

**Millcreek Township Trustees
Regular Meeting Minutes
June 3, 2024**

The Millcreek Township Trustees of Union County, Ohio convened in regular session from 7:00 p.m. to 8:50 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, Lieutenant Christine Zimmer, Chris Stricker, Graham Parsley – Jerome Township Fire Department, Public Safety Officer Sean Phelan – Union County Sheriff’s Office, Ron Todd, Joanne Rausch, Arran Schultz, Rick Ruggles

Meeting Minutes

Mr. Conroy asked for a motion to approve the regular monthly meeting minutes from May 6, 2024.

- **Resolution #2465:** motion to approve the minutes of the May 6, 2024 regular meeting by Mr. Jordan, seconded by Mr. Long.
- Motion unanimously approved.

Jerome Township Fire Department

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

- Chief Stewart introduced to the trustees other members of his Fire & EMS staff who were also in attendance at the meeting. Chief Stewart wants the township trustees and residents to have the opportunity to meet other members of the team by having them attend township meetings periodically.
- Responses through May 2024 have increased by approximately 12% as compared to last year.
- Delivery of the new Medic Unit is expected in July.
- Delivery of the new Tanker is still on schedule for Fall 2025.
- Chief Stewart is inquiring about the cost of new/additional tornado sirens for the townships and any grants available to pay for them. He will gather additional information and share more with the trustees at a later date.

Union County Sheriff’s Office

Deputy Phelan did not have anything specific to report to the trustees regarding patrol or traffic activity. Deputy Phelan notified the trustees that he is being transferred to patrol a different location for a temporary period of time, but the Sheriff’s Office will be filling his PSO role within Jerome and Millcreek Townships with another Deputy right away.

Public Comment

Rick Ruggles inquired as to whether any plans were being developed to provide a new access driveway from Brown Road to the soccer fields located on Watkins Road. The trustees are not aware of any plans for a new access driveway from Brown Road.

Joanne Rausch voiced concern regarding the condition of a property near the intersection of Harriott Road and Bell Road.

Zoning

Zoning Commission

Joni Orders, Zoning Commission Chair, was unable to attend today’s meeting. The Zoning Commission met on May 21st. Representatives from Planning NEXT provided an introductory presentation to the Commission members regarding the work beginning to review the township’s Comprehensive Plan and Zoning Code. Planning NEXT will be holding a meeting open to the public on June 18th. The Zoning Commission’s regular monthly meeting was rescheduled to June 25th as a result.

Board of Zoning Appeals

No updates.

Zoning Administrator

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

- The annual inspection of the property at 12140 Watkins Road was conducted on April 25th. Mr. Todd presented the inspection report to the trustees and provided an overview of each matter inspected and the findings. The trustees asked questions throughout Mr. Todd's presentation of the inspection report.
- Mr. Todd also provided updates regarding zoning violation inquiries and notices that he is following up on.
- **Resolution #2466:** motion to accept the Zoning Administrator's report for May 2024 by Mr. Jordan, seconded by Mr. Long.
- Motion unanimously approved.

Trustees

Union County Engineer's Office

The trustees reviewed a proposal provided by the Union County Engineer's Office at last month's meeting for maintenance and repairs to access roads at Watkins Cemetery.

- **Resolution #2467:** motion to approve the estimate of \$2,435.03 to perform maintenance and repairs (regrading) to access roads at Watkins Cemetery and authorize the Union County Engineer to undertake and perform the work by Mr. Conroy, seconded by Mr. Long.
- Motion unanimously approved.

Garage Concrete Floor

The trustees reviewed contractor quotes to pour a concrete floor inside the township garage. The trustees also discussed approving the cost of the concrete floor as an authorized expenditure from the American Rescue Plan Act ("ARPA") funds previously received.

- **Resolution #2468:** motion to hire Big Z Concrete LLC to install a concrete floor within the township garage per the specs included in the vendor's written quote at a cost not to exceed \$17,275.00 by Mr. Jordan, seconded by Mr. Long.
- Motion unanimously approved.
- **Resolution #2469:** motion to authorize the cost of installing a concrete floor within the township garage, not to exceed \$17,275.00, be paid for from ARPA Funds (having elected to use the standard allowance and its presumption of revenue loss due to the public health emergency) by Mr. Conroy, seconded by Mr. Long.
- Motion unanimously approved.

Mr. Jordan

- Spraying for weeds around the township grounds was completed recently.
- No further updates regarding projects other than those already discussed during this meeting.

Mr. Long

- No updates regarding the cemetery software.
- Mr. Long will request information and pricing for new tables and chairs from the vendor used by Fairbanks Schools.
- The flagpole outside the township hall was fixed recently.

Mr. Conroy

- The 33 Corridor Committee is scheduled to meet again in June.
- As previously discussed with the Zoning Commission, Planning NEXT will be holding a meeting open to the public on June 18th to gather community feedback and to review the results of the community survey.

Other Business Items

Receipts, Expenditures and Bank Reconciliation

Receipts for the month: Union County Auditor Monthly Distribution: Gasoline Tax \$10,217.37; Motor Vehicle License Tax \$92.99; Local Government Sales Tax \$1,014.54; LGF \$346.13; Motor Vehicle Permissive License Tax \$243.49. Union County Auditor First Half MMH Settlement: General Fund \$22.70; Special Levy Fire Fund \$88.73;

Special Levy Police Fund \$31.33. Janet Murray \$75.00 township hall rental. Senthil Kumar Muthusamy \$75.00 township hall rental. Judy Seif \$75.00 township hall rental. Sandra Conley \$75.00 township hall rental. Kevin Green \$75.00 township hall rental. Marysville Municipal Court \$687.85 traffic fines. Star Ohio \$3,849.03.

The trustees duly noted the check sequence from the previous month ending with check #6225 and checks presented for approval at the current meeting beginning with check #6226. The trustees compared the accuracy of the expenditures/electronic fund withdrawals and receipts to those listed in the minutes.

- **Resolution #2470:** 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 #2471:** motion to pay bills by Mr. Conroy, seconded by Mr. Jordan.
- Motion unanimously approved.

	6226	Scott Brackenridge	1000-110-121	1,900.85
	6227	Keith Conroy	1000-110-111	294.09
	6227	Keith Conroy	2021-330-111	294.10
	6228	William Jordan	1000-110-111	545.22
	6228	William Jordan	2021-330-111	545.22
	6229	David Long	1000-110-111	492.28
	6229	David Long	2021-330-111	492.32
	6230	Ron Todd	1000-130-150	929.03
	6231	OPERS	1000-110-111	188.80
	6231	OPERS	1000-110-211	420.84
	6231	OPERS	1000-130-150	111.80
	6231	OPERS	2021-330-111	188.79
	6231	OPERS	2021-330-211	264.33
	Vouc	IRS	1000-110-111	182.66
	Vouc	IRS	1000-110-121	165.51
	Vouc	IRS	1000-110-212	134.14
	Vouc	IRS	1000-110-213	74.96
	Vouc	IRS	1000-130-150	48.43
	Vouc	IRS	2021-330-111	182.64
	Vouc	IRS	2021-330-213	27.39
	Vouc	Ohio Dept. Taxation	1000-110-111	18.12
	Vouc	Ohio Dept. Taxation	1000-110-121	76.67
	Vouc	Ohio Dept. Taxation	1000-130-150	11.97
	Vouc	Ohio Dept. Taxation	2021-330-111	18.09
	Vouc	School Dist. Income Tax	1000-110-111	16.85
	Vouc	School Dist. Income Tax	1000-110-121	20.55
	Vouc	School Dist. Income Tax	2021-330-111	16.83
	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
P11-24	6232	Tonya Jordan	1000-120-329	350.00
B15-24	6233	Richard Neill	1000-410-329	1,215.50
P 4-24	6234	Ohio Edison	1000-120-351	293.84
P 9-24	6235	Verizon Wireless	1000-130-341	49.03
P10-24	6236	Spectrum Business	1000-120-329	124.98
B 5-24	6237	Clarity Tech Solutions	1000-110-599	122.55
B 8-24	6238	Bill Jordan	1000-120-420	150.57
B 3-24	6239	Keith Conroy	1000-110-345	719.21
P 8-24	6240	Auditor of State	1000-110-313	876.00
B 5-24	6241	UC Township Assoc.	1000-110-599	280.00

Interest for the month is: \$23.18

Interest for the year is: \$109.11

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 #2472:** motion to adjourn by Mr. Conroy, seconded by Mr. Jordan.
- Motion unanimously approved.

X

Keith Conroy
Chairman

X

Scott Brackenridge
Fiscal Officer
