

Record of Proceedings: March 13, 2018
West Chester Township Board of Trustees - Regular Meeting

Convene: President Wong convened the meeting at 6:00 p.m.
Roll Call: Mr. Wong, Mrs. Becker, and Mr. Welch responded.
Pledge of Allegiance: Repeated by those present.

Citizen's Comments

There were no citizen's comments.

Presentations

There were no presentations.

Action Items – For Approval by Motion

MOTION made by Mrs. Becker, seconded by Mr. Welch, to approve the Trustee Meeting Minutes for February 27, 2018. Discussion: none. **Motion carried unanimously.**

MOTION made by Mr. Welch, seconded by Mrs. Becker, to approve payment of bills. Discussion: none. **Motion carried unanimously.**

Mr. Burks submitted the following requisitions greater than \$2,500:

Requisitions – Greater than \$2,500.00

1. Adm \$15,151.89 Frost Brown Todd , LLC – Legal services through January 31, 2018 (various departments)
2. Adm \$3,825.00 Center for Local Government – Renew 2018 membership and allocate payment
3. Fire \$3,000.00 Loveland-Symmes Fire Dept. – Rental of live fire training tower
4. Police \$11,684.00 Galls Uniform Company, LLC. – Purchase 14 bulletproof vests
5. Police \$6,000.00 Cincinnati Police Dept. – Renew annual fee for the Sosink License Plate Reader Program
6. Police \$5,006.00 Accessdata Group, Inc. – Purchase forensic tool kit (CIP# 1490)
7. Services \$30,000.00 Viox Services Inc. – Allocate cleaning fees for 2018 Muhlhauser Barn rentals (before reimbursement)

MOTION made by Mrs. Becker, seconded by Mr. Welch, to approve payment of requisitions 1 through 7. Discussion: Mr. Burks responded to Mrs. Becker's questions about the Center for Local Government and the Viox Services cleaning fees at the Muhlhauser Barn. **Motion carried unanimously.**

Personnel Items

MOTION made by Mr. Welch, seconded by Mrs. Becker, to hire Mr. Bernard Schroeder to the vacant position of Property Advisor effective March 26, 2018 at the hourly rate of \$22.48 with a one year probationary period and contingent upon successful completion of applicable testing and procedures. Discussion: none. **Motion carried unanimously.**

MOTION made by Mrs. Becker, seconded by Mr. Welch, to hire Mrs. Felicia Tibbs to fill the vacant position of Fire Department Secretary effective March 19, 2018 at the hourly rate of \$13.78 with a one year probationary period and contingent upon successful completion of applicable testing and procedures. Discussion: none. **Motion carried unanimously.**

Business Items

Mr. Burks introduced the next item noting that a representative from the National Voice of America Museum of Broadcasting was present if the Board had any questions.

MOTION made by National Voice of America Museum of Broadcasting, seconded by Mrs. Becker, to approve financial contribution for 2018 and allocate payment to the National Voice of America Museum of Broadcasting – \$50,000.00. Discussion: Mrs. Becker observed that this was a declining contribution. Mr. Welch gave a brief summation of the National Voice of America (VOA) history and why he termed the contribution worthy. Mr. Wong said West Chester Township, as a condition for giving the Voice of America park property to the Butler County MetroParks for development, was that “all West Chester residents could enjoy the park for free”. Mr. Burks said the Board could annually discuss the allocation during budget season. **Motion carried unanimously.**

MOTION made by Mr. Welch, seconded by Mrs. Becker, to approve Steward Investor level for 2018 with REDI Cincinnati for regional economic development initiatives and authorize the Township Administrator to sign a memorandum of understanding setting the terms for the investment of \$20,000.00. Discussion: Mr. Wong commented why he believes this is a good investment. Mrs. Becker asked, Tammi Riddle, Director of Investor Relations for REDI Cincinnati, to comment. Ms. Riddle addressed the Board regarding the origins of REDI Cincinnati, the benefits of participation, and the multiple benefits to participating at the Steward level, including access to numerous development site selectors. Mr. Welch confirmed with her that REDI Cincinnati has analytics to substantiate the merits of contributing to them. Mr. Burks said there’s only five other communities in the area at the Steward level, and that gives West Chester Township a competitive advantage at the national and international level. Mrs. Becker said she’s apprehensive, saying we’ve realized property taxes for five or six property owners as a result of REDI, and may not have enough experience to appreciate value from REDI. **Motion carried.** Mrs. Becker voted in opposition.

MOTION made by Mrs. Becker, seconded by Mr. Welch, to enter into the Silver Sustaining Sponsorship for 2018 with the West Chester/Liberty Chamber Alliance and authorize the Township Administrator to sign a memorandum of understanding setting the terms for the contribution – \$5,000.00. Discussion: Mr. Welch said he was a member of the Board for the West Chester/Liberty Chamber Alliance, consequently he would abstain from voting. **Motion carried.** Mr. Welch abstained.

MOTION made by Mrs. Becker, seconded by Mr. Welch, to apply for the 2017-2018 Ohio EMS and Trauma Grant not to exceed \$6,000.00 to purchase updated EMS training mannequins and to authorize the Township Administrator to accept grant if awarded. Discussion: none. **Motion carried unanimously.**

First Reading of Resolutions & Reading of Emergency Resolutions

There were no first readings of resolutions or readings of emergency resolutions.

Citizen's Comments

There were no citizen's comments.

Second Reading & Vote on Pending Resolutions & Vote on Emergency Resolutions

There were no second readings, or votes on pending resolutions or emergency resolutions.

Discussion Items & Elected Official Comments

Mr. Burks said all elected officials are required to take National Incident Management System (NIMS) Training, and Chief Prinz will be the contact for that matter. Mr. Burks also explained that a purchase order (S180062) in the amount of \$10,000, created to account for the expense of interim Administrator Larry Fronk in 2018, was \$950 short. Consequently he was going to create another PO for \$950 so that Mr. Fronk could get paid the balance due him.

Mr. Welch praised Mr. Wong for the presentation he gave earlier that day at the West Chester/Liberty Chamber Alliance luncheon. He also observed the Shamrock Shuffle was the coming Saturday. Mr. Wong noted the Shamrock Shuffle has grown to over 5,000 participants.

Recess to Executive Session

At 6:31 p.m., Mr. Wong asked for a motion to recess the Regular meeting and go into Executive Session with legal counsel for the purpose of considering and discussing (1) to consider marketing plans, business strategy, or other confidential information related to a request for economic development assistance, (2) sale and disposition of public property, (3) to consider the appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee or official, (4) pending or imminent court action. Motion made by Mr. Welch, seconded by Mrs. Becker. Mr. Wong said the Board would return to adjourn the Executive Session and to adjourn the Regular meeting. Discussion: none. **Motion carried unanimously.** Mr. Wong declared the meeting in recess.

Post Executive Session/ Adjournment

MOTION made at 8:00 p.m. by Mr. Welch to adjourn the Executive Session, seconded by Mrs. Becker. Discussion: none. **Motion carried unanimously.**


MOTION made by Mr. Welch, seconded by Mrs. Becker, to adjourn the Regular meeting.
Discussion: none. **Motion carried unanimously.**

Respectfully Submitted,



Bruce Jones, Fiscal Officer

Approved,



Lee Wong, President