



# West Chester Township Trustees Meeting Agenda

November 13, 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**

None

**Mr. Wong**

**Action Items – For approval by motion**

- A. Motion to approve Trustee Meeting Minutes – October 23, 2018
- B. Motion to approve payment of bills
- C. Motion to approve Work Session Strategic Planning Minutes – October 9, 2018
- D. Motion to approve Work Session Strategic Planning Minutes – October 23, 2018

**Mr. Burks**

**Requisitions – Greater than \$2,500.00**

- |    |     |              |   |
|----|-----|--------------|---|
| 1. | Adm | \$824,329.00 | Motorola – Replace all Public Safety and Public Works portable and mobile radios  |
| 2. | Adm | \$284,654.10 | Ohio Township Association Risk Management Authority (OTARMA) – Renew Township liability and property insurance (December 1, 2018 – November 30, 2019) |
| 3. | Adm | \$39,418.50  | N. Harris Corporation – Renew annual license and support agreement for GEMS Financial Accounting Software (January 1, 2019 – December 31, 2019)       |
| 4. | Adm | \$6,000.00   | Five Visual Communication & Design – Design and print 2019 Community Guide for program and event information  |

5.	Adm	\$5,420.63	Sayers Company – Renew annual license and support agreement for NetMotion application (January 1, 2019 – December 31, 2019)
6.	Fire	\$16,000.00	Tri-State Public Safety – Purchase necessary equipment for new battalion vehicle (CIP# 954)
7.	Fire	\$7,185.00	Baldwin & Sours, Inc. – Purchase preemption units for three (3) new vehicles (CIP# 954)
8.	Fire	\$4,522.00	Vogelpohl Fire Equipment – Perform annual bench testing of Self Contained Breathing Apparatus (SCBA) and masks
9.	Fire	\$4,500.00	Viox Services, Inc. – Repair backflow preventers at stations 73 and 75.
10.	Police	\$270,557.00	Cincy Autos, Inc. – Purchase nine (9) police vehicles (CIP# 1139)
11.	Police	\$105,470.00	Tri-State Public Safety – Purchase equipment for six (6) police vehicles (CIP# 1139)
12.	Police	\$12,956.00	Lexipol, LLC – Renew annual agreement for online subscription services for Law Enforcement Risk Management Policies and Resources (December 1, 2018 – November 30, 2019)
13.	Police	\$6,192.00	Mobile Tek Consulting, LLC – Purchase six (6) toughbook docking stations for police vehicles (CIP# 1139)
14.	Police	\$4,308.00	LeadsOnline, LLC – Purchase one (1) year subscription renewal for access to online investigative depository (January 1, 2019 through December 31, 2019)
15.	Police	\$3,366.00	Mobilcomm – Purchase additional equipment for police vehicles (CIP# 1139)
16.	Services	\$100,000.00	Cargill Inc. – Purchase road salt for 2018-2019 winter season
17.	Services	\$12,000.00	Univar USA, Inc. – Purchase liquid calcium chloride for the 2018 – 2019 winter season
18.	Services	\$5,950.00	Security Fence Group, Inc. – Replace Liberty Way guardrail
19.	Services	\$3,885.33	Sycamore Auto Repair – Replace truck U3 roof

**Personnel Items**

20.	Adm		Motion to approve revised job descriptions for two (2) Township positions: HR Specialist and Finance Department Administrative Assistant
21.	Police		Motion to hire Mr. Brandon Scott Bouley to the position of full-time Police Officer effective November 26, 2018 at the annual salary of \$63,715.19 per the Collective

Bargaining Agreement (CBA) with a one (1) year probationary period contingent upon successful completion of applicable testing and procedures

**Mr. Burks**

**Business Items**

22. Adm Motion to approve license agreement between West Chester Township and the Community Foundation of West Chester/Liberty for the use of a portion of Township property at 9285 Centre Pointe Drive, and ancillary and adjacent public roadways, for the production and presentation of the Shamrock Shuffle 5K/10K – walk/run and block party
23. Fire Motion to approve Statutory Resolution No. 26-2018 authorizing the commencement of bidding for personal protective equipment for the West Chester Township Fire Department including the advertisement for and review of bids related thereto
24. Police Motion not to object to a D1, D2, D3 and D6 liquor permit transfer from Gano Tavern, LLC dba Gano Tavern, 10024 Cincinnati-Dayton Road to West Chester Tavern, LLC, 10024 Cincinnati-Dayton Road
25. Police Motion not to object to a new D1 liquor permit for Nanak Restaurant, LLC, 7741 Tylers Place Blvd.
26. Services Motion to reimburse Butler County Engineers' Office for Beckett and Smith Road roundabout in the amount of \$300,000.00 (CIP# 1244)
27. Services Motion to apply with the Beckett Ridge HOA for the Butler County Storm Water District Cost Share Program Grant to be used for professional survey and engineering services; and to authorize the Township Administrator to accept said grant if awarded; and to approve and enter into a Memorandum of Understanding (MOU) between West Chester Township and the Beckett Ridge HOA

**First Reading of Resolutions  
& Reading of Emergency Resolutions**

**Citizen's Comments**

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

**Discussion Items & Elected Official Comments**

**Executive Session**

Property, personnel & pending litigation with Legal Counsel

**Adjourn**

FYI			
<b>Thursday</b>	Nov 22	All day	<b>Thanksgiving day Office Closed</b>
<b>Saturday</b>	Dec 1	2 p.m. to 8 p.m.	<b>Olde West Chester Christmas Walk Parade and Community Tree Lighting</b> at West Chester Township Hall, 9113 Cincinnati-Dayton Rd. Merchants of Olde West Chester host a free, family-friendly community event during the day beginning at 2 p.m. along Cincinnati Dayton Road. Holiday-inspired activities include photos with Santa, shopping, kids’ games and crafts, a petting zoo, horse-and-wagon rides, food and beverage, live music and more.
<b>Sunday</b>	Dec. 9	1 p.m. to 4 p.m.	<b>Pioneer Christmas</b> at the Log Cabin in the Clearing at Keehner Park. Pioneer Christmas is a re-creation of a classic 19th century American Christmas party. The event has been a holiday season staple for Butler County families since its inception in the 1990s. Step back more than 150 years to simpler times. Cozy up to the fireplace and enjoy complimentary treats like molasses cookies and apple cider. Traditional pioneer fare – from venison chili to game meats like buffalo, elk, duck and rabbit – will also be available to taste.
<b>Tuesday</b>	Dec. 11	6 p.m.	<b>Board of Trustee Meeting</b> – Township Hall, 9113 Cincinnati – Dayton Rd.
Visit <a href="http://www.WestChesterOH.org">www.WestChesterOH.org</a> for more information			
<b>Recurring Events</b>			
<b>Wednesday</b>	Nov. 14 Dec. 12	10:30 a.m. to 11:00 a.m.	<b>Nature Basket</b> at Midpointe Library, 9363 Centre Pointe Dr. Preschool children and their adult companion; story time and nature-inspired crafts. Register at 759-7312 or <a href="mailto:cstaarmann@WestChesterOH.org">cstaarmann@WestChesterOH.org</a>
<b>Saturday</b>	Nov. 17 Dec. 1	2 p.m. to 4 p.m.	<b>Winter Farmers’ Market</b> at Muhlhauser Barn, 8558 Beckett Rd. RAIN or SHINE! Vendors offer homemade products and homegrown produce and meats for sale <a href="http://www.WestChesterOhioFarmersMarket.org">www.WestChesterOhioFarmersMarket.org</a>