

Record of Proceedings: March 26, 2024
West Chester Township Board of Trustees - Regular Meeting

Convene: Chairperson Wong convened the meeting at 5:02 p.m.

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

Pledge of Allegiance: Repeated by those present.

At 5:04 p.m., Mr. Wong motioned to recess the Regular meeting and go into Executive Session with legal counsel for the purpose of: (1) Conferencing with an attorney for the Township concerning disputes involving the Township that are the subject of pending or imminent court action. O.R.C. 121.22(G)(3); (2) to consider compensation of a public employee or official. O.R.C. 121.22(G)(1); (3) 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 of the Revised Code. O.R.C. 121.22(G)(2); (4) considering 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 negotiating with other political subdivisions respecting requests for economic development assistance. The information to be discussed is directly related to a request for economic development assistance that is to be provided under any of the Revised Code provisions set forth in O.R.C. 121.22(G)(8)(a) or involves public infrastructure improvements or the extension of utility services that are directly related to an economic development project.

Mr. Wong then requested that Mr. Jones conduct a roll call to determine that executive session is necessary to protect the interests of the applicant or the possible investment or expenditure of public funds to be made in connection with the economic development project and that the criteria specified in O.R.C. 121.22(G)(8)(a) and (b) apply. All Trustees responded affirmatively to the roll call.

MOTION made by Mrs. Becker, seconded by Mr. Welch to recess the Regular meeting and go into Executive Session. Discussion: none. **Motion carried unanimously.** Mr. Wong said the Board would return to adjourn the Executive Session and to resume the Regular meeting. Mr. Wong 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 March 26, 2024. Regular meeting, seconded by Mr. Welch. Discussion: none. **Motion carried unanimously.**

Citizen's Comments

There were no citizen's comments.

Presentations

Jack Dominic, National Voice of America Museum of Broadcasting, gave an update on the VOA Museum of Broadcasting.

Personnel Items

MOTION made by Mrs. Becker, seconded by Mr. Welch, to accept various employee resignations per an attached report. Discussion: none. **Motion carried unanimously.**

Action Items – For Approval by Motion

MOTION made by Mr. Welch, seconded by Mrs. Becker, to approve the Trustee Meeting Minutes for March 12, 2024. Discussion: none. **Motion carried unanimously.**

MOTION made by Mrs. Becker, seconded by Mr. Welch, to approve payment of bills – March 11, 2024 through March 15, 2024. Discussion: none. **Motion carried unanimously.**

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

Requisitions – Greater than \$7,500.00

- 5. Adm \$19,635.00 Pinecrest Nursery - Install new retaining wall in Administration courtyard (CIP 1993)
- 6. Adm \$17,500.00 President and Fellows of Harvard College - Purchase tuition, housing, and curricular materials for Administrator Burks
- 7. Fire \$63,249.47 Bound Tree Medical LLC - Purchase EMS supplies for annual bulk order
- 8. Fire \$19,415.00 Teleflex LLC - Purchase EMS supplies for annual bulk order
- 9. Fire \$18,628.55 Penn Care, Inc. - Purchase EMS supplies for annual bulk order
- 10. Fire \$12,909.90 Stryker Sales LLC - Purchase EMS supplies for annual bulk order
- 11. PIE \$9,396.00 VIP Printing Center - Print Summer 2024 Community Report
- 12. Police \$17,241.25 DataWorks Plus LLC - Replace and upgrade LiveScan system (CIP 1961) March 26, 2024
- 13. Services \$63,691.40 Jamie's Mulch and Topsoil, Inc. - Maintain infield landscaping areas At Union Centre Blvd DDI
- 14. Services \$30,000.00 Emcor Facilities Services, Inc.– Allocate cleaning fees for Muhlhauser Barn

MOTION made by Mrs. Becker, seconded by Mr. Welch, to approve payment of requisitions 5 through 14. Discussion: In response to Mr. Welch's question about item 13, Mr. Burks said that pays for maintenance for the year. In response to Mrs. Becker's question, Services Director Hindupur said Jamie's would be maintaining roundabout beginning this year. **Motion carried unanimously.**

1

Business Items

MOTION made by Mr. Welch, seconded by Mrs. Becker, to approve 2024 financial contribution to the National Voice of America Museum of Broadcasting in the amount of \$50,000.00. Discussion: Mr. Welch commented on the value the VOA Museum brings to West Chester, and Mrs. Becker expressed her appreciation for the VOA museum volunteers. **Motion carried unanimously.**

MOTION made by Mrs. Becker, seconded by Mr. Welch, to continue Township Volunteer services, committees, and boards. Discussion: none. **Motion carried unanimously.**

MOTION made by Mrs. Becker, seconded by Mr. Welch, to approve Service Agreement between West Chester Township Board of Trustees and Plante & Moran, LLC for consulting services for Tyler Technology ERP software solution not to exceed \$90,000.00; and, authorize Township Administrator to make non-substantive changes with Law Director approval and execute said agreement (CIP 1807). Discussion: none. **Motion carried unanimously.**

MOTION made by Mr. Welch, seconded by Mrs. Becker, to not object to a new D2, D3 liquor permit for Los Cochos LLC, dba Miguerrero Taqveria & Bar, 9536 Cincinnati Columbus Road Suite 24 B, C, & D. Discussion: none. **Motion carried unanimously.**

MOTION made by Mrs. Becker, seconded by Mr. Welch, to approve Statutory Resolution 18-2024 finding five Ford Explorer Police Interceptors not needed or unfit for Township use; authorizing the sale of said vehicles to Butler Tech Public Safety Education Center. Discussion: none. **Motion carried unanimously.**

MOTION made by Mrs. Becker, seconded by Mr. Welch, to accept bid and approve contract between West Chester Township Board of Trustees and Jackson Construction, Inc. for the 2024 Curb Replacement Program not to exceed \$1,286,452.20; and, authorize Township Administrator to make non-substantive changes with Law Director approval and execute said contract. (CIP 1612 and 1936) Discussion: none. **Motion carried unanimously.**

MOTION made by Mr. Welch, seconded by Mrs. Becker, to accept bid and approve contract between West Chester Township Board of Trustees and Benchmark Land Management LLC for the 2024 Storm Water Pipe Replacement Program not to exceed \$649,362.67; and, authorize Township Administrator to make non-substantive changes with Law Director approval and execute said contract (CIP 1613) Discussion: In response to Mrs. Becker's question, Finance Director Ken Keim said almost all of the ARPA funds have been used. **Motion carried unanimously.**

MOTION made by Mrs. Becker, seconded by Mr. Welch, to advertise Request for Qualifications for consultants for small project selection. Discussion: none. **Motion carried unanimously.**

MOTION made by Mr. Welch, seconded by Mrs. Becker, to approve agreement between West Chester Township Board of Trustees and CTL Engineering, Inc. for geotechnical engineering not to exceed \$25,500.00; and, authorize Township Administrator to make non-substantive changes with Law Director approval and execute said agreement (CIP 1221 and 292). 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. Burks read "Resolution No. 17-2024 approving Major Change for Case # MC 01-24 Keefe, Tract 1; Floor and Décor.

MOTION made by Mrs. Becker, seconded by Mr. Welch, to approve Resolution No. 17-2024. Discussion: none. **Motion carried unanimously.**

Discussion Items & Elected Official Comments

Mr. Welch thanked Mr. Burks for organizing the volunteers list. He also observed a fundraiser for the West Chester Symphony Orchestra.

Mrs. Becker observed the West Chester Firefighter's Annual Easter Egg Hunt was the coming Saturday at Keehner Park.

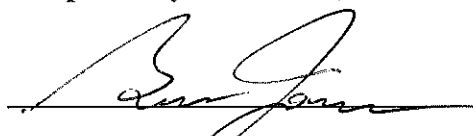
In response to Mr. Jones's question, Public Information and Engagement Director Barb Wilson explained how the WCTV audio was improved for the viewing audience.

Mr. Burks expressed his best wishes to the people working on the fallen Baltimore bridge, as well as to the families of those who died. He also announced the Governor's new law enforcement accreditation program., which our police department already fulfills.

Adjournment

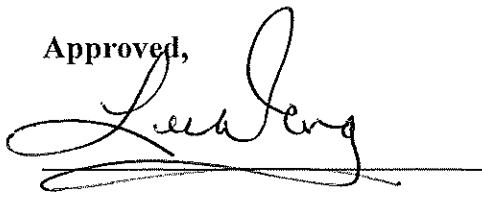
MOTION made at 6:55 p.m. by Mrs. Becker, seconded by Mr. Welch, to adjourn the March 26, 2024 Regular meeting. Discussion: none. **Motion carried unanimously.**

Respectfully Submitted,



Bruce Jones, Fiscal Officer

Approved,



Lee Wong, Chairperson