

**Record of Proceedings: August 13, 2024**  
**West Chester Township Board of Trustees - Regular Meeting**

Convene: Chairperson Wong convened the meeting at 5:00 p.m.  
Roll Call: Mr. Wong, Mr. Welch, and Mrs. Becker responded.  
Pledge of Allegiance: Repeated by those present.

**MOTION** made at 5:02 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: (1) 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) 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 6:07 p.m. by Mrs. Becker to adjourn the Executive Session and resume the August 13, 2024. Regular meeting, seconded by Mr. Welch. Discussion: none. **Motion carried unanimously.**

Citizen's Comments

There were no citizen's comments.

Presentations

Ken Wilson, Vice President of ESP Programming Operations, accompanied by John McCarthy, ESP Board member, and Nancy Williams, program assistant, provided an annual update and review of the 2023 Butler County Elderly Services Program (ESP) and answered questions from the Trustees.

Personnel Items

Mr. Burks introduced the Personnel Items consisting of item (2) approving the collective bargaining agreement between West Chester Township Board of Trustees and American Federation of State, County and Municipal Employees (AFSCME), Local 3975, effective June 1, 2024 to May 31, 2027; (3) approving a market wage adjustment for West Chester Township Assistant Administrator Lisa D. Brown and establish her annual salary at \$145,000 effective May 26, 2024; (4) hiring Benjamin Engel to the position of Laborer Operator effective August 5, 2024 at the hourly rate of \$21.11; (5) hiring Christopher Williams to the position of Laborer Operator effective August 5, 2024 at the hourly rate of \$19.94; (6) hiring Elijah Allen to the position of Laborer Operator effective July 29, 2024 at the hourly rate of \$21.11.

**MOTION** made by Mr. Welch, to approve Personnel Items 2 through 6, seconded by Mrs. Becker. Discussion: Mrs. Becker had Ms. Brown clarify a point in the AFSCME agreement. **Motion carried unanimously.**

Action Items – For Approval by Motion

**MOTION** made by Mrs. Becker, seconded by Mr. Welch, to approve the Trustee Meeting Minutes for July 23, 2024. Discussion: none. **Motion carried unanimously.**

**MOTION** made by Mr. Wong, seconded by Mr. Welch, to approve payment of bills – July 13, 2024 through August 2, 2024. Discussion: none. **Motion carried unanimously.**

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

9. Adm \$103,396.00 Tyler Technologies, Inc. - Renew annual license and support for ERP software 1
10. Adm \$37,711.16 Frost Brown Todd LLC - Legal Services through June 30, 2024 (various departments)
11. CIT \$38,119.96 Dell Marketing L.P. - Purchase 49 computers and 10 monitors (CIP 1569, 1570, 1571, 1572, 1573)
12. Fire \$96,689.48 Various Vendors - Purchase 2025 Chevrolet Silverado 2500 4WD Pick up Truck including upfitting (CIP 1943)
13. PIE \$29,995.00 Rose Automotive , Inc. - Purchase 2022 Ford Transit Connect
14. PIE \$9,535.50 VIP Printing Center - Print Fall 2024 Community Report
15. Services \$39,760.08 Zimmer Tractor - Purchase Kubota L Series Tractor (CIP 1403)
16. Services \$19,300.00 Art's Rental Equipment - Rent John Deere 544 Wheel Loader

Requisitions – Greater than \$7,500.00

**MOTION** made by Mrs. Becker, seconded by Mr. Welch, to approve payment of requisitions 9 through 16. Discussion: Mr. Welch had Chief Prinz explain the Silverado's features and costs. **Motion carried unanimously.**

Business Items

**MOTION** made by Mrs. Becker seconded by Mr. Welch, to advertise Request For Proposals (RFP) for professional accounting services for financial statement preparation and Annual Comprehensive Financial Report (ACFR) (aka CAFR). Discussion: none. **Motion carried unanimously.**

**MOTION** made by Mr. Welch, seconded by Mrs. Becker, to approve Resolution 32-2024 authorizing the acceptance of the proposed agreed entry resolving the West Chester Township Board of Trustees case involving the property at 9808 Columbus Cincinnati Road. Discussion: none. **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 August 13, 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 this property. Motion seconded by Mr. Welch. Discussion: none. **Motion carried unanimously.** (Fiscal Officer Note: the listed properties was 7942 Third Street.)

**MOTION** made by Mr. Welch, seconded by Mrs. Becker, to dispose of abandoned vehicles by auction or salvage dealer. Discussion: none. **Motion carried unanimously.**

**MOTION** made by Mrs. Becker, seconded by Mr. Welch, to approve license agreement between West Chester Township Board of Trustees and Board of Park Commissioners of MetroParks, Butler County, Ohio and Parksperiences LLC, to use the Service Road and immediately adjacent property for patron traffic during the Christmas Lights Journey; and, authorize Township Administrator to make non-substantive changes with Law Director approval and execute said agreement. Discussion: In response to Mr. Welch's question, Ms. Brown clarified terms of the road agreement. **Motion carried unanimously.**

#### First Reading of Resolutions & Reading of Emergency Resolutions

**MOTION** made by Mrs. Becker, seconded by Mr. Welch, to amend the agenda and continue the First Reading of case #MC04-24 to the September 10, 2024 Regular Board of Trustee meeting at Township Hall at 6:00 pm. Discussion: The motion was clarified by Ms. Brown. **Motion carried unanimously.**

**MOTION** made by Mr. Welch, seconded by Mrs. Becker, to continue the First Reading of case #MC04-24 to the September 10, 2024 Regular Board of Trustee meeting at Township Hall at 6:00 pm. Discussion: none. **Motion carried.** Mrs. Becker dissented.

#### Citizen's Comments

Debbie Steel, 6018 Eaglet Drive, said she had previously sent a letter to the Trustees expressing the reasons she was opposed to the development, which she reiterated.

Scott Phillips, West Chester Township Law Director, intervened, expressing his concern about the process, noting the Public Hearing had been continued and recommended the Board not take into account comments about the case outside the Public Hearing, adding that they were not supposed to take into account comments outside the Public Hearing, outside the record.

Robert Frohman, 8264 Coppernail Way, recognized he couldn't comment on the Public Hearing case, but added he agreed with Ms. Steel, then posed a question which Mr. Burks agreed to speak with him after the meeting.

Sue Tanner, 6075 Taylor Ridge, recognized she couldn't comment on the Public Hearing case, but added she agreed with Ms. Steel, then expressed her concern with the Public Hearing process; that only 10 days is the required minimum notification to too few surrounding property owners, that the September 10<sup>th</sup> Public Hearing date conflicts with Freedom Elementary's Open House, and the zoning notification signs are difficult to read. Mr. Wong affirmed that the Public Hearing will be on September 10<sup>th</sup> at 6:00.

Mike Eck, 8001 Woodglen, asked the Trustees to watch the video of the July 15<sup>th</sup> Zoning Commission meeting and the public input as addressed the proposed development case.

Eric Thyen, 7858 Drawbridge Court, asked for an update on the proposed splashpad.

### 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 a concert on September 2<sup>nd</sup> at Keehner Park, with an ice cream social.

Mr. Welch noted the success of the VOA Music Festival, and remaining township concerts.

Mr. Jones asked if the contract with the contractor who's to construct the splashpad has a performance provision. Arun Hindupur, Community Service Director, said the Ohio Dept. of Health just received a confirmation that water was available for the project, therefore it should proceed. Mrs. Becker asked if we're still in the permitting stage. Mr. Hindupur noted several problems with permitting. In response to Mr. Welch's question, Mr. Burks said the Board can discuss in Executive Session the matter of getting another contractor to complete the splashpad. Mr. Jones said the failure to have a performance standard in our contract was a performance failure in itself. Lastly, Mr. Jones recognized the retirement of four West Chester Police officers this year and the loss we'll realize.

Mr. Burks commented on the splashpad, saying they've "been leaning on" the contractor, and will continue to. He also praised the organization of the VOA Country Music Festival and the performance of our first responders. Lastly, he said people can submit comments and questions online, and they'll be directed to the right people.

### Adjournment

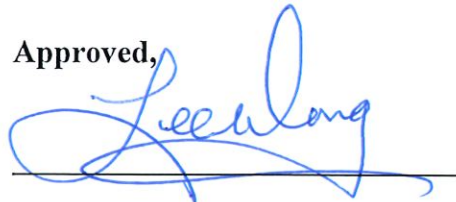
**MOTION** made at 7:31 p.m. by Mrs. Becker, seconded by Mr. Welch, to adjourn the August 13, 2024 Regular meeting. Discussion: none. **Motion carried unanimously.**

Respectfully Submitted,



**Bruce Jones, Fiscal Officer**

Approved,



**Lee Wong, Chairperson**