Millcreek Township Trustees
Regular Meeting Minutes
June 1, 2026

The Millcreek Township Trustees of Union County, Ohio convened in regular session from 7:00 p.m. to 9:00 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, Sheriff Mike Justice – Union County Sheriff's Office, Aaron Smith – Logan-Union-Champaign Regional Planning Commission, Ron Todd, Joni Orders, Joanne Rausch, Arran Schultz, Jeff Pieper

Meeting Minutes

Mr. Conroy asked for a motion to approve the regular monthly meeting minutes from May 4, 2026.

- **Resolution #2691:** motion to approve the minutes of the May 4, 2026 regular meeting by Mr. Jordan, seconded by Mr. Long.
- Motion unanimously approved.

Mr. Conroy asked for a motion to approve the special meeting minutes from May 18, 2026.

- **Resolution #2692:** motion to approve the minutes of the May 18, 2026 special 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 May and other notable highlights for the department.

- Fire Division operating normally while working through recent personnel and administrative changes as reported by Jerome Township.
- Training hours for fire personnel are up considerably due to the addition of the new ladder truck (Ladder 210) as the department works toward placing it in service in the coming months.
- Staffing levels remain good with several new full-time and part-time firefighter hires on board.
- Adoption of the new Ohio Fire Code will be necessary. Chief French will bring more information on this topic to a future meeting.

Union County Sheriff's Office

Sheriff Justice first presented statistics to the trustees through May 2026 detailing incident types handled by the Sheriff's Office and average response times by shift. Sheriff Justice noted additional traffic detail will be deployed soon with a couple deputies becoming fully trained and the availability of School Resource Officers during the summer while school is out.

The trustees next discussed with Sheriff Justice obtaining additional police services and traffic enforcement for Millcreek Township. Both parties reviewed the framework of an agreement previously entered between the Sheriff's Office and Jerome Township for similar services. The trustees noted their desire for increased traffic enforcement on high volume roads and during peak times. Sheriff Justice believes this framework for additional services beyond what is currently provided through the PSO program could be fulfilled by his office for Millcreek Township.

- **Resolution #2693:** motion to contract with the Union County Sheriff's Office for additional public safety services and traffic enforcement through December 31st, 2026, at a cost not to exceed $20,000 by Mr. Conroy, seconded by Mr. Long.
- Motion unanimously approved.

Sheriff Justice will follow up with the County Prosecutor's Office and the County Commissioners to finalize a contract.

Mr. Conroy made a motion at 7:25 p.m. to recess the regular monthly meeting in order to hold the scheduled public hearing on Chapters 6 and 20 of the Zoning Resolution. Motion unanimously approved.

Mr. Conroy made a motion at 7:45 p.m. to reopen the regular monthly meeting after completion of the public hearing on Chapters 6 and 20 of the Zoning Resolution. Motion unanimously approved.

Public Comment

A resident inquired about additional lighting being installed at the soccer fields along Watkins Road near US 42. The resident voiced some concern about the recent updates occurring at the soccer fields, causing changes to water drainage and lighting which impacts the nearby neighborhood. A question about lighting at a business adjacent to the soccer fields was also asked. The trustees noted plans submitted were in-line with requirements.

Zoning

Zoning Commission

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

- The Zoning Commission held the regular monthly meeting on May 19th. The commission members continue to work through details of specific chapters of the Zoning Resolution with support from the LUC Regional Planning Commission. Public hearings will be held in the future as details are finalized.
- The regular monthly meeting planned for July 21st was canceled due to several scheduling conflicts, impacting the ability to obtain a quorum of the members.

Board of Zoning Appeals

No updates.

Zoning Administrator

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

- The annual inspection of the property at 12140 Watkins Road was completed on April 29th. Mr. Todd presented the completed inspection report to the trustees and provided an overview of each matter and any findings. The trustees asked questions throughout.
- **Resolution #2696:** motion to accept the Zoning Administrator's annual inspection report of the property at 12140 Watkins Road and any findings listed by matter by Mr. Conroy, seconded by Mr. Jordan.
- Motion unanimously approved.
- Mr. Todd provided updates regarding zoning permits. He also noted the Union County Prosecutor's Office is reviewing the Shelly quarry reclamation clean fill plan.
- **Resolution #2697:** motion to accept the Zoning Administrator's report for May 2026 by Mr. Jordan, seconded by Mr. Long.
- Motion unanimously approved.

Trustees

Mr. Jordan

- Township Hall Maintenance - The air conditioner appears to be working better after last month's service. A plumber is coming this week to work on the kitchen sink. Our plumbing and HVAC service provider is recommending a new water softener be installed as the current one is no longer working.
    - **Resolution #2698:** motion to purchase a new water softener for the township hall through Foust Plumbing & Heating at a cost not to exceed $5,000 by Mr. Conroy, seconded by Mr. Long.
    - Motion unanimously approved.

Mr. Long

No updates beyond matters already discussed. Mr. Long noted he will be unable to attend the regular monthly meeting in July.

Mr. Conroy

- Cemetery Columbarium – The vendor measured and marked the ground at Watkins Cemetery in preparation for delivery of the columbarium. Foundation work is in process.
- 33 Corridor Committee – Next meeting scheduled on June 12th.
- Hotel & Lodging Tax – As requested, the Union County Prosecutor's Office will be providing guidance related to enacting a lodging-bed tax, a follow-up item from the work completed on the updated Comprehensive Plan.
- Cemetery Tree Trimming – Mr. Conroy is meeting with a vendor later this week regarding tree trimming services at Watkins Cemetery.
- Natural Resources Inventory – Mr. Conroy will work on the project scope and identification of possible vendors related to compiling a Natural Resources Inventory, another follow-up item from the Comprehensive Plan update.

Other Business Items

PSO Tax Levy Renewal

Mr. Brackenridge presented a draft resolution to consider placing a PSO renewal tax levy on the November 2026 ballot. The trustees reviewed the draft resolution, discussing the tax levy specifics and asking questions.

- **Resolution #2699:** motion for a resolution declaring the necessity for a 2.15 mills Police/Public Safety Officer Services renewal levy and requesting the county auditor certify amounts by Mr. Long, seconded by Mr. Jordan.
- Motion unanimously approved.

Receipts, Expenditures and Bank Reconciliation

Receipts for the month: Union County Auditor Monthly Distribution: Gasoline Tax $10,707.84; Motor Vehicle License Tax $119.32; Local Government Sales Tax $1,235.96; LGF $346.13; Motor Vehicle Permissive License Tax $434.51. Hunter Phillips $75.00 township hall rental. Elisa Ufferman $75.00 township hall rental. Nicholas Voit $75.00 township hall rental. Jennifer Gamble $250.00 zoning permit. Spartan Wall Repair LLC $500.00 zoning permit. America's Home Place, Inc. $500.00 zoning permit. Marysville Municipal Court $751.50 traffic fines. Star Ohio $2,937.23.

The trustees duly noted the check sequence from the previous month ending with check #6685 and checks presented for approval at the current meeting beginning with check #6686. The trustees compared the accuracy of the expenditures/electronic fund withdrawals and receipts to those listed in the minutes.

- **Resolution #2700:** 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 #2701:** motion to pay bills by Mr. Conroy, seconded by Mr. Jordan.
- Motion unanimously approved.

6686	Scott Brackenridge	1000-110-121	1,969.40
6687	Keith Conroy	1000-110-111	326.86
6687	Keith Conroy	2021-330-111	326.86
6688	William Jordan	1000-110-111	578.21
6688	William Jordan	2021-330-111	578.20
6689	David Long	1000-110-111	508.83
6689	David Long	2021-330-111	508.82
6690	Ron Todd	1000-130-150	930.75
6691	OPERS	1000-110-111	199.61
6691	OPERS	1000-110-211	436.00
6691	OPERS	1000-130-150	111.80
6691	OPERS	2021-330-111	199.61
6691	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	6692	Tonya Jordan	1000-120-329	400.00
P11-26	6693	Ferguson's Lawn Care	1000-410-329	1,600.00
P 4-26	6694	Ohio Edison	1000-120-351	287.71
P 6-26	6695	Verizon Wireless	1000-130-341	49.30
P 7-26	6696	Spectrum Business	1000-120-329	135.35
B 7-26	6697	Clarity Tech Solutions	1000-110-599	130.30
B 5-26	6698	Marysville Journal Trib.	1000-110-345	57.50
B20-26	6699	Discount Portable Toilets	1000-610-599	104.50
P10-26	6700	Auditor of State	1000-110-313	876.00
B10-26	6701	Amazon Capital Services	1000-120-420	67.32
B 8-26	6702	Foust Plumbing & Heating	1000-120-323	977.05
P13-26	6703	Foust Plumbing & Heating	1000-760-730	4,078.00

Interest for the month is: $22.28
Interest for the year is: $108.55

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 #2702:** motion to adjourn by Mr. Conroy, seconded by Mr. Long.
- Motion unanimously approved.

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Keith Conroy
Chairman

Scott Brackenridge
Fiscal Officer