

**Millcreek Township Trustees
Regular Meeting Minutes
November 4, 2024**

The Millcreek Township Trustees of Union County, Ohio convened in regular session from 7:00 p.m. to 8:10 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, (2) Public Safety Officers – Union County Sheriff’s Office, 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 October 7, 2024.

- **Resolution #2508:** motion to approve the minutes of the October 7, 2024 regular meeting by Mr. Jordan, seconded by Mr. Long.
- Motion unanimously approved.

Jerome Township Fire Department

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

- October was busy with the largest number of Fire and EMS responses in a month during 2024 to-date.
- An ISO evaluation was completed this year. The results show improvement via better ratings since the previous evaluation. This could support better insurance rates for residents over the long-term. Chief Stewart is proud of the improved ratings and believes additional changes can still be made to further improve future ratings.
- A Veteran’s Day Ceremony is scheduled at the Jerome Township Community Building on November 11th starting at 11:00 a.m. The public is welcome and encouraged to attend to honor our veterans.
- Emergency warning sirens are scheduled to be installed within Jerome Township during December. An order for two emergency warning sirens within Millcreek Township will be submitted in the near future. Chief Stewart is currently working with a third party to complete the site requirements for one of those sirens.

Union County Sheriff’s Office

Two deputies from the Sheriff’s Office attended the meeting. They did not have anything specific to report but took questions from the trustees and others in attendance. A resident inquired about steps to take if noise from a neighboring party becomes too loud, notably during late night hours.

Public Comment

None

Zoning

Zoning Commission

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

- The Zoning Commission met on October 15th.
- The Commission’s meetings in November and December were rescheduled to the 3rd Thursday of both months. During the meeting on November 21st, a representative from Nationwide Realty will attend to discuss the Jerome Village development and a representative from the City of Dublin Planning and Development office will attend to discuss their process for reviewing and approving new development. The public is encouraged to attend to hear these updates. Further discussion will also be held regarding the review of the township’s Comprehensive Land Use Growth Plan and Zoning Resolution.

Board of Zoning Appeals

No 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.
- Mr. Todd is following up on possible changes/alterations to an existing conditional use permit for a property located on Hinton Mill Road.
- As noted during last month's meeting, Mr. Todd reached out to Jill Tangeman with Vorys, Sater, Seymour and Pease to discuss legal requirements and zoning regulations for dog kennels.
 - **Resolution #2509:** motion to approve legal services by Vorys, Sater, Seymour and Pease at a cost not to exceed \$1,500 to further support researching the legal definition of dog kennels and associated zoning regulations by Mr. Conroy, seconded by Mr. Jordan.
 - Motion unanimously approved.
- A representative from the Ohio Department of Natural Resources (ODNR) reached out to schedule an informal conference with Millcreek Township to discuss the Industrial Minerals Permit Application filed by Shelly Materials. Mr. Conroy will follow up with ODNR to invite them to the next scheduled regular township meeting or set up time to meet via other means if necessary.
- **Resolution #2510:** motion to accept the Zoning Administrator's report for October 2024 by Mr. Conroy, seconded by Mr. Long.
- Motion unanimously approved.

Trustees

Building & Grounds Improvement Projects

No updates

Public Safety Officer (PSO) Contract

Due to the timing of approval by the Jerome Township Trustees, a copy of the PSO contract approved by the Millcreek Township Trustees during last month's meeting was circulated for signatures again at today's meeting. This copy incorporates the signature of Mike Justice, Union County's new Sheriff. Sheriff Patton's resignation was effective October 31st.

Mr. Jordan

No updates

Mr. Long

- Cemetery Software – The cemetery software conversion is nearly complete. Mr. Long will review the new software in the near future and prepare for its use by township personnel moving forward.

Mr. Conroy

- Emergency Warning Sirens – Previously discussed with Chief Stewart during his update.
- .gov Domain Migration Grant – No updates.
- 33 Corridor Committee – Mr. Conroy distributed the Committee's development principles which guide how the group operates.
- Mr. Conroy forwarded an email providing information regarding Jerome Township's Comprehensive Plan review that is currently ongoing.
- Mr. Conroy noted the trustees are invited to attend the Columbus Region Economic Development Summit – ED411 on Friday, December 6th.

Other Business Items

2024 Year-End Meeting

The trustees scheduled the township's year-end meeting on Friday, December 20th starting at 8:30 a.m. at the Millcreek Township Community Building.

Liability and Property Insurance

The trustees reviewed the annual liability and property insurance coverage renewal for 2024-2025.

- **Resolution #2511:** motion to renew liability and property insurance with the Ohio Township Association at an annual cost of \$6,953 by Mr. Conroy, seconded by Mr. Long.
- Motion unanimously approved.

Heritage Cooperative Propane Prepay Program

Heritage Cooperative is offering a prepay program to lock in the price of propane from October 1, 2024 to April 30, 2025 at \$1.599 per gallon.

- **Resolution #2512:** motion to purchase 1,800 gallons of propane at \$1.599/gallon through Heritage Cooperative’s prepay program by Mr. Conroy, seconded by Mr. Jordan.
- Motion unanimously approved.

Receipts, Expenditures and Bank Reconciliation

Receipts for the month: Union County Auditor Monthly Distribution: Gasoline Tax \$12,775.96; Motor Vehicle License Tax \$98.05; Local Government Sales Tax \$1,619.23; LGF \$346.13; Motor Vehicle Permissive License Tax \$312.00. Union County Auditor MMH Homestead Reimbursements: General Fund \$4.25; Special Levy Fire Fund \$14.56; Special Levy Police Fund \$5.14. Millcreek Jerome Alumni Association \$75.00 township hall rental. Sarah Koenig \$75.00 township hall rental. Vinay Nunna \$300.00 township hall rental. Calvin Blevins \$75.00 township hall rental. Jack Weisenburger \$50.00 zoning permit. Shane Day \$25.00 zoning permit. Ohio Bureau of Workers Comp \$10.00 employer premium refund. Marysville Municipal Court \$1,100.00 traffic fines. Star Ohio \$3,643.66.

The trustees duly noted the check sequence from the previous month ending with check #6323 and checks presented for approval at the current meeting beginning with check #6324. The trustees compared the accuracy of the expenditures/electronic fund withdrawals and receipts to those listed in the minutes.

- **Resolution #2513:** 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 #2514:** motion to pay bills by Mr. Conroy, seconded by Mr. Long.
- Motion unanimously approved.

6324	Scott Brackenridge	1000-110-121	1,900.85
6325	Keith Conroy	1000-110-111	294.09
6325	Keith Conroy	2021-330-111	294.10
6326	William Jordan	1000-110-111	545.22
6326	William Jordan	2021-330-111	545.22
6327	David Long	1000-110-111	492.28
6327	David Long	2021-330-111	492.32
6328	Ron Todd	1000-130-150	929.03
6329	OPERS	1000-110-111	188.80
6329	OPERS	1000-110-211	420.84
6329	OPERS	1000-130-150	111.80
6329	OPERS	2021-330-111	188.79
6329	OPERS	2021-330-211	264.33
Vouc	IRS	1000-110-111	182.66
Vouc	IRS	1000-110-121	165.51
Vouc	IRS	1000-110-212	134.14
Vouc	IRS	1000-110-213	74.96
Vouc	IRS	1000-130-150	48.43
Vouc	IRS	2021-330-111	182.64
Vouc	IRS	2021-330-213	27.39
Vouc	Ohio Dept. Taxation	1000-110-111	18.12
Vouc	Ohio Dept. Taxation	1000-110-121	76.67

	Vouc	Ohio Dept. Taxation	1000-130-150	11.97
	Vouc	Ohio Dept. Taxation	2021-330-111	18.09
	Vouc	School Dist. Income Tax	1000-110-111	16.85
	Vouc	School Dist. Income Tax	1000-110-121	20.55
	Vouc	School Dist. Income Tax	2021-330-111	16.83
	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
P11-24	6330	Tonya Jordan	1000-120-329	350.00
B15-24	6331	Richard Neill	1000-410-329	969.00
P 4-24	6332	Ohio Edison	1000-120-351	326.48
P 9-24	6333	Verizon Wireless	1000-130-341	49.09
P10-24	6334	Spectrum Business	1000-120-329	124.98
B 5-24	6335	Clarity Tech Solutions	1000-110-599	122.55
B12-24	6336	Marysville JT	1000-130-345	28.50
P 2-24	6337	Union County Engineer	2021-330-420	45.36
P14-24	6338	Lazarus Cemetery Map.	1000-410-599	5,525.00
B 8-24	6339	Bill Jordan	1000-120-420	82.63
B 2-24	6340	Keith Conroy	1000-110-330	130.00
P 6-24	6341	OTARMA	1000-110-381	4,703.51
P 7-24	6341	OTARMA	1000-110-382	2,249.00
P 5-24	6342	Heritage Cooperative	1000-120-353	2,786.57
P15-24	6343	Planning NEXT	1000-110-317	4,654.59

Interest for the month is: \$23.79

Interest for the year is: \$223.37

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 #2515:** motion to adjourn by Mr. Conroy, seconded by Mr. Jordan.
- Motion unanimously approved.

X

Keith Conroy
Chairman

X

Scott Brackenridge
Fiscal Officer