

**Millcreek Township Trustees
Regular Meeting Minutes
January 2, 2024**

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 2024 organization meeting. Mr. Conroy called the meeting to order with the following members present:

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

ATTENDEES: Sheriff Jamie Patton & Public Safety Officer Sean Phelan – Union County Sheriff’s Office, Joanne Rausch, Arran Schultz

Organization

Mr. Conroy asked for a motion to appoint a chairman for 2024.

- **Resolution #2423:** motion to appoint Mr. Conroy as chairman for 2024 by Mr. Jordan, seconded by Mr. Long.
- Motion unanimously approved.

Mr. Conroy asked for a motion to appoint a vice chairman for 2024.

- **Resolution #2424:** motion to appoint Mr. Jordan as vice chairman for 2024 by Mr. Long, seconded by Mr. Conroy.
- Motion unanimously approved.

Mr. Conroy asked for a motion to schedule the monthly trustee meetings.

- **Resolution #2425:** motion to schedule the monthly trustee meetings at the township community building on the first Monday of each month at 7:00 p.m., or in the event of a holiday on a scheduled meeting date the meeting will be held the Tuesday following the holiday by Mr. Conroy, seconded by Mr. Jordan.
- Motion unanimously approved.

A summary of trustee duties and township representatives for various committees was reviewed and discussed to ensure necessary work was assigned. Notable assignments of township representatives to various committees is as follows:

- Mr. Conroy – Logan-Union-Champaign (LUC) Regional Planning Commission; NW 33 Council of Governments & US33 Smart Mobility Corridor; Union County Tax Incentive Review Council
- Mr. Jordan – Union County Health Department; Union County Log Jam Committee; Trails & Greenway Committee
- Mr. Long – Fairbanks Schools Facility Planning Committee

Meeting Minutes

Mr. Conroy asked for a motion to approve the year-end meeting minutes from December 18, 2023.

- **Resolution #2426:** motion to approve the minutes of the December 18, 2023 year-end meeting by Mr. Jordan, seconded by Mr. Long.
- Motion unanimously approved.

Jerome Township Fire Department

No representative from the Fire Department attended this meeting.

Union County Sheriff’s Office

Sheriff Patton introduced a new Public Safety Officer (PSO), Sean Phelan, hired and assigned to Millcreek Township and Jerome Township. PSO Phelan will officially start his new assignment later in January. Sheriff Patton also presented the 2022 Union County Sheriff’s Office Annual Township Report to the trustees. It was noted the current PSO contract with Millcreek Township will expire at the end of 2024. The trustees asked questions to Sheriff Patton regarding future staffing plans and challenges faced in fully staffing the Sheriff’s Office.

Public Comment

None

Zoning

Zoning Commission

Joni Orders, Zoning Commission Chair, distributed a written update to the trustees prior to the meeting. Ms. Orders was unable to attend tonight's meeting.

- The Zoning Commission 2024 organizational meeting is scheduled for Thursday, January 18th.
- The public hearing regarding solar energy updates to the Zoning Resolution was concluded on December 19th. A draft of the changes was distributed to the trustees for review. The Zoning Commission voted to approve the draft language and move forward with recommending approval by the trustees. The LUC also submitted its recommended approval of the proposed zoning text amendment.
- A draft of updates to Zoning Fees was also provided. The trustees will consider the updated information at a future meeting.

Board of Zoning Appeals

Dates for scheduling the 2024 organizational meeting are being discussed with the members.

Zoning Administrator

Mr. Ron Todd, Zoning Administrator, was unable to attend tonight's meeting.

Trustees

Building & Grounds Improvement Projects

Eubanks Electric completed the electrical work for the garage. Inspections still need to be finalized.

Adult Use Cannabis Regulation Review

Mr. Conroy distributed a letter from the Union County Prosecuting Attorney regarding a township's authority to limit or prohibit cannabis and marijuana cultivation, processing, and dispensary operations. State Issue 2 was approved by Ohio voters in November. However, townships have authority within the Ohio Revised Code to prohibit or limit adult use cannabis operators within the unincorporated territory of the township. The trustees will review this information and discuss further at a future meeting.

Township Fees Review

The trustees reviewed fees charged by the township for facility rentals (community building & baseball field) and the purchase of cemetery lots. The trustees agreed no changes in fees were needed at this time.

Mr. Jordan

No additional updates. Status update regarding installation of electric to the garage was previously discussed.

Mr. Long

- Cemetery Software – Vendor quote and action plan for implementing a new cemetery software will be discussed in the future.
- Fairbanks Master Planning Committee – Construction of the elementary school addition is ongoing. The Fairbanks Schools Board of Education members voted in December to place another tax levy for voter consideration on the March ballot.

Mr. Conroy

- 33 Corridor Committee – The group is scheduled to meet again in late January.

Other Business Items

2024 Service Contracts

The trustees reviewed the contracts for cleaning the township community building and mowing township properties.

- **Resolution #2427:** motion to hire Tonya Jordan to clean the township community building for 2024 at \$350.00 per month by Mr. Conroy, seconded by Mr. Long.
- Mr. Conroy – yes; Mr. Jordan – abstain; Mr. Long – yes
- **Resolution #2428:** motion to hire Richard Neill to mow the township cemeteries and the grounds of the township community building at \$17.00 per hour not to exceed \$10,000 for the 2024 mowing season by Mr. Conroy, seconded by Mr. Jordan.
- Motion unanimously approved.

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 #2429:** motion to adjourn by Mr. Conroy, seconded by Mr. Long.
- Motion unanimously approved.

X

Keith Conroy
Chairman

X

Scott Brackenridge
Fiscal Officer