

**Millcreek Township Trustees
Regular Meeting Minutes
February 5, 2024**

The Millcreek Township Trustees of Union County, Ohio convened in regular session from 7:10 p.m. to 8:40 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, Ron Todd, Joni Orders, Joanne Rausch, Arran Schultz

Meeting Minutes

Mr. Conroy asked for a motion to approve the 2024 organization meeting minutes from January 2, 2024.

- **Resolution #2435:** motion to approve the minutes of the January 2, 2024 organization meeting by Mr. Long, seconded by Mr. Jordan.
- Motion unanimously approved.

Jerome Township Fire Department

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

- Responses at the start of 2024 are in-line with last year.
- Chief Stewart remains focused on hiring personnel to keep the department fully staffed for both fire stations.
- Steps to reconstruct the old fire station (Station 210) are being initiated. A site survey for Station 210 will be completed during February.
- Current timing to receive a new ladder truck and the new tanker truck are estimated to be near late fall 2025. A new medic unit is expected to arrive around April 2024.

Mr. Conroy asked for a motion to appoint the fire prevention officer for 2024.

- **Resolution #2436:** motion to appoint Jerome Township Fireman Brad Flora as the fire prevention officer for 2024 by Mr. Conroy, seconded by Mr. Long.
- Motion unanimously approved.

Union County Sheriff's Office

A deputy with the Union County Sheriff's Office briefly attended the meeting. He noted scams related to the IRS and tax returns increase around this time of year. Otherwise, he did not have anything additional to report.

Public Comment

None

Zoning

Zoning Commission

Joni Orders, Zoning Commission Chair, provided updates to the trustees.

- The Zoning Commission held its 2024 organization meeting in January. The Zoning Commission will continue to meet monthly on the 3rd Tuesday of each month with only a few exceptions to that schedule. Joni Orders was elected Chair and Jim Lawrenz was elected Vice Chair.
- Mr. Orders reviewed a draft of updated zoning fees with the trustees. The draft fee schedule 1.) better aligns the types of fees by using language that is consistent with the Zoning Resolution; and 2.) updates the fee structure and amounts to reflect current costs of zoning activities. The trustees asked several questions and provided feedback. A few open questions remain so no changes were approved. This topic will be reviewed again at a future meeting.

Board of Zoning Appeals

The Board of Zoning Appeals 2024 organization meeting is scheduled for Thursday, February 8th. The group is also expecting to review active Conditional Use Permits (CUP's) at the meeting.

Zoning Administrator

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

- Mr. Todd is following up on zoning code enforcement items noted within the township. Topics such as inoperable vehicles and business activity occurring in areas not zoned for business were discussed.
- **Resolution #2437:** motion to accept the Zoning Administrator's reports for December 2023 and January 2024 by Mr. Jordan, seconded by Mr. Long.
- Motion unanimously approved.

Appointments to Zoning Boards

- **Resolution #2438:** motion to appoint Joni Orders to a five-year term on the Zoning Commission beginning February 1, 2024 through February 1, 2029 by Mr. Conroy, seconded by Mr. Long.
- Motion unanimously approved.
- **Resolution #2439:** motion to appoint Jim Teitt to a five-year term on the Board of Zoning Appeals beginning February 1, 2024 through February 1, 2029 by Mr. Conroy, seconded by Mr. Jordan.
- Motion unanimously approved.

Trustees

Adult Use Cannabis Regulation Review

The Union County Prosecuting Attorney previously sent a letter detailing a township's authority to prohibit or limit adult use cannabis operators as defined in Chapter 3780 of the Ohio Revised Code (cultivation, processing, dispensing) within the unincorporated territory of the township. The trustees discussed approving the limits allowed by townships in Chapter 3780.

- **Resolution #2440:** motion to prohibit adult use cannabis operators as defined in R.C. 3780.01 within the unincorporated area of Millcreek Township to the maximum extent permitted by R.C. 3780.25 and any other applicable provisions of state law by Mr. Conroy, seconded by Mr. Jordan.
- Mr. Conroy – yes; Mr. Jordan – yes; Mr. Long – yes

Mr. Jordan

- Garage Concrete Floor – More information regarding the timing of this project will be needed before moving forward with vendors.

Mr. Long

- Cemetery Software – Discussions with Lazarus Cemetery Mapping are ongoing.
- Fairbanks Master Planning Committee – Construction of the elementary school addition is ongoing. As approved in December, the school district is placing another tax levy for voter consideration on the March ballot.

Mr. Conroy

- 33 Corridor Committee – The committee's next meeting is scheduled for this upcoming Friday.
- Beecher Gamble Road Bridge Repair – Mr. Conroy followed up on the status of ODOT's project to rehabilitate the Beecher Gamble Road bridge over US33. The project was already in the pipeline to be worked, but it is being prioritized for completion in 2024.
- Mr. Conroy noted that Planning NEXT, a firm being considered for updating the township's Comprehensive Land Use Growth Plan, will need feedback from the trustees regarding the scope of the project.

Other Business Items

Online Meeting Minutes

Mr. Conroy followed up on the status of catching up access to the township's meeting minutes online through the township website. Mr. Brackenridge worked with our IT support to get most of 2023 meeting minutes uploaded and available. Mr. Brackenridge will continue to follow up on any outstanding minutes to get them uploaded.

Receipts and Expenditures

Receipts for the month: Union County Auditor Monthly Distribution: Gasoline Tax \$12,318.36; Motor Vehicle License Tax \$79.82; Local Government Sales Tax \$1,608.08; LGF \$346.13; Motor Vehicle Permissive License Tax \$597.00. Karla Long \$75.00 township hall rental. Marysville Municipal Court \$155.00 traffic fines. Star Ohio \$3,845.47.

The trustees duly noted the check sequence from the previous month ending with check #6154 and checks presented for approval at the current meeting beginning with check #6155. 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 #2441:** motion to pay bills by Mr. Conroy, seconded by Mr. Jordan.
- Motion unanimously approved.

	6155	VOIDED		
	6156	Scott Brackenridge	1000-110-121	1,900.85
	6157	Keith Conroy	1000-110-111	398.09
	6157	Keith Conroy	2021-330-111	398.10
	6158	William Jordan	1000-110-111	545.22
	6158	William Jordan	2021-330-111	545.22
	6159	David Long	1000-110-111	492.28
	6159	David Long	2021-330-111	492.32
	6160	Ron Todd	1000-130-150	929.03
	6161	OPERS	1000-110-111	188.80
	6161	OPERS	1000-110-211	420.84
	6161	OPERS	1000-130-150	111.80
	6161	OPERS	2021-330-111	188.79
	6161	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
P 1-24	6162	Jerome Township	2191-220-360	100,062.24
P 3-24	6163	Union County Sheriff	2192-210-360	20,598.02
P11-24	6164	Tonya Jordan	1000-120-329	350.00
P 4-24	6165	Ohio Edison	1000-120-351	249.68
P 9-24	6166	Verizon Wireless	1000-130-341	49.04
P10-24	6167	Spectrum Business	1000-120-329	239.96
B 5-24	6168	Clarity Tech Solutions	1000-110-599	144.55

B 3-24	6169	Marysville JT	1000-110-345	66.50
B12-24	6169	Marysville JT	1000-130-345	95.00
B 5-24	6170	Union County Treasurer	1000-110-599	2.00
B 5-24	6171	Georgia Tobin	1000-110-599	120.00
P13-24	6172	Eubanks Electric	1000-760-720	15,000.00

Interest for the month is: \$23.07

Interest for the year is: \$23.07

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 #2442:** motion to adjourn by Mr. Conroy, seconded by Mr. Jordan.
- Motion unanimously approved.

X

Keith Conroy
Chairman

X

Scott Brackenridge
Fiscal Officer