

**Millcreek Township Trustees
Regular Meeting Minutes
April 6, 2020**

The Millcreek Township Trustees of Union County, Ohio convened in regular session from 7:00 p.m. to 7:55 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: Ron Todd (participated via teleconference)

Receipts

Receipts for the month: Union County Auditor Monthly Distribution: Gasoline Tax \$11,879.82; Motor Vehicle License Tax \$95.49; Local Government Distribution \$1,433.47; LGF \$346.96. Union County Auditor: first half tax settlement – General Fund: \$35,948.76 real estate tax, \$1,281.68 personal property tax, \$1,255.75 public utility tax; Special Levy Fire Fund: \$124,031.87 real estate tax, \$4,395.51 personal property tax, \$4,305.43 public utility tax; Special Levy Police Fund: \$55,555.92 real estate tax, \$1,968.81 personal property tax, \$1,928.47 public utility tax. Union County Auditor: first half MMH settlement – General Fund: \$8.48; Special Levy Fire Fund: \$29.36; Special Levy Police Fund: \$13.15. Marysville Municipal Court \$310.90 traffic fines. Melissa Barton \$75.00 building rental. Ottawa Landscapes \$100.00 zoning permit. Star Ohio: \$256.05. Star Ohio Plus: \$418.03.

Business

Mr. Conroy asked for motions to approve the meeting minutes from the March 2, 2020 and March 16, 2020 meetings.

- **Resolution #2048:** motion to approve the minutes of the March 2, 2020 regular meeting by Mr. Conroy, seconded by Mr. Jordan
- Motion unanimously approved.
- **Resolution #2049:** motion to approve the minutes of the March 16, 2020 emergency meeting by Mr. Jordan, seconded by Mr. Long
- Motion unanimously approved.

Sheriff's Report

No representative present. The Sheriff's Office emailed the monthly statistics report to the trustees for review prior to the meeting.

Jerome Township Fire Department

No representative present. Chief Stewart emailed the monthly fire/EMS report to the trustees for review prior to the meeting.

- The Fire Department is dealing with some short-term personnel shortages due to illness, personal reasons, etc.
- Mr. Long noted that responses decreased the past few weeks, most likely declining from reduced traffic activity resulting from the Governor's stay-at-home order.

Citizen Comments

None

Zoning

Zoning Commission

No meeting held. Zoning Commission meetings were suspended through May 31, 2020 by resolution of the Township Trustees during the emergency meeting held in March.

- Mr. Conroy stated the consulting agreement was received from Community Planning Insights to review and adapt overlay district language related to the US 33 Innovation Corridor and future development along US 42 to fit the existing Millcreek Township Zoning Resolution. Much of this work can move forward since the tasks can be performed remotely.

Board of Zoning Appeals

No meeting held. BZA meetings were suspended through May 31, 2020 by resolution of the Township Trustees during the emergency meeting held in March.

Zoning Administrator

Mr. Ron Todd joined the meeting via teleconference.

- **Resolution #2050:** motion to accept the Zoning Administrator's report for March 2020 by Mr. Conroy, seconded by Mr. Long.
- Motion unanimously approved.
- Davisson property inspection update: Correspondence continues with Mr. Davisson regarding resolution of outstanding findings during the previous site inspection in January. Mr. Todd is attempting to schedule a follow-up inspection to review progress in April. Mr. Conroy thought the report from the previous site inspection was good overall and encouraged quick follow-up on any findings.
- Select Sires is considering a property purchase on Harriott Road. Based upon initial discussions, the company's intended use appears to comply with zoning regulations but Mr. Todd will monitor as more information is received.
- iWorQ update: The software should be fully operational by the end of the week. Additional users and training of those users will be addressed at a later date.

Trustees

The trustees noted that the deadline to vote on the Millcreek Fire/EMS levy was extended to April 28th. Citizens are encouraged to vote if they have not already done so.

Mr. Jordan

- Mill Creek Log Jam Project – no update
- Tonya Jordan completed a deep cleaning of the township hall building in March in response to the coronavirus outbreak.
- Eubanks Electric is available to begin project work to remove the existing ceiling light fixtures and install LED flat panel fixtures as early as next week. Mr. Jordan will coordinate with them regarding timing and access to the building.

Mr. Long

- Cabling and equipment installation to provide internet access and Wi-Fi capabilities at the township hall building is substantially complete. Final work is likely to be completed this week. Follow-up will occur to see if the Fairbanks Schools Superintendent would publish this new capability to students.
- Union County Census Committee – no update

Mr. Conroy

- All township hall rentals, including the baseball and soccer fields, were suspended until May 4th during the emergency meeting held in March. The trustees will determine whether to extend or lift the suspension at the regular meeting scheduled for May 4th. Notices were given to individuals or groups who requested renting the facilities during May about the current situation.
- Activity around the playground equipment will be monitored to ensure adherence to the Governor's order.
- The township website has been updated with contact information for the new fiscal officer and any other new contact information.
- Fairbanks Athletic Boosters requested to use the township hall parking lot to distribute flowers related to their spring fundraiser if the school parking lot was not made available. Flower distribution would be May 3rd. The trustees agreed that the parking lot could be used. The group would be asked to adhere to social distancing guidelines and limit the number of people in the group.

Union County Engineer

The Union County Engineer's Office submitted the agreement to maintain and repair township roads.

- **Resolution #2051:** motion to sign an agreement with the Union County Engineer's Office to perform the necessary maintenance and repair of Millcreek Township roads for 2020 by Mr. Long, seconded by Mr. Jordan.

- Motion unanimously approved.

Other

- The trustees duly noted the check sequence from the previous month ending with check #5310 and checks presented for approval at the current meeting beginning with check #5311. The trustees compared the accuracy of the expenditures/electronic fund withdrawals and receipts to those listed in the minutes.
- **Resolution #2052:** 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 #2053:** motion to pay bills by Mr. Conroy, seconded by Mr. Jordan.
- Motion unanimously approved.

P 5-20	5311	Heritage Coop.	1000-120-353	263.48
P 4-20	5312	Ohio Edison	1000-120-351	157.92
	5313	Joyce Beaver	1000-110-121	1,178.93
	5314	Keith Conroy	1000-110-111	303.94
	5314	Keith Conroy	2021-330-111	303.94
	5315	William Jordan	1000-110-111	451.49
	5315	William Jordan	2021-330-111	451.49
	5316	David Long	1000-110-111	460.84
	5316	David Long	2021-330-111	460.84
	5317	Ron Todd	1000-130-150	932.53
	5318	OPERS	1000-110-111	157.81
	5318	OPERS	1000-110-121	181.97
	5318	OPERS	1000-110-211	632.21
	5318	OPERS	1000-130-150	111.80
	5318	OPERS	2021-330-111	157.80
	5318	OPERS	2021-330-211	220.93
	5319	VOID		
	Vouc	IRS	1000-110-111	27.55
	Vouc	IRS	1000-110-121	360.02
	Vouc	IRS	1000-110-213	65.48
	Vouc	IRS	1000-130-150	61.34
	Vouc	IRS	2021-330-111	27.54
	Vouc	IRS	2021-330-213	22.89
	Vouc	Ohio Dept. Taxation	1000-110-111	12.73
	Vouc	Ohio Dept. Taxation	1000-110-121	80.54
	Vouc	Ohio Dept. Taxation	1000-130-150	12.33
	Vouc	Ohio Dept. Taxation	2021-330-111	12.71
	Vouc	School Dist. Income Tax	1000-110-111	13.75
	Vouc	School Dist. Income Tax	1000-110-121	18.20
	Vouc	School Dist. Income Tax	2021-330-111	13.73
	Vouc	Ohio Public Emp. Def.	1000-110-111	150.00
	Vouc	Ohio Public Emp. Def.	2021-330-111	150.00
B 6-20	5320	Tonya Jordan	1000-120-329	325.00
	5321-5325	VOID		
B 3-20	5326	Keith Conroy	1000-110-599	330.00
B 3-20	5327	Joyce Beaver	1000-110-410	105.02
B 9-20	5328	Petty Cash	1000-130-330	325.00
B 9-20	5329	Jim Lawrenz	1000-130-330	40.00
B 9-20	5330	Jason Comstock	1000-130-330	45.00
B 4-20	5331	Scott Brackenridge	1000-110-599	60.00
B 3-20	5332	Ron Todd	1000-110-410	566.20
B 9-20	5332	Ron Todd	1000-130-330	53.47

Interest for the month is: \$823.75

Interest for the year is: \$3,442.41.

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 #2054:** motion to adjourn by Mr. Conroy, seconded by Mr. Jordan.
- Motion unanimously approved.

X

Keith Conroy
Chairman

X

Scott Brackenridge
Fiscal Officer