

**Millcreek Township Trustees
Regular Meeting Minutes
February 7, 2022**

The Millcreek Township Trustees of Union County, Ohio convened in regular session from 7:00 p.m. to 8:25 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, Deputy Wyatt Payton – Union County Sheriff’s Office, Ron Todd, Forrest Day, Mike Mansfield, Steve Cameron

Meeting Minutes

Mr. Conroy asked for a motion to approve the 2022 organization meeting minutes from January 3, 2022.

- **Resolution #2224:** motion to approve the minutes of the January 3, 2022 organization meeting by Mr. Jordan, seconded by Mr. Long.
- Motion unanimously approved.

Jerome Township Fire Department

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

- Fire & EMS responses were at normal levels. No significant activity noted.
- New bids were reviewed in early February for construction of the new fire station. Chief Stewart expects the Jerome Township Trustees to select a construction company and approve a contract in February with hopes of breaking ground on the new station sometime in March.

Union County Sheriff’s Office

Deputy Payton noted several traffic accidents in the area primarily due to poor weather conditions. He also encouraged residents to be mindful of package thefts and to report any suspicious activity. There has been an increase in package thefts recently after delivery drivers leave packages unattended.

Public Comment

None

Zoning

Zoning Commission

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

- The Zoning Commission held its 2022 organization meeting on January 19th. The Zoning Commission scheduled regular monthly meetings for the 3rd Tuesday of each month throughout 2022.
- Discussion was held on the following topics – Drainage plan/pond requirements and review by The Union County Soil & Water Conservation District; development of a community tree program per Land Use Growth Plan goals; US33 Innovation and US 42 Corridor Overlay Districts language; Zoning Resolution reformatting. No final decisions were made for any topics, but more discussion will be held at a future meeting.

Board of Zoning Appeals

Steve Cameron, Vice Chair of the Board of Zoning Appeals, provided updates to the trustees.

- The Board of Zoning Appeals held its 2022 organization meeting on February 2nd. Chair and Vice Chair appointments were approved.
- A listing of Conditional Use Permits was reviewed.
- Members reviewed suggested changes by the Zoning Commission to zoning permits.

- Discussion was held regarding fire inspections for properties with a Conditional Use Permit.

Zoning Administrator

Ron Todd, Zoning Administrator, emailed the January report to the trustees for review prior to the meeting.

- Follow-up communication will be monitored regarding a violation letter sent to a property on Smart Cole Road related to operating a commercial business.
- A Motion for an Order to Show Cause was filed with the Union County Court of Common Pleas due to violations of a previous judgment for activities occurring at 12140 Watkins Road, Marysville, Ohio.
- **Resolution #2225:** motion to accept the Zoning Administrator's report for January 2022 by Mr. Jordan, seconded by Mr. Long.
- Motion unanimously approved.

Appointments to Zoning Boards

- **Resolution #2226:** motion to appoint Jason Comstock to a five-year term on the Board of Zoning Appeals beginning February 1, 2022 through February 1, 2027 by Mr. Conroy, seconded by Mr. Jordan.
- Motion unanimously approved.

Trustees

Fire Inspections for Properties with Conditional Use Permits

Further discussion was held by the trustees regarding having the fire department complete fire inspections for properties with Conditional Use Permits (only the business portion of the property). This topic was first raised at the December 6th, 2021 monthly trustees meeting. Some feedback has been received from fire department personnel, legal personnel and residents. The trustees expect to gather more information and feedback before bringing the matter to a vote at a later date.

State Capital Budget Funding (Garage Improvements)

Mr. Conroy distributed to the trustees a draft of the capital funding request for improvements to the township garage. The trustees reviewed the document and provided feedback. Mr. Conroy expects to submit the final report to State Representative Tracy Richardson's Office by the February deadline.

Mr. Jordan

- Mill Creek Log Jam Project – No updates.
- Trails & Greenway Committee – A virtual working session was held on January 18th. Goals for 2022 were discussed.

Mr. Long

- Union County Housing Task Force Committee – No updates.
- Fairbanks Schools Master Facility Planning Committee – A meeting open to the public was held in January. The next public meeting will be held in March. The smaller committee of organization representatives is scheduled to meet in February. Facility assessments are being presented and feedback from the community is a priority.

Mr. Conroy

- Gas Line Projects – Project timelines are being delayed due to pending lawsuits related to the projects.
- 33 Corridor Committee – The Committee has a meeting scheduled in February. Mr. Conroy will provide updates to the trustees at a later meeting.
- The trustees also discussed the Route 23 Connect Project. This project is still in an early phase. Developments will be monitored though.

Other Business Items

The 2021 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 Union County Engineer's Office is still working with ODOT regarding the Detour Need Determination Report for planned road work on US 42. The trustees will wait for further feedback from the Engineer's Office before approving the local detour routes.

Receipts, Expenditures and Bank Reconciliation

Receipts for the month: Union County Auditor Monthly Distribution: Gasoline Tax \$12,256.52; Motor Vehicle License Tax \$80.58; Local Government Sales Tax \$1,421.27; LGF \$346.96; Motor Vehicle Permissive License Tax \$538.50. OTARMA \$366.33 capital distribution. Ohio Bureau of Workers Compensation \$15.86 premium refund. Marysville Municipal Court \$271.50 traffic fines. Star Ohio \$67.43.

The trustees duly noted the check sequence from the previous month ending with check #5702 and checks presented for approval at the current meeting beginning with check #5703. The trustees compared the accuracy of the expenditures/electronic fund withdrawals and receipts to those listed in the minutes.

- **Resolution #2227:** 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 #2228:** motion to pay bills by Mr. Conroy, seconded by Mr. Long.
- Motion unanimously approved.

	5703	Scott Brackenridge	1000-110-121	1,712.57
	5704	Keith Conroy	1000-110-111	336.33
	5704	Keith Conroy	2021-330-111	336.33
	5705	William Jordan	1000-110-111	483.55
	5705	William Jordan	2021-330-111	483.55
	5706	David Long	1000-110-111	477.04
	5706	David Long	2021-330-111	477.03
	5707	Ron Todd	1000-130-150	918.21
	5708	OPERS	1000-110-111	167.19
	5708	OPERS	1000-110-211	390.58
	5708	OPERS	1000-130-150	111.80
	5708	OPERS	2021-330-111	167.18
	5708	OPERS	2021-330-211	234.05
	Vouc	IRS	1000-110-111	29.13
	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	29.13
	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
	Vouc	Bureau of Workers Comp	1000-110-230	42.78
	Vouc	Bureau of Workers Comp	2021-330-230	19.22
P 1-22	5709	Jerome Township	2191-220-360	100,062.24
B 7-22	5710	Tonya Jordan	1000-120-329	350.00
P 4-22	5711	Ohio Edison	1000-120-351	357.25
P 9-22	5712	Verizon Wireless	1000-130-341	97.76
P10-22	5713	Time Warner Cable	1000-120-329	209.96
B 2-22	5714	Marysville JT	1000-110-345	38.00
B11-22	5714	Marysville JT	1000-130-345	85.50

P 3-22	5715	Union County Sheriff	2192-210-360	19,425.18
B 4-22	5716	Union County Sheriff	1000-110-599	339.00
B 4-22	5717	Union County Treasurer	1000-110-599	5.13
B 5-22	5718	Monarch Heating&Cool	1000-120-323	612.99
B12-22	5719	Ron Todd	1000-130-599	84.53

Interest for the month is: \$20.38

Interest for the year is: \$20.38

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 #2229:** motion to adjourn by Mr. Conroy, seconded by Mr. Jordan.
- Motion unanimously approved.

X

Keith Conroy
Chairman

X

Scott Brackenridge
Fiscal Officer