

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

The Millcreek Township Trustees of Union County, Ohio convened in regular session from 7:00 p.m. to 8:25 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 and Scott Brackenridge

ATTENDEES: Battalion Chief Justin French – Jerome Township Fire Department, Deputy Zach Reinhold – Union County Sheriff’s Office, Public Service Director Jeremy Hoyt – City of Marysville, Ron Todd, Joni Orders, Joanne Rausch, Arran Schultz, Jeff Pieper, Rick Ruggles, Taylor Bloise, Steve Cameron, Janell Cameron, Lucas Rausch, Barb Seciliot

Meeting Minutes

Mr. Conroy asked for a motion to approve the regular monthly meeting minutes from February 3, 2025.

- **Resolution #2557:** motion to approve the minutes of the February 3, 2025 regular meeting by Mr. Jordan, seconded by Mr. Conroy.
- Motion unanimously approved.

Mr. Conroy asked for a motion to approve the public hearing minutes from February 3, 2025.

- **Resolution #2558:** motion to approve the minutes of the February 3, 2025 public hearing by Mr. Jordan, seconded by Mr. Conroy.
- Motion unanimously approved.

Mr. Conroy asked for a motion to approve the emergency meeting minutes from February 17, 2025.

- **Resolution #2559:** motion to approve the minutes of the February 17, 2025 emergency meeting by Mr. Jordan, seconded by Mr. Conroy.
- Motion unanimously approved.

Jerome Township Fire Department

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

- Responses have been high during 2025, accounting for an increase of approximately 30% year-to-date when compared to the same period last year.
- The new fire truck was delivered to Station 211 in late February.

Union County Sheriff’s Office

Deputy Reinhold attended the meeting. He noted they are monitoring traffic activity along high volume roads in the area such as US 42 and Watkins Road in an effort to prioritize areas noted in 2024 for the number of accidents reported. Deputy Reinhold also reported recent property break-ins in the area and encouraged residents to lock their car and home doors and keep garage doors down.

City of Marysville

At the request of the Township Trustees, Jeremy Hoyt, Marysville City Public Service Director, presented on the city’s auction purchase of 81 acres of land between Brown Road and Hinton Mill Road for future water system expansion. Mr. Hoyt provided background on the city’s current water demands and presented options being discussed as part of the water master plan to meet long-term needs based on expected growth and development. The City of Marysville views this land purchase as a strategic part of their long-term planning for future water infrastructure. The trustees and residents in attendance actively asked questions during and after the presentation. The trustees noted that the City of Marysville would need to address township zoning regulations once plans were further developed as the area is not zoned for water treatment/storage infrastructure.

Public Comment

None

Zoning

Zoning Commission

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

- The Zoning Commission met on February 18th.
- A representative from Planning NEXT attended the February meeting and assisted the Commission members with an open work session discussing the most recent draft edits to the township's Comprehensive Land Use Growth Plan and Zoning Resolution update. The Zoning Commission is working towards completing their review in preparation to hold another public meeting in the next few months for residents to review the changes and provide feedback.

Board of Zoning Appeals

The Board of Zoning Appeals 2025 organization meeting was held on February 13th. Jason Comstock was elected Chair. Steve Cameron was elected Vice Chair. The Board reviewed active Conditional Use Permits (CUP's) at the meeting and made any necessary 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. The trustees asked questions regarding various zoning violations and requested Mr. Todd follow-up with the owners and provide an update at the next meeting.
- **Resolution #2560:** motion to accept the Zoning Administrator's report for February 2025 by Mr. Jordan, seconded by Mr. Conroy.
- Motion unanimously approved.

Appointments to Zoning Boards

- **Resolution #2561:** motion to appoint Brian Clark to a five-year term on the Board of Zoning Appeals beginning February 1, 2025 through February 1, 2030 by Mr. Conroy, seconded by Mr. Jordan.
- Motion unanimously approved.

Trustees

Union County Economic Development Incentive Policy

An updated draft of the Union County Economic Development Incentive Policy (EDIP) was shared with the trustees along with highlights of the work being done to update and modernize the EDIP. Eric Phillips, Union County Economic Development Director, would like to attend a future township meeting to discuss the updated EDIP and how this benefits the county, townships and schools.

Mr. Jordan

- Mr. Jordan attended the Union County Engineer's Office Annual Township Meeting held in February.
- The Union County Health Department's Annual Meeting of the District Advisory Council is scheduled for March 11th. Mr. Jordan plans to attend.
- Mr. Jordan plans to plant grass seed at the township grounds near the ditch and at the ballfield. Grass seed expenses are estimated to be around \$150.

Mr. Long

Mr. Long was unable to attend this meeting.

Mr. Conroy

- Lawn Care Service – Request for proposals to provide lawn care service at the township grounds and cemeteries was posted online and distributed via email. The deadline to receive submissions is March 14th. The trustees scheduled a special meeting on Thursday, March 20th starting at 7:00 p.m. at the Millcreek Township Community Building to review all proposals received.
- Emergency Warning Sirens – The sirens are expected to be installed in March. The trustees discussed the placement area for the siren installations. Mr. Conroy

noted that First Energy/Ohio Edison needs to receive and approve the installation plans prior to work being initiated on their property.

- Mr. Conroy highlighted that the Ohio Department of Transportation released a US 23 Corridor Action Plan to improve safety and reduce traffic delays. The study and action plans are available for the public to review.

Other Business Items

Mr. Brackenridge distributed to the trustees the revenue and expenditure forms for the operation of the 9-1-1 system in Union County as provided by the Union County 9-1-1 Program Review Committee.

Township Hall Firewall Upgrade

An updated quote was received regarding the purchase and installation of a new firewall at the township hall. The previous quote approved by the trustees at last month’s meeting did not include the correct hardware. The updated cost quote is \$179.42 higher.

- **Resolution #2562:** motion to approve the updated 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 increase of \$179.42 versus the previously approved quote by Mr. Jordan, seconded by Mr. Conroy.
- Motion unanimously approved.

Receipts, Expenditures and Bank Reconciliation

Receipts for the month: Union County Auditor Monthly Distribution: Gasoline Tax \$11,394.57; Motor Vehicle License Tax \$83.98; Local Government Sales Tax \$1,499.94; LGF \$346.13; Motor Vehicle Permissive License Tax \$585.24. Union County Auditor Calendar Year 2024 Sales Tax Holiday Distribution: Local Government Sales Tax \$93.41. YellowLite Inc \$100.00 zoning permit. Robin Stewart \$25.00 zoning permit. Suncraft Corporation \$125.00 zoning permit. CSS Kennel \$125.00 zoning permit. Schumacher Homes of Columbus \$500.00 zoning permit. Greig Douglas \$25.00 zoning permit. Ronald Spessard \$75.00 township hall rental. Lori Reed \$75.00 township hall rental. Kristen Wallace \$300.00 township hall rental. Marysville Municipal Court \$670.00 traffic fines. Star Ohio \$2,982.16.

The trustees duly noted the check sequence from the previous month ending with check #6406 and checks presented for approval at the current meeting beginning with check #6407. The trustees compared the accuracy of the expenditures/electronic fund withdrawals and receipts to those listed in the minutes.

- **Resolution #2563:** motion to approve the January 31st 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 #2564:** motion to pay bills by Mr. Conroy, seconded by Mr. Jordan.
- Motion unanimously approved.

6407	Scott Brackenridge	1000-110-121	1,934.28
6408	Keith Conroy	1000-110-111	303.51
6408	Keith Conroy	2021-330-111	303.52
6409	William Jordan	1000-110-111	554.64
6409	William Jordan	2021-330-111	554.63
6410	David Long	1000-110-111	502.91
6410	David Long	2021-330-111	502.93
6411	Ron Todd	1000-130-150	935.28
6412	VOID		
6413	OPERS	1000-110-111	192.10
6413	OPERS	1000-110-211	425.46
6413	OPERS	1000-130-150	111.80
6413	OPERS	2021-330-111	192.09
6413	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	6414	Tonya Jordan	1000-120-329	375.00
P 4-25	6415	Ohio Edison	1000-120-351	237.18
P 6-25	6416	Verizon Wireless	1000-130-341	49.09
P 7-25	6417	Spectrum Business	1000-120-329	125.00
B 8-25	6418	Clarity Tech Solutions	1000-110-599	123.00
B 6-25	6419	Marysville JT	1000-110-345	19.00
B15-25	6419	Marysville JT	1000-130-345	23.75
P 3-25	6420	Union County Sheriff	2192-210-360	24,794.33
P11-25	6421	Planning NEXT	1000-110-317	4,671.25

Interest for the month is: \$20.16

Interest for the year is: \$43.26

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 #2565:** motion to adjourn by Mr. Conroy, seconded by Mr. Jordan.
- Motion unanimously approved.

X

Keith Conroy
Chairman

X

Scott Brackenridge
Fiscal Officer