



West Chester Township Trustees Meeting Agenda

June 26, 2018

Trustees

Lee Wong, President
Ann Becker, Vice President
Mark Welch, Trustee

Fiscal Officer

Bruce Jones

Administrator

Larry D. Burks

6:00 P.M.

Regular Meeting

Mr. Wong

- Convene
- Roll Call
- Pledge

Citizen's Comments

(2 minutes per person limited to a total of 10 minutes)

Mr. Burks

Presentations

- A. Steve Mayhugh, Midpoint Library West Chester
- B. Andrew Brossart, Bradley Payne, LLC

Mr. Wong

Action Items – For approval by motion

- C. Motion to approve Trustee Meeting Minutes – June 12, 2018
- D. Motion to approve payment of bills

Mr. Burks

Requisitions – Greater than \$2,500.00

1.	Adm	\$22,952.00	Frost Brown Todd, LLC – Legal Services for various departments through May 31, 2018
2.	Fire	\$37,835.00	Howell Rescue Systems, Inc. – Purchase rescue tools to equip engine 71 and engine 74 (CIP# 1107)
3.	Fire	\$7,181.00	Finley Fire Equipment – Purchase rescue tools to equip engine 71 and engine 74 (CIP# 1107)
4.	Fire	\$3,200.00	Fire Safety Services, Inc. – Purchase rescue tools to equip engine 71 and engine 74 (CIP# 1107)
5.	Fire	\$2,701.65	Home Depot – Purchase rescue tools to equip engine 71 and engine 74 (CIP# 1107)
6.	Fire	\$6,196.73	Cincinnati Radiator, Inc. – Purchase and installation of a new radiator for vehicle 797 (quint 75)

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| 7. | Fire | \$3,000.00 | Hamilton County Prof Fire Fighters IAFF Local 4416 – Purchase registration for Peer Fitness Certification training for three fire department personnel |
| 8. | Police | \$19,307.08 | Industrial Communications and Sound – Purchase two HDVR’s security video recorders (CIP# 1310) |
| 9. | Services | \$119,400.57 | Strawser Construction Inc. – Approve slurry application for 2018 (CIP# 1114) |

Mr. Burks **Personnel Items**

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| 10. | Adm | | Motion to approve revised job descriptions for three administration positions: Executive Assistant, Administrative Assistant, and Secretary |
| 11. | Adm | | Motion to promote Ms. Jamie Jarrett to the vacant position of Administrative Assistant, to perform a job share within Administration and Human Resources effective June 27, 2018 at the hourly rate of \$17.30 with a 90 day probationary period and contingent upon successful completion of applicable testing and procedures |
| 12. | Adm | | Motion to hire Ms. Lisa D. Brown to the vacant position of Assistant Township Administrator effective July 2, 2018 at the annual exempt salary of \$83,000.00 with a one year probationary period contingent upon successful completion of applicable testing and procedures and pursuant to the attached terms of employment |
| 13. | Fire | | Motion to rehire Ms. Brittney Goddard to fill a vacant Part-Time Firefighter/EMT position effective June 27, 2018 at the hourly rate of \$17.07 with a one year probationary period and contingent upon successful completion of applicable testing and procedures |
| 14. | Police | | Motion to hire Ms. Lauren A. Bass to the position of full-time Police Officer effective June 27, 2018 at the annual salary of \$58,386.34 per the Collective Bargaining Agreement with a one (1) year probationary period contingent upon successful completion of the hiring process |

Mr. Burks **Business Items**

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| 15. | Adm | | Motion to select CCI Investments, LLC DBA Careworks as a Third Party Administrator for the Bureau of Workers Compensation insurance program and approve an administrative fee of \$15,000.00 |
| 16. | Adm | | Motion to apply for a Community Foundation of West Chester/Liberty Grant in the amount of \$65,000.00 for purchase of a handicap accessible van for the West Chester Township senior van volunteer transportation service and to authorize the Township Administrator to accept grant if awarded |
| 17. | CommDev | | Motion to enter into a Development Agreement with NP Rinck Farm, LLC (Northpoint Development) to utilize assets in the SR 747 TIF Fund to assist in the development of certain public infrastructure improvements to the northwest corner of Union Centre Boulevard and State Route 747 and to authorize the Township Administrator to effectuate and sign the Development Agreement |
| 18. | Comm Dev | | Motion to declare one property as a public nuisance: 8111 Long Meadow Drive |

First Reading of Resolutions & Reading of Emergency Resolutions

Citizen's Comments

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

19. 2nd Reading Motion to approve Resolution No. 14-2018 Approving a zoning map amendment from R-1A to R-PUD and preliminary development plan for case #ZMA 04-18 – Honerlaw property; Westview

Discussion Items & Elected Official Comments

Station Road School House
School Resource Officer Program

Executive Session

Property, personnel & pending litigation with Legal Counsel

Adjourn

FYI

Saturday	July 7	10 – 2 p.m.	Fourth Annual Bicycle Safety Rally , at West Chester Hospital East Parking Lot; 7700 University Dr. The Bicycle Safety Rally is a free event for families presented by the West Chester Police Department and UC Health Public Safety activities include a bicycle giveaway, bicycle registration and a bicycle course for kids
Sunday	July 8	12 – 5 p.m.	Kite Flying at VOA Museum , at 8070 Tylersville Road Fly kites, or simply enjoy the show. Event is weather permitting
Visit www.WestChesterOH.org for more information			
Recurring Events			
Tuesday	July 10 July 24	6 to 9 p.m.	Board of Trustee Meeting at Township Hall, 9113 Cincinnati – Dayton Rd.
Sunday	July 1 August 5	3 to 5 p.m.	Acoustic Jam at Keehner Park, 7211 Barrett Rd. Local musicians invited to gather at the Keehner Park Amphitheatre on the first Sunday of the month May – October, rain or shine. For more information please call (513) 608-4109
Thursday's	June 28 July 5	6 to 9 p.m.	The Takeover on The Square @ Union Centre 9285 Centre Pointe Dr. Rock out at the clock tower with some of the region's best live music acts, and take part in contests, games and more. Each Takeover night comes with unique experiences provided by community partners, area businesses and local organizations