

**Millcreek Township Trustees
Regular Meeting Minutes
January 3, 2023**

The Millcreek Township Trustees of Union County, Ohio convened in regular session from 7:00 p.m. to 8:00 p.m. at the Millcreek Township Community Building for the 2023 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 M. Austin – Union County Sheriff’s Office

Organization

Mr. Conroy asked for a motion to appoint a chairman for 2023.

- **Resolution #2313:** motion to appoint Mr. Conroy as chairman for 2023 by Mr. Jordan, seconded by Mr. Long.
- Motion unanimously approved.

Mr. Conroy asked for a motion to appoint a vice chairman for 2023.

- **Resolution #2314:** motion to appoint Mr. Jordan as vice chairman for 2023 by Mr. Long, seconded by Mr. Conroy.
- Motion unanimously approved.

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

- **Resolution #2315:** 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. Conroy asked that Ms. Joni Orders, Zoning Commission Chair, be added as a second representative on the Union County Tax Incentive Review Council.

Meeting Minutes

Mr. Conroy asked for a motion to approve the regular monthly meeting minutes from December 5, 2022.

- **Resolution #2316:** motion to approve the minutes of the December 5, 2022 regular meeting by Mr. Conroy, seconded by Mr. Jordan.
- Motion unanimously approved.

Mr. Conroy asked for a motion to approve the year-end meeting minutes from December 19, 2022.

- **Resolution #2317:** motion to approve the minutes of the December 19, 2022 year-end meeting as amended to include proposed updates by the trustees by Mr. Conroy, 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 approximately 6% in 2022 as compared to 2021.
- Station 211 – Construction continues.

Mr. Conroy asked for a motion to appoint the fire prevention officer for 2023.

- **Resolution #2318:** motion to appoint Jerome Township Fireman Brad Flora as the fire prevention officer for 2023 by Mr. Conroy, seconded by Mr. Jordan.
- Motion unanimously approved.

Union County Sheriff's Office

Deputy Austin did not have anything specific to report from the Sheriff's Office, but he took questions or comments from the trustees.

Public Comment

None

Zoning

Zoning Commission

No meeting was held during December. The 2023 organizational meeting is scheduled for Tuesday, January 17th. Ms. Orders will attend the public hearing on January 4th to present to the trustees the Zoning Commission's recommendation regarding the rezoning of 50 acres to EQ District for Shelly Materials.

Board of Zoning Appeals

Dates for scheduling the 2023 organizational meeting are being discussed with the members.

Zoning Administrator

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

- Resolution regarding the storage of lumber at 12140 Watkins Road is still incomplete. Thayne Gray, Union County Assistant Prosecutor, is following up.
- **Resolution #2319:** motion to accept the Zoning Administrator's report for December 2022 by Mr. Conroy, seconded by Mr. Long.
- Motion unanimously approved.

Trustees

Mr. Jordan

- Mill Creek Log Jam Project – No update.
- Trails & Greenway Committee – No update.
- Garage Electric – Mr. Jordan will follow up with Eubanks Electric to get a status update.
- New rubber mulch for the playground was received in December. The plan is to spread it on the playground closer to spring.

Mr. Long

- Fairbanks Schools Facilities Planning Committee – The Board of Education in December approved moving forward with planning to primarily renovate the existing buildings along with some additions to the elementary, middle and high school buildings. Next steps and funding options will be communicated in the next few months.

Mr. Conroy

- IT Backup Project – Mr. Conroy is providing information to the IT consultant so design work can begin.
- 33 Corridor Committee – The group is scheduled to meet later in January.
- Two groups scheduled to rent the township community building requested a refund due to the weather conditions and snow emergency levels issued by the county. The trustees discussed the requests as there is no explicit policy about

refunds. It was determined to issue refunds to both groups after considering the circumstances.

- Following up on considerations discussed in 2022 regarding the 2023 Millcreek Township budget planning, Mr. Conroy requested authorization to reach out to Jerome Township trustees and/or other relevant personnel to discuss the Jerome-Millcreek fire contract. The trustees had no objections.

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 to fees for renting the baseball field/recreational field or the purchase of cemetery lots. Discussion was held regarding increasing the fee to rent the township community building to non-residents.

- **Resolution #2320:** motion to increase the fees charged to non-residents of the township for renting the township community building to \$200 for Monday-Thursday and \$300 for Friday-Sunday by Mr. Conroy, seconded by Mr. Long. (*fees charged to residents remain unchanged*)
- Motion unanimously approved.

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 #2321:** motion to hire Tonya Jordan to clean the township community building for 2023 at \$350.00 per month by Mr. Conroy, seconded by Mr. Long.
- Mr. Conroy – yes; Mr. Jordan – abstain; Mr. Long – yes
- **Resolution #2322:** motion to hire Richard Neill to mow the township cemeteries and the grounds of the township community building for 2023 at \$17.00 per hour not to exceed \$9,000 for the 2023 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 #2323:** motion to adjourn by Mr. Conroy, seconded by Mr. Jordan.
- Motion unanimously approved.

X

Keith Conroy
Chairman

X

Scott Brackenridge
Fiscal Officer