

**Millcreek Township Trustees
Regular Meeting Minutes
July 10, 2023**

The Millcreek Township Trustees of Union County, Ohio convened in regular session from 7:00 p.m. to 8:20 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: Battalion Chief Jamie Adams – Jerome Township Fire Department, Deputy Wyatt Payton – Union County Sheriff’s Office, Ron Todd

Meeting Minutes

Mr. Conroy asked for a motion to approve the public hearing minutes from June 5, 2023.

- **Resolution #2372:** motion to approve the minutes of the June 5, 2023 public hearing by Mr. Long, seconded by Mr. Jordan.
- Motion unanimously approved.

Mr. Conroy asked for a motion to approve the regular monthly meeting minutes from June 5, 2023.

- **Resolution #2373:** motion to approve the minutes of the June 5, 2023 regular meeting by Mr. Jordan, seconded by Mr. Long.
- Motion unanimously approved.

Jerome Township Fire Department

Battalion Chief Adams discussed the monthly fire/EMS stats for June and other notable highlights for the department.

- Fire & EMS responses remain slightly higher than last year.
- Station 211 – A public dedication ceremony is scheduled for Saturday, July 22nd. All are welcome to attend. The new fire station is scheduled to be operational in July. Chief Stewart is working through staffing details for both stations.

Union County Sheriff’s Office

Chief Payton noted the Public Safety Officers continue to monitor for speeding along the busier roads within the township. They are also preparing to transition their operations to include using the new Fire Station 211. He then took questions from the trustees and anyone else in attendance.

Public Comment

None

Zoning

Zoning Commission

The Zoning Commission’s regular meeting in June was canceled.

Board of Zoning Appeals

The Board of Zoning Appeals did not meet in June. The Logan-Union-Champaign Regional Planning Commission is holding a training session in July for Board of Zoning Appeals members.

Zoning Administrator

Ron Todd, Zoning Administrator, provided updates to the trustees. New permit activity has slowed recently. Mr. Todd will continue sending code enforcement notices as necessary and will follow up on a few notices previously sent. He is also transitioning documents to the new township Sharepoint site.

- **Resolution #2374:** motion to accept the Zoning Administrator’s report for June 2023 by Mr. Conroy, seconded by Mr. Jordan.
- Motion unanimously approved.

Trustees

Mr. Jordan

- Mill Creek Log Jam Project – No updates on the project. Union Soil and Water Conservation District is holding its annual Election and Banquet on August 2nd.
- Trails & Greenway Committee – No update.
- Garage Electric – Work has begun. The contractor started installing new electrical boxes and wiring. Work will continue to progress but no estimated time for completion.
- Grounds Maintenance – Mr. Jordan will try to spread new mulch in the playground area and complete another round of weed spraying around the playground and baseball field in the near future.

Mr. Long

- Cemetery Software – Review of available options is ongoing with at least two software vendors.
- Township Hall Parking Lot – The contractor sealed and striped the parking lot recently. Mr. Long will follow up requesting an invoice be sent to Mr. Brackenridge.
- Fairbanks Master Planning Committee – No update. Superintendent Adham Schirg may attend the next regular trustee meeting in August to provide an update to the Millcreek Township Trustees and take any questions.
- Mr. Long presented a quote he obtained to remove the tree growing by the front right side of the township hall near the entryway. The trustees reviewed the quote and asked questions.
- **Resolution #2375:** motion to accept the quote for tree removal services submitted by Del-Mar Tree Service and approve spending up to \$400 for the services by Mr. Conroy, seconded by Mr. Jordan.
- Motion unanimously approved.

Mr. Conroy

- 33 Corridor Committee – Mr. Conroy highlighted some topics and updates discussed during the last committee meeting held in June, mostly impacting areas surrounding our township.
- Cemetery Grant Application – The grant application process is now open. We intend to submit an application requesting assistance funding the purchase of new cemetery software.
- Jerome/Millcreek Fire Contract Review – Mr. Conroy shared feedback he received during last month's Millcreek Township trustee meeting with Jerome Township representatives. Representatives from both townships are discussing next steps for finalizing the agreement with a target date for completion occurring in August.

Other Business Items

Legal Services – ODNR Response

Mr. Brackenridge presented to the trustees for approval an invoice from Vorys Sater Seymour and Pease LLP. The legal services were performed filing our response to the Ohio Department of Natural Resources regarding notice of an Industrial Minerals Mining Permit Application submitted by Shelly Materials.

- **Resolution #2376:** motion to approve the invoice totaling \$3,594.09 from Vorys Sater Seymour and Pease LLP for legal services rendered by Mr. Conroy, seconded by Mr. Long.
- Motion unanimously approved.

Receipts, Expenditures and Bank Reconciliation

Receipts for the month: Union County Auditor Monthly Distribution: Gasoline Tax \$11,812.46; Motor Vehicle License Tax \$104.44; Local Government Sales Tax \$1,700.46; LGF \$346.13; Motor Vehicle Permissive License Tax \$585.00. Tom Gilles \$50.00 zoning permit. Marysville Junior Baseball Association \$20.00 baseball field rental. Kevin Green \$75.00 township hall rental. Elisa Ufferman \$75.00 township hall rental. Robert Tillman \$75.00 township hall rental. Marysville Municipal Court \$433.50 traffic fines. Star Ohio \$3,424.62.

The trustees duly noted the check sequence from the previous month ending with check #6019 and checks presented for approval at the current meeting beginning with check #6020. The trustees compared the accuracy of the expenditures/electronic fund withdrawals and receipts to those listed in the minutes.

- **Resolution #2377:** motion to approve the bank statement and bank reconciliation by Mr. Conroy, seconded by Mr. Long.
- 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 #2378:** motion to pay bills by Mr. Conroy, seconded by Mr. Jordan.
- Motion unanimously approved.

	6020	Scott Brackenridge	1000-110-121	1,867.91
	6021	Keith Conroy	1000-110-111	388.82
	6021	Keith Conroy	2021-330-111	388.84
	6022	William Jordan	1000-110-111	535.94
	6022	William Jordan	2021-330-111	535.96
	6023	David Long	1000-110-111	476.63
	6023	David Long	2021-330-111	476.65
	6024	Ron Todd	1000-130-150	921.54
	6025	OPERS	1000-110-111	185.55
	6025	OPERS	1000-110-211	416.30
	6025	OPERS	1000-130-150	111.80
	6025	OPERS	2021-330-111	185.55
	6025	OPERS	2021-330-211	259.76
	Vouc	IRS	1000-110-111	84.60
	Vouc	IRS	1000-110-121	162.66
	Vouc	IRS	1000-110-212	131.83
	Vouc	IRS	1000-110-213	73.96
	Vouc	IRS	1000-130-150	55.93
	Vouc	IRS	2021-330-111	84.59
	Vouc	IRS	2021-330-213	26.90
	Vouc	Ohio Dept. Taxation	1000-110-111	17.43
	Vouc	Ohio Dept. Taxation	1000-110-121	75.58
	Vouc	Ohio Dept. Taxation	1000-130-150	11.96
	Vouc	Ohio Dept. Taxation	2021-330-111	17.41
	Vouc	School Dist. Income Tax	1000-110-111	16.53
	Vouc	School Dist. Income Tax	1000-110-121	20.18
	Vouc	School Dist. Income Tax	2021-330-111	16.50
	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
P11-23	6026	Tonya Jordan	1000-120-329	350.00
B13-23	6027	Richard Neill	1000-410-329	510.00
P 4-23	6028	Ohio Edison	1000-120-351	306.36
P 9-23	6029	Verizon Wireless	1000-130-341	48.76
P10-23	6030	Spectrum Business	1000-120-329	119.98
B 2-23	6031	Marysville JT	1000-110-345	19.00
B 4-23	6032	Clarity Tech Solutions	1000-110-599	144.55
P 1-23	6033	Jerome Township	2191-220-360	100,062.24
B 7-23	6034	William Jordan	1000-120-420	85.83
B 3-23	6035	Scott Brackenridge	1000-110-410	63.00
B 9-23	6036	Ron Todd	1000-130-330	49.13
B 9-23	6037	Joni Orders	1000-130-330	45.00
B 9-23	6038	Jim Lawrenz	1000-130-330	40.00
B 9-23	6039	Freeman Troyer	1000-130-330	40.00

Interest for the month is: \$22.74

Interest for the year is: \$131.80

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 #2379:** motion to adjourn by Mr. Conroy, seconded by Mr. Jordan.
- Motion unanimously approved.

X

Keith Conroy
Chairman

X

Scott Brackenridge
Fiscal Officer