

**Millcreek Township Trustees  
Regular Meeting Minutes  
September 7, 2010**

The Millcreek Township Trustees of Union County, Ohio convened in regular session from 7:00 p.m. until 9:00 p.m. at the Millcreek Township Community Building for the monthly meeting. Mr. Lynch called the meeting to order with the following members present:

**MEMBERS:** Keith Conroy, Bill Lynch, Bill Jordan and Joyce Beaver.

**ATTENDEES:** Zoning Administrator - Joe Clase, and Cprl. Warden, UCSO, Bill Schrader, Robert Whitmore and Kevin Lynch.

**Receipts**

Receipts for the month: Union County Auditor Monthly Distribution: Gasoline Tax \$7,486.75; Motor Vehicle License Tax \$92.71; Local Government Distribution \$2,189.60. Union County Auditor: Real Estate Settlement – General Fund \$19,616.56, Special Levy Fire Fund \$67,256.78, Special Levy Police Fund \$25,494.77; Tangible Personal Property Tax Settlement – General Fund \$857.88, Special Levy Fire Fund \$2,941.32, Special Levy Police Fund \$1,225.55; Public Utilities Settlement \$633.50. Marysville Municipal Court \$644.50 traffic fines. Joanne Rausch \$75.00 rental of township building. Cheryl Byers \$75.00 building rental. Freida Messer \$75.00 building rental. Glenn Dickey \$75.00 building rental. David Long \$150.00 building rental. Kimberly Isaly \$10.00 ball field rental. Star Ohio: \$78.54.

**Business Session**

Mr. Lynch asked for a motion to approve the minutes of the regular meeting held on August 2, 2010.

- **Resolution #902:** motion to approve the minutes of the August 2, 2010 regular meeting by Mr. Lynch, seconded by Mr. Conroy.
- Motion unanimously approved.

Mr. Lynch asked for a motion to approve the minutes of the emergency meeting held on August 14, 2010.

- **Resolution #903:** motion to approve the minutes of the August 14, 2010 emergency meeting by Mr. Lynch seconded by Mr. Jordan.
- Motion unanimously approved.

**Sheriff's Report**

Cprl. Warden presented the monthly stats.

**Citizen Comments**

Mr. Whitmore voiced concern from residents about the speed limit on Brown Road. Residents would like the speed limit to be reduced.

- The trustees directed Mr. Whitmore to contact the Union County Engineer, Jeff Stauch, about the problem and communicate with the Union County Sheriff's Office for more patrol on that road.

**Zoning**

**Zoning Administrator**

Mr. Clase presented the monthly call and activity log for August.

- **Resolution #904:** motion to approve the Zoning Administrator's report as submitted for August, 2010 by Mr. Jordan, seconded by Mr. Conroy.
- Motion unanimously approved.

Mr. Clase requested permission for the township to become a member of the Underground Protection Agency.

- An annual membership of \$25.00 would generate an email report to Mr. Clase within 48 hours of anyone in the township who contacted the OOP's, call before you dig hot line.
- **Resolution # 905:** motion for Millcreek Township to become a member of the Underground Protection Agency by Mr. Lynch, seconded by Mr. Jordan.
- Motion unanimously approved.

### Shearer Property

Mr. Shearer has applied for a Conditional Use Permit (CUP). The Board of Zoning Appeals will conduct a hearing to consider the application on September 20, 2010.

### Millcreek Hunting Preserve

Mr. Reber, owner of the Millcreek Hunting Preserve, has applied for a Conditional Use Permit. The Board of Zoning Appeals will conduct a hearing to consider the application on September 20, 2010.

- Mr. Reber informed Mr. Clase that the previous owners of the hunt club had applied for a Conditional Use Permit and asked if part of the fee could be waived.
- Mr. Clase and Mrs. Beaver looked through previous Conditional Use Permit Applications, CUP, and could not find a CUP that had been issued for the hunt club.
- The trustees agreed since there was not a CUP on file for the hunt club and because the hunt club is under new ownership no portion of the fee should be waived.

### Zoning Commission

There was no meeting held in August.

- The next meeting will be held on September 9 at which time the rewrite of the Millcreek Township Zoning Resolution will be reviewed.

### The Board of Zoning Appeals

No meeting was held in August. The board will meet on September 20, 2010 to conduct a hearing for two Conditional Use Applications.

### Eagle Scout Service Project

Kevin Lynch presented the trustees with his Eagle Scout Leadership Service Project Workbook.

- The project outlines the procedures, materials needed, cost/source of funds, and labor needed to fix, clean and install the Veteran's Memorial sign; restore the garden in front of the Millcreek Township Community Building with new plants and mulch; straighten the flagpole and replace the flag; and finally to install two missing handicap parking signs and fix to ADA codes.
- Mr. Conroy stated at the August meeting that the cost associated with the Veteran's Memorial sign repair, flag pole and flag repair and handicapped parking signs are legitimate township repair costs and should be assumed by the township.
- **Resolution #906:** motion to support the cost outlined in the Eagle Scout project workbook to repair the Veteran's Memorial sign repair, purchase a new flag and materials to reset the existing flag pole, and cost associated with purchasing two handicapped parking signs and materials for installation to not exceed \$250.00 by Mr. Conroy, seconded by Mr. Jordan.
- Motion approved – Mr. Conroy - yes, Mr. Jordan – yes, and Mr. Lynch – abstain.

### Building Rental Policies

The policy for use of the Millcreek Township Community Building by youth groups, adopted in April, 2002 was reviewed.

- **Resolution #907:** motion by Mr. Conroy to replace the existing youth group building rental policy with the following policy: Rental fees will be waived for all non profit youth groups, (ie. 4-H, Boy Scout or Girl Scout troops), Monday through Thursday. If the building is needed for official government use by township, county, state or federal entities the youth group renting the building will be given notice one week prior to the rental if possible. Two or more adults must be supervising the youth groups during building rentals. Motion seconded by Mr. Lynch.
- Motion unanimously approved.
- **Resolution #908:** motion that a single person or group cannot rent the township building more than once a month on Friday, Saturday or Sunday by Mr. Conroy, seconded by Mr. Jordan.
- Motion unanimously approved.

### Trustees

#### Mr. Lynch

- The damaged trees in Watkins Cemetery have been removed.

- There are areas of the lawn in Watkins Cemetery that have been damaged as a result of the fallen trees. Mr. Lynch contacted Rick Conley for an estimate to reseed those areas and fertilize the cemetery. The estimate was \$630.00.
- After discussion, the trustees decided the estimate was too costly. Mr. Lynch will reseed the damaged areas.
- Mr. Conley is trying to acquire some trees that would be suitable for planting at Watkins Cemetery. He will provide the township with an estimate.

#### Mr. Conroy

- The trees on either side of the front door of the township building need to be pruned. Mr. Conroy will contact Robert Barker to an estimate.
- The lighting proposal for the ball field was discussed. Proposals from Area Energy & Electric and Applied Electric were reviewed. After discussion, the trustees decided it would be more cost effective to only replace the bulbs and ballast as needed.
- **Resolution #909:** motion to purchase two 1500 watt MH ballast and two 1500 watt bulbs from Applied Electric, not to exceed \$450.00 by Mr. Lynch, seconded by Mr. Jordan.
- Motion unanimously approved.
- Mr. Conroy submitted a proposal from Allen Display for two wall display cases for a cost of \$3,000.00. The cost will be reduced by \$1,200.00 because Millcreek Township is a government entity. The shipping fee is \$983.00 which includes removing the units from the truck.
- **Resolution #910:** motion to purchase two wall mount display cases from Allen Display for a total cost of \$5,735.29 which includes shipping, government discount, delivery fees and removal of the units from the truck by Mr. Conroy, seconded by Mr. Lynch.
- Motion unanimously approved.
- The case for reimbursement for cost associated with the Forest City/Bayly Pointe development has been filed with the Union County Common Pleas Court. Millcreek Township would be willing to mediate to settle the case.
- Mr. Conroy has been contacted by Pam Comstock about a youth and adult Bible study group meeting in the township building. The trustees stated that if the group met the criteria for youth group building rental the group could use the facility.

#### Mr. Jordan

- Mr. Jordan will get estimates for cleaning the carpet in the township building.

#### Other

- **Resolution #911:** motion to move into executive session to discuss personnel matters by Mr. Lynch, seconded by Mr. Conroy.
- Motion unanimously approved.
- **Resolution #912:** motion to return to regular session by Mr. Lynch, seconded by Mr. Jordan.
- Motion unanimously approved.

The trustees have been pleased with Mr. Clase performance as Zoning Administrator, ZA, and have received many positive comments from members of the zoning boards and residents.

- **Resolution #913:** motion to increase Mr. Clase salary as ZA to \$950.00 per month effective September 1, 2010 by Mr. Lynch, seconded by Mr. Jordan.
- Motion unanimously approved.

**Resolution #914:** 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. Lynch seconded by Mr. Jordan.

- Motion unanimously approved.

The OIH catalog was reviewed. The township can purchase comparable products locally more cost effectively.

Health insurance is available for trustees and fiscal officer if they are interested.

The trustees thoroughly reviewed the bank statement/bank reconciliation and confirmed the bank statement and cancelled checks had not been modified in any way. The trustees duly noted the check sequence from the previous month ending with check #2976 and checks presented for approval at the current meeting beginning with check #2977. The trustees compared the accuracy of the expenditures/electronic fund withdrawals and receipts to those listed in the minutes.

- **Resolution #915:** motion to approve the bank statement and bank reconciliation by Mr. Lynch, seconded by Mr. Conroy.
- Motion unanimously approved.

The trustees thoroughly reviewed the Fund Ledger Report and the Cash Summary Fund Report and found all transactions valid.

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 #916:** motion to pay bills by Mr. Lynch, seconded by Mr. Conroy.
- Motion unanimously approved.

B62-10	2977	Clarridge's Discount Sept.	1000-610-599	75.00
P 6-10	2978	Ohio Edison	1000-120-351	392.76
P 2-10	2979	Union County Engineer	2021-330-420	167.45
	2980	Joyce Beaver	1000-110-121	1,168.10
	2981	Joe Clase	1000-130-330	697.98
	2982	Keith Conroy	1000-110-111	261.37
	2982	Keith Conroy	2021-330-111	408.49
	2983	William Jordan	1000-110-111	409.47
	2983	William Jordan	2021-330-111	409.49
	2984	William Lynch	1000-110-111	370.74
	2984	William Lynch	2021-330-111	410.74
	Vouc	IRS	1000-110-111	20.52
	Vouc	IRS	1000-110-121	220.22
	Vouc	IRS	1000-110-213	56.05
	Vouc	IRS	1000-130-150	11.60
	Vouc	IRS	2021-330-111	20.52
	Vouc	IRS	2021-330-213	20.52
	2985	OPERS	1000-110-111	141.48
	2985	OPERS	1000-110-121	165.05
	2985	OPERS	1000-130-150	80.00
	2985	OPERS	1000-110-211	541.13
	2985	OPERS	2021-330-111	141.48
	2985	OPERS	2021-330-211	198.06
	2986	Ohio Public Emp. Def.	1000-110-111	150.00
B44-10	2987	Tonya Jordan	1000-120-329	250.00
B50-10	2988	Richard Neill	1000-410-329	1,435.50
P 9-10	2989	Vorys, Sater, Seymour, Pe	1000-110-317	1,500.00
P12-10	2990	Verizon Wireless	1000-130-330	42.55
	2991	Marysville JT	1000-130-345	22.50

Interest for the month is: \$446.65.

Interest for the year is: \$3,782.21.

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

