

**Millcreek Township Trustees  
Regular Meeting Minutes  
October 2, 2023**

The Millcreek Township Trustees of Union County, Ohio convened in regular session from 7:00 p.m. to 8:25 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, Deputy Jerry Werling – Union County Sheriff’s Office, Jeff Stauch – Union County Engineer, Thayne Gray – Union County Assistant Prosecutor, Shawn Sech – Union County Health Department, Ron Todd, Joni Orders

**Meeting Minutes**

Mr. Conroy asked for a motion to approve the regular monthly meeting minutes from September 5, 2023.

- **Resolution #2392:** motion to approve the minutes of the September 5, 2023, regular meeting by Mr. Jordan, seconded by Mr. Long.
- Motion unanimously approved.

**Jerome Township Fire Department**

Chief Stewart discussed the monthly fire/EMS stats for September and other notable highlights for the department.

- EMS and fire responses through September are lower when compared to this time last year.
- Specs for the new tanker truck were approved by the trustees of Millcreek and Jerome Townships. The tanker truck has been ordered. In addition, a new Medic Unit is on track to be delivered in April 2024.

**Union County Sheriff’s Office**

Deputy Werling did not have anything specific to report to the trustees. He took questions from the trustees and anyone else in attendance.

**Mill Creek Log Jam Project**

Jeff Stauch, Union County Engineer, presented an overview of the county’s plans to remove log jams in Mill Creek as well as maintaining the creek in the future to improve stormwater drainage and the related infrastructure as well as improve access to clean drinking water. The Board of County Commissioners set aside funds from the State and Local Fiscal Recovery Fund to pay for the engineering and construction costs to clear and restore the creek. Mr. Stauch requested the trustees of Millcreek Township to consider a resolution to petition the Board of County Commissioners to remove obstructions from Mill Creek. The trustees asked questions of Mr. Stauch and Mr. Gray.

- **Resolution #2393:** motion to approve a petition to remove obstructions from Mill Creek and submit the petition to the Board of County Commissioners, Union County, Ohio, as well as approve the Union County Drainage Improvement Petition Bond in the amount of \$63,080 which will be encumbered in the Township’s General Fund until called or released by Mr. Jordan, seconded by Mr. Long.
- Mr. Conroy – yes; Mr. Jordan – yes; Mr Long – yes

**Public Comment**

Shawn Sech, Director of Health Promotion & Planning for the Union County Health Department, passed out information from the Union County Drug Free Coalition regarding marijuana use and its impact. She also highlighted a couple of initiatives that are either on the November ballot (State Issue 2, recreational use) or are being considered in the Ohio Senate (Senate Bill 9, revisions to medical use).

## Zoning

### Zoning Commission

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

- The Zoning Commission met on September 19<sup>th</sup>.
- The Commission discussed the US33/US42 Corridor Overlay District language. The members are ready to schedule an information session for the public regarding the Overlay District. Ms. Orders requested the trustees approve nominal funding for mailing costs to send notifications to township residents in the Overlay District area.
  - **Resolution #2394:** motion to approve costs of preparing and mailing notifications to be sent to residents in the overlay district area regarding an information session to learn about the US33/US42 Corridor Overlay District.
  - Motion unanimously approved.

### Board of Zoning Appeals

No updates.

### Zoning Administrator

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

- Second letters sent to property owners regarding inoperable vehicle violations. Mr. Todd will follow up as necessary.
- Permit activity has been light recently.
- **Resolution #2395:** motion to accept the Zoning Administrator's reports for August and September 2023 by Mr. Jordan, seconded by Mr. Long.
- Motion unanimously approved.

## Trustees

### Mr. Jordan

- Garage Electric – The contractor still has work to complete in order to finish this project. No specific timeframe is scheduled yet.
- Grounds Maintenance – A new emergency light for the front of the building is on order.
- Mr. Jordan attended the Union County Township Association meeting last month and noted some highlights for the trustees.

### Mr. Long

- Cemetery Software – Information sharing has occurred with two vendors. Mr. Long will continue researching which option is best.
- Fairbanks Master Planning Committee – Initial construction in the elementary school is set to begin. As noted previously, Fairbanks Schools will have two tax levies for consideration on the November ballot.

### Mr. Conroy

- 33 Corridor Committee – The next committee meeting is scheduled to occur in a couple of weeks.
- The porta johns have been removed from the ballfield for the winter season.
- Mr. Conroy is looking into including a link to the Union County Sheriff's Office career job postings board on our website.

## Other Business Items

### Certification of Rates and Amounts for Tax Levies

Mr. Brackenridge presented the trustees with the certification of rates and amounts received from the Union County Auditor's Office.

- **Resolution #2396:** motion to accept the amounts and rates as determined by the Budget Commission and authorizing the necessary tax levies and certifying them to the County Auditor by Mr. Conroy, seconded by Mr. Long.
- Motion unanimously approved.

Heritage Cooperative Propane Prepay Program

Heritage Cooperative is offering a prepay program to lock in the price of propane from October 1, 2023 to April 30, 2024 at \$1.599 per gallon.

- **Resolution #2397:** motion to purchase 1,800 gallons of propane at \$1.599/gallon through Heritage Cooperative’s prepay program by Mr. Long, seconded by Mr. Jordan.
- Motion unanimously approved.

Receipts, Expenditures and Bank Reconciliation

Receipts for the month: Union County Auditor Monthly Distribution: Gasoline Tax \$12,247.64; Motor Vehicle License Tax \$99.12; Local Government Sales Tax \$1,311.45; LGF \$346.13; Motor Vehicle Permissive License Tax \$483.00. Union County Auditor Second Half Real Estate Tax Settlement – General Fund: \$35,087.02 real estate tax, \$1,761.68 personal property tax, \$1,951.39 public utility tax; Special Levy Fire Fund: \$94,772.16 real estate tax, \$5,909.10 personal property tax, \$6,690.46 public utility tax; Special Levy Police Fund: \$47,851.43 real estate tax, \$2,646.78 personal property tax, \$2,996.77 public utility tax. Union County Auditor Second Half MMH Settlement: General Fund \$12.02; Special Levy Fire Fund \$32.73; Special Levy Police Fund \$16.53. State of Ohio Second Half Rollback – Real Estate: General Fund \$5,892.44; Special Levy Fire Fund \$956.08; Special Levy Police Fund \$482.72. New Horizons Baptist Church \$85.00 township hall and baseball field rental. Brad Risner \$500.00 cemetery lots. Marysville Municipal Court \$1,185.15 traffic fines. Star Ohio \$3,644.14.

The trustees duly noted the check sequence from the previous month ending with check #6073 and checks presented for approval at the current meeting beginning with check #6074. The trustees compared the accuracy of the expenditures/electronic fund withdrawals and receipts to those listed in the minutes.

- **Resolution #2398:** 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 #2399:** motion to pay bills by Mr. Conroy, seconded by Mr. Long.
- Motion unanimously approved.

6074	Scott Brackenridge	1000-110-121	1,867.91
6075	Keith Conroy	1000-110-111	388.82
6075	Keith Conroy	2021-330-111	388.84
6076	William Jordan	1000-110-111	535.94
6076	William Jordan	2021-330-111	535.96
6077	David Long	1000-110-111	476.63
6077	David Long	2021-330-111	476.65
6078	Ron Todd	1000-130-150	921.54
6079	OPERS	1000-110-111	185.55
6079	OPERS	1000-110-211	416.30
6079	OPERS	1000-130-150	111.80
6079	OPERS	2021-330-111	185.55
6079	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	6080	Tonya Jordan	1000-120-329	350.00
B13-23	6081	Richard Neill	1000-410-329	1,479.00
P 4-23	6082	Ohio Edison	1000-120-351	426.16
P10-23	6083	Spectrum Business	1000-120-329	119.98
B 4-23	6084	Clarity Tech Solutions	1000-110-599	144.55
P 2-23	6085	Union County Engineer	2021-330-420	167.75
B20-23	6086	Wilson/Phillip/Agin CPA	1000-110-312	324.00
P 5-23	6087	Heritage Cooperative	1000-120-353	2,878.20
B 9-23	6088	Joni Orders	1000-130-330	90.00
B 9-23	6089	Kevin Bryant	1000-130-330	40.00
B 9-23	6090	Eryn Staats	1000-130-330	40.00
B 9-23	6091	Jim Lawrenz	1000-130-330	80.00
B 9-23	6092	Freeman Troyer	1000-130-330	40.00
B 9-23	6093	Maryann Sweeney	1000-130-330	40.00
B14-23	6094	Discount Portable Toilets	1000-610-599	561.00
P 9-23	6095	Verizon Wireless	1000-130-341	48.84

Interest for the month is: \$22.17

Interest for the year is: \$199.84

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 #2400:** motion to adjourn by Mr. Conroy, seconded by Mr. Jordan.
- Motion unanimously approved.

X

Keith Conroy  
Chairman

X

Scott Brackenridge  
Fiscal Officer