

**Millcreek Township Trustees  
Regular Meeting Minutes  
July 7, 2025**

The Millcreek Township Trustees of Union County, Ohio convened in regular session from 7:00 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:** Chief Doug Stewart – Jerome Township Fire Department, Deputy Reinhold – Union County Sheriff’s Office, Ron Todd, Joanne Rausch, Arran Schultz, Jeff Pieper, Mamdouh Sabry Abdelrahman

**Meeting Minutes**

Mr. Conroy asked for a motion to approve the regular monthly meeting minutes from June 2, 2025.

- **Resolution #2588:** motion to approve the minutes of the June 2, 2025 regular meeting by Mr. Long, seconded by Mr. Jordan.
- Motion unanimously approved.

**Jerome Township Fire Department**

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

- Responses continue running higher than last year ( $\approx 22\%$  increase).
- Final inspection of the new tanker truck is expected this week and delivery the following week. After training is completed on the new truck and equipment, the department expects the tanker to be placed in service no later than September 1<sup>st</sup>.

**Union County Sheriff’s Office**

Deputy Reinhold noted the construction project on US 42 begins tomorrow with closures to southbound traffic. The trustees requested additional traffic monitoring on detour routes within the township, especially early during the construction project timeframe to highlight police monitoring of traffic activity. The potential impact of added traffic on Harriott Road due to the construction was discussed.

**Public Comment**

Mamdouh Sabry Abdelrahman owns a home on Hinton Mill Road that was destroyed by fire in 2020. He is planning to rebuild a portion of the home and asked questions regarding the permits needed and requested assistance with navigating the process of fulfilling the various permit requirements between the township and the county.

**Zoning**

**Zoning Commission**

Joni Orders, Zoning Commission Chair, was unable to attend tonight’s meeting. Ron Todd provided a brief update on her behalf.

- The Zoning Commission met on June 24<sup>th</sup>.
- The members discussed timing to schedule a public hearing for approval of the Millcreek Township Land Use & Comprehensive Plan in order to move forward with presenting the Plan to the township trustees for their consideration and approval.
- Updates to Chapter 4 in the Zoning Resolution are being reviewed. Discussion of this topic will continue at the next meeting.

**Board of Zoning Appeals**

No updates

**Zoning Administrator**

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

- The Shelly Company removed a section of mounding on the side of the quarry along Watkins Road. Mr. Todd inquired to Shelly Company and they stated it was temporary access needed until the end of the year for a project, and personnel

at Union County Engineer's office approved. The trustees requested Mr. Todd follow up to get more information from both The Shelly Company and the Union County Engineer's Office as the township trustees were not notified of this mounding removal.

- Mr. Todd received information that The Shelly Company is planning to purchase additional land near the southeast corner of US 42 and Jerome Road. A map of the planned purchases was shared with the trustees.
- Follow up will continue on zoning violation notices.
- **Resolution #2589:** motion to accept the Zoning Administrator's report for June 2025 by Mr. Jordan, seconded by Mr. Long.
- Motion unanimously approved.

### Trustees

#### Mr. Jordan

Mr. Jordan sprayed weeds near the playground again recently.

The trustees asked Mr. Jordan to look at the HVAC unit at the township hall as the temperature inside the building has fluctuated differently between various spaces of the hall.

#### Mr. Long

Mr. Long will follow up with the cemetery software vendor to distribute updated links to the trustees for review. Mr. Long will also seek additional vendors for cost quotes related to installing new gutters at the township hall (or completing necessary exterior repairs) and performing some maintenance inside the building (painting, window treatments, etc).

Mr. Long was asked to join the Union County Local Emergency Planning Committee.

Mr. Long also presented a cost quote to remove a fallen branch at the cemetery.

- **Resolution #2590:** motion to approve the cost quote of \$270 from Del-Mar Tree Service to remove a fallen branch at the township cemetery by Mr. Long, seconded by Mr. Jordan.
- Motion unanimously approved.

#### Mr. Conroy

Mr. Conroy attended the Ohio Department of Transportation pre-construction meeting in June. He asked questions regarding the local detour routes and encouraged use of the larger roads within the township (Watkins, Jerome) for local traffic detours.

A joint press release was issued to the public regarding the new emergency warning sirens in Millcreek and Jerome Townships.

A Union County resident inquired about purchasing the metal bleachers next to the ballfield for a local youth sports organization. The trustees declined selling the bleachers.

### Other Business Items

#### Fire & EMS Tax Levy Renewal

Mr. Brackenridge presented the County Auditor's revenue certification and draft language for a resolution to proceed placing a Fire & EMS renewal tax levy on the November 2025 ballot.

- **Resolution #2591:** motion for a resolution to proceed and submit a 4.8 mills fire and emergency services renewal levy for 3 years beginning in 2026 for voter consideration on the November ballot by Mr. Conroy, seconded by Mr. Long.
- Mr. Conroy – yes; Mr. Jordan – yes; Mr. Long - yes

#### Receipts, Expenditures and Bank Reconciliation

Receipts for the month: Union County Auditor Monthly Distribution: Gasoline Tax \$12,449.91; Motor Vehicle License Tax \$110.17; Local Government Sales Tax \$1,642.45; LGF \$346.13; Motor Vehicle Permissive License Tax \$547.50. State of Ohio First Half Rollback – Real Estate: General Fund \$6,006.15; Special Levy Fire Fund \$1,437.55; Special Levy Police Fund \$509.37. Tonya Jordan \$150.00 township hall rental. Darran Pittman \$75.00 township hall rental. Laurie Grant \$125.00 township hall

rental. Wendy Vernon \$75.00 township hall rental. Christine Fisher \$75.00 township hall rental. Debra Cordeiro \$75.00 township hall rental. Sara Tillman \$75.00 township hall rental. Matthew Whitehead \$75.00 township hall rental. Sandra Lentz \$75.00 township hall rental. Penny Wood-Godwin \$50.00 zoning permit. Superior Fence and Rail \$100.00 zoning permit. Gretchen Waggoner \$125.00 zoning permit. ASA Remodeling \$250.00 zoning permit. Star Ohio \$3,212.64.

The trustees duly noted the check sequence from the previous month ending with check #6483 and checks presented for approval at the current meeting beginning with check #6484. The trustees compared the accuracy of the expenditures/electronic fund withdrawals and receipts to those listed in the minutes.

- **Resolution #2592:** 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 #2593:** motion to pay bills by Mr. Conroy, seconded by Mr. Long.
- Motion unanimously approved.

	6484	Scott Brackenridge	1000-110-121	1,934.28
	6485	Keith Conroy	1000-110-111	303.51
	6485	Keith Conroy	2021-330-111	303.52
	6486	William Jordan	1000-110-111	554.64
	6486	William Jordan	2021-330-111	554.63
	6487	David Long	1000-110-111	502.91
	6487	David Long	2021-330-111	502.93
	6488	Ron Todd	1000-130-150	935.28
	6489	OPERS	1000-110-111	192.10
	6489	OPERS	1000-110-211	425.46
	6489	OPERS	1000-130-150	111.80
	6489	OPERS	2021-330-111	192.09
	6489	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 8-25	6490	Tonya Jordan	1000-120-329	375.00
B18-25	6491	Ferguson's Lawn Care	1000-410-329	1,600.00
P 4-25	6492	Ohio Edison	1000-120-351	306.35
P 6-25	6493	Verizon Wireless	1000-130-341	49.09
P 7-25	6494	Spectrum Business	1000-120-329	125.00
B 8-25	6495	Clarity Tech Solutions	1000-110-599	123.00
B21-25	6496	Discount Portable Toilets	1000-610-599	99.00
P 1-25	6497	Jerome Township	2191-220-360	100,062.24
P11-25	6498	Planning NEXT	1000-110-317	2,155.00
P 5-25	6499	Heritage Cooperative	1000-120-353	142.84
B13-25	6500	Nancy Orders	1000-130-330	255.00
B13-25	6501	Kevin Bryant	1000-130-330	120.00
B13-25	6502	Jim Lawrenz	1000-130-330	40.00

B13-25	6503	Eryn Staats	1000-130-330	80.00
B13-25	6504	Maryann Sweeney	1000-130-330	80.00
B11-25	6505	Bill Jordan	1000-120-420	110.80
B16-25	6506	Ron Todd	1000-130-599	193.47

Interest for the month is: \$24.03

Interest for the year is: \$135.34

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 #2594:** motion to adjourn by Mr. Conroy, seconded by Mr. Long.
- Motion unanimously approved.

X

Keith Conroy  
Chairman

X

Scott Brackenridge  
Fiscal Officer