000-110-111	16.53
	Vouc	School Dist. Income Tax	1000-110-121	20.18
	Vouc	School Dist. Income Tax	2021-330-111	16.50
	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
P11-23	6046	Tonya Jordan	1000-120-329	350.00
B13-23	6047	Richard Neill	1000-410-329	1,751.00
P 4-23	6048	Ohio Edison	1000-120-351	366.83
P 9-23	6049	Verizon Wireless	1000-130-341	48.77
B 4-23	6050	Clarity Tech Solutions	1000-110-599	144.55
P 3-23	6051	Union County Sheriff	2192-210-360	22,103.37
P 2-23	6052	Union County Engineer	2021-330-420	167.76
B 7-23	6053	Bill Jordan	1000-120-420	12.83
P10-23	6054	Spectrum Business	1000-120-329	119.98
B19-23	6055	Vorys Sater Seymour LLP	1000-110-311	3,594.09
P12-23	6056	Sheedy Paving	1000-760-730	5,990.00

Interest for the month is: \$23.35

Interest for the year is: \$155.15

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 #2385:** motion to adjourn by Mr. Conroy, seconded by Mr. Jordan.
- Motion unanimously approved.

X

Keith Conroy
Chairman

X

Scott Brackenridge
Fiscal Officer