

**Record of Proceedings:  
West Chester Township Board of Trustees -  
Organizational Meeting and Regular Meeting**

**January 14, 2020**

Fiscal Officer Jones convened the 2020 Organizational Meeting at 6:00 p.m.  
Roll Call: Mrs. Becker, Mr. Welch, and Mr. Wong responded.  
Pledge of Allegiance: Led by Boy Scouts from Troop 990 and repeated by all.

Thereupon Mr. Jones opened the floor for nominations for Vice Chairperson for the Board for 2020. Mrs. Becker nominated Mr. Wong for Vice Chairperson. Having no other nominations, nominations were closed. Mr. Jones conducted a roll call vote on the nomination. Mr. Wong was unanimously elected Vice Chairperson for 2020. Mr. Jones then opened the floor for nominations for Chairperson of the Board for 2020. Mr. Welch nominated Mrs. Becker. Having no other nominations for Chairperson, nominations were closed. Mr. Jones conducted a roll call vote on the nomination. Mrs. Becker was unanimously elected Chairperson.

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Convene: Mrs. Becker convened the Regular Meeting at 6:05.

**Citizen's Comments**

There were no citizen's comments.

**Presentations**

Mr. Burks introduced Mrs. Barbara Wilson, West Chester Township Public Information & Engagement Director. She then introduced Gail Webster who provided information on the forthcoming Martin Luther King Celebration activities scheduled for January 20<sup>th</sup>.

**Action Items – For Approval by Motion**

**MOTION** made by Mr. Welch, seconded by Mr. Wong, to approve the 2020 Trustee Meeting dates. Discussion: none. **Motion carried unanimously.**

**MOTION** made by Mr. Wong, seconded by Mr. Welch, to approve the Trustee Meeting Minutes for December 17, 2019. Discussion: none. **Motion carried unanimously.**

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

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

Requisitions – Greater than \$7,500.00

1. Services                   \$42,367.91   Cartegraph – Renew annual license and support for asset management software

**MOTION** made by Mr. Welch, seconded by Mr. Wong, to approve item #1.  
Discussion: none. **Motion carried unanimously.**

Personnel Items

**MOTION** made by Mr. Welch, seconded by Mr. Wong, to hire one on-call snow plow operator, Mr. John Thomas Terry Jr., on an as needed basis for the 2019-2020 winter season at the hourly rate of \$17.00 effective January 6, 2020. Discussion: none. **Motion carried unanimously.**

Business Items

Mr. Burks introduced the next item saying it would be effective January 31<sup>st</sup>. He gave Mr. Rebholz's employment history with the Township.

**MOTION** made by Mr. Wong, seconded by Mr. Welch, to accept the retirement resignation of Mr. Brian Rebholz and approve the rehiring in his current position as West Chester Assistant Chief of Police pursuant to terms of an employment agreement. Discussion: Mr. Wong said Mr. Rebholz has been an outstanding officer and we're grateful to have him stay with the Township. Mr. Welch praised Mr. Rebholz, noted the savings to the Township, and **Motion carried unanimously.**

Mr. Burks introduced the next item saying three proposals were received and a three person evaluation team recommended Clark Schaefer Hackett for the GAPP conversion and the CAFR preparation.

**MOTION** made by Mr. Welch, seconded by Mr. Wong, to approve a five year agreement with Clark Schaefer Hackett for professional accounting services for Financial Statement Preparation and Comprehensive Annual Financial Report (CAFR) submittal for annual financial year ending statements; and, to authorize the Township Administrator to execute the said agreement.

Discussion: Mrs. Becker said the staff uses the highest quality of work, by the rules, and this was a reflection of how they make sure tax money is being spend the best possible way. Mr. Burks suggested everyone reference the CAFR for substantial community information beyond the statistical information. **Motion carried unanimously.**

Mr. Burks introduced the next item saying the design phase estimated demolition at approximately \$106,000. This contract reflects the best of three bids, and includes a 10% contingency.

**MOTION** made by Mr. Wong, seconded by Mr. Welch, to contract with O'Rourke Wrecking Company for the demolition of Fire Station 73, not to exceed \$42,900.00 (CIP #866).

Discussion: Mr. Welch noted the variance of the quotes received. **Motion carried unanimously.**

Mr. Burks introduced the next item saying this would be paid from TIF funds, the advertisement will run twice, and the bids will be opened and read on February 20<sup>th</sup>, at 2:00 pm.

**MOTION** made by Mr. Wong, seconded by Mr. Welch, to approve advertisement for the Fire Station 73 reconstruction program. Discussion: March of 2021 was identified as the projected completion date. Chief Prinz briefly spoke to the Board noting the location of the temporary station. **Motion carried unanimously.**

Mr. Burks introduced the next item saying the BCEO has recommended these streets be journalized, the street were inspected by the Township's Road Superintendent who concurred with the recommendation.

**MOTION** made by Mr. Wong, seconded by Mr. Welch, to accept the following streets in Glenview Farm Estates at Foxborough Sections 2A & 2B (Section 6, Town 2, Range 2) and journalized at 25 mph, with the provision that all decorative signage and landscaping be maintained by the HOA. Discussion: none. **Motion carried unanimously.** (Fiscal Officer Note: The subject streets were portions of Keltner Drive totaling 1107.44'.)

#### First Reading of Resolutions & Reading of Emergency Resolutions

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

#### Citizen's Comments

Diane Wiater, 5664 White House Court, questioned how the Township's hire/rehire practice saves the Township money. She also asked where Station 73 will be located.

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

Mr. Burks said Resolution 25-2019 was #ZMA 06-19 – Schulze; The Lofts at Union Centre. **MOTION** made by Mr. Welch, seconded by Mr. Wong, to approve Resolution No. 25-2019. Discussion: Mrs. Becker indicated she was impressed with the project. Mr. Welch said this was consistent with what they want in West Chester and reflected vision. Mr. Welch and Mrs. Becker discussed the target market. Mr. Wong said it was a good project. **Motion carried unanimously.**

#### Discussion Items & Elected Official Comments

Mr. Burks reported on his "Two Cent Coffee with Mr. Burks" open house the previous Saturday. In response to the questions by Ms. Wiater, Mr. Burks said the fire station being discussed will be on Duff Drive, which has been its existing location. Police Chief Herzog responded to the question, how does retire/rehire save the Township money: Officer Rebholz will received 90% his current salary, his vacation will be reduced from five weeks to two weeks, his state pension payment will be reconfigured at a lower rate, and the net result is that the Township will save about \$24,000 a year for this year. He noted there are seven officers in the retire/rehire system and there will be saving of approximately \$220,000 to \$225,000 this year. Other benefits were discussed. Mrs. Becker said she would see everyone at the Martin Luther King Day events that Monday.

Recess to Executive Session

At 6:35 p.m., Mrs. Becker asked for a motion to recess the Regular meeting and go into Executive Session with legal counsel for the purpose of pending or imminent court action; and to consider confidential information related to the marketing plan, specific business strategies, construction techniques, trade secrets, or personal financial statements of an applicant for economic development assistance, pursuant Revised Code 121.22.

Mrs. Becker said the Board would return to adjourn the Executive Session and to adjourn the Regular meeting. Motion made by Mr. Welch, seconded by Mr. Wong. Discussion: none.

**Motion carried unanimously.** Mrs. Becker declared the meeting in recess.

Post Executive Session/ Adjournment

**MOTION** made at 7:44 p.m. by Mr. Wong to adjourn the Executive Session and resume the January 14th Regular meeting, seconded by Mr. Welch. Discussion: none. **Motion carried unanimously.**

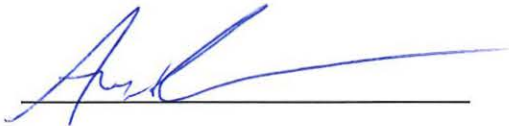
**MOTION** made by Mr. Welch, seconded by Mr. Wong, to adjourn the January 14th Regular meeting. Discussion: none. **Motion carried unanimously.**

Respectfully Submitted,



Bruce Jones, Fiscal Officer

Approved,



Mrs. Becker, Chairperson