

Record of Proceedings: January 22, 2019
West Chester Township Board of Trustees - Regular Meeting

Convene: President Welch convened the meeting at 6:01 p.m.

Roll Call: Mr. Welch, Mrs. Becker, and Mr. Wong responded.

Pledge of Allegiance: Led by Boy Scout Logan Runyan and repeated by those present.

Citizen's Comments

David Corfman, 7568 Kirkwood Drive, said the West Chester Citizen's Police Academy would begin a new 10 week program on April 13th and advised everyone they could find an application to participate online.

Presentations

Mr. Wong and Mr. Leo Chan, Executive Director of the Greater Cincinnati Chinese Chamber of Commerce, gave a PowerPoint presentation about their trade mission to China. Mr. Wong said the REDI Cincinnati delegation consisted of 16 delegates, visited 11 cities, and traveled 3,000 miles. He commented on their commitment to attract business to greater Cincinnati.

Action Items – For Approval by Motion

Trustee Meeting Minutes for January 8, 2019: No documentation was available at that time.

MOTION made by Mrs. Becker, seconded by Mr. Wong, 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

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|-------------|--------------|--|
| 1. Adm | \$37,894.01 | Frost Brown Todd, LLC – legal services November 1 to December 31, 2018 (various departments) |
| 2. Fire | \$3,034.06 | Shrader Tire & Oil, Inc. – replace two (2) tires on each of three (3) vehicles; vehicle 717 (medic 71), vehicle 610 (tower 73) and vehicle 609-1 (reserve medic) |
| 3. Fire | \$3,000.00 | William Jeremy Hess – reimburse tuition per collective bargaining agreement |
| 4. Police | \$5,337.80 | Gall's, LLC – purchase uniforms for three (3) new police officers |
| 5. Services | \$100,000.00 | Cargill, Inc. – purchase road salt for the 2018-2019 winter season (increase PO# s183343) |
| 6. Services | \$68,359.26 | CH2M Hill, Inc. - Retain services for additional work at Union Centre Blvd./I-75 Interchange (Increase PO# S171495, CIP# 762) |

MOTION made by Mrs. Becker, seconded by Mr. Wong, to approve payment of requisitions 1 through 6. Discussion: none. **Motion carried unanimously.**

Personnel Items

There were no personnel items.

Business Items

Mr. Burks introduced the next item by observing the benefits of chamber membership. **MOTION** made by Mr. Wong, seconded by Mrs. Becker, to approve 2019 Gold Sustaining Sponsorship of \$10,000.00 to the West Chester Liberty Chamber Alliance and authorize Township Administrator to sign a Memorandum of Understanding setting the terms for the investment. Discussion: There was general discussion as to how many levels of membership existed above the Gold Sustaining Sponsorship level. Mrs. Becker said the chamber was very good at keeping existing businesses satisfied with West Chester. As a member of the West Chester Liberty Chamber Alliance Board, Mr. Welch said he would be recusing himself on the vote. **Motion carried.** Mr. Welch recused himself.

Mr. Burks introduced the next item saying the Township would be paying \$5,000 and the West Chester Community Development Council would be paying \$5,000. Mr. Burks explained why this level of investment is a better value than the higher level which the Township previously paid.

MOTION made by Mrs. Becker, seconded by Mr. Wong, to approve 2019 Director Investor Level with REDI Cincinnati for regional economic development initiatives and authorize Township Administrator to sign a Memorandum of Understanding setting the terms for the investment – \$5,000.00. Discussion: none. **Motion carried unanimously.**

Mr. Burks introduced the next item by identifying the credentials of Guide Studio, Inc. and commented on the services provided.

MOTION made by Mrs. Becker, seconded by Mr. Wong, to enter into an agreement with Guide Studio, Inc. for branding and identity initiative not to exceed \$35,000.00 and authorize Township Administrator to make non-substantive changes if necessary with Law Director approval, and execute said agreement (CIP# 1423). Discussion: Mrs. Becker said the Township's branding was overdue. In response to her question, Integrated Multi Media Director Barb Wilson explained how the community will participate in developing ideas for the Township's rebranding, as well as the creation of a committee. She said this should be completed by the end of April and the result rolled out during summer events. Mr. Wong asked if the final three logos would be submitted to the Board. Mrs. Wilson said they were pursuing a highly styled look. Mr. Welch asked about IKEA's West Chester sign and she said there was nothing conclusive as yet, and IKEA had no plans to do anything with it at this time. Mr. Burks said he would try to discuss with IKEA management. **Motion carried unanimously.**

Mr. Burks introduced the next item saying the Center Medicare and Medicaid Services has already approved the 2.3% increase for the EMS service rate, and observed the increase in costs that support the need for the increase at this time.

MOTION made by Mr. Wong, seconded by Mrs. Becker, to approve an Ambulance Inflation Factor of 2.3% effective January 1, 2019, and direct the EMS billing company to reflect the increase on all BLS, ALS-1, ALS-2, ambulance service rates, and the mileage rate and authorize the Township Administrator to execute all documents. Discussion: Mr. Welch observed costs realized over the years. In response to Mrs. Becker's question, Fire Chief Prinz said the rate charged by other communities was up to them, but West Chester Township is following the recommended rates. In response to Mr. Welch's request, Chief Prinz explained the billing process. He also noted increased costs our EMS services have experienced. **Motion carried unanimously.**

MOTION made by Mrs. Becker, seconded by Mr. Wong, to not object to a D5 liquor permit TREX transfer from Buckeye Art Studios, LLC dba Pinots Palette, 7302 Yankee Road, to Canvas Chaos, LLC, dba Pinots Palette, 7334 Tylers Corner, Ste. 800. Discussion: none. **Motion carried unanimously.**

MOTION made by Mrs. Becker, seconded by Mr. Wong, to approve statutory Resolution No. 01-2019 affirming obligation for West Chester Township's share of Butler County Engineer's 2019 Paving Program. Discussion: Mr. Burks said the cost was \$2.1 million will come from the general fund and TIF funds. Discussion: Mr. Burks praised Mr. Franck for his creativity in his participation in the program. **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, referencing the recent passage of House Bill 500, said the Board could increase the Administrator and Director's expenditure pre-authorization levels. It was agreed to put the matter on a future agenda. The Board also agreed to adjust the 2019 Trustee meetings:

MOTION made by Mrs. Becker, seconded by Mr. Wong, to amend the 2019 Trustee meetings such that the November meeting will be on the 12th and the May meetings will be on the 7th and 21st. Discussion: none. **Motion carried unanimously.**

Mr. Jones encouraged the Trustees to attend the Public Records/Open Meetings training when they attend the Ohio Township Association Conference the following week.

Mr. Wong praise the road crews for maintaining the streets during the recent snowstorm, and noted some of the roads in the township are county roads and the county's responsibility to maintain

Mrs. Becker also thanked the road crews for their work and Mr. Wong for his trade mission. Mrs. Becker said a lot of great things are happening since she came on the Board a year earlier, and thanked staff for their work. She also thanked Gayle and those in the Martin Luther King events.

Mr. Welch noted he's on the Executive Board of OKI where data was compiled and he shared as to the success of the Greater Cincinnati Airport.

Adjournment

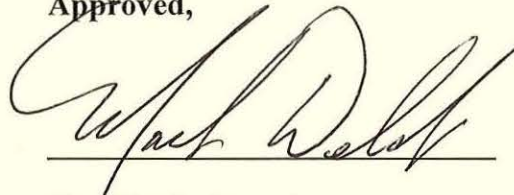
MOTION made at 7:02 p.m. by Mrs. Becker, seconded by Mr. Wong, to adjourn the January 22, 2018 Regular meeting. Discussion: none. **Motion carried unanimously.**

Respectfully Submitted,



Bruce Jones, Fiscal Officer

Approved,



Mr. Welch, President