

**Millcreek Township Trustees
Regular Meeting Minutes
November 6, 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 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: Ron Todd, Joni Orders, Jeff Pieper

Meeting Minutes

Mr. Conroy asked for a motion to approve the regular monthly meeting minutes from October 2, 2023.

- **Resolution #2401:** motion to approve the minutes of the October 2, 2023, regular meeting by Mr. Long, seconded by Mr. Jordan.
- Motion unanimously approved.

Jerome Township Fire Department

No representative from the Fire Department attended this meeting.

Union County Sheriff's Office

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

Public Comment

None

Zoning

Zoning Commission

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

- The Zoning Commission met on October 17th. The group voted in favor of holding a public hearing on November 21st to consider recommended changes to the Zoning Resolution regarding Small Solar Energy Projects. However, the submission timeline to the LUC was unable to be met, so the public hearing will be rescheduled to a future date.
- An information session for the public regarding the US33/US42 Corridor Overlay District is scheduled for Thursday, November 9th at 7:00 p.m. Aaron Sorrell with Community Planning Insights will have a presentation and then will be available for questions. Letters were mailed to residents with property that would be impacted by the Overlay District zoning changes.

Board of Zoning Appeals

No updates.

Zoning Administrator

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

- Copies of the updated official Zoning Map were presented to the trustees for signature. Mr. Todd will distribute copies to the Union County Recorder and the LUC.
- Follow up will occur soon regarding violation letters sent to two property owners concerning inoperable vehicles.
- **Resolution #2402:** motion to accept the Zoning Administrator's report for October 2023 by Mr. Conroy, seconded by Mr. Jordan.
- Motion unanimously approved.

Trustees

Mill Creek Log Jam Project

The Union County Commissioners held open house meetings in October for the public to learn more about the log jam project. One of the open house meetings was held at our Millcreek Township Community Building. The meetings were well attended.

Mr. Jordan

- Garage Electric – The contractor still has work to complete to finish installing electric inside the garage. No specific timeframe is scheduled yet.
- Grounds Maintenance – A new emergency light for the front of the building was installed. Discussions regarding maintenance of the ballfield (grass/dirt infield, etc.) will be deferred until next year closer to spring.
- Township Hall HVAC – A contractor is scheduled tomorrow to inspect the HVAC system and make repairs where necessary.

Mr. Long

- Cemetery Software – Mr. Long is waiting on pricing and other information from the company that offers the Cemify software package. Information will be shared with the trustees as updates are received.
- Tree Trimming – A new quote was received from Del-Mar Tree Service for additional tree trimming near the township hall.
- **Resolution #2403:** motion to accept the quote for tree removal services submitted by Del-Mar Tree Service and approve spending up to \$450 for the services by Mr. Long, seconded by Mr. Jordan.
- Motion unanimously approved.
- Fairbanks Master Planning Committee – No new updates. The school district has two tax levies for consideration on the November ballot tomorrow.

Mr. Conroy

- Pumper Truck Project – Mr. Brackenridge will have the first half payment to Jerome Township prepared prior to year-end.
- 33 Corridor Committee – Several new developments have been approved in the Plain City area. Mr. Conroy also noted a presentation by Jamie Greene with Planning NEXT that sparked discussion on items that would be good for our Zoning Commission to consider. Mr. Conroy will follow up with that group.
- Mr. Conroy will follow up on including a link to the Union County Sheriff's Office career job postings board on our website.

Other Business Items

2024 Budget Planning

The trustees discussed some preliminary expenditures for consideration as part of the 2024 budgeting process. Mr. Brackenridge noted this information and will pull together preliminary appropriation figures for the trustees to consider and discuss further at the December trustee meeting.

2023 Year-End Meeting

The trustees scheduled the township's year-end meeting on Monday, December 18th starting at 7:00 p.m. at the Millcreek Township Community Building.

Liability and Property Insurance

- **Resolution #2404:** motion to renew liability and property insurance with the Ohio Township Association at an annual cost of \$5,742 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 \$12,571.16; Motor Vehicle License Tax \$98.94; Local Government Sales Tax \$1,675.57; LGF \$346.13; Motor Vehicle Permissive License Tax \$664.50. State of Ohio MMH Rollback Reimbursement: General Fund \$3.88. Union County Auditor MMH Homestead Reimbursements: General Fund \$4.39; Special Levy Fire Fund \$10.51; Special Levy Police Fund \$5.31. Millcreek Jerome Alumni Association \$75.00 township hall rental. Calvin Blevins \$75.00 township hall rental. Tonja Gregory \$75.00 township hall rental. Angel Rideout \$75.00 township hall rental. Marysville Municipal Court \$816.35 traffic fines. Star Ohio \$3,804.05.

The trustees duly noted the check sequence from the previous month ending with check #6095 and checks presented for approval at the current meeting beginning with check #6096. The trustees compared the accuracy of the expenditures/electronic fund withdrawals and receipts to those listed in the minutes.

- **Resolution #2405:** motion to approve the bank statement and bank reconciliation 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 #2406:** motion to pay bills by Mr. Conroy, seconded by Mr. Long.
- Motion unanimously approved.

	6096	Scott Brackenridge	1000-110-121	1,867.91
	6097	Keith Conroy	1000-110-111	388.82
	6097	Keith Conroy	2021-330-111	388.84
	6098	William Jordan	1000-110-111	535.94
	6098	William Jordan	2021-330-111	535.96
	6099	David Long	1000-110-111	476.63
	6099	David Long	2021-330-111	476.65
	6100	Ron Todd	1000-130-150	921.54
	6101	OPERS	1000-110-111	185.55
	6101	OPERS	1000-110-211	416.30
	6101	OPERS	1000-130-150	111.80
	6101	OPERS	2021-330-111	185.55
	6101	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	6102	Tonya Jordan	1000-120-329	350.00
B13-23	6103	Richard Neill	1000-410-329	1,003.00
P 4-23	6104	Ohio Edison	1000-120-351	251.63
P 9-23	6105	Verizon Wireless	1000-130-341	48.89
P10-23	6106	Spectrum Business	1000-120-329	119.98
B 4-23	6107	Clarity Tech Solutions	1000-110-599	144.55
P 3-23	6108	Union County Sheriff	2192-210-360	21,624.82
B20-23	6109	Auditor of State	1000-110-312	69.70
P 6-23	6110	Ohio Township Assoc.	1000-110-381	4,009.00
P 7-23	6110	Ohio Township Assoc.	1000-110-382	1,733.00
B 5-23	6111	Weeks Plumbing	1000-120-323	347.00

Interest for the month is: \$24.83

Interest for the year is: \$224.67

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 #2407:** motion to adjourn by Mr. Conroy, seconded by Mr. Jordan.
- Motion unanimously approved.

X

Keith Conroy
Chairman

X

Scott Brackenridge
Fiscal Officer