

**Millcreek Township Trustees
Regular Meeting Minutes
October 6, 2025**

The Millcreek Township Trustees of Union County, Ohio convened in regular session from 7:15 p.m. to 8:20 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, Joni Orders, Joanne Rausch, Arran Schultz, 3 other residents (did not sign in)

Meeting Minutes

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

- **Resolution #2610:** motion to approve the minutes of the September 2, 2025 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 September and other notable highlights for the department.

- Responses continue running higher than last year ($\approx 25\%$ increase).
- Expected delivery of the new aerial ladder truck has been pushed back to the February/March 2026 timeframe. An in-service date is currently targeted for Summer 2026.
- Jerome Township is placing a renewal levy with a 1 mill increase on the November 2025 ballot to continue funding the Fire Department.
- Grants continue to be accessed to fund ongoing training and operations. Recent grants awarded or applied for include a PUCO grant to support hazardous material training for first responders and a Firehouse Subs Public Safety Foundation grant to purchase a Utility Terrain Vehicle to access areas such as trails and parks which the EMS and Fire trucks can’t access due to space constraints.

Union County Sheriff’s Office

Deputy Reinhold attended the meeting. He reported truck activity and speeding on the township roads used as detours for the US 42 road construction seemed to decrease after increased patrolling in those areas. He then took questions from anyone in attendance. Mr. Jordan noted seeing tires left near a township road recently. Deputy Reinhold stated he will follow up on that report after the meeting.

Public Comment

None

Zoning

Zoning Commission

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

- The Zoning Commission held a public hearing in September regarding the update to the Millcreek Township Comprehensive Land Use & Growth Plan. The members approved the Plan to be forwarded to the township trustees for their review and approval.
- The Zoning Commission held a regular monthly meeting on September 23rd. Updates to Chapter 4 of the Zoning Resolution (administration and enforcement items) were reviewed. The LUC will be reviewing the updates during their October meeting. By call of the Chair, a public hearing to consider the Chapter 4 amendments was scheduled for October 21st at 7:00 p.m.
- The regular monthly meeting in November was rescheduled to November 10th.
- Concerns regarding a lack of clarity around requirements for data centers within the Zoning Resolution were discussed. The members requested the trustees

consider a temporary moratorium on data centers within Millcreek Township while zoning ramifications can be more fully understood.

- **Resolution #2611:** motion to implement a one-year moratorium on all data centers within the township to allow the Zoning Commission time to review and address zoning matters related to data centers by Mr. Conroy, seconded by Mr. Jordan.
- Motion unanimously approved.

Board of Zoning Appeals

No updates

Zoning Administrator

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

- Mr. Todd is planning to attend the LUC's training session scheduled on October 23rd for Zoning Inspectors on the topic of better understanding agricultural exemptions. One trustee is invited to attend as well. Mr. Jordan will try to attend.
- Mr. Todd provided updates on various zoning issues and permit applications, including lot splits, zoning violations, and a nonconforming lot of record dating back to 1996. The trustees asked questions throughout.
- **Resolution #2612:** motion to accept the Zoning Administrator's report for September 2025 by Mr. Jordan, seconded by Mr. Long.
- Motion unanimously approved.

Trustees

Mr. Jordan

No additional updates beyond topics already discussed.

Mr. Long

The contractor hired to complete maintenance and repairs to the township hall inquired about scheduling a two-week window in which repairs could be completed. The trustees discussed availability during November as an option.

Mr. Conroy

Mr. Conroy met with two vendors and obtained information regarding the purchase and installation of a columbarium at the township cemetery. Mr. Conroy distributed the proposals from both vendors for review. The trustees will continue gathering information and will consider a purchase at a later time.

Mr. Conroy asked for assistance after the conclusion of tonight's meeting in preparing the township fall newsletter for mailing this week.

Other Business Items

Heritage Cooperative Propane Prepay Program

Heritage Cooperative is offering a prepay program to lock in the price of propane from October 1, 2025 to April 30, 2026 at \$1.599 per gallon.

- **Resolution #2613:** motion to purchase 1,800 gallons of propane at \$1.599/gallon through Heritage Cooperative's prepay program by Mr. Jordan, seconded by Mr. Long.
- Motion unanimously approved.

Township Cybersecurity Plan

The State of Ohio mandated new requirements for local government entities to enact a policy on safeguarding against cybersecurity threats. Mr. Brackenridge distributed a draft policy for review which was compiled with assistance from the Ohio Township Association and the Union County Prosecutor's Office. The trustees reviewed the policy and discussed.

- **Resolution #2614:** motion to approve and adopt the cybersecurity policy as presented effective immediately for Millcreek Township by Mr. Jordan, seconded by Mr. Long.
- Motion unanimously approved.

Receipts, Expenditures and Bank Reconciliation

Receipts for the month: Union County Auditor Monthly Distribution: Gasoline Tax \$12,803.51; Motor Vehicle License Tax \$104.32; Local Government Sales Tax \$1,496.68; LGF \$346.13; Motor Vehicle Permissive License Tax \$688.50. Union County Auditor Second Half Real Estate Tax Settlement – General Fund: \$37,415.54 real estate tax, \$1,441.78 personal property tax, \$1,865.04 public utility tax; Special Levy Fire Fund: \$145,305.23 real estate tax, \$4,943.30 personal property tax, \$6,394.42 public utility tax; Special Levy Police Fund: \$51,484.98 real estate tax, \$2,166.41 personal property tax, \$2,864.17 public utility tax. Union County Auditor Second Half MMH Settlement: General Fund \$1.08; Special Levy Fire Fund \$4.20; Special Levy Police Fund \$1.49. State of Ohio MMH Rollback Reimbursement: General Fund \$3.88. Lisa Fetters \$75.00 township hall rental. Russell Young \$75.00 township hall rental. Marysville Municipal Court \$876.00 traffic fines. Star Ohio \$3,209.03.

The trustees duly noted the check sequence from the previous month ending with check #6538 and checks presented for approval at the current meeting beginning with check #6539. The trustees compared the accuracy of the expenditures/electronic fund withdrawals and receipts to those listed in the minutes.

- **Resolution #2615:** 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 #2616:** motion to pay bills by Mr. Conroy, seconded by Mr. Long.
- Motion unanimously approved.

	6539	Scott Brackenridge	1000-110-121	1,934.28
	6540	Keith Conroy	1000-110-111	303.51
	6540	Keith Conroy	2021-330-111	303.52
	6541	William Jordan	1000-110-111	554.64
	6541	William Jordan	2021-330-111	554.63
	6542	David Long	1000-110-111	502.91
	6542	David Long	2021-330-111	502.93
	6543	Ron Todd	1000-130-150	935.28
	6544	OPERS	1000-110-111	192.10
	6544	OPERS	1000-110-211	425.46
	6544	OPERS	1000-130-150	111.80
	6544	OPERS	2021-330-111	192.09
	6544	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	6545	Tonya Jordan	1000-120-329	375.00
B18-25	6546	Ferguson's Lawn Care	1000-410-329	800.00
P 4-25	6547	Ohio Edison	1000-120-351	424.78
P 6-25	6548	Verizon Wireless	1000-130-341	49.11
P 7-25	6549	Spectrum Business	1000-120-329	125.00
B 8-25	6550	Clarity Tech Solutions	1000-110-599	123.00

B21-25	6551	Discount Portable Toilets	1000-610-599	99.00	
B	6-25	6552	Marysville JT	1000-110-345	31.50
P	2-25	6553	Union County Engineer	2021-330-420	368.00
P	5-25	6554	Heritage Cooperative	1000-120-353	2,878.20
B24-25	6555	Federal Signal Corp	2272-760-740	3,138.00	
B13-25	6556	Nancy Orders	1000-130-330	420.00	
B13-25	6557	Eryn Staats	1000-130-330	80.00	
B13-25	6558	Jim Lawrenz	1000-130-330	160.00	
B13-25	6559	Kevin Bryant	1000-130-330	160.00	
B13-25	6560	Maryann Sweeney	1000-130-330	160.00	

Interest for the month is: \$25.89

Interest for the year is: \$206.47

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 #2617:** motion to adjourn by Mr. Conroy, seconded by Mr. Jordan.
- Motion unanimously approved.

X

Keith Conroy
Chairman

X

Scott Brackenridge
Fiscal Officer