

**Millcreek Township Trustees
Regular Meeting Minutes
October 7, 2024**

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: Chief Doug Stewart – Jerome Township Fire Department, Ron Todd, Joanne Rausch, Arran Schultz, Jeff Pieper

Meeting Minutes

Mr. Conroy asked for a motion to approve the regular monthly meeting minutes from September 3, 2024.

- **Resolution #2502:** motion to approve the minutes of the September 3, 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 September and other notable highlights for the department.

- Responses continue running higher than last year ($\approx 12\%$ increase).
- A Veteran's Day Ceremony is scheduled at the Jerome Township Community Building on November 11th starting at 11:00 a.m. The public is welcome and encouraged to attend to honor our veterans.
- The Fire Department is holding an Open House at Station 210 on October 19th from 10:00 a.m. – 1:00 p.m. The public is welcome to attend and meet the Fire & EMS personnel that serve our community.

Union County Sheriff's Office

No representative from the Sheriff's Office was able to attend this meeting.

Public Comment

None

Zoning

Zoning Commission

Joni Orders, Zoning Commission Chair, was unable to attend this meeting. Mr. Conroy provided the trustees with an update.

- The Zoning Commission met on September 19th. A representative from PLANNING Next attended that meeting and provided a progress update regarding the review of the township's Comprehensive Land Use Growth Plan and Zoning Resolution. Several recommendations are being explored. Each area needs further evaluation to bring better clarity to the recommendations.
- The next scheduled Zoning Commission meeting is on October 15th.

Board of Zoning Appeals

No updates

Zoning Administrator

Ron Todd, Zoning Administrator, provided an update to the trustees.

- Mr. Todd noted an increase in permit applications recently and provided updates regarding a few zoning violation notices.
- A request was received from a resident in regards to having a dog kennel. Mr. Todd was unsure of how the legal requirements and zoning regulations should be interpreted and administered for dog kennels. Mr. Conroy suggested Mr. Todd reach out to Jill Tangeman with Vorys, Sater, Seymour and Pease to get her feedback on the matter. The other trustees were supportive of this approach.

- **Resolution #2503:** motion to accept the Zoning Administrator's report for September 2024 by Mr. Jordan, seconded by Mr. Long.
- Motion unanimously approved.

Trustees

Building & Grounds Improvement Projects

New gutters for the township hall and new siding on the playground shelter were identified as needs during the recent review of the township building and grounds. Mr. Long will begin discussions with vendors for both projects.

Public Safety Officer (PSO) Contract

A draft of a new PSO contract between Millcreek Township, Jerome Township and the Union County Sheriff's Office was distributed to the trustees. This draft was previously reviewed by representatives from each party involved in the contract and was approved as to form by Union County legal personnel. The trustees reviewed the contract and asked questions. One change noted in this contract is the requirement for officers to have firefighter and emergency medical technician certification ends beginning January 1st, 2026.

- **Resolution #2504:** motion to approve the contract as presented for the assignment of four (4) public safety officers to the combined area of Millcreek and Jerome Townships effective January 1, 2025 through December 31, 2027 with cost sharing of 80% paid by Jerome Township and 20% paid by Millcreek Township by Mr. Long, seconded by Mr. Jordan.
- Mr. Conroy – yes; Mr. Jordan – yes; Mr. Long – yes

Mr. Jordan

- Township Grounds – No updates. Maintenance will continue through the fall.
- Mr. Jordan received a request to open a free lending library at the township hall. The trustees discussed the topic and will think about the idea and consider it for discussion again at a future meeting.

Mr. Long

- Township Hall Tables & Chairs Replacement – The new tables and chairs are scheduled for delivery on October 14th. The old tables and chairs are being donated and removed over the next few days.
- Cemetery Software – Data entry is nearly complete. Mr. Long will review the software and data again over the next month.
- Township Hall Landscaping & Cemetery Shed Projects – Both projects are complete.

Mr. Conroy

- Tornado Sirens – Discussions with First Energy are ongoing. No further updates.
- Township Hall New Flooring – The new flooring is scheduled for installation at the end of this week, prior to delivery of the new tables and chairs.
- .gov Domain Migration Grant – No updates. Waiting to hear if our grant application is approved once the State of Ohio determinations are made for this grant program.
- 33 Corridor Committee – The Committee's next meeting is scheduled on Friday, October 11th.

Other Business Items

Receipts, Expenditures and Bank Reconciliation

Receipts for the month: Union County Auditor Monthly Distribution: Gasoline Tax \$12,523.87; Motor Vehicle License Tax \$97.73; Local Government Sales Tax \$1,327.62; LGF \$346.13; Motor Vehicle Permissive License Tax \$520.50. Union County Auditor Second Half MMH Settlement: General Fund \$1.08; Special Levy Fire Fund \$4.20; Special Levy Police Fund \$1.48. State of Ohio Second Half Rollback – Real Estate: General Fund \$5,966.56; Special Levy Fire Fund \$1,400.05; Special Levy Police Fund \$494.37. State of Ohio MMH Rollback Reimbursement: General Fund \$3.88. Lori Hoerig \$75.00 township hall rental. Anita McKee \$75.00 township hall rental. Joshua Griffin \$40.00 baseball field rental. Brian Dille \$250.00 zoning permit. Eric Williams

\$50.00 zoning permit. Mark Cosgray \$50.00 zoning permit. David White \$500.00 cemetery lots. Lori Hoerig \$250.00 cemetery lot. Marysville Municipal Court \$884.50 traffic fines. Star Ohio \$3,686.33.

The trustees duly noted the check sequence from the previous month ending with check #6301 and checks presented for approval at the current meeting beginning with check #6302. The trustees compared the accuracy of the expenditures/electronic fund withdrawals and receipts to those listed in the minutes.

- **Resolution #2505:** 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 #2506:** motion to pay bills by Mr. Conroy, seconded by Mr. Long.
- Motion unanimously approved.

	6302	Scott Brackenridge	1000-110-121	1,900.85
	6303	Keith Conroy	1000-110-111	294.09
	6303	Keith Conroy	2021-330-111	294.10
	6304	William Jordan	1000-110-111	545.22
	6304	William Jordan	2021-330-111	545.22
	6305	David Long	1000-110-111	492.28
	6305	David Long	2021-330-111	492.32
	6306	Ron Todd	1000-130-150	929.03
	6307	OPERS	1000-110-111	188.80
	6307	OPERS	1000-110-211	420.84
	6307	OPERS	1000-130-150	111.80
	6307	OPERS	2021-330-111	188.79
	6307	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	6308	Tonya Jordan	1000-120-329	350.00
P 4-24	6309	Ohio Edison	1000-120-351	360.91
P 9-24	6310	Verizon Wireless	1000-130-341	49.08
P10-24	6311	Spectrum Business	1000-120-329	124.98
B 5-24	6312	Clarity Tech Solutions	1000-110-599	122.55
B17-24	6313	Discount Portable Toilets	1000-610-599	99.00
P 2-24	6314	Union County Engineer	2021-330-420	45.36
P15-24	6315	Planning NEXT	1000-110-317	4,637.41
B 8-24	6316	Bill Jordan	1000-120-420	77.06
P17-24	6317	Potter's Carpet & Floors	2272-760-740	8,779.40
B10-24	6318	Nancy Orders	1000-130-330	195.00
B10-24	6319	Kevin Bryant	1000-130-330	120.00
B10-24	6320	Jim Lawrenz	1000-130-330	120.00
B10-24	6321	Eryn Staats	1000-130-330	40.00
B10-24	6322	Maryann Sweeney	1000-130-330	120.00
B10-24	6323	Freeman Troyer	1000-130-330	80.00

Interest for the month is: \$23.86

Interest for the year is: \$199.58

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 #2507:** motion to adjourn by Mr. Conroy, seconded by Mr. Long.
- Motion unanimously approved.

X

Keith Conroy
Chairman

X

Scott Brackenridge
Fiscal Officer