

Record of Proceedings: November 15, 2022
West Chester Township Board of Trustees - Regular Meeting

Convene: Chairperson Welch convened the meeting at 5:00 p.m.

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

Pledge of Allegiance: Repeated by those present.

At 5:03 p.m., Mrs. Becker motioned to recess the Regular meeting and go into Executive Session with legal counsel for the purpose of: (1) Conference with an attorney for the Township concerning disputes involving the Township that are the subject of pending or imminent court action; (2) To consider the purchase of property for public purposes, the sale of property by competitive bid, or the sale or other disposition of unneeded, obsolete, or unfit-for-use property in accordance with section 505.10; (3) Consider confidential information related to the marketing plans, specific business strategy, production techniques, trade secrets, or personal financial statements of an applicant for economic development assistance, or to negotiate with other political subdivisions respecting requests for economic development assistance (provided both of the criteria specified in O.R.C. 121.22(G)(8)(a). Motion seconded by Mr. Wong. Mr. Welch said the Board would return to adjourn the Executive Session and to resume the Regular meeting. Discussion: none. **Motion carried unanimously.**

Rev. Freddie Piphus from Zion Global Ministries gave an invocation.

Mr. Welch declared the meeting in recess.

Post Executive Session/ Adjournment

MOTION made at 6:05 p.m. by Mrs. Becker to adjourn the Executive Session and resume the November 15, 2022 Regular meeting, seconded by Mr. Wong. Discussion: none. **Motion carried unanimously.**

Citizen's Comments

There were no citizen's comments.

MOTION made by Mr. Welch, seconded by Mrs. Becker, to amend the agenda such that Personnel Items would be placed in front of Action Items. Discussion: none. **Motion carried unanimously.**

Personnel Items

Mr. Burks introduced The Personnel Items consisted of, (1) Approve Collective Bargaining Agreements between West Chester Township Board of Trustees and Fraternal Order of Police, Lodge 186 October 1, 2022 - September 30, 2025; Mrs. Brown presented an overview of the agreement: (2) Hire Nicole Depena to the position of Police Officer effective November 21, 2022 at the biweekly rate of \$2,521.34; (3) Hire Michael Leach to the position of Laborer

Operator effective November 7, 2022 at the hourly rate of \$19.40. These were identified on the agenda as Personnel Items 8, 9, and 10 respectively.

MOTION made by Mr. Wong, seconded by Mrs. Becker, to approve Personnel Items 8, 9, and 10. Discussion: The Trustees each expressed praise for the West Chester Police Department and the service performed by police officers. **Motion carried unanimously.**

Thereupon Fiscal Officer Jones administered the Oath of Office to Ms. Depena, accompanied by Police Chief Herzog and Assistant Police Chief Rebholz.

Presentations

Assistant Township Administrator Lisa Brown and Katy Kanelopoulos, Economic Development Manager, gave a presentation on a new small business revitalization grant program entitled “SPARK”.

Shawn Callen, Communications and Outreach for the Butler County Regional Transit Authority (BCRTA) gave an update on their transit offerings and proposed changes.

Action Items – For Approval by Motion

MOTION made by Mrs. Becker, seconded by Mr. Wong, to approve the Trustee Meeting Minutes for October 25, 2022. Discussion: none. **Motion carried unanimously.**

MOTION made by Mr. Wong, seconded by Mrs. Becker, to approve payment of bills – October 14, 2022 through October 27, 2022. Discussion: none. **Motion carried unanimously.**

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

Requisitions – Greater than \$7,500.00

1. Adm \$ 340,590.00 Ohio Township Association Risk Management Authority (OTARMA) - Purchase liability and property insurance coverage
2. Fire \$ 11,249.70 Cummins Bridgeway LLC - Repair turbo on Sutphen aerial tower (retroactive)
3. Police \$ 16,105.56 Lexipol LLC - Renew agreement for online subscription services 4.
4. Services \$ 560,123.02 Jack Doheny Companies, Inc. - Purchase Vacuum Truck
5. Services \$ 62,821.55 City of Mason - Pave Butler Warren Road between Barret and White Hill (CIP# 1395)
6. Services \$20,000.00 Ohio Machinery Co. - Rent a compact wheel loader for five months November 15, 2022
7. Services \$12,894.00 MC Equipment LLC dba W. A. Jones Truck Bodies and Equipment – Purchase replacement plow for salt truck

MOTION made by Mrs. Becker, seconded by Mr. Wong, to approve payment of requisitions 1 through 7. Discussion: Mandy Sulk with Clark Theders Insurance Company addressed the Board, explaining how they partner with Barnham & Flowers and OTARMA to provide the Township with property and liability insurance coverage. **Motion carried unanimously.**

Business Items

MOTION made by Mrs. Becker, seconded by Mr. Wong, to create a Small Business Revitalization Grant Program, with initial funding of \$100,000 defined as part of the 2022 annual operational budget (CIP# 1812). Discussion: Mrs. Becker said this program will be an interesting experiment and she looks forward to results. **Motion carried unanimously.**

MOTION made by Mrs. Becker, seconded by Mr. Wong, to accept quote from Woodhull LLC for provision of document archiving not to exceed \$101,133.03; and, authorize Township Administrator to negotiate all documents necessary to effectuate and execute contract, with Law Director approval (CIP# 1520). Discussion: none. **Motion carried unanimously.**

Katy Kanelopoulos, Economic Development Manager, and Patrick Woodside of Frost, Brown and Todd Law firm, gave an overview of this agenda item as well as the following two agenda items. Mr. Woodside explained the mechanism for the assessment, noting the district already has Monroe, Liberty Township and Fairfield as participants. Ms. Kanelopoulos said this is an economic development tool that addresses businesses two main goals, diversity, inclusion, and sustainability. She encouraged our joining the ESID in order to offer PACE funding. Mr. Welch said, though this was originated by a petitioner for participation in this ESID, it lays the groundwork for other business to participate in the program in the future.

MOTION made by Mrs. Becker, seconded by Mr. Wong, to approve Statutory Resolution 33-2022 Approving a Petition for Special Assessments for Special Energy Improvement Projects and a Plan for Public Improvements; and Approving the Necessity of Acquiring, Constructing, and Improving Certain Public Improvements in the Township in Cooperation with the I-75 Energy Special Improvement District. Discussion: Tahara Jeffereis, sponsor of the Hyatt House and the petitioner, addressed the Board, explained the development of Hyatt House and interest in attaining inexpensive financing by doing energy efficient. She said they would open in July if their application for PACE loan is approved, adding that they had two weeks to have approval and lock the current interest rate. She said Hyatt House plan is not just a hotel, but a hotel with a medical component. She addressed Trustee questions. **Motion carried unanimously.**

MOTION made by Mrs. Becker, seconded by Mr. Wong, to approve Statutory Resolution 34-2022 Determining to Proceed with Acquisition, Construction, and Improvement of Certain Public Improvements in Township in Cooperation with the I-75 Energy Special Improvement District. Discussion: none. **Motion carried unanimously.**

MOTION made by Mrs. Becker, seconded by Mr. Wong, to approve Statutory Resolution 35-2022 Levying Special Assessments for the Purpose of Acquiring, Constructing, and Improving Certain Public Improvements in West Chester Township in Cooperation with the I-75 Energy Special Improvement District; and, Authorizing and Approving a Cooperative Agreement Providing for Financing of a Special Energy Improvement Project in West Chester Township. Discussion: none. **Motion carried unanimously.**

MOTION made by Mrs. Becker, seconded by Mr. Wong, to approve Statutory Resolution 36-2022 finding the 1994 scissor lift not needed or unfit for public use; authorizing the sale of said

equipment to Bobcat Enterprises; and crediting the sale price of said equipment to the purchase of a new scissor lift. Discussion: none. **Motion carried unanimously.**

MOTION made by Mr. Wong, seconded by Mrs. Becker, to approve Statutory Resolution 37-2022 affirming obligation for West Chester Township's share of the annual Butler County Engineer's 2023 paving 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

There were no second readings, or votes on pending resolutions or emergency resolutions.

Discussion Items & Elected Official Comments

Mr. Welch wished everyone a happy Thanksgiving.

Mrs. Becker noted the intersection at Maud-Hughes Road and Hamilton-Mason Road was now open. She also noted that Costco was opening the following morning. She congratulated the Lakota West Marching Band for going to the Grand Nationals. Lastly, she encouraged everyone to get a flu shot.

Mr. Wong expressed his gratitude for living in a good community, and wished the Lakota West football team the best in the playoffs.


Mr. Jones observed the lack of traffic the day before at the newly opened Maud-Hughes Road and Hamilton-Mason Road intersection. He also said it was interesting, given Katy's comment earlier about diversity, inclusion, and sustainability, how the PACE program was using federal dollars to implement the ESG agenda. He also noted VFW Post 7696 would be having their December 7th Pearl Harbor commemoration at 10:00 at Brookside Cemetery. Lastly, Mr. Jones said more information is being gathered pertaining to his proposal that West Chester Township rollback the property tax increase for a year resulting from the increase in the inside millage, adding that he'll be reporting on the matter.

Mr. Burks said the ESID will assist business development in the future. He said recycling of cardboard only items will be available during the holidays, December 19th to January 19th, at the Safety Service Center. He said there will be a joint work session with Liberty Township on December 7th, 3:30 pm at West Chester Township Hall to discuss the potential for a collective trash and recycling program, and it could save property owners quite a bit of money. Mrs. Becker asked that Fairfield Township officials be invited as well. He also wished the Lakota West football team the best in the playoffs. Lastly, he expressed appreciation for the Board and his staff.

Adjournment

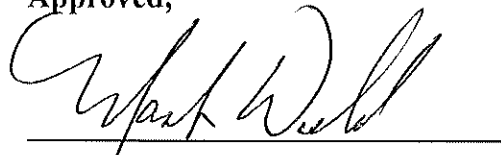
MOTION made at 7:20 p.m. by Mrs. Becker, seconded by Mr. Wong, to adjourn the November 15, 2022 Regular meeting. Discussion: none. **Motion carried unanimously.**

Respectfully Submitted,



Bruce Jones, Fiscal Officer

Approved,



Mark Welch, Chairperson