

**Millcreek Township Trustees
Regular Meeting Minutes
January 3, 2022**

The Millcreek Township Trustees of Union County, Ohio convened in regular session from 7:05 p.m. to 8:05 p.m. at the Millcreek Township Community Building for the 2022 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: Chief Doug Stewart – Jerome Township Fire Department, Deputy Wyatt Payton – Union County Sheriff's Office, Ron Todd

Organization

Mr. Conroy asked for a motion to appoint a chairman for 2022.

- **Resolution #2230:** motion to appoint Mr. Conroy as chairman for 2022 by Mr. Jordan, seconded by Mr. Long.
- Motion unanimously approved.

Mr. Conroy asked for a motion to appoint a vice chairman for 2022.

- **Resolution #2231:** motion to appoint Mr. Jordan as vice chairman for 2022 by Mr. Long, seconded by Mr. Conroy.
- Motion unanimously approved.

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

- **Resolution #2232:** 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 – Fire House Design & Construction Committee, Fairbanks Schools Facility Planning Committee
- Mr. Long & Ms. Orders – Union County Housing Task Force

Meeting Minutes

Mr. Conroy asked for a motion to approve the meeting minutes from December 20, 2021.

- **Resolution #2233:** motion to approve the minutes of the December 20, 2021 year-end meeting by Mr. Jordan, seconded by Mr. Long.
- Motion unanimously approved.

Jerome Township Fire Department

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

- Fire and EMS responses increased in 2021 as compared to 2020. Increased responses in 2021 were expected due to the decline in overall traffic activity during 2020 resulting from the COVID-19 outbreak.
- Bids received for the construction of the new fire station exceeded the posted bid estimate by greater than 10%. Therefore, the project will need to be rebid.

Mr. Conroy asked for a motion to appoint the fire prevention officer for 2022.

- **Resolution #2234:** motion to appoint Jerome Township Fireman Dave Wilson as the fire prevention officer for 2022 by Mr. Conroy, seconded by Mr. Jordan.
- Motion unanimously approved.

Union County Sheriff's Office

Deputy Payton reported that there has not been any unusual activity noted in our township recently. The Deputies continue to monitor traffic on our busiest roads. He then took any questions or comments from the trustees or the public.

Public Comment

None

Zoning

Zoning Commission

The Zoning Commission met December 14th. Several topics were discussed, including the US33 and US42 Corridor Overlay District language, updating zoning permits and variance applications, zoning language covering community tree lists, and drainage language for ponds, etc. The 2022 organizational meeting is scheduled for January 19th.

Board of Zoning Appeals

The 2022 organizational meeting is scheduled for February 2nd.

Zoning Administrator

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

- A violation letter was sent to a property on Smart Cole Road related to operating a commercial business.
- Reviews and communications continue related to the Davisson property inspection report and findings.
- **Resolution #2235:** motion to accept the Zoning Administrator's report for December 2021 by Mr. Jordan, seconded by Mr. Long.
- Motion unanimously approved.

Trustees

State Capital Budget Funding (Garage Improvements)

Estimates for work to improve the township garage continue to be gathered by the trustees. Submissions for state capital funding are due in February 2022.

Mr. Jordan

- Mill Creek Log Jam Project – No updates.
- Trails & Greenway Committee – No updates.
- Mr. Jordan contacted a vendor to check and repair (if necessary) the township hall thermostat and heating unit because it is not working correctly.

Mr. Long

- Fairbanks Schools Facilities Planning Committee – A meeting open to the public is being held on January 20th to discuss facilities planning for the school district and to gain public feedback.

Mr. Conroy

- Website update – Looking to make the township website more mobile friendly.
- Gas Line Projects – No updates.
- 33 Corridor Committee – No specific updates. Some discussion was held by the trustees regarding how the Route 23 Connect Project could impact the area.

Other Business Items

The trustees reviewed fees charged by the township for facility rentals and the purchase of cemetery lots. The trustees agreed no changes were necessary. Fees for zoning permits and variance applications will be reviewed at a later date.

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

- **Resolution #2236:** motion to hire Tonya Jordan to clean the township community building for 2022 at \$350.00 per month by Mr. Long, seconded by Mr. Conroy.

- Mr. Conroy – yes; Mr. Jordan – abstain; Mr. Long – yes
- **Resolution #2237:** motion to hire Richard Neill to mow the township cemeteries and the grounds of the township community building for 2022 at \$17.00 per hour not to exceed \$9,000 for the 2022 mowing season by Mr. Jordan, seconded by Mr. Long.
- 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 #2238:** motion to adjourn by Mr. Conroy, seconded by Mr. Jordan.
- Motion unanimously approved.

X

Keith Conroy
Chairman

X

Scott Brackenridge
Fiscal Officer