

**Millcreek Township Trustees  
Regular Meeting Minutes  
December 18, 2023**

The Millcreek Township Trustees of Union County, Ohio convened in regular session from 7:05 p.m. to 8:10 p.m. at the Millcreek Township Community Building for the year-end meeting. Mr. Conroy called the meeting to order with the following members present:

**MEMBERS:** Keith Conroy, Bill Jordan, Dave Long and Scott Brackenridge

**ATTENDEES:** Joni Orders

**Meeting Minutes**

Mr. Conroy asked for a motion to approve the regular monthly meeting minutes from November 6, 2023.

- **Resolution #2414:** motion to approve the minutes of the November 6, 2023 regular meeting by Mr. Long, seconded by Mr. Jordan.
- Motion unanimously approved.

Mr. Conroy asked for a motion to approve the regular monthly meeting minutes from December 4, 2023.

- **Resolution #2415:** motion to approve the minutes of the December 4, 2023 regular meeting by Mr. Long, seconded by Mr. Conroy.
- Mr. Conroy – yes; Mr. Jordan – abstain; Mr. Long – yes

**2024 Appropriations**

Mr. Brackenridge presented to the trustees a draft of the permanent appropriations for 2024 for review and approval. This draft incorporated feedback received from the trustees during their initial review at the December 4<sup>th</sup> regular meeting. Appropriations for each fund were reviewed again since Mr. Jordan was unable to attend the December 4<sup>th</sup> meeting.

- **Resolution #2416:** motion to approve the 2024 Permanent Appropriations as presented at this meeting by Mr. Conroy, seconded by Mr. Long. General Fund \$435,500; Motor Vehicle License Tax Fund \$1,000; Gasoline Tax Fund \$151,000; Cemetery Fund \$1,500; Special Levy Fire Fund \$465,000; Special Levy Police Protection Fund \$115,000; Permissive Motor Vehicle License Tax Fund \$1,000; Local Fiscal Recovery Fund \$157,017. Total for all funds \$1,327,017.
- Mr. Conroy – yes; Mr. Jordan – yes; Mr. Long – yes

**Union County Engineer's Office Participating Payment**

Mr. Brackenridge distributed documents received from the Union County Engineer to consider making a participating payment to the Engineer's Office for 2023.

- **Resolution #2417:** motion to approve a participating payment to the Union County Engineer's Office in the amount of \$15,351.80 equivalent to snow/ice removal on township roads by Mr. Conroy, seconded by Mr. Jordan.
- Mr. Conroy – yes; Mr. Jordan – yes; Mr. Long – yes

**Other Business Items**

The 2023 Township Highway System Mileage Certification prepared by the Ohio Department of Transportation (ODOT) and received from the Union County Engineer's Office of 2.759 miles was presented to the trustees. All trustees signed the certification.

The trustees discussed extending the time period for Ms. Orders to assist with administrative tasks related to the township's Zoning Resolution.

- **Resolution #2418:** motion to extend the time period through calendar year 2024 for which Ms. Nancy (Joni) Orders is hired as a contractor to assist with administrative tasks related to the Zoning Resolution (Ms. Orders was originally hired for this purpose at the May 1, 2023 regular meeting) at a rate of \$22 per hour not to exceed \$1,000 for services during this extension period by Mr. Conroy, seconded by Mr. Jordan.
- Motion unanimously approved.

**Resolution #2419:** motion to move into executive session to discuss personnel matters by Mr. Conroy, seconded by Mr. Jordan.

- Mr. Conroy – yes; Mr. Jordan – yes; Mr. Long – yes

**Resolution #2420:** motion to return to regular session by Mr. Conroy, seconded by Mr. Jordan.

- Mr. Conroy – yes; Mr. Jordan – yes; Mr. Long – yes

The trustees scheduled a special meeting on Monday, February 5<sup>th</sup> beginning at 6:00 p.m. at the Millcreek Township Community Building to hold a personnel review session.

Receipts and Expenditures

Receipts for the month: Union County Auditor Monthly Distribution: Gasoline Tax \$12,313.36; Motor Vehicle License Tax \$89.95; Local Government Sales Tax \$1,529.11; LGF \$346.13; Motor Vehicle Permissive License Tax \$522.99. Denver Garrard \$75.00 township hall rental. Brandie McLaughlin \$75.00 township hall rental. Randy Spain \$75.00 township hall rental. Kevin Green \$50.00 township hall rental. Kegan Anderson \$300.00 township hall rental. Senthil Kumar Muthusamy \$300.00 township hall rental. Laura Weisburn \$75.00 township hall rental. Kwanicha Beany \$300.00 township hall rental. Connie Carlisle \$500.00 cemetery lots. Valerie Langhirt \$75.00 township hall rental. Janet Murray \$75.00 township hall rental. OTARMA \$204.75 capital distribution. Marysville Municipal Court \$403.00 traffic fines. Star Ohio \$3,853.23.

The trustees duly noted the check sequence from the previous meeting ending with check #6128 and checks presented for approval at the current meeting beginning with check #6129. The trustees compared the accuracy of the expenditures/electronic fund withdrawals and receipts to those listed in the minutes.

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 #2421:** motion to pay bills by Mr. Conroy, seconded by Mr. Jordan.
- Motion unanimously approved.

6129	Scott Brackenridge	1000-110-121	1,867.95
6130	Keith Conroy	1000-110-111	388.82
6130	Keith Conroy	2021-330-111	388.84
6131	William Jordan	1000-110-111	535.94
6131	William Jordan	2021-330-111	535.96
6132	David Long	1000-110-111	476.63
6132	David Long	2021-330-111	476.65
6133	Ron Todd	1000-130-150	921.54
6134	OPERS	1000-110-111	185.55
6134	OPERS	1000-110-211	416.12
6134	OPERS	1000-130-150	111.80
6134	OPERS	2021-330-111	185.55
6134	OPERS	2021-330-211	259.70
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
P13-23	6135	Jerome Township	2191-220-750	250,000.00
B 6-23	6136	Del-Mar Tree Service	1000-120-329	450.00
B 4-23	6137	US Postal Service	1000-110-599	98.00
B17-23	6138	Bureau of Workers Comp	1000-110-230	627.90
B18-23	6138	Bureau of Workers Comp	2021-330-230	282.10
P 6-23	6139	Ohio Township Assoc.	1000-110-381	241.00
B 4-23	6140	LUC	1000-110-599	1,139.20
P 4-23	6141	Ohio Edison	1000-120-351	255.11
P 9-23	6142	Verizon Wireless	1000-130-341	48.89
B 4-23	6143	Clarity Tech Solutions	1000-110-599	144.55
B 2-23	6144	Marysville JT	1000-110-345	19.00
B11-23	6144	Marysville JT	1000-130-345	61.75
P11-23	6145	Tonya Jordan	1000-120-329	350.00
B 9-23	6146	Nancy Orders	1000-130-330	195.00
B22-23	6146	Nancy Orders	1000-130-319	264.00
B 9-23	6147	Kevin Bryant	1000-130-330	40.00
B 9-23	6148	Eryn Staats	1000-130-330	40.00
B 9-23	6149	Jim Lawrenz	1000-130-330	80.00
B 9-23	6150	Freeman Troyer	1000-130-330	40.00
B 9-23	6151	Maryann Sweeney	1000-130-330	120.00
B 9-23	6152	Brian Clark	1000-130-330	40.00
B 4-23	6153	Scott Brackenridge	1000-110-599	92.17
P 2-23	6154	Union County Engineer	2021-330-420	15,351.80

Interest for the month is: \$22.30

Interest for the year is: \$270.20

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 #2422:** motion to adjourn by Mr. Conroy, seconded by Mr. Jordan.
- Motion unanimously approved.

X

Keith Conroy  
Chairman

X

Scott Brackenridge  
Fiscal Officer