

**Millcreek Township Trustees  
Regular Meeting Minutes  
September 6, 2022**

The Millcreek Township Trustees of Union County, Ohio convened in regular session from 7:10 p.m. to 8:30 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 Adams – Jerome Township Fire Department, Deputy Fuller – Union County Sheriff’s Office, Joni Orders, Ron Todd

**Meeting Minutes**

Mr. Conroy asked for a motion to approve the regular monthly meeting minutes from August 1, 2022.

- **Resolution #2282:** motion to approve the minutes of the August 1, 2022 regular meeting by Mr. Jordan, seconded by Mr. Long.
- Motion unanimously approved.

Mr. Conroy asked for a motion to approve the special meeting minutes from August 1, 2022.

- **Resolution #2283:** motion to approve the minutes of the August 1, 2022 special meeting by Mr. Jordan, seconded by Mr. Long.
- Motion unanimously approved.

**Jerome Township Fire Department**

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

- Responses have increased approximately 8% year-to-date as compared to 2021.
- Station 211 – Construction of the new fire station continues.
- An offer of employment has been recommended to hire a new Community Safety Lieutenant.
- Chief Stewart is preparing a recommendation for the Jerome Township trustees to consider purchasing a new aerial ladder truck. This topic will be discussed at future Jerome Township meetings.

**Union County Sheriff’s Office**

Deputy Fuller did not have anything to report but made himself available to take any comments or questions from those in attendance.

**Public Comment**

None

**Zoning**

**Zoning Commission**

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

- The Commission met on August 16<sup>th</sup>. Members discussed and voted on reformatting amendments for Articles III and IV of the Zoning Resolution. Suggested changes have not been reviewed yet by the LUC Regional Planning Commission though.
- Ms. Orders will follow-up with Aaron Sorrell with Community Planning Insights regarding the US33 and US42 Corridor Overlay District language.
- Shelly Materials asked questions recently pertaining to future rezoning of land for mining purposes. Ms. Orders will keep the trustees updated on any further discussions.

**Board of Zoning Appeals**

No updates.

### Zoning Administrator

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

- The listing of properties with conditional use permits has been updated. Receipts were returned from the notification letters sent to property owners operating a business under a conditional use permit regarding the policy permitting annual fire inspections.
- Details pertaining to the storage of lumber and compliance with Union County Court's judgment continue to be discussed for the property at 12140 Watkins Road.
- **Resolution #2284:** motion to accept the Zoning Administrator's report for August 2022 by Mr. Long, seconded by Mr. Jordan.
- Motion unanimously approved.

### Trustees

#### November 2022 Fire & EMS Levy

Mr. Brackenridge provided the trustees the approved ballot language for the fire & EMS levy that will be included on the November 2022 ballot.

#### Building & Grounds Improvement Projects

The trustees discussed various status updates for the building and grounds improvement projects. Mr. Jordan completed the removal of cement debris from the baseball field. Mr. Conroy obtained price estimates for purchases of rubber mulch to maintain some of the playground areas. The trustees reviewed the estimates and discussed how much would be needed.

- **Resolution #2285:** motion to approve the purchase of rubber mulch for the purpose of playground maintenance not to exceed a total cost of \$1,500 by Mr. Conroy, seconded by Mr. Jordan.
- Motion unanimously approved.

#### Mr. Jordan

- Mill Creek Log Jam Project – No update.
- Trails & Greenway Committee – The next meeting is scheduled for late-September. There are several activities planned for the fall season.
- Garage Electric Review – Eubanks Electric requested additional information to develop detailed plans.
- Township Hall Thermostat – The new thermostat is not yet synced with the township hall wifi. Technical issues were encountered.

#### Mr. Long

- Garage Gutters & Soffit Repair – Repairs are complete.
- Cemetery Software – No update.
- Union County Housing Task Force Committee – No update.
- Fairbanks Master Planning Committee – The next community facility meeting is scheduled for September 27<sup>th</sup>.

#### Mr. Conroy

- Township Newsletter – Mr. Conroy will draft a fall township newsletter for mailing to residents sometime near early October.
- Playground Fence Replacement – The new fence around the playground should be installed sometime during September.
- Garage Door Replacement – Current estimated timing to receive the new garage doors is early October. Timing is still subject to change though.
- 33 Corridor Committee – The Committee met recently. Mr. Conroy provided the trustees a few highlights from the meeting, in particular statistics and updates about the residential growth in the area and land purchased for solar energy development. The Committee is also interested in holding a meeting at the Millcreek Township hall later this year.
- Mr. Conroy suggested upgrading our software licenses to allow central electronic storage of township documents and files. Mr. Conroy and Mr. Brackenridge will research the township needs and software requirements and provide an update at the next meeting.

**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 #2286:** 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, 2022 to April 30, 2023 at \$1.999 per gallon.

- **Resolution #2287:** motion to purchase 1,800 gallons of propane at \$1.999/gallon through Heritage Cooperative’s prepay program by Mr. Jordan, seconded by Mr. Conroy.
- Motion unanimously approved.

Receipts, Expenditures and Bank Reconciliation

Receipts for the month: Union County Auditor Monthly Distribution: Gasoline Tax \$11,486.78; Motor Vehicle License Tax \$99.08; Local Government Sales Tax \$1,694.96; LGF \$346.13; Motor Vehicle Permissive License Tax \$553.69. Jane Wright \$75.00 township hall rental. Schwyn Construction & Remodeling \$125.00 zoning permit. Robert Tillman \$25.00 zoning permit. Marysville Municipal Court \$371.00 traffic fines. Star Ohio \$1,481.19.

The trustees duly noted the check sequence from the previous month ending with check #5835 and checks presented for approval at the current meeting beginning with check #5836. The trustees compared the accuracy of the expenditures/electronic fund withdrawals and receipts to those listed in the minutes.

- **Resolution #2288:** 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 #2289:** motion to pay bills by Mr. Conroy, seconded by Mr. Jordan.
- Motion unanimously approved.

5836	Scott Brackenridge	1000-110-121	1,712.57
5837	Keith Conroy	1000-110-111	336.33
5837	Keith Conroy	2021-330-111	336.33
5838	William Jordan	1000-110-111	483.55
5838	William Jordan	2021-330-111	483.55
5839	David Long	1000-110-111	427.04
5839	David Long	2021-330-111	427.03
5840	Ron Todd	1000-130-150	918.21
5841	OPERS	1000-110-111	167.19
5841	OPERS	1000-110-211	390.58
5841	OPERS	1000-130-150	111.80
5841	OPERS	2021-330-111	167.18
5841	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	5842	Tonya Jordan	1000-120-329	350.00
B28-22	5843	Richard Neill	1000-410-329	1,445.00
P 4-22	5844	Ohio Edison	1000-120-351	316.36
P 9-22	5845	Verizon Wireless	1000-130-341	49.03
P10-22	5846	Time Warner Cable	1000-120-329	129.98
B 2-22	5847	Marysville JT	1000-110-345	23.75
B17-22	5848	Discount Portable Toilets	1000-610-599	97.75
P 8-22	5849	Auditor of State	1000-110-313	876.00
P 2-22	5850	Union County Engineer	2021-330-420	80.92
P13-22	5851	LT Burns Company	1000-120-323	2,759.00
B 9-22	5852	Joni Orders	1000-130-330	391.16
B28-22	5853	Danny Moore	1000-410-329	306.00
	5854	VOID		

Interest for the month is: \$23.49

Interest for the year is: \$164.79

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 #2290:** motion to adjourn by Mr. Long, seconded by Mr. Conroy.
- Motion unanimously approved.

X

Keith Conroy  
Chairman

X

Scott Brackenridge  
Fiscal Officer