

**Millcreek Township Trustees
Regular Meeting Minutes
December 2, 2024**

The Millcreek Township Trustees of Union County, Ohio convened in regular session from 7:00 p.m. to 9:30 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: Chief Doug Stewart – Jerome Township Fire Department, Deputy Reinhold – Union County Sheriff’s Office, Ron Todd, Joni Orders

Meeting Minutes

Mr. Conroy asked for a motion to approve the regular monthly meeting minutes from November 4, 2024.

- **Resolution #2516:** motion to approve the minutes of the November 4, 2024 regular meeting by Mr. Jordan, seconded by Mr. Long.
- Motion unanimously approved.

Jerome Township Fire Department

Chief Stewart presented the monthly fire/EMS stats for November and other notable highlights for the department.

- Responses have increased approximately 16% year-to-date when compared to last year.
- Station 211 was recognized by Firehouse Magazine as a Notable Entry in the annual Fire Station Design Awards. Great marketing for the work being done by the Fire Department.
- The order for two emergency warning sirens will be submitted to Federal Signal this week. First Energy is still reviewing site requirements for placement of one of the sirens.

Union County Sheriff’s Office

Deputy Reinhold attended the meeting. He did not have anything specific to report but took questions from the trustees and others in attendance.

Public Comment

None

Zoning

Zoning Commission

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

- The Zoning Commission met on November 21st. A representative with Nationwide Realty presented an update on the Jerome Village project. A representative with the City of Dublin Planning and Development office discussed how they plan for and review development within the City of Dublin. A representative with PLANNING Next also provided an update on the work being done to review the township’s Comprehensive Land Use Growth Plan and Zoning Resolution.
- A public hearing was scheduled for December 19th to discuss amendments to the Zoning Resolution. Discussion will be held around edits to Chapters 10 and 14 and Flood Plain District language transfer to Reserved Chapter 17. The regular December monthly meeting will immediately follow.
- A revised draft of zoning fees was distributed to the trustees for review. The trustees asked questions and requested a few minor edits. The updated fees will be reviewed again for approval in January.

Board of Zoning Appeals

No updates

Zoning Administrator

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

- Mr. Todd provided updates on recent permit applications and zoning violation notices.
- Outside legal counsel responded with their research on operating a dog kennel/boarding dogs and township zoning regulations. The feedback is that this activity is generally classified as agriculture exempt.
- **Resolution #2517:** motion to accept the Zoning Administrator's report for November 2024 by Mr. Jordan, seconded by Mr. Long.
- Motion unanimously approved.

Trustees

Meeting with Ohio Department of Natural Resources (ODNR)

A virtual meeting is scheduled for 1:00 p.m. Wednesday, December 4th with representatives from ODNR to discuss the Industrial Minerals Permit Application filed by Shelly Materials. This is an opportunity for the trustees to ask questions to ODNR and gain additional information on the application process and the application details.

- **Resolution #2518:** motion to engage Vorys, Sater, Seymour and Pease to assist researching mining permit requirements and related zoning regulations by Mr. Conroy, seconded by Mr. Jordan.
- Motion unanimously approved.

Mr. Jordan

Mr. Jordan completed some work recently around the township grounds, including grading of the ballfield and sand added in the playground area amongst other ground improvements.

Mr. Long

Mr. Long is reviewing the new cemetery software with the third-party vendor and working through edits. The software platform is nearly complete and will be a nice upgrade when ready.

Mr. Conroy

The 33 Corridor Committee's next meeting is scheduled for December 13th.

Other Business Items

2025 Organizational Meeting

The trustees discussed scheduling the 2025 organizational meeting.

- **Resolution #2519:** motion to schedule the 2025 organizational meeting on Monday, January 6th starting at 7:00 p.m. at the Millcreek Township Community Building by Mr. Conroy, seconded by Mr. Long.
- Motion unanimously approved.

Township Highway System Mileage Certification

The 2024 Township Highway System Mileage Certification prepared by the Ohio Department of Transportation (ODOT) and received from the Union County Engineer's Office was presented to the trustees for approval.

- **Resolution #2520:** motion to approve the 2024 Township Highway System Mileage Certification of 2.759 miles by Mr. Conroy, seconded by Mr. Jordan.
- Motion unanimously approved.

2025 Budget Planning

Mr. Brackenridge presented a draft of 2025 appropriations to the trustees for discussion and review. The trustees reviewed the draft, asked questions and provided feedback. Mr. Brackenridge will incorporate these changes and distribute an updated version to be considered for approval at the year-end meeting.

Receipts, Expenditures and Bank Reconciliation

Receipts for the month: Union County Auditor Monthly Distribution: Gasoline Tax \$11,881.62; Motor Vehicle License Tax \$89.05; Local Government Sales Tax \$1,315.78; LGF \$346.13; Motor Vehicle Permissive License Tax \$783.96. Srinivasan Selukka Subbarao \$300.00 township hall rental. Phaniraj Hiremath \$300.00 township hall rental. Marysville Municipal Court \$531.00 traffic fines. Star Ohio \$3,411.95.

The trustees duly noted the check sequence from the previous month ending with check #6343 and checks presented for approval at the current meeting beginning with check #6344. The trustees compared the accuracy of the expenditures/electronic fund withdrawals and receipts to those listed in the minutes.

- **Resolution #2521:** 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 #2522:** motion to pay bills by Mr. Conroy, seconded by Mr. Jordan.
- Motion unanimously approved.

	6344	Scott Brackenridge	1000-110-121	1,900.85
	6345	Keith Conroy	1000-110-111	294.09
	6345	Keith Conroy	2021-330-111	294.10
	6346	William Jordan	1000-110-111	545.22
	6346	William Jordan	2021-330-111	545.22
	6347	David Long	1000-110-111	492.28
	6347	David Long	2021-330-111	492.32
	6348	Ron Todd	1000-130-150	929.03
	6349	OPERS	1000-110-111	188.80
	6349	OPERS	1000-110-211	420.84
	6349	OPERS	1000-130-150	111.80
	6349	OPERS	2021-330-111	188.79
	6349	OPERS	2021-330-211	264.33
	Vouc	IRS	1000-110-111	182.66
	Vouc	IRS	1000-110-121	165.51
	Vouc	IRS	1000-110-212	134.14
	Vouc	IRS	1000-110-213	74.96
	Vouc	IRS	1000-130-150	48.43
	Vouc	IRS	2021-330-111	182.64
	Vouc	IRS	2021-330-213	27.39
	Vouc	Ohio Dept. Taxation	1000-110-111	18.12
	Vouc	Ohio Dept. Taxation	1000-110-121	76.67
	Vouc	Ohio Dept. Taxation	1000-130-150	11.97
	Vouc	Ohio Dept. Taxation	2021-330-111	18.09
	Vouc	School Dist. Income Tax	1000-110-111	16.85
	Vouc	School Dist. Income Tax	1000-110-121	20.55
	Vouc	School Dist. Income Tax	2021-330-111	16.83
	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
P11-24	6350	Tonya Jordan	1000-120-329	350.00
P 4-24	6351	Ohio Edison	1000-120-351	257.81
P 9-24	6352	Verizon Wireless	1000-130-341	49.09
P10-24	6353	Spectrum Business	1000-120-329	124.98
B 5-24	6354	Clarity Tech Solutions	1000-110-599	123.00
B 3-24	6355	Marysville JT	1000-110-345	14.25
P 2-24	6356	Union County Engineer	2021-330-420	136.08
P 3-24	6357	Union County Sheriff	2192-210-360	23,437.04
P 8-24	6358	Auditor of State	1000-110-313	876.00
P15-24	6359	Planning NEXT	1000-110-317	4,792.81

Interest for the month is: \$22.12

Interest for the year is: \$245.49

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 #2523:** motion to adjourn by Mr. Conroy, seconded by Mr. Jordan.
- Motion unanimously approved.

X

Keith Conroy
Chairman

X

Scott Brackenridge
Fiscal Officer