

**Millcreek Township Trustees
Regular Meeting Minutes
September 5, 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: Battalion Chief Justin French – Jerome Township Fire Department

Meeting Minutes

Mr. Conroy asked for a motion to approve the regular monthly meeting minutes from August 7, 2023.

- **Resolution #2386:** motion to approve the minutes of the August 7, 2023, regular meeting by Mr. Long, seconded by Mr. Jordan.
- Motion unanimously approved.

Jerome Township Fire Department

Battalion Chief French discussed the monthly fire/EMS stats for August and other notable highlights for the department.

- EMS and fire responses through August are lower when compared to this time last year.
- Station 211 – The new fire station opened in July and is fully operational.
- The fire department will be holding a Touch-A-Truck event on October 7th at Glacier Ridge Metro Park.
- Specifications for the new tanker truck to be purchased by Jerome Township were presented for approval to the Millcreek Township trustees as required under the Amended and Restated Fire & EMS Agreement between both townships. The trustees asked questions to Battalion Chief French to ensure spec details were understood.
- **Resolution #2387:** motion to approve the tanker truck specifications as presented by Jerome Township Fire Department by Mr. Long, seconded by Mr. Conroy.
- Motion unanimously approved.

Union County Sheriff's Office

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

Public Comment

None

Zoning

Zoning Commission

The Zoning Commission met on August 15th. Joni Orders, Zoning Commission Chair, will provide the trustees an update regarding discussions held during the Commission's August meeting at a later time.

Board of Zoning Appeals

No updates.

Zoning Administrator

Ron Todd, Zoning Administrator, was unable to attend this meeting. He will provide an update to the trustees at the next regularly scheduled meeting.

Trustees

Mr. Jordan

- Mill Creek Log Jam Project – No update.
- Trails & Greenway Committee – No update.
- Garage Electric – The contractor still has work to complete in order to finish this project. No specific timeframe is scheduled yet.

- Grounds Maintenance – The trustees discussed adding dirt to the ballfield to fill in low areas. Mr. Jordan will follow up on getting details as to how much dirt is needed and any associated costs.

Mr. Long

- Cemetery Software – Information sharing has occurred with two vendors. Mr. Long will continue researching what options are available.
- Fairbanks Master Planning Committee – No update since the last meeting. Superintendent Schirg provided updates to the trustees last month. Fairbanks Schools will be placing two tax levies for consideration on the November ballot.

Mr. Conroy

- 33 Corridor Committee – The committee is not scheduled to meet again until next month.
- IT Backup Project / Ongoing Support – Mr. Conroy presented a quote for ongoing IT support services from Clarity Technology Solutions for consideration by the trustees. The trustees discussed how much support will likely be needed and whether the need for support could decrease over time.
- **Resolution #2388:** motion to approve the quote from Clarity Technology Solutions for ongoing IT support services (Office 365 management) at a price of \$250 per month for a one-year period by Mr. Conroy, seconded by Mr. Long. The trustees will reassess the need for these support services after the first annual period is complete.
- Motion unanimously approved.

Other Business Items

Receipts, Expenditures and Bank Reconciliation

Receipts for the month: Union County Auditor Monthly Distribution: Gasoline Tax \$11,855.07; Motor Vehicle License Tax \$99.37; Local Government Sales Tax \$1,754.00; LGF \$346.13; Motor Vehicle Permissive License Tax \$621.94. Karla Long \$75.00 township hall rental. Shelly Madden \$75.00 township hall rental. Kevin Green \$75.00 township hall rental. Sandy Hershberger \$75.00 township hall rental. Ryan & Katelyn Bibb \$100.00 zoning permit. Dan Renspie \$25.00 zoning permit. Calvin Blevins \$50.00 zoning permit. Ohio Bureau of Workers Compensation \$9.00 employer premium refund. Marysville Municipal Court \$836.50 traffic fines. Star Ohio \$3,717.13.

The trustees duly noted the check sequence from the previous month ending with check #6056 and checks presented for approval at the current meeting beginning with check #6057. The trustees compared the accuracy of the expenditures/electronic fund withdrawals and receipts to those listed in the minutes.

- **Resolution #2389:** 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 #2390:** motion to pay bills by Mr. Conroy, seconded by Mr. Long.
- Motion unanimously approved.

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|------|--------------------|--------------|----------|
| 6057 | Scott Brackenridge | 1000-110-121 | 1,867.91 |
| 6058 | Keith Conroy | 1000-110-111 | 388.82 |
| 6058 | Keith Conroy | 2021-330-111 | 388.84 |
| 6059 | William Jordan | 1000-110-111 | 535.94 |
| 6059 | William Jordan | 2021-330-111 | 535.96 |
| 6060 | David Long | 1000-110-111 | 476.63 |
| 6060 | David Long | 2021-330-111 | 476.65 |
| 6061 | Ron Todd | 1000-130-150 | 921.54 |
| 6062 | OPERS | 1000-110-111 | 185.55 |
| 6062 | OPERS | 1000-110-211 | 416.30 |
| 6062 | OPERS | 1000-130-150 | 111.80 |
| 6062 | OPERS | 2021-330-111 | 185.55 |
| 6062 | OPERS | 2021-330-211 | 259.76 |

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|--------|------|--------------------------|--------------|----------|
| | 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 | 6063 | Tonya Jordan | 1000-120-329 | 350.00 |
| B13-23 | 6064 | Richard Neill | 1000-410-329 | 1,547.00 |
| P 4-23 | 6065 | Ohio Edison | 1000-120-351 | 433.36 |
| P 9-23 | 6066 | Verizon Wireless | 1000-130-341 | 48.77 |
| P10-23 | 6067 | Spectrum Business | 1000-120-329 | 119.98 |
| B 4-23 | 6068 | Clarity Tech Solutions | 1000-110-599 | 144.55 |
| B11-23 | 6069 | Marysville JT | 1000-130-345 | 38.00 |
| P 2-23 | 6070 | Union County Engineer | 2021-330-420 | 86.02 |
| P 8-23 | 6071 | Auditor of State | 1000-110-313 | 876.00 |
| B20-23 | 6072 | Wilson/Phillip/Agin CPA | 1000-110-312 | 1,296.00 |
| B 6-23 | 6073 | Del-Mar Tree Service | 1000-120-329 | 400.00 |

Interest for the month is: \$22.52

Interest for the year is: \$177.67

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 #2391:** motion to adjourn by Mr. Conroy, seconded by Mr. Long.
- Motion unanimously approved.

X

Keith Conroy
Chairman

X

Scott Brackenridge
Fiscal Officer