

Record of Proceedings: November 19, 2019
West Chester Township Board of Trustees - Regular Meeting

Convene: Chairman Welch convened the meeting at 6:00 p.m.

Roll Call: Mr. Welch and Mrs. Becker responded. Mr. Wong had an excused absence.

Pledge of Allegiance: Repeated by those present.

Citizen's Comments

Lee Redke, 6609 Chessie Drive, asked (a) if there was going to be a report on the REDI activities in December, (b) for a comment on the productivity of Mr. Wong's trips to China last year, and, (c) whereas Liberty Township is having a representative from their Board on a Lakota coalition group, she asked if this Board was going to having a representative on that coalition.

Presentations

Mr. Burks and the Board recognized the Lakota West Girls Soccer Team for being the Ohio State Champions.

Assistant Township Administrator Lisa Cahall, fka Lisa Brown, gave a PowerPoint presentation on the results of the National Community Survey, which is a part of the Township's 2019-2020 Strategic Plan.

Action Items – For Approval by Motion

MOTION made by Mrs. Becker, seconded by Mr. Welch, to approve the Trustee Meeting Minutes for October 22, 2019. Discussion: none. **Motion carried.**

MOTION made by Mrs. Becker, seconded by Mr. Welch, to approve the Special Trustee Meeting Minutes for October 31, 2019. Discussion: none. **Motion carried.**

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

Mr. Burks submitted the following requisitions greater than \$7,500:

Requisitions – Greater than \$7,500.00

1. Adm \$299,499.00 Ohio Township Association Risk Management Authority (OTARMA) – Renew Township liability and property insurance (December 1, 2019 – November 30, 2020)
2. Adm \$42,304.10 N. Harris Corporation – Renew annual license and support agreement for GEMS financial accounting software (January 1, 2020 – December 31, 2020)
3. Adm \$7,923.00 The Plant Detail – Install and maintain outdoor holiday lighting and seasonal displays on Township property

4. Adm \$2,666.11 MP Digital, LLC – Provide professional services, software and training for Laserfiche (Increase PO# S192514) (CIP# 517)
5. Fire \$45,160.00 Industrial Communication and Sound Inc. – Upgrade security access and monitoring software and hardware for Fire Stations 72, 74 & 75 (CIP# 1494)
6. Fire \$10,891.00 Lifesize Inc. – Renew annual contract for Fire Department video conferencing system (VCS)
7. Police \$13,731.00 Lexipol, LLC – Renew annual agreement for online subscription services for Law Enforcement Risk Management Policies and Resources (December 1, 2019 – November 30, 2020)

MOTION made by Mrs. Becker, seconded by Mr. Welch, to approve payment of requisitions 1 through 7. Discussion: Mr. Welch noted Mr. Burks brought item four before the Board even though it was below the \$7,500 threshold below which the Administrator can authorize without Trustee approval. Mr. Burks said it was an increase in the previously approved purchase order. **Motion carried.**

Personnel Items

Mr. Burks introduced the next item noting the applicant's qualifications. He also said this function had been contracted out, but the Township let the contract expire and fill this position, resulting in an annual cost reduction of 46%.

MOTION made by Mrs. Becker, seconded by Mr. Welch, to hire Mr. Jacob Crowder to the vacant position of full-time Computer Technician – Township Network effective November 20, 2019 at the hourly rate of \$27.89, with a one year probationary period. Discussion: none. **Motion carried.**

Mr. Burks introduced the next item saying the parties negotiated a contract that included wage increases and increased employee share of health insurance.

MOTION made by Mrs. Becker, seconded by Mr. Welch, to approve employment agreements between West Chester Township Board of Trustees and Fraternal Order of Police, Ohio Labor Council, Inc., Lodge 186 October 1, 2019 – September 30, 2022. Discussion: The Trustees praised Law Director Don Crain for his work in the negotiations. **Motion carried.**

Business Items

MOTION made by Mrs. Becker that, having reviewed the staff report and affidavit, we declare 7006 Gail Sue Drive to be a public nuisance as authorized by the Ohio Revised Code. Staff is directed to cause removal of the nuisances identified, and monitor this property for 90 days to require continued compliance. An administrative charge of 25% shall be added to the contractor fee for this property. Motion seconded by Mr. Welch. Discussion: none. **Motion carried.**

Mr. Burks introduced the next item by noting the condition of the subject vehicle, adding that it will be liquidated via GovDeals or Cincinnati Auto Auction.

MOTION made by Mrs. Becker, seconded by Mr. Welch, to approve Statutory Resolution No. 22-2019 finding a 2007 Ford Expedition (Vehicle 507) is not needed and is unfit for use; and authorizing the sale of said vehicle at public auction. Discussion: none. **Motion carried.**

MOTION made by Mrs. Becker, seconded by Mr. Welch, to not object to a C1, C2 & D6 liquor permit transfer from Dunne Manning Stores, LLC dba Unimart 239, 9171 Union Centre Boulevard to IYS Ventures, LLC dba I Mart Stores, 9171 Union Centre Boulevard. Discussion: none. **Motion carried.**

MOTION made by Mrs. Becker, seconded by Mr. Welch, to not object to a D5 liquor permit TRES transfer from Glenn Alan Norman dba The Breakroom, 1024 West Market Street, Warren, Ohio to Tasty Pho & Crawfish Bar, LLC dba Tasty Pho & Crawfish Bar, 7741 Tylers Place Boulevard. Discussion: none. **Motion carried.**

MOTION made by Mrs. Becker, seconded by Mr. Welch, to not to object to a new D5 liquor permit for Chipotle Mexican Grill of Colorado LLC, dba Chipotle Mexican Grill 3431, out-lot in front of 8000 Princeton Glendale Road. Discussion: none. **Motion carried.**

MOTION made by Mrs. Becker, seconded by Mr. Welch, to not object to a new D3 liquor permit for Ambiance Nails 10 Inc., dba Ambiance Nail Spa, 7558 Voice of America Centre Drive. Discussion: none. **Motion carried.**

Mr. Burks introduced the next item saying the VOA Board sought and received a grant in the amount of \$24,000 from the Community Foundation for a gravel path connecting the VOA Park and the VOA Museum.

MOTION made by Mrs. Becker, seconded by Mr. Welch, to approve and enter into a Memorandum of Understanding (MOU) among the West Chester Board of Trustees, Voice of America Museum Board and MetroParks for the installation and maintenance of a proposed connector path, paid for with grant funding; and, authorize the Township Administrator to make non-substantive changes with Law Director approval, and to execute said agreement. Discussion: Mrs. Becker attended a Visioning meeting of the Butler County MetroParks and learned how the park integrates with the museum. **Motion carried.**

Mr. Burks introduced the next item saying the grant is a return of the excess contributions from member jurisdictions focused on improving water quality and reducing flood risks. The grant can range from \$50,000 to \$500,000 and requires a 10% local match. The Township would like to apply the grant to a project on Becket Road that meets all of the criteria.

MOTION made by Mrs. Becker, seconded by Mr. Welch, to apply for Butler County Storm Water District Large Grant Program and if awarded, authorize the Township Administrator to accept said grant. Discussion: Mrs. Becker said this grant would be applied to a storm water runoff issue on Beckett that impacting the quality of the road. Mr. Burks noted the runoff also been a safety hazard. Mr. Welch commented on the past and future resurfacing of Beckett Road. **Motion carried.**

Mr. Burks introduced the next item saying this item entails .3 miles.

MOTION made by Mrs. Becker, seconded by Mr. Welch, to accept the following streets in Brenner Woods (Section 8, Town 3, Range 2) and journalize at 25 MPH, with the provision that all decorative signage and landscaping be maintained by the HOA. (Fiscal Officer Note: The impacted streets were Bennington Drive, Sean James Court, and Wexford Way.)

Discussion: none. **Motion carried.**

First Reading of Resolutions & Reading of Emergency Resolutions

Mr. Burks read Resolution No. 23-2019 amending the Township 2019 permanent appropriations and declaring an emergency and dispensing with the second reading.

He explained that such amendments are proposed throughout the year because revenues are forecasted and expenditures are estimated for most steps in the budgetary cycle, thereby necessitating the adjustments. This insures that they accurately reflect what revenues and expenditures occur throughout the year. The Board had no questions.

Citizen's Comments

Jonathon Theders, 9938 Crescent Park Drive, from RiskSource, praised Nikki and Jenna with the Township. He also noted there hasn't been a rate increase from OTARMA in over 30 years, recent changes in OTARMA coverage, including that OTRMA has hired an appraiser to appraise all township assets and the resulting benefits to the township.

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

MOTION made by Mrs. Becker, seconded by Mr. Welch, to declare Emergency Resolution No. 23-2019 an emergency and dispense with the second reading. Discussion: none. **Motion carried.**

MOTION made by Mrs. Becker, seconded by Mr. Welch, to approve Resolution No. 23-2019 as read and as already declared an emergency. Discussion: none. **Motion carried.**

Discussion Items & Elected Official Comments

Mr. Burks solicited applications to the Board of Zoning Appeals and the Zoning Commission. He also announced that on December 16 from 5:00 to 6:00 pm there will be a Zoning Resolution Open House with the company that was contracted to review and refresh our zoning resolution. Mr. Burks also identified the streets and roads in the township that are the responsibility of the county for snow removal. Mr. Welch commented how the county prioritizes snow removal. Mr. Jones congratulated the Lakota West Girls Soccer team for their state championship and noted the strength of the Lakota districts soccer program. He also observed that the candidates in the last election did a good job for the most part in removing their campaign signs promptly. Mr. Jones briefly expressed his gratitude for his re-election. Lastly, he asked Mr. Burks to note the dates of the December Trustee meetings: Mr. Burks stated the meeting will be changed from the second and fourth Tuesday to the first and third Tuesdays.

At Mrs. Becker's request, Police Chief Herzog commented on traffic safety at the new UDF on Route 42 at Fields Ertel Road. Mrs. Becker also commented on the recycling bins in the township, noting they're emptied three times a week, and the Annual Christmas Walk on December 7th.

Mr. Welch, responding to Mrs. Redke's questions in Citizen's Comments, said the Township contributes less to REDI Cincinnati, therefore the township has less expectations from REDI. Mr. Burks commented on Mr. Wong's trips to China saying it's largely relationship building. He also noted Mr. Wong's current trip to China was not paid by the township, but by the Midwest Chinese Chamber of Commerce. Mrs. Becker said Mr. Wong was the township representative to the Lakota Intergovernmental Facilities Board and he could report on his activities.

Recess to Executive Session

At 7:04 p.m., Mr. Welch asked for a motion to recess the Regular meeting and go into Executive Session with legal counsel for the purpose of: Consider confidential information related to the marketing plans, specific business strategy, production techniques, trade secrets, or personal financial statements of an applicant for economic development assistance, or to negotiations with other political subdivisions respecting requests for economic development assistance (provided both of the criteria specified in O.R.C. 121.22(G)(8)(a) and (b) apply). O.R.C. 121.22(G)(8). To consider the purchase of property for public purposes, the sale of property by competitive bid, or the sale or other disposition of unneeded, obsolete, or unfit-for-use property in accordance with section 505.10 of the Revised Code. O.R.C. 121.22(G)(2). Motion made by Mrs. Becker, seconded by Mr. Welch. Mr. Welch said the Board would return to adjourn the Executive Session and to adjourn the Regular meeting. Discussion: none. **Motion carried.** Mr. Welch declared the meeting in recess.

Post Executive Session/ Adjournment

MOTION made at 8:48p.m. by Mr. Welch to adjourn the Executive Session and resume the November 19, 2019 Regular meeting, seconded by Mrs. Becker. Discussion: none. **Motion carried.**

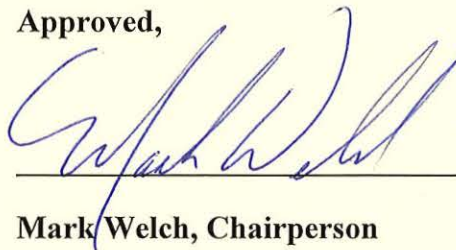
MOTION made by Mrs. Becker, seconded by Mr. Welch, to adjourn the November 19, 2019 Regular meeting. Discussion: none. **Motion carried unanimously.**

Respectfully Submitted,



Bruce Jones, Fiscal Officer

Approved,



Mark Welch, Chairperson