

Record of Proceedings: February 22, 2022
West Chester Township Board of Trustees - Regular Meeting

Convene: Chairperson Welch convened the meeting at 6:00 p.m.
Roll Call: Mr. Welch, Mrs. Becker, and Mr. Wong responded.
Pledge of Allegiance: Repeated by those present.

Citizen's Comments

There were no citizen's comments.

Presentations

Mr. Jack Dominic, Director of the National Voice of America Museum of Broadcasting, provided an update on their Board's accomplishments and needs to further refurbish the museum, with emphasis on its history and the regional appeal of the facility.

Action Items – For Approval by Motion

MOTION made by Mrs. Becker, seconded by Mr. Wong, to approve the Trustee Meeting Minutes for February 8, 2022. Discussion: none. **Motion carried unanimously.**

MOTION made by Mr. Wong, seconded by Mrs. Becker, 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 \$24,291.15 Butler County Emergency Management Agency - Submit 2022 annual fee for operational services
2. Fire \$44,335.14 Fire Safety Services, Inc. - Purchase 13 sets of turnout gear (CIP# 1540)
3. Police \$27,690.26 Skydio Inc. - Purchase drone, equipment and software (CIP#1803)

MOTION made by Mrs. Becker, seconded by Mr. Wong, to approve payment of requisitions 1 through 3. Discussion: Chief Herzog responded to Mrs. Becker's question about drone privacy, saying the drone policy is being addressed and will be similar to the policy for body cameras. **Motion carried unanimously.**

Personnel Items

Mr. Burks introduced Personnel Items 4 and 5 by identifying the experience and qualifications of the recommended applicants for hiring to the published positions.

MOTION made by Mrs. Becker, seconded by Mr. Wong, to approve Personnel Items 4 and 5. Discussion: Each Trustee expressed their praise and expectations for the applicants. **Motion carried unanimously.**

(Fiscal Officer Note: Agenda Items 4 and 5 were the promotion of Firefighter David Newlin to the position of Fire and EMS Lieutenant effective February 22, 2022 at the bi-weekly rate of \$3,358.15, and the promotion of Police Officer Eric T. Couch to the rank of Sergeant effective February 23, 2022 at the bi-weekly rate of \$3,516.58.

Thereupon, Fiscal Officer Jones swore in Firefighter David Newlin accompanied by Fire Chief Prinz. Firefighter David Newlin was then pinned by Mrs. Newlin. Subsequently, Mr. Jones swore in Police Officer Eric T. Couch accompanied by Police Chief Joel Herzog and Assistant Police Chief Brian Rebholz. Officer Couch was then pinned by his father, a retired officer.

Business Items

MOTION made by Mrs. Becker, seconded by Mr. Wong, to approve financial contribution for 2022 and remit payment to the National Voice of America Museum of Broadcasting. Discussion: They recognized the economic impact of the museum. **Motion carried unanimously.**

Mr. Burks introduced the next item saying there has existed the need for the township's remote locations to have a credit card in order to expedite purchases and lessen paperwork. A Credit Card Compliance Officer role will also be created with the new policy for oversight. **MOTION** made by Mr. Wong, seconded by Mrs. Becker, to adopt revised West Chester Township Credit Card Policy. Discussion: Mr. Burks provided further clarification for Mr. Wong. He said close to 20 cards would be issued, and Kellie Byrd would be the Compliance Officer. **Motion carried unanimously.**

Mr. Burks introduced the next item saying this action would enable the township to contract with Jerry Stoker to review plans if/when the township is running behind in reviewing the plans. This will enable the township to expedite this process, rather than allowing delay of the review. **MOTION** made by Mrs. Becker, seconded by Mr. Wong, to approve agreement between West Chester Township Board of Trustees and XPEX LLC in an amount not to exceed \$20,000 for contract plan review assistance; and, authorize Township Administrator to make non-substantive changes with Law Director approval and execute said Agreement. Discussion: none. **Motion carried unanimously.**

MOTION made by Mr. Wong, seconded by Mrs. Becker, to appoint Larry Whited to the West Chester Township Zoning Commission. Discussion: Mr. White's extensive experience was noted. **Motion carried unanimously.**

MOTION made by Mrs. Becker, seconded by Mr. Wong, to re-appoint Randy Simmons to the West Chester Township Board of Zoning Appeals. Discussion: The need for alternates on these boards was observed. **Motion carried unanimously.**

Mr. Burks introduced the next item saying this will reduce accidents by monitoring OVIs. **MOTION** made by Mr. Wong, seconded by Mrs. Becker, to apply for the Summer Holiday Enforcement Program Grant; and, authorize Township Administrator to accept said grant if awarded. Discussion: Chief Herzog said this is a new grant initiative and requires no local match. **Motion carried unanimously.**

Chief Herzog explained the next item saying Ford offered this program and West Chester's need, given a vehicle that cannot be repaired.

MOTION made by Mrs. Becker, seconded by Mr. Wong, to authorize Township Administrator to execute documents necessary to participate in the Ford BuyBack program. Discussion: none.

Motion carried unanimously.

First Reading of Resolutions & Reading of Emergency Resolutions

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

Citizen's Comments

There were no citizen's comments.

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

Mr. Welch and Mr. Burks read "Resolution No. 06-2022 approving Zoning Map Amendment and Preliminary Development Plan for Case # ZMA10-21 Highlands Square Market. Mr. Burks said this amendment would change the zoning from C-PUD to SP-PUD and Preliminary Development Plan, for construction of 209 single-family lots or townhomes, and 96 condominiums on 28.06 acres.

MOTION made by Mrs. Becker, seconded by Mr. Wong, to approve Resolution No. 06-2022. Discussion: none. **Motion carried unanimously.**

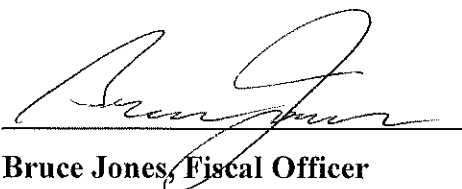
Discussion Items & Elected Official Comments

There was substantial discussion about the creation of a DORA given Mr. Welch's inquiry. Mr. Burks had Public Information & Engagement Director Barb Wilson comment on concerns that have been expressed about the sound quality of our cable broadcasts. Mrs. Wilson said Spectrum is the only provider that carries our four cable channels, and they convert our digital signal to analog, which substantially reduces the quality. Because these public access channels are free, Spectrum isn't upgrading the signal, though it could if West Chester paid for it. Using Vimeo or YouTube is encouraged to receive better sound reception. Mrs. Wilson said they'll consider options.

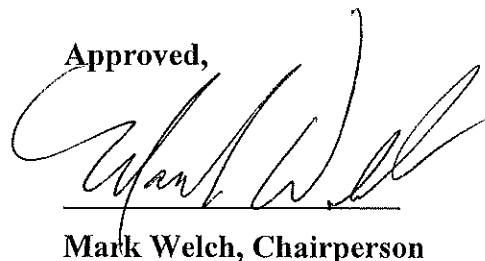
Adjournment

MOTION made at 7:03 p.m. by Mrs. Becker, seconded by Mr. Wong, to adjourn the February 22, 2022 Regular meeting. Discussion: none. **Motion carried unanimously.**

Respectfully Submitted,


Bruce Jones, Fiscal Officer

Approved,


Mark Welch, Chairperson