

**Millcreek Township Trustees  
Regular Meeting Minutes  
November 7, 2022**

The Millcreek Township Trustees of Union County, Ohio convened in regular session from 7:00 p.m. to 9:00 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 & Lieutenant Christine Zimmer – Jerome Township Fire Department, Deputy Wyatt Payton – Union County Sheriff’s Office, Joni Orders, Ron Todd, Jason Comstock

**Meeting Minutes**

Mr. Conroy asked for a motion to approve the regular monthly meeting minutes from October 3, 2022.

- **Resolution #2297:** motion to approve the minutes of the October 3, 2022 regular meeting by Mr. Jordan, seconded by Mr. Long.
- Motion unanimously approved.

**Jerome Township Fire Department**

Lieutenant Zimmer presented the monthly fire/EMS stats for October and other notable highlights for the department.

- Responses running approx. 7% higher year-to-date as compared to 2021.
- Station 211 – Construction underway.
- Start date for the new Community Safety Lieutenant is November 14<sup>th</sup>.

**Union County Sheriff’s Office**

Deputy Payton presented the trustees with the monthly Sheriff’s Office statistics for Millcreek and Jerome Townships. He also noted that crashes in the area increased recently. They are monitoring speeding activity, especially in the areas near US42 and Industrial Parkway.

**Public Comment**

None

**Zoning**

**Zoning Commission**

Ms. Joni Orders, Zoning Commission Chair, provided updates to the trustees.

- The Commission met on October 18<sup>th</sup>. The Commission decided to table discussion regarding the reformatting of Articles III and IV. This topic will be reviewed further at the next meeting scheduled for November 15<sup>th</sup>.
- Shelly Materials submitted a new application requesting the rezoning of 50 additional acres to EQ District. The Commission will review the application and consider it at a future meeting. The LUC is scheduled to review the application later this week.
- Mr. Conroy asked Ms. Orders to consider how many hours the Zoning Commission could use a part-time student intern and what activities an intern could assist with. This is a topic for consideration as part of next year’s budget.

**Board of Zoning Appeals**

No updates.

**Zoning Administrator**

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

- No updates were received yet from Thayne Gray, Union County Assistant Prosecutor, regarding the open findings from the 2022 Inspection Report of 12140 Watkins Road, most notably the storage of lumber.
- Mr. Todd had a brief call with Jill Tangeman with Vorys, Sater, Seymour and Pease regarding changes or upgrades being considered by the group using the

soccer fields on Watkins Road and received some initial feedback from her. No variance requests have been filed by the group yet though.

- **Resolution #2298:** motion to accept the Zoning Administrator's report for October 2022 by Mr. Jordan, seconded by Mr. Long.
- Motion unanimously approved.

### Trustees

#### November 2022 Fire Levy

Levy results will be reported after voting closes on November 8<sup>th</sup>.

#### Building & Grounds Improvement Projects

Installation of new garage doors at the township garage is complete. Installation of the electrical lift can be completed after the garage electrical updates are finished.

#### OSU / Drive Ohio Request

Testing completed by Drive Ohio on township property went well. The group intends to complete more testing during November and December.

#### IT Cloud Storage & Backup Proposal

Jason Comstock presented a proposal from Clarity Technology Solutions to implement new software allowing cloud storage and automated backups of township data. The trustees discussed in previous meetings the need for a more automated solution to manage township data electronically.

- **Resolution #2299:** motion to engage Clarity Technology Solutions to implement Office 365 software and setup a SharePoint site for the township with automated backup processes for an implementation fee totaling \$3,350 plus ongoing monthly software expenses estimated at \$172.20 per month by Mr. Conroy, seconded by Mr. Long.
- Motion unanimously approved.

#### Mr. Jordan

- Mill Creek Log Jam Project – No update.
- Trails & Greenway Committee – No update.
- Garage Electric Review – No new information received from Eubanks Electric since last meeting.
- Playground Sandbox – No update on getting new sand.

#### Mr. Long

- Cemetery Software – This item will be considered as part of next year's budget planning.
- Union County Housing Task Force Committee – Union County is holding a public meeting in November to discuss housing needs assessment and improving housing accessibility in the county.
- Fairbanks Master Planning Committee – The next meeting open to the community is scheduled for late November/early December.

#### Mr. Conroy

- Township Newsletter – The township newsletter was mailed to residents in October.
- Rubber Mulch for the Playground – Options for purchasing additional rubber mulch for the playground are still being researched.
- Garage Door Replacement – Complete.
- 33 Corridor Committee – The Committee would like to hold a meeting at the Millcreek Township Community Building. December 9<sup>th</sup> has been discussed as the likely date.
- The LUC Regional Planning Commission requested survey input from the community as they are assisting with an update of Union County's comprehensive plan. The last plan was updated in 2013.

## **Other Business Items**

### **Liability and Property Insurance**

- **Resolution #2300:** motion to renew liability and property insurance with the Ohio Township Association at an annual cost of \$5,323 by Mr. Conroy, seconded by Mr. Jordan.
- Motion unanimously approved.

### **Receipts, Expenditures and Bank Reconciliation**

Receipts for the month: Union County Auditor Monthly Distribution: Gasoline Tax \$11,607.75; Motor Vehicle License Tax \$95.44; Local Government Sales Tax \$1,560.51; LGF \$346.13; Motor Vehicle Permissive License Tax \$736.50. Darran Pittman \$75.00 township hall rental. Millcreek Jerome Alumni Association \$75.00 township hall rental. Julia Palmer \$75.00 township hall rental. Calvin Blevins \$75.00 township hall rental. Randy Spain \$75.00 township hall rental. Karla Long \$75.00 township hall rental. Sharon Sheppard \$250.00 cemetery lot. Marysville Municipal Court \$686.50 traffic fines. Star Ohio \$1,970.97.

The trustees duly noted the check sequence from the previous month ending with check #5875 and checks presented for approval at the current meeting beginning with check #5876. The trustees compared the accuracy of the expenditures/electronic fund withdrawals and receipts to those listed in the minutes.

The bank statement and bank reconciliation were not ready to review for the month.

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 #2301:** motion to pay bills by Mr. Conroy, seconded by Mr. Long.
- Motion unanimously approved.

	5876	Scott Brackenridge	1000-110-121	1,712.57
	5877	Keith Conroy	1000-110-111	336.33
	5877	Keith Conroy	2021-330-111	336.33
	5878	William Jordan	1000-110-111	483.55
	5878	William Jordan	2021-330-111	483.55
	5879	David Long	1000-110-111	427.04
	5879	David Long	2021-330-111	427.03
	5880	Ron Todd	1000-130-150	918.21
	5881	OPERS	1000-110-111	167.19
	5881	OPERS	1000-110-211	390.58
	5881	OPERS	1000-130-150	111.80
	5881	OPERS	2021-330-111	167.18
	5881	OPERS	2021-330-211	234.05
	Vouc	IRS	1000-110-111	79.13
	Vouc	IRS	1000-110-121	149.21
	Vouc	IRS	1000-110-212	120.93
	Vouc	IRS	1000-110-213	68.73
	Vouc	IRS	1000-130-150	59.26
	Vouc	IRS	2021-330-111	79.13
	Vouc	IRS	2021-330-213	24.24
	Vouc	Ohio Dept. Taxation	1000-110-111	13.85
	Vouc	Ohio Dept. Taxation	1000-110-121	70.30
	Vouc	Ohio Dept. Taxation	1000-130-150	11.96
	Vouc	Ohio Dept. Taxation	2021-330-111	13.83
	Vouc	School Dist. Income Tax	1000-110-111	14.69
	Vouc	School Dist. Income Tax	1000-110-121	18.42
	Vouc	School Dist. Income Tax	2021-330-111	14.67
	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
B 7-22	5882	Tonya Jordan	1000-120-329	350.00
B28-22	5883	Richard Neill	1000-410-329	629.00
B28-22	5884	Danny Moore	1000-410-329	90.00

P 4-22	5885	Ohio Edison	1000-120-351	265.54
P 9-22	5886	Verizon Wireless	1000-130-341	48.82
P10-22	5887	Time Warner Cable	1000-120-329	119.98
B11-22	5888	Marysville JT	1000-130-345	38.00
P 2-22	5889	Union County Engineer	2021-330-420	24,176.21
P 3-22	5890	Union County Sheriff	2192-210-360	19,310.56
P14-22	5891	Nofziger Door Sales	1000-760-720	8,300.00
P 6-22	5892	Ohio Township Assoc.	1000-110-381	3,464.00
P 7-22	5892	Ohio Township Assoc.	1000-110-382	1,859.00
B 4-22	5893	Keith Conroy	1000-110-599	599.50

Interest for the month is: \$22.75

Interest for the year is: \$209.47

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 #2302:** motion to adjourn by Mr. Long, seconded by Mr. Conroy.
- Motion unanimously approved.

X

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Keith Conroy  
Chairman

X

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Scott Brackenridge  
Fiscal Officer