

**Millcreek Township Trustees
Regular Meeting Minutes
May 4, 2026**

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: Deputy Connor Swayne – Union County Sheriff's Office, Jeff Stauch & Justin Story – Union County Engineer's Office, Andrea Weaver – Union County Auditor, Ron Todd, Joni Orders, Joanne Rausch, Arran Schultz, Cynthia Wolfe, Jim Lawrenz, Kathleen Neds

Meeting Minutes

Mr. Conroy asked for a motion to approve the regular monthly meeting minutes from April 6, 2026.

- **Resolution #2681:** motion to approve the minutes of the April 6, 2026 regular meeting by Mr. Jordan, seconded by Mr. Long.
- Motion unanimously approved.

Jerome Township Fire Department

No representative from the Fire Department was able to attend tonight's meeting.

Union County Sheriff's Office

Deputy Swayne made himself available to take questions from the trustees and the public in attendance. Several residents asked questions and voiced concerns about the volume of traffic and the speeding they have witnessed, especially during this time of road construction projects in the area. Deputy Swayne recognized that speeding continues to be a primary issue and that he and his fellow officers monitor the roads but can only do so much with their limited resources. A resident asked if the speed limit could be lowered on certain roads. Jeff Stauch, Union County Engineer, responded with some insight on how speed limits are determined and that it was unlikely any of the limits would be lowered. Mr. Conroy asked Mr. Stauch about the timing of the next traffic count within our area of the county. A resident also voiced concern about the steep drop-offs from the berms along Harriott Road and how that poses a danger with the rate of traffic speed seen on that road. After much discussion, the trustees and public thanked Deputy Swayne for his time tonight and for the work he and the other officers are doing.

Union County Engineer's Office

Jeff Stauch, Union County Engineer, and Justin Story, Superintendent, attended tonight's meeting. In addition to the traffic discussion previously held, Mr. Stauch provided a few project updates and made himself available to take questions from all in attendance. Some discussion was held regarding the temporary access points used recently at the quarry by Shelly Materials. Mr. Conroy advocated for better communication and coordination between township and county personnel in the future related to access points (applicable to the quarry, agri-tourism, etc.), as some of the recent activity violates township zoning.

Mr. Story presented the trustees with three maintenance projects suggested by the Engineer's Office after a review of the roads and township properties. The trustees reviewed the proposals and asked questions.

- **Resolution #2682:** motion to approve the estimate of \$3,519.26 to re-grade and add stone to the back loops of Watkins Cemetery and authorize the Union County Engineer to undertake and perform the work by Mr. Long, seconded by Mr. Jordan.
- Motion unanimously approved.
- **Resolution #2683:** motion to approve the estimate of \$2,461.98 to perform DuraPatch repairs on all township roads and authorize the Union County Engineer to undertake and perform the work by Mr. Long, seconded by Mr. Jordan.
- Motion unanimously approved.

- **Resolution #2684:** motion to approve the estimate of \$10,260.88 to chip seal Thompson Road, Jacobs Lane and Smith Place and authorize the Union County Engineer to undertake and perform the work by Mr. Jordan, seconded by Mr. Long.
- Motion unanimously approved.

Union County Auditor's Office

Andrea Weaver, Union County Auditor, attended tonight's meeting. Ms. Weaver updated everyone on recent legislative activity impacting property taxes and the possible affects the legislation could have on township finances and individual homeowners. Ms. Weaver presented the Auditor's Estimate Report for active levies and revenue sources for Millcreek Township, noting the current PSO levy expires at the end of 2026. Ms. Weaver also took questions from the trustees and the public in attendance.

Public Comment

No further comments beyond matters already discussed.

Zoning

Zoning Commission

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

- The Zoning Commission held a public hearing and the regular monthly meeting on April 21st.
- The public hearing focused on proposed changes to *Chapter 6 – Standard Zoning Districts* and *Chapter 20 – Definitions* of the Zoning Resolution. The Zoning Commission approved the updates and recommended forwarding the changes to the township trustees for their review and approval. Ms. Orders provided notice of that recommendation to the trustees at tonight's meeting.
- **Resolution #2685:** motion to schedule a public hearing on Monday, June 1st beginning at 7:00 p.m. to review and consider for approval by the trustees draft amendments to *Chapter 6 – Standard Zoning Districts* and *Chapter 20 – Definitions* of the Zoning Resolution by Mr. Conroy, seconded by Mr. Jordan.
- Motion unanimously approved.

Board of Zoning Appeals

The Board of Zoning Appeals held its 2026 organizational meeting on April 16th. Organizational matters such as electing a Chair and Vice Chair were completed, amongst other items. Existing Conditional Use Permits were also reviewed.

Zoning Administrator

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

- Mr. Todd provided updates regarding new zoning permits. The permit for the Elite Soccer Fields is being finalized.
- The annual inspection of the property at 12140 Watkins Road was completed on April 29th. The full inspection report should be ready for the June meeting.
- Printed copies of the township's Comprehensive Plan Update were prepared and are ready for distribution to members. Mr. Todd presented for reimbursement the receipt for printing services to prepare the booklets.
- **Resolution #2686:** motion to accept the Zoning Administrator's report for April 2026 by Mr. Jordan, seconded by Mr. Long.
- Motion unanimously approved.

Trustees

Mr. Jordan

Inspection of the HVAC system at the township hall is scheduled for May 5th. Mr. Jordan recently sprayed for weeds on the township hall property.

Mr. Long

No updates beyond matters already discussed.

Mr. Conroy

The 33 Corridor Committee met recently. Growth and development in and around Marysville was discussed.

The contractor installing the columbarium at Watkins Cemetery would like to meet to perform a site review with the trustees. The trustees discussed timing that would work for all parties.

- **Resolution #2687:** motion to schedule a special meeting on Monday, May 18th beginning at 8:00 a.m. to perform a site review with representatives from Columbus Memorials at Watkins Cemetery regarding the installation of a columbarium at the cemetery by Mr. Conroy, seconded by Mr. Jordan.
- Motion unanimously approved.

Other Business Items

Expiring PSO Levy

Mr. Brackenridge noted the township’s PSO levy will expire at the end of 2026. The first opportunity to place a renewal levy before voters would be November 2026. Mr. Brackenridge presented information regarding current tax funding from the levy and expenditures for police services provided by the Union County Sheriff’s Office resulting from our PSO contract. The trustees requested Mr. Brackenridge follow up to obtain a draft resolution for consideration at a future meeting to begin the process of placing a renewal levy on the ballot.

Receipts, Expenditures and Bank Reconciliation

Receipts for the month: Union County Auditor Monthly Distribution: Gasoline Tax \$12,216.44; Motor Vehicle License Tax \$93.91; Local Government Sales Tax \$1,371.84; LGF \$346.13; Motor Vehicle Permissive License Tax \$475.50. Union County Auditor First Half Real Estate Tax Settlement – General Fund: \$56,002.49 real estate tax, \$3,897.05 personal property tax, \$1,906.60 public utility tax; Special Levy Fire Fund: \$182,952.47 real estate tax, \$7,264.37 personal property tax, \$6,536.90 public utility tax; Special Levy Police Fund: \$64,824.37 real estate tax, \$3,183.60 personal property tax, \$2,928.00 public utility tax. Union County Auditor First Half MMH Settlement: General Fund \$19.51; Special Levy Fire Fund \$63.38; Special Levy Police Fund \$22.46. State of Ohio First Half Rollback – Real Estate: General Fund \$7,163.95; Special Levy Fire Fund \$1,278.76; Special Levy Police Fund \$453.09. Clay Kaltenbach \$50.00 township hall rental. Kevin Green \$75.00 township hall rental. Viswanath Sampath Kumar Battina \$400.00 township hall rental. Marysville Municipal Court \$267.50 traffic fines. Star Ohio \$2,838.86.

The trustees duly noted the check sequence from the previous month ending with check #6666 and checks presented for approval at the current meeting beginning with check #6667. The trustees compared the accuracy of the expenditures/electronic fund withdrawals and receipts to those listed in the minutes.

- **Resolution #2688:** 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 #2689:** motion to pay bills by Mr. Conroy, seconded by Mr. Long.
- Motion unanimously approved.

6667	Scott Brackenridge	1000-110-121	1,969.40
6668	Keith Conroy	1000-110-111	326.86
6668	Keith Conroy	2021-330-111	326.86
6669	William Jordan	1000-110-111	578.21
6669	William Jordan	2021-330-111	578.20
6670	David Long	1000-110-111	508.83
6670	David Long	2021-330-111	508.82
6671	Ron Todd	1000-130-150	930.75
6672	OPERS	1000-110-111	199.61
6672	OPERS	1000-110-211	436.00
6672	OPERS	1000-130-150	111.80

	6672	OPERS	2021-330-111	199.61
	6672	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	6673	Tonya Jordan	1000-120-329	400.00
P11-26	6674	Ferguson's Lawn Care	1000-410-329	2,000.00
P 4-26	6675	Ohio Edison	1000-120-351	193.26
P 6-26	6676	Verizon Wireless	1000-130-341	49.30
P 7-26	6677	Spectrum Business	1000-120-329	135.35
B 7-26	6678	Clarity Tech Solutions	1000-110-599	130.30
B14-26	6679	Marysville Journal Trib.	1000-130-345	69.00
B20-26	6680	Discount Portable Toilets	1000-610-599	104.50
P 5-26	6681	Heritage Cooperative	1000-120-353	516.95
B 7-26	6682	Union Co Township Assoc	1000-110-599	280.00
P 2-26	6683	Union County Engineer	2021-330-420	436.79
P 3-26	6684	Union County Sheriff	2192-210-360	27,645.13
B13-26	6685	Ron Todd	1000-130-344	400.00

Interest for the month is: \$22.66

Interest for the year is: \$86.27

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 #2690:** motion to adjourn by Mr. Conroy, seconded by Mr. Long.
- Motion unanimously approved.

X

Keith Conroy
Chairman

X

Scott Brackenridge
Fiscal Officer