

## Record of Proceedings:

November 17, 2020

### West Chester Township Board of Trustees - Regular Meeting

(Fiscal Officer Note: Due to remodeling of Township Hall, this meeting was conducted at MidPointe Library, West Chester Township, rather than Township Hall.)

Convene: Chairperson Wong convened the meeting at 6:00 p.m.

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

Pledge of Allegiance: Lead by Cub Scouts from Troop 944 and repeated by those present.

#### Citizen's Comments

There were no citizen's comments.

#### Presentations

Mr. Matt Latham, MetroParks of Butler County, presented the Vision Plan for Voice of America MetroPark. In response to Mr. Welch's question, Mr. Latham said there wasn't support for a feasibility study for a music venue at the park, as previously discussed. For that reason, as well as nearby competition, they did not pursue a music venue. He told Mr. Wong the Vision Plan is good for approximately ten years. In response to Mrs. Becker's question, he identified sources for their grants as private and the state. Mrs. Becker also asked if there is one particular goal that will be focused on; Mr. Latham discussed plans to extend the loop train.

#### Action Items – For Approval by Motion

**MOTION** made by Mrs. Becker, seconded by Mr. Welch, 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. Adm      \$310,462.00 Ohio Township Association Risk Management Authority (OTARMA)  
                 - Renew Township liability and property insurance coverage  
                 (December 1, 2020 - November 30, 2021)
2. Adm      \$52,669.21 Presidio Holdings, Inc. - Purchase, configure and install four network  
                 switches and renew annual support on 15 existing switches
3. Adm      \$28,179.19 Nuspire Corporation - Replace two existing firewall appliances and  
                 purchase one additional, with one year support on all devices
4. Adm      \$22,698.95 Frost Brown Todd, LLC - Legal Services through October 31, 2020  
                 (various departments)
5. Adm      \$9,892.48 The Plant Detail - Install and maintain holiday light displays on The  
                 Square @ Union Centre and the Township Administration Building
6. Fire      \$9,920.00 Tri-State Public Safety - Purchase and install equipment to outfit new  
                 2021 Tahoe (CIP# 1481)

7. Police \$14,280.00 Lexipol LLC - Renew annual agreement for online subscription services for Law Enforcement Risk Management Policies and Resources (December 1, 2020 - November 30, 2021)
8. Services \$53,000.00 R.B. Jergens Contractors, Inc. - Improvements to Fields Ertel Road Infrastructure (Increase PO# S181768)

**MOTION** made by Mrs. Becker, seconded by Mr. Welch, to approve payment of requisitions 1 through 8. Discussion: none. **Motion carried unanimously.**

#### Personnel Items

Mr. Burks introduced the next item by noting the applicants experience and qualifications. **MOTION** made by Mr. Welch, seconded by Mrs. Becker, to hire Ms. Eileen Clines to the position of Administration Secretary at the hourly rate of \$17.00 effective December 7, 2020 with a one year probationary period. Discussion: Mr. Wong, noting Ms. Clines was not present, commented that he ordinarily wouldn't vote for a person that didn't attend the meeting at which their hire was being decided, given a previous bad experience, but would make an exception with his vote that evening since she was ill. **Motion carried unanimously.**

#### Business Items

Mr. Burks introduced the next item by giving the background of the CARES Act, the source of the following item.

**MOTION** made by Mrs. Becker, seconded by Mr. Welch, to affirm the plan to expend the monies allocated to West Chester Township from Ohio HB 481 & HB 614 as presented to the Trustees. Discussion: none. **Motion carried unanimously.**

Mr. Burks introduced the next item saying an applicant for the grant must be a member of OTARMA.

**MOTION** made by Mr. Welch, seconded by Mrs. Becker, to apply for the \$500.00 Ohio Township Association Risk Management Authority (OTARMA) MORE Grant for the purchase of safety cones; and, to authorize the Township Administrator to accept said grant if awarded. Discussion: none. **Motion carried unanimously.**

Mr. Burks introduced the next item by noting the property is owned by Shepherds Farm Condominiums, and that there were numerous pot holes which created a safety hazard.

**MOTION** made by Mr. Welch that, having reviewed the staff report and affidavit, we declare the private drive on Shepherds Lane 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 Mrs. Becker. Discussion: none. **Motion carried unanimously.**

Mr. Burks had Police Chief Herzog present the following item. Chief Herzog explained that some canines do not adapt to their role in the department, and Officer Blankenship wishes to

purchase Jax. He'll pay one dollar and make a sizeable donation to the Matt Haverkamp Foundation, from whom the department will purchase the next canine to replace Jax.

**MOTION** made by Mrs. Becker, seconded by Mr. Welch, to transfer ownership of canine Jax to Police Officer Michael Blankenship for the fee of \$1.00, to be paid to West Chester Township by Police Officer Michael Blankenship, pursuant to Ohio Statute, Current Collective Bargaining Agreement, and the applicable ownership agreement. Discussion: Mr. Welch and Mrs. Becker praised the department's canine program. **Motion carried unanimously.**

Mr. Burks introduced the next item by saying Chief Herzog had just explained the next item.

**MOTION** made by Mr. Welch, seconded by Mrs. Becker, to apply for the Matt Haverkamp Foundation Grant; and, to authorize the Township Administrator to accept said grant if awarded. Discussion: none. **Motion carried unanimously.**

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

Mr. Burks read, "Resolution No. 43-2020 amending the Township 2020 permanent appropriations and Advancing from the General Fund to the Coronavirus Relief Fund, and declaring an emergency and dispensing with the second reading." Mr. Burks explained that this is another routine adjustment, and this specific adjustment is for \$400,000 to be used for West Chester's CARES Act Small Business Assistance Grant. He said Butler County would reimburse the Township for anything used for that purpose. No one on the Board had any questions.

### Citizen's Comments

There were no citizen's comments.

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

Resolution No. 43-2020 amending the Township 2020 permanent appropriations and Advancing from the General Fund to the Coronavirus Relief Fund and declaring an emergency and dispensing with the second reading.

**MOTION** made by Mr. Welch, seconded by Mrs. Becker, to approve Resolution No. 43-2020 amending the Township 2020 permanent appropriations and Advancing from the General Fund to the Coronavirus Relief Fund, and declaring an emergency and dispensing with the second reading. Discussion: none. **Motion carried unanimously.**

### Discussion Items & Elected Official Comments

Mr. Burks said there had been 16 applications for the CARES Act assistance, though there were a number of issues with the applications. He said the township will work with all applicants.

Mr. Jones recognized the Lakota West Boys Cross Country team as the new Ohio State Champs. He also wished everyone a blessed Thanksgiving.

Mr. Welch encouraged members of the business community to make application for a CARES grant. He also thanked everyone for supporting the Police and Fire levies.

Mr. Wong thanked our Police and Fire Chiefs for being fiscally responsible.

Mrs. Becker thanked staff for accommodating her absence, adding that she's contracted the COVID-19 virus. She also encouraged everyone to partake of the Citizen's Police Academy program. She reiterated appreciation for CARES Grant program and thanked residents for supporting the Police and Fire levies.

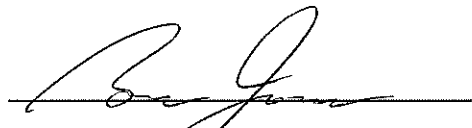
Mr. Burks expressed his gratitude for working as the West Chester Township administrator, with an exceptional staff, in an exceptional community.

Mr. Wong spoke highly of the Divergent Diamond Interchange.

### Adjournment

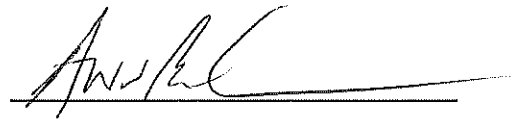
**MOTION** made at 7:02 p.m. by Mr. Welch, seconded by Mrs. Becker, to adjourn the November 17, 2020 Regular meeting. Discussion: none. **Motion carried unanimously.**

**Respectfully Submitted,**



**Bruce Jones, Fiscal Officer**

**Approved,**



**Ann Becker, Chairperson**