

West Chester

— OHIO —

Trustees Meeting Agenda December 14, 2021

Trustees

Lee Wong, Chair
Mark S. Welch
Ann Becker

Fiscal Officer

Bruce Jones
Administrator
Larry D. Burks

5:45 P.M.

Volunteer Fire Dependents Meeting

6:00 P.M.

Regular Meeting

Mr. Wong

- Convene
- Roll Call
- Pledge

Citizen's Comments

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

Mr. Burks

Presentations

- A. Chief Rick Prinz - Fire Department Staffing

Mr. Wong

Action Items - For approval by motion

- B. Motion to approve Trustee Meeting Minutes - November 16, 2021
- C. Motion to approve Trustee Meeting Minutes - November 30, 2021
- D. Motion to approve payment of bills

Mr. Burks

Requisitions - Greater than \$7,500.00

- | | | |
|-----------|--------------|---|
| 1. Adm | \$ 72,498.17 | Frost Brown Todd, LLC - Legal Services through November 30, 2021 (various departments) |
| 2. Fire | \$ 36,973.00 | First-In Last Out Fire and Safety Equipment - Purchase thermal imaging cameras (CIP# 1181) |
| 3. Fire | \$ 22,813.06 | Vogelpohl- Replace attack line fire hose (CIP# 1392) |
| 4. Fire | \$ 19,627.04 | Fire Safety Services, Inc. - Purchase seven sets of turnout gear (CIP# 1482) |
| 5. Fire | \$ 11,968.72 | Mobilcomm - Purchase and install station alerting day/night switches (CIP #1666) |
| 6. Fire | \$ 11,265.00 | Bound Tree Medical LLC - Purchase asset management software, licensing, equipment, and on-site training (CIP #1475) |
| 7. Police | \$ 64,071.83 | Loth, Inc. - Replace office chairs in the Police Department |

- 8. Police \$ 38,743.00 Vigilant Solutions, LLC - Replace automated license plate readers (CIP #1801)
- 9. Services \$ 49,958.00 Joseph Chevrolet Company – Purchase 2022 Chevrolet 3500 truck cab and chassis (CIP #1600)

Mr. Burks Personnel Items

- 10. Adm Motion to approve non-union employee wage scale; and, authorize necessary market adjustments
- 11. Adm Motion to adopt West Chester Township Policy and Procedure Manual; and, replace all other personnel policies and legislation
- 12. Adm Motion to extend internship of Corey Foister effective January 1, 2022 at the hourly rate of \$18.00
- 13. Fire Motion to hire career Firefighter/Paramedic Benjamin Diesel effective January 24, 2022, at the bi-weekly rate of \$2,424.00
- 14. Fire Motion to hire career Firefighter/Paramedic Condie Todd effective January 24, 2022, at the bi-weekly rate of \$2,424.00
- 15. Fire Motion to hire Leann Thacker to the position of Administrative Professional I effective January 10, 2022 at the hourly rate of \$16.00
- 16. Police Motion to approve promotion of Sergeant Paul B. Lovell to the rank of Lieutenant effective December 15, 2021 at the bi-weekly rate of \$4,044.07

Mr. Burks Business Items

- 17. Adm Motion to appoint one Trustee as the West Chester Township representative to the Ohio-Kentucky-Indiana Regional Council of Governments (OKI) Board of Directors
- 18. Adm Motion to appoint one Trustee as the West Chester Township representative to the Butler County Emergency Management Agency (BCEMA) Advisory Council
- 19. Adm Motion to appoint one Trustee as the West Chester Township representative on the Butler County E911 Planning Committee
- 20. Adm Motion to continue Township volunteer services, committees, and boards
- 21. Adm Motion to set date for 2022 Organizational Meeting (suggested date and time is January 11, 2022, 6:00 pm)
- 22. Adm Motion to set date for work session for proposed 2022 Operational Budget (suggested date and time January 18, 2022 at 5:00 pm)
- 23. Adm Motion to re-appoint Larry D. Burks, Township Administrator, and Mr. Bruce Jones, West Chester resident, as the West Chester Township representatives to the Butler County Transportation Improvement District Board
- 24. Adm Motion to apply for the Ohio Township Association Risk Management Authority (OTARMA) MORE Grant; and, authorize Township Administrator to accept said grant if awarded
- 25. Adm Motion to apply for Ohio Township Association Risk Management Authority (OTARMA) Police and Fire Grant; and, authorize Township Administrator to accept said grant if awarded

- 26. Adm Motion to approve Exclusive Listing Agreement between West Chester Township Board of Trustees and North Ridge Realty Group for the listing for sale of Township owned property located at 7900 Cox Road
- 27. Fire Motion to approve Statutory Resolution 33-2021 finding a 2012 International Horton is not needed and unfit for use; and, authorizing the sale of said vehicle at public auction
- 28. Fire Motion to appoint two Trustees, two Fire Department members, and one civilian to the 2022 Volunteer Firefighters' Dependents Fund Board
- 29. Services Motion to request to advertise for 2022 Curb Replacement Program (CIP #1397)
- 30. Services Motion to request to advertise for 2022 Storm Water Pipe Replacement Program (CIP # 1398)
- 31. Services Motion to approve agreement between the West Chester Township Board of Trustees and The Kleingers Group, Inc. for design of an alternate decorative fence on the Crescentville Road overpass, in the amount of \$21,725.00; and, authorize Township Administrator to make non-substantive changes with Law Director approval and execute said agreement

First Reading of Resolutions & Reading of Emergency Resolutions

- *32 Emergency Reading Resolution No. 31-2021 approving and authorizing adoption of the Township 2022 temporary appropriations and declaring an emergency and dispensing with the second reading
- *33 Emergency Reading Resolution No. 32-2021 amending the Township 2021 permanent appropriations and declaring an emergency and dispensing with the second reading

Citizen's Comments

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

- * Emergency Reading Vote on Emergency Resolution No. Resolution No. 31-2021
- * Emergency Reading Vote on Emergency Resolution No. Resolution No. 32-2021

Discussion Items & Elected Official Comments

Open application process for BZA 2022 appointments
 Open application process for Zoning Commission 2022 appointments

Executive Session

Property, personnel & pending litigation with Legal Counsel

Adjourn