

**Millcreek Township Trustees
Regular Meeting Minutes
February 3, 2025**

The Millcreek Township Trustees of Union County, Ohio convened in regular session from 7:30 p.m. to 8:40 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 Eric Billingsley – Jerome Township Fire Department, Deputy Reinhold – Union County Sheriff’s Office, Ron Todd, Joni Orders, Joanne Rausch, Beth Sanders

Meeting Minutes

Mr. Conroy asked for a motion to approve the organization meeting minutes from January 6, 2025.

- **Resolution #2548:** motion to approve the minutes of the January 6, 2025 organization meeting by Mr. Jordan, seconded by Mr. Long.
- Motion unanimously approved.

Jerome Township Fire Department

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

- Responses increased pretty significantly when compared to January last year.
- Final inspection of the new fire truck is expected to be completed in late February.

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

Beth Sanders, a Union County resident, spoke of her concern regarding the availability of affordable housing in the area and encouraged the township trustees to support expanding affordable housing in the township, county and surrounding areas.

Zoning

Zoning Commission

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

- The Zoning Commission met on January 21st for its organization meeting. Joni Orders was elected Chair. Kevin Bryant was elected Vice Chair.
- A representative from Planning NEXT will be attending the February Zoning Commission meeting to continue work on the township’s Comprehensive Land Use Growth Plan and Zoning Resolution update.

Board of Zoning Appeals

The organization meeting for the Board of Zoning Appeals is scheduled for February 13th.

Zoning Administrator

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

- Mr. Todd provided updates on recent permit applications and zoning violation notices. The number of inquiries recently regarding accessory permits is high.
- Mr. Todd discussed correspondence he received from the City of Marysville regarding their interest in placing a bid on land being auctioned on Brown Road and zoning questions they have regarding the same.
- **Resolution #2549:** motion to accept the Zoning Administrator’s report for January 2025 by Mr. Jordan, seconded by Mr. Long.
- Motion unanimously approved.

Appointments to Zoning Boards

- **Resolution #2550:** motion to appoint Eryn Staats to a five-year term on the Zoning Commission beginning February 1, 2025 through February 1, 2030 by Mr. Conroy, seconded by Mr. Long.
- Motion unanimously approved.

Trustees

Local Detour Agreement for US42 Roadwork

The trustees met with representatives from the Ohio Department of Transportation (ODOT) in January to discuss the local detour plans during planned roadwork this year on US42. ODOT personnel stressed the detours within Millcreek Township should be limited to local traffic. Larger state routes will be utilized to detour traffic coming from larger roads such as US33. The trustees discussed the signage expected to be in place as well as requesting additional police monitoring of local roads while the roadwork is being completed.

- **Resolution #2551:** motion to sign the agreement provided by the State of Ohio Department of Transportation covering maintenance of local roads for local detour purposes during the improvement of State Route 42 by Mr. Conroy, seconded by Mr. Long.
- Motion unanimously approved.

Lawn Service Request for Proposal

Mr. Conroy drafted a scope of work for lawn service at township grounds (township hall, ballfield, cemeteries) and a Request for Proposal to be published and distributed. The trustees reviewed the documents, asked questions and discussed the timing to select a service provider. The trustees agreed the proposal was sufficient. Mr. Conroy will publish on the township website and distribute via email to individuals or companies who have already made inquiries. The due date for submissions to be received will be set for Friday, March 14th.

Mr. Jordan

No updates

Mr. Long

No updates

Mr. Conroy

- Emergency Warning Sirens – Mr. Conroy is working with First Energy to finalize the documentation authorizing one of the sirens to be placed on land owned by First Energy.
- Mr. Conroy discussed getting a certified playground inspector to visit sometime this year. This was a topic discussed at the OTA Winter Conference.

Other Business Items

Township Hall Firewall Upgrade

The firewall installed at the township hall needs upgraded. The current firewall and access point have reached end-of-life and cannot be renewed. A quote to purchase and install a new firewall was received from Clarity Technology Solutions. The trustees reviewed the quote.

- **Resolution #2552:** motion to approve the quote from Clarity Technology Solutions to purchase and install a new firewall at the township hall and other necessary components for installation at a cost of \$2,693.71 by Mr. Conroy, seconded by Mr. Long.
- Motion unanimously approved.

Receipts, Expenditures and Bank Reconciliation

Receipts for the month: Union County Auditor Monthly Distribution: Gasoline Tax \$12,960.02; Motor Vehicle License Tax \$80.02; Local Government Sales Tax \$1,654.40; LGF \$346.13; Motor Vehicle Permissive License Tax \$408.00. Cathy Brackenridge \$75.00 township hall rental. Ohio Bureau of Workers Compensation \$22.24 employer premium refund. Marysville Municipal Court \$449.50 traffic fines. Star Ohio \$3,318.24.

The January 31st bank reconciliation was not available yet to be reviewed at this meeting.

The trustees duly noted the check sequence from the previous month ending with check #6387 and checks presented for approval at the current meeting beginning with check #6388. The trustees compared the accuracy of the expenditures/electronic fund withdrawals and receipts to those listed in the minutes.

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 #2553:** motion to pay bills by Mr. Conroy, seconded by Mr. Long.
- Motion unanimously approved.

	6388	Scott Brackenridge	1000-110-121	1,934.28
	6389	Keith Conroy	1000-110-111	303.51
	6389	Keith Conroy	2021-330-111	303.52
	6390	William Jordan	1000-110-111	554.64
	6390	William Jordan	2021-330-111	554.63
	6391	David Long	1000-110-111	502.91
	6391	David Long	2021-330-111	502.93
	6392	Ron Todd	1000-130-150	935.28
	6393	OPERS	1000-110-111	192.10
	6393	OPERS	1000-110-211	425.46
	6393	OPERS	1000-130-150	111.80
	6393	OPERS	2021-330-111	192.09
	6393	OPERS	2021-330-211	268.95
	Vouc	IRS	1000-110-111	181.85
	Vouc	IRS	1000-110-121	168.41
	Vouc	IRS	1000-110-212	136.49
	Vouc	IRS	1000-110-213	75.97
	Vouc	IRS	1000-130-150	42.18
	Vouc	IRS	2021-330-111	181.84
	Vouc	IRS	2021-330-213	27.85
	Vouc	Ohio Dept. Taxation	1000-110-111	18.83
	Vouc	Ohio Dept. Taxation	1000-110-121	77.80
	Vouc	Ohio Dept. Taxation	1000-130-150	11.97
	Vouc	Ohio Dept. Taxation	2021-330-111	18.82
	Vouc	School Dist. Income Tax	1000-110-111	17.18
	Vouc	School Dist. Income Tax	1000-110-121	20.93
	Vouc	School Dist. Income Tax	2021-330-111	17.16
	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 1-25	6394	Jerome Township	2191-220-360	100,062.24
P 8-25	6395	Tonya Jordan	1000-120-329	375.00
P 4-25	6396	Ohio Edison	1000-120-351	237.46
P 6-25	6397	Verizon Wireless	1000-130-341	49.09
P 7-25	6398	Spectrum Business	1000-120-329	258.91
B 8-25	6399	Clarity Tech Solutions	1000-110-599	123.00
B 6-25	6400	Marysville JT	1000-110-345	61.75
B15-25	6400	Marysville JT	1000-130-345	109.25
P11-25	6401	Planning NEXT	1000-110-317	2,047.42
P 2-25	6402	Union County Engineer	2021-330-420	358.96
B 8-25	6403	Union County Treasurer	1000-110-599	2.00
B 4-25	6404	LUC	1000-110-317	100.00
B 2-25	6405	Vorys, Sater, Seymour	1000-110-311	133.00
B 1-25	6406	Bureau of Workers Comp	1000-110-230	63.51
B22-25	6406	Bureau of Workers Comp	2021-330-230	23.49

Interest for the month is: \$23.10

Interest for the year is: \$23.10

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 #2554:** motion to adjourn by Mr. Conroy, seconded by Mr. Jordan.
- Motion unanimously approved.

X

Keith Conroy
Chairman

X

Scott Brackenridge
Fiscal Officer