

**Millcreek Township Trustees  
Regular Meeting Minutes  
June 5, 2023**

The Millcreek Township Trustees of Union County, Ohio convened in regular session from 7:00 p.m. to 8:30 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 – Jerome Township Fire Department, Ron Todd, Rob Richards

**Meeting Minutes**

Mr. Conroy asked for a motion to approve the regular monthly meeting minutes from May 1, 2023.

- **Resolution #2365:** motion to approve the minutes of the May 1, 2023 regular meeting by Mr. Long, seconded by Mr. Jordan.
- Motion unanimously approved.

**Jerome Township Fire Department**

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

- Fire & EMS responses increased approximately 4% as compared to last year. Inspections within our township are mostly caught up now that the new fire prevention officer, Brad Flora, is hired and getting up-to-speed with the department.
- Station 211 – Station projected to be operational in mid-July. A public dedication ceremony is scheduled for Saturday, July 22<sup>nd</sup>.

**Union County Sheriff's Office**

No representative from the Sheriff's Office attended this meeting.

**Public Comment**

None

**Zoning**

**Zoning Commission**

The Zoning Commission's regular meeting in May was canceled.

**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 27<sup>th</sup>. Mr. Todd presented the inspection report to the trustees and provided an overview of each matter inspected and the findings. The lumber identified as a violation during last year's inspection has been removed from the area. The current year inspection did not identify any findings that require follow-up. The trustees thanked Mr. Todd for the timely completion of the inspection report and the associated documentation.
- **Resolution #2366:** motion to accept the Zoning Administrator's report for May 2023 by Mr. Jordan, seconded by Mr. Long.
- Motion unanimously approved.

**Trustees**

**Mr. Jordan**

- Mill Creek Log Jam Project – No update.
- Trails & Greenway Committee – The group's most recent scheduled meeting was canceled.

- Garage Electric – The contractor is scheduled to begin work in mid-June.
- Grounds Maintenance – New sand was added to the playground area. No updates on obtaining a drag for the township baseball field. Weed spraying will occur as necessary around the playground and baseball field (one round of spraying already completed this spring).

#### Mr. Long

- Cemetery Software – Review of available software options is ongoing. A demo could be scheduled in the future as more details are finalized.
- Township Hall Parking Lot – Vendor has not yet scheduled a time to seal and stripe the parking lot.
- Fairbanks Master Planning Committee – A summary report sent by the school district discussing planned facility upgrades and upcoming tax levies that will be on the ballot to raise additional funding was provided to the trustees for review.
- Mr. Long fixed the flagpole rope but a new pulley may be needed.

#### Mr. Conroy

- 33 Corridor Committee – The next committee meeting is scheduled for later this week.
- IT Backup Project – The Sharepoint site is operational. Documents can be transferred to the site for electronic storage.
- Cemetery Grant Application – The grant application process opens June 30<sup>th</sup>. Information can begin to be compiled now in preparation to submit the application. Deadline to submit is end of July.
- Jerome/Millcreek Fire Contract Review – Mr. Conroy reviewed a draft of an Amended and Restated Fire and EMS Agreement between Millcreek Township and Jerome Township. The current draft is a result of discussions held between representatives of both townships and input from a legal review. The trustees discussed the new agreement and provided Mr. Conroy with feedback. The feedback will be shared with Jerome Township representatives and next steps for finalizing the agreement will be determined.

### **Other Business Items**

#### Reschedule July's Regular Meeting

The trustees discussed rescheduling July's regular trustee meeting in order to not conflict with the 4<sup>th</sup> of July holiday activities.

- **Resolution #2367:** motion to reschedule July's regular trustee meeting to Monday, July 10<sup>th</sup> beginning at 7:00 p.m. by Mr. Conroy, seconded by Mr. Long.
- Motion unanimously approved.

#### North Central Ohio (NCO) Solid Waste District Management Plan Ratification

As follow-up from a prior meeting, Mr. Conroy discussed the new solid waste management plan from NCO Solid Waste District with Union County personnel. The county personnel do not have any issues or concerns with the plan.

- **Resolution #2368:** motion to approve the district solid waste management plan for 2024 to 2038 as provided by North Central Ohio Solid Waste District by Mr. Jordan, seconded by Mr. Conroy.
- Motion unanimously approved.

#### Receipts, Expenditures and Bank Reconciliation

Receipts for the month: Union County Auditor Monthly Distribution: Gasoline Tax \$10,388.63; Motor Vehicle License Tax \$101.64; Local Government Sales Tax \$1,176.89; LGF \$346.13; Motor Vehicle Permissive License Tax \$483.63. State of Ohio First Half Rollback – Real Estate: General Fund \$5,890.43; Special Levy Fire Fund \$956.08; Special Levy Police Fund \$482.72. Jeremy Lozier \$100.00 baseball field rental. Ostrander Youth Athletic Association \$20.00 baseball field rental. Charlotte Goodykoontz \$75.00 township hall rental. Rachael Gordon \$300.00 township hall rental. Jennifer Newhart \$75.00 township hall rental. Janet Murray \$75.00 township hall rental. Marysville Municipal Court \$826.50 traffic fines. Star Ohio \$3,480.87.

The trustees duly noted the check sequence from the previous month ending with check #6003 and checks presented for approval at the current meeting beginning with check #6004. The trustees compared the accuracy of the expenditures/electronic fund withdrawals and receipts to those listed in the minutes.

- **Resolution #2369:** motion to approve the bank statements and bank reconciliations by Mr. Conroy, seconded by Mr. Jordan.
- 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 #2370:** motion to pay bills by Mr. Conroy, seconded by Mr. Long.
- Motion unanimously approved.

	6004	Scott Brackenridge	1000-110-121	1,867.91
	6005	Keith Conroy	1000-110-111	388.82
	6005	Keith Conroy	2021-330-111	388.84
	6006	William Jordan	1000-110-111	535.94
	6006	William Jordan	2021-330-111	535.96
	6007	David Long	1000-110-111	476.63
	6007	David Long	2021-330-111	476.65
	6008	Ron Todd	1000-130-150	921.54
	6009	OPERS	1000-110-111	185.55
	6009	OPERS	1000-110-211	416.30
	6009	OPERS	1000-130-150	111.80
	6009	OPERS	2021-330-111	185.55
	6009	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
	Vouc	OPERS	1000-110-599	27.12
P11-23	6010	Tonya Jordan	1000-120-329	350.00
B13-23	6011	Richard Neill	1000-410-329	1,904.00
P 4-23	6012	Ohio Edison	1000-120-351	279.12
P 9-23	6013	Verizon Wireless	1000-130-341	48.72
P10-23	6014	Spectrum Business	1000-120-329	119.98
B 2-23	6015	Marysville JT	1000-110-345	28.50
B 4-23	6016	Clarity Tech Solutions	1000-110-599	159.55
P 3-23	6017	Union County Sheriff	2192-210-360	22,207.80
P 8-23	6018	Auditor of State	1000-110-313	876.00
P 2-23	6019	Union County Engineer	2021-330-420	245.02

Interest for the month is: \$24.93

Interest for the year is: \$109.06

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 #2371:** motion to adjourn by Mr. Conroy, seconded by Mr. Jordan.
- Motion unanimously approved.

X

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Keith Conroy  
Chairman

X

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Scott Brackenridge  
Fiscal Officer