

**Record of Proceedings: June 11, 2024**  
**West Chester Township Board of Trustees - Regular Meeting**

Convene: Chairperson Wong convened the meeting at 5:30 p.m.

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

Pledge of Allegiance: Repeated by those present.

**MOTION** made at 5:31 p.m. by Mrs. Becker, seconded by Mr. Welch, to recess the Regular meeting and go into Executive Session with legal counsel for the purpose of: Conference 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). 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 5:41 p.m. by Mr. Welch to adjourn the Executive Session and resume the Regular meeting, seconded by Mrs. Becker. Discussion: none. **Motion carried unanimously.**

Citizen's Comments

There were no citizen's comments.

Presentations

There were no presentations.

Personnel Items

There were no personnel items.

Action Items – For Approval by Motion

**MOTION** made by Mrs. Becker, seconded by Mr. Welch, to approve the Trustee Meeting Minutes for May 28, 2024. Discussion: none. **Motion carried unanimously.**

**MOTION** made by Mr. Welch, seconded by Mrs. Becker, to approve payment of bills – May 18, 2024 through May 31, 2024. Discussion: none. **Motion carried unanimously.**

Ms. Brown submitted the following requisitions greater than \$7,500:

Requisitions – Greater than \$7,500.00

Adm        \$49,073.46 Frost Brown Todd LLC - Legal Services through April 30, 2024 (various departments)

Fire	\$66,630.57	Multiple Vendors - Purchase 2024 Polaris UTV (CIP1951)
Fire	\$15,303.64	Lexipol LLC - Renew annual agreement for online subscription services for Fire Department Policy Manual and Training Resources
PIE	\$124,895.36	WMK LLC - Purchase two handicap-accessible vehicles for West Chester Senior Van Service (CIP 344)
Police	\$13,552.00	Drellishak & Drellishak, Inc. - Purchase four SWAT bulletproof vests
Services	\$16,258.50	Rarestep, Inc. - Purchase fleet maintenance software (CIP 1923) June 11, 2024
Services	\$11,398.84	Emcor Facilities Services, Inc. - Replace grinder pumps at Beckett Park West (CIP 1360)

**MOTION** made by Mrs. Becker, seconded by Mr. Welch, to approve payment of requisitions 3 through 9. Discussion: Mr. Welch praised Ms. Brown, PIE Director Barb Wilson and her department for the work they put in to purchase the handicap-accessible vehicles. **Motion carried unanimously.**

Business Items

**MOTION** made by Mr. Welch seconded by Mrs. Becker, to approve Resolution 25-2024 to declare and renew the method of apportioning and paying the compensation, damages, and costs of the maintenance for the landscape and beautification improvements for the Union Centre Road District – Interchange and Boulevard Landscape Improvement and Maintenance. Discussion: Mr. Welch praised Schumacher Dugan for creating the District. **Motion carried unanimously.**

**MOTION** made by Mrs. Becker, seconded by Mr. Welch, to accept proposal from Mighty Penguin, Inc. for strategic planning services, not to exceed \$27,500.00; and authorize Township Administrator to execute all other documents necessary to effectuate the project with Law Director approval. Discussion: none. **Motion carried unanimously.**

**MOTION** made by Mrs. Becker, seconded by Mr. Welch, to approve agreement between West Chester Township Board of Trustees and Warren County Communications for mutual aid services; and, authorize Township Administrator to make non-substantive changes with Law Director approval and execute said agreement. Discussion: Communications and IT Director Dennis Dick addressed the Board explaining that this item is merely an update to the existing agreement that codifies the use of technology. **Motion carried unanimously.**

**MOTION** made by Mrs. Becker that, having reviewed the staff report and affidavit, we declare the property listed on The West Chester Board of Trustees agenda dated June 11, 2024 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 the property. Motion seconded by Mr. Welch. Discussion: none. **Motion carried unanimously.** (Fiscal Officer Note: the listed properties were 9034 Red Cedar Lane.)

**MOTION** made by Mrs. Becker, seconded by Mr. Welch, to approve license agreement between West Chester Township Board of Trustees and Further Festivals LLC for production of the 2024 Voices of America Country Music Festival on Township-owned property; and, authorize Township Administrator to make non-substantive changes with Law Director approval and execute said agreement. Discussion: The Trustees praised Ms. Brown for her efforts in creating the agreement. **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 was no Second Reading & vote on pending resolutions & vote on emergency resolutions.

Discussion Items & Elected Official Comments

Mr. Wong noted the residential development at The Square and said a strategic plan was therefore a good idea.

Mr. Welch said the chamber had a retirement recognition for Chief Herzog earlier that day and said the Township's would be that Friday. He also suggested the Township consider creating a video tour of township operations for inquiring residents. Lastly, he asked Ms. Brown for an update on the Splash Pad, which she provided, saying it should be completed by August.

Mrs. Becker noted upcoming township events and thanked Chief Herzog for all he's done.

Adjournment

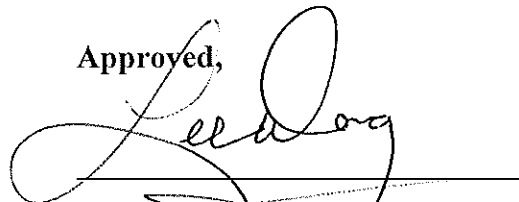
**MOTION** made at 6:14 p.m. by Mr. Welch, seconded by Mrs. Becker, to adjourn the June 11, 2024 Regular meeting. Discussion: none. **Motion carried unanimously.**

Respectfully Submitted,



Bruce Jones, Fiscal Officer

Approved,



Lee Wong, Chairperson