

West Chester

— OHIO —

Trustees Meeting Agenda December 1, 2020

Trustees

Ann Becker, Chair
Lee Wong
Mark S. Welch

Fiscal Officer

Bruce Jones
Administrator
Larry D. Burks

5:45 P.M.

Fire Dependents Board Meeting

6:00 P.M.

Regular Meeting

- Mrs. Becker**
- Convene
 - Roll Call
 - Pledge

Citizen's Comments

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

Mr. Burks

Presentations

- A. Mrs. Lisa D. Brown, West Chester Township Administration – Strategic Plan Update

Mrs. Becker

Action Items – For approval by motion

- B. Motion to approve Trustee Special Meeting Minutes - October 20, 2020
C. Motion to approve Trustee Meeting Minutes - October 27, 2020
D. Motion to approve Trustee Emergency Meeting Minutes - November 13, 2020
E. Motion to approve payment of bills

Mr. Burks

Requisitions – Greater than \$7,500.00

- | | | |
|--------|--------------|---|
| 1. Adm | \$ 45,688.43 | N. Harris Corporation - Renew annual license and support agreement for GEMS financial accounting software (January 1, 2021 – December 31, 2021) |
| 2. Adm | \$ 14,157.96 | Kronos Incorporated - Renew annual support for Telestaff scheduling and payroll functions of public safety departments |
| 3. Adm | \$ 11,844.40 | Thomas Shelby & Company, Inc. - Purchase and install new computer monitor risers in Communication Center |

- 4. Police \$ 27,600.03 Emcor Facilities Services Inc. - Replace carpet in common areas of Police Department, Police Administration Offices, and Records (CIP# 1582)
- 5. Services \$ 50,000.00 AECOM Technical Services Inc. - Engineering for Smith Road pathway project
- 6. Services \$ 38,873.00 Palmer Engineering Company - Environmental review for Smith Road pathway project

Mr. Burks **Personnel Items**

- 7. Fire Motion to promote Lieutenant Jason Hanauer to the vacant position of Risk Management and Training Captain effective December 7, 2020 at bi-weekly pay rate of \$3,550.78 with a 90 day introductory period
- 8. Fire Motion to promote Firefighter Landen Richey to the vacant position of Lieutenant at the annual salary of \$90,068.55 per the collective bargaining agreement with a one year introductory period
- 9. Services Motion to hire Mr. Mark Gross to the vacant position of Laborer Operator effective December 7, 2020 at the non-exempt hourly rate of \$18.29 with a one year probationary period

Mr. Burks **Business Items**

- 10. Adm Motion to approve agreement between West Chester Township Board of Trustees and CentralSquare Technologies LLC for public safety software, hardware, installation, training, licensing and support, not to exceed \$748,634.00; and, authorize the Township Administrator to execute said agreement (CIP# 1218)
- 11. Adm Motion to appoint one Trustee as the West Chester representative to the Ohio-Kentucky-Indiana Regional Council of Governments (OKI) Board of Directors (term effective January 1, 2021 through December 31, 2021)
- 12. Adm Motion to appoint one Trustee as the West Chester Township representative to the Butler County Emergency Management Agency (BCEMA) Advisory Council (term effective January 1, 2021 through December 31, 2021)
- 13. Adm Motion to appoint one Trustee as the West Chester Township representative on the Butler County E911 Planning Committee (term effective January 1, 2021 through December 31, 2021)
- 14. Adm Motion to continue Township volunteer services, committees, and boards
- 15. Adm Motion to set date for 2021 organizational meeting (suggested date and time January 12, 2021, 6:00 p.m.)
- 16. Adm Motion to set date for a work session for the proposed 2021 Operational Budget (suggested date and time January 19, 2021, 5:00 p.m.)
- 17. Adm Motion to apply for \$2,000.00 Ohio Township Association Risk Management Authority (OTARMA) Police and Fire Grant to offset the cost of the Lexipol contracts; and, to authorize the Township Administrator to accept said grant if awarded
- 18. Police Motion to not object to a D5 & D6 liquor permit transfer from Two Gunz LLC dba Palermos Restaurant & Patio, 6096 West Chester Road to III Fountain, LLC Palermos Restaurant dba Palermos Restaurant & Patio, 6096 West Chester Road

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