Millcreek Township Trustees
Regular Meeting Minutes
August 3, 2026

The Millcreek Township Trustees of Union County, Ohio convened in regular session from 7:00 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: Interim Fire Chief Justin French – Jerome Township Fire Department, Deputy Zach Reinhold – Union County Sheriff's Office, Connor Devine & Erin Stachler – City of Marysville, Joni Orders, Ron Todd, Joanne Rausch, Cynthia Wolfe, Melody Cunningham, Steve Cameron, Janell Cameron, Jason Comstock, Jeff Pieper, Jared Alfrey

Meeting Minutes

Mr. Conroy asked for a motion to approve the regular monthly meeting minutes from July 6, 2026.

- **Resolution #2710:** motion to approve the minutes of the July 6, 2026 regular meeting by Mr. Jordan, seconded by Mr. Long.
- Motion unanimously approved.

Jerome Township Fire Department

Interim Fire Chief French presented the monthly fire/EMS stats for July and other notable highlights for the department.

- Fire & EMS responses remain relatively consistent.
- Repairs to Engine 210, resulting from an earlier crash, are anticipated to be complete by October. The engine will be out of service until then.
- Training on the new ladder truck (Ladder 210) will be completed in August. Equipment is being mounted and installed by duty crews. In-service date is expected in September.
- Chief French is looking toward the October meeting for Millcreek to consider a resolution adopting the new 2025 Ohio Fire Code as well as EV charging regulations.

Union County Sheriff's Office

Deputy Reinhold attended the meeting. He took questions and listened to concerns from residents regarding traffic volumes and speeding on township roads. The PSO's will continue monitoring traffic activity. Residents thanked Deputy Reinhold for the increased visibility recently of the PSO's within the township.

City of Marysville

Connor Devine and Erin Stachler, representatives from the City of Marysville, presented an update regarding the Scottslawn & US 42 Water Main Extension project. City representatives previously held a meeting in February 2026 to inform our residents of this project. The goal of the project is to create a new, redundant water line to service the southeastern portion of Union County. The water line path runs through portions of Millcreek Township. Mr. Devine and Ms. Stachler provided a status update of the project, ran through some Frequently Asked Questions, and noted a new website will be available soon for anyone to access project updates or contact information for questions. Residents asked several questions regarding right of way and easements, construction methods and timing.

Public Comment

A resident followed up regarding the status of maintenance of a headstone at the township cemetery that he had inquired about at a previous meeting.

A subcommittee of township residents met to discuss ideas for refreshing the various veteran memorials within the township hall and on the property. Several good ideas have already been brought forward amongst the group. They will be meeting again this month and hope to bring their ideas to the trustees at a meeting in the near future.

Zoning

Zoning Commission

Joni Orders, Zoning Commission Chair, provided an update to the trustees.

- The Zoning Commission did not meet in July.
- Upcoming topics to be discussed include fencing, schedule of district regulations and PUD's.
- The LUC Regional Planning Commission is holding a training session for township zoning commissioners and trustees on August 5th.

Board of Zoning Appeals

No updates

Zoning Administrator

Ron Todd, Zoning Administrator, provided an update to the trustees.

- Several updates were provided regarding permit activity, including items such as new homes, fences, etc., and the new soccer field being installed by Elite FC Soccer. Inquiries regarding lot splits were also covered.
- Shelly Materials is expected to bring forth a new zoning request to the trustees, although timing of them being ready is uncertain right now. Mr. Todd will continue corresponding with them to stay informed and will update the trustees as new information is shared.
- **Resolution #2711:** motion to accept the Zoning Administrator's report for July 2026 by Mr. Jordan, seconded by Mr. Long.
- Motion unanimously approved.

Trustees

The trustees scheduled a special meeting on September 8th at 6:30 p.m. at the township community building to review and inspect the township buildings and surrounding grounds. The regular monthly trustee meeting will follow beginning at 7:00 p.m.

Mr. Jordan

- Township Hall Maintenance – The AC unit that was repaired in July appears to be functioning as expected. No further issues with it have been noted. The new water softener and aeration filter system were also installed. A new issue arose however - the well pump stopped operating. This problem was just identified two days ago. Mr. Jordan contacted our service provider to diagnose the cause and the needed fix. They should be making a service call within the next few days. There is no running water at the township hall until this problem is fixed.

Mr. Long

- Gutter Project – Mr. Long is following up with a service provider regarding work on the gutters and other miscellaneous maintenance to the exterior of the township hall. Minor updates to the interior of the township hall may be discussed as well.

Mr. Conroy

- Cemetery Columbarium – Columbarium installation is complete at Watkins Cemetery. Mr. Conroy distributed a document with pricing information of some local cemeteries in our surrounding area, including traditional grave sites and columbarium niches. Pricing of our niches will need to be considered at a future meeting.
- Cemetery Tree Trimming – Tree trimming is complete.
- Hotel & Lodging Tax – Mr. Conroy distributed a draft resolution prepared by the Union County Prosecutor's Office to enact a tax on transactions for lodging by hotels/short-term rentals within the township. This was presented for informational purposes at this time. The trustees discussed the topic and intend to revisit the tax discussion at a future meeting. No action was taken at this meeting.
- Natural Resources Inventory – Mr. Conroy will follow up on this action item from the Comprehensive Land Use Growth Plan update.

Other Business Items

PSO Tax Levy Renewal

The County Auditor provided the Certificate of Estimated Property Tax Revenue for renewal of our 2.15 mills PSO tax levy. Mr. Brackenridge reviewed the expected annual revenue with the trustees and compared the cost estimate for PSO services based on our current contract with the Union County Sheriff's Office. The trustees reviewed the information and asked questions.

- **Resolution #2712:** motion for a resolution to proceed and submit placing a 2.15 mills renewal levy for police & public safety officer contract services for 5 years beginning in 2027 on the November ballot by Mr. Conroy, seconded by Mr. Long.
- Mr. Conroy – yes; Mr. Jordan – yes; Mr. Long - yes

Union County Engineer's Office

The County Engineer's Office submitted a quote to re-grade the main driveway and front loop at Watkins Cemetery. The trustees reviewed the cost quote and discussed the necessity of the project.

- **Resolution #2713:** motion to approve the estimate of $9,307.07 to re-grade the main driveway and front loop at Watkins Cemetery and authorize the Union County Engineer to undertake and perform the work by Mr. Jordan, seconded by Mr. Long.
- Motion unanimously approved.

Receipts, Expenditures and Bank Reconciliation

Receipts for the month: Union County Auditor Monthly Distribution: Gasoline Tax $13,138.09; Motor Vehicle License Tax $99.48; Local Government Sales Tax $1,843.73; LGF $346.13; Motor Vehicle Permissive License Tax $618.00. Cheryl Rausch $75.00 township hall rental. Calvin Blevins $75.00 township hall rental. Missy Hauer $75.00 township hall rental. Debra Cordeiro $75.00 township hall rental. Marysville Municipal Court $1,206.00 traffic fines. Star Ohio $2,989.23.

The trustees duly noted the check sequence from the previous month ending with check #6730 and checks presented for approval at the current meeting beginning with check #6731. The trustees compared the accuracy of the expenditures/electronic fund withdrawals and receipts to those listed in the minutes.

- **Resolution #2714:** 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 #2715:** motion to pay bills by Mr. Conroy, seconded by Mr. Long.
- Motion unanimously approved.

6731	Scott Brackenridge	1000-110-121	1,969.40
6732	Keith Conroy	1000-110-111	326.86
6732	Keith Conroy	2021-330-111	326.86
6733	William Jordan	1000-110-111	578.21
6733	William Jordan	2021-330-111	578.20
6734	David Long	1000-110-111	508.83
6734	David Long	2021-330-111	508.82
6735	Ron Todd	1000-130-150	930.75
6736	OPERS	1000-110-111	199.61
6736	OPERS	1000-110-211	436.00
6736	OPERS	1000-130-150	111.80
6736	OPERS	2021-330-111	199.61
6736	OPERS	2021-330-211	279.46
Vouc	IRS	1000-110-111	182.95
Vouc	IRS	1000-110-121	171.36
Vouc	IRS	1000-110-212	138.88
Vouc	IRS	1000-110-213	77.63
Vouc	IRS	1000-130-150	38.84
Vouc	IRS	2021-330-111	182.94

	Vouc	IRS	2021-330-213	28.95
	Vouc	Ohio Dept. Taxation	1000-110-111	31.81
	Vouc	Ohio Dept. Taxation	1000-110-121	77.84
	Vouc	Ohio Dept. Taxation	1000-130-150	19.84
	Vouc	Ohio Dept. Taxation	2021-330-111	31.80
	Vouc	School Dist. Income Tax	1000-110-111	17.93
	Vouc	School Dist. Income Tax	1000-110-121	21.32
	Vouc	School Dist. Income Tax	2021-330-111	17.91
	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
P 8-26	6737	Tonya Jordan	1000-120-329	400.00
P11-26	6738	Ferguson's Lawn Care	1000-410-329	1,600.00
P 4-26	6739	Ohio Edison	1000-120-351	437.59
P 7-26	6740	Spectrum Business	1000-120-329	135.35
B 7-26	6741	Clarity Tech Solutions	1000-110-599	140.65
B20-26	6742	Discount Portable Toilets	1000-610-599	104.50
B 7-26	6743	Georgia Tobin	1000-110-599	120.00
P 2-26	6744	Union County Engineer	2021-330-420	2,954.46
P12-26	6745	Columbus Memorials	1000-410-730	34,438.50
B 8-26	6746	Foust Plumbing & Heating	1000-120-323	340.20
P 5-26	6747	Heritage Cooperative	1000-120-353	408.86
P15-26	6748	Napier & Son Tree Serv.	1000-410-323	7,940.00
B14-26	6749	Marysville JT	1000-130-345	28.75
P 6-26	6750	Verizon Wireless	1000-130-341	49.30

Interest for the month is: $23.42
Interest for the year is: $156.54`

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 #2716:** motion to adjourn by Mr. Conroy, seconded by Mr. Jordan.
- Motion unanimously approved.

X _____ X _____

Keith Conroy
Chairman

Scott Brackenridge
Fiscal Officer