

**Record of Proceedings: August 11, 2015**  
**West Chester Township Board of Trustees - Regular Meeting**

Convene: President Lang convened the meeting at 6:00 p.m.  
Roll Call: Mr. Lang and Mr. Welch responded. Mr. Wong was absent.  
Pledge of Allegiance: Lead by Randy Simmons and repeated by those present.

Citizen's Comments

There were no citizen's comments.

Presentations

Rian Beckham, Auditor of State Southwest Regional Liaison, presented the "Auditor of State Award with Distinction" Award on behalf of Auditor Dave Yost. She noted West Chester Twp. has previously received this award, the highest award presented by the Auditor of State recognizing exceptional financial accounting. She said "clean and accurate record keeping are the foundation for good government, and the community can be proud of the commitment to protecting taxpayer dollars". Mr. Lang expressed kudos to Fiscal Officer Jones, Finance Director Ken Keim and staff. Mr. Jones expressed his appreciation to Rian and Ohio State Auditor David Yost for the recognition, as well as Ken Keim and his staff for their work.

Action Items – For Approval by Motion

**MOTION** made by Mr. Welch, seconded by Mr. Lang, to approve the Trustee Meeting Minutes of July 28, 2015. Discussion: none. **Motion carried.**

**MOTION** made by Mr. Welch, seconded by Mr. Lang, to approve payment of bills. Discussion: none. **Motion carried.**

Mrs. Boyko submitted the following requisitions greater than \$2,500:

Requisitions – Greater than \$2,500.00

1. Admin      \$37,942.00 Frost Brown Todd LLC – Legal services through June 30, 2015  
(various departments)
2. Fire        \$182,709.40 Horton Emergency Vehicles – Remount the 2005 Horton Paramedic  
Unit, Vehicle 505 (CIP #868)
3. Fire        \$8,830.00 Horton Emergency Vehicles – Purchase options for remount of the  
2005 Horton Paramedic Unit, Vehicle 505 (CIP #868)
4. Fire        \$8,500.00 Zoll Data Systems, Inc. – Renew annual EMS reporting software  
maintenance agreement
5. Fire        \$4,171.00 Machovec – Purchase six (6) ice rescue suits (CIP #949)
6. Fire        \$3,017.00 National Hose Testing Specialties Inc. – Perform aerial and ground  
ladder tests



- 7. Police            \$4,004.00 Butler County Sheriff's Office – Purchase radio batteries and chargers to replenish current inventory
- 8. Police            \$3,098.99 Cellebrite USA, Corp – Renew annual software agreement for Cellebrite Universal Forensic Extraction Device (UFED) System
- 9. Services        \$8,442.00 John Dsuban Spring Service – Refurbish 2001 International Dump Truck (CIP #1219) (close existing PO #S150572 for Mel Arnold Garage)

**MOTION** made by Mr. Welch, seconded by Mr. Lang, to approve payment of requisitions 1 through 9. Discussion: none. **Motion carried.**

Personnel Items

Mrs. Boyko introduced the next item saying the Board has awarded performance merit for the township's non-contract employees since 2006, providing details on this year's proposed 3% pool and a new lump sum payment option. She concluded by commenting that the Township needs to remain competitive in the labor market.

**MOTION** made by Mr. Welch, seconded by Mr. Lang, to approve 3.0% of applicable current payroll for consideration for 2015 merit performance increases for all qualified non-contract exempt and non-exempt employees; to approve a not to exceed 4.0% one-time lump sum payment of base salary for any individual employee's merit performance; to revise applicable job descriptions and the Township's exempt and non-exempt compensation program charts to reflect changed positions as illustrated in the attached supporting documentation; and to authorize the Township Administrator to approve and apply said one time lump sum payment merit performance increases of base salary less lawful deductions and subject to already approved and existing related policies and procedures. Discussion: Mr. Welch praised staff for saving over a million dollars in recent years through consolidations, shared servicing, and restructuring. He commented on future attrition and the need to reward the best and the brightest. Mr. Lang said he had been working for years to move from the traditional government structure of across the board wage increases for all employees to a private sector plan that rewards high performers. He noted the lump sum provision will prevent a compounding of employers wages, yet incentivize high performers. Mr. Lang said they have fewer employees than ten years ago because they planned it, and applauded staff for leadership in this process. **Motion carried.**

Mrs. Boyko introduced the next item saying Fire Chief Tony Gollar retired on April 25<sup>th</sup> of this year, and since then Assistant Fire Chiefs Rick Prinz and Mike Mays have been coving that vacancy. She said she recommended to the Board that they refresh the process of finding a replacement Fire Chief because she was not able to present multiple candidates for the Board's consideration. Mrs. Boyko commented that Assistant Chief Mays was retiring this month and she believed it important that there be a single point of contact for the Chief's position until the position can be permanently filled.

**MOTION** made by Mr. Welch, seconded by Mr. Lang, to appoint Assistant Fire Chief Rick Prinz as interim Fire Chief and to increase salary on a temporary basis to \$102,500 effective August 12, 2015 with all other Township benefits remaining the same and until the fire chief position is permanently filled. Discussion: Mr. Welch said he believed it was an excellent idea as it would enable Mr. Prinz to experience the position. Mr. Lang explained the process was



being refreshed because there was a lack of multiple candidates to consider for the position. He also said Mr. Prinz's new salary will constitute a 6% raise and his new responsibilities will be on top of his existing responsibilities. **Motion carried.**

### Business Items

Mrs. Boyko introduced the next item saying the item was for ADP, the township's payroll service. She said the motivation to adopt the new system is that it would streamline the system, improve efficiency, and reduce costs given new technology. Another motivation is that the Affordable Care Act reporting will take effect in January and the new technology will help. **MOTION** made by Mr. Welch, seconded by Mr. Lang, to approve expanded services with ADP, LLC to include Workforce Now Version 6, Essential Time and Attendance, HR Solutions, ACA Lite, and Essential ACA; to approve initial implementation fees and monthly fees, and to authorize the Township Administrator to execute any documentation necessary to implement services. Discussion: Mr. Lang said this should save us money and fulfill compliance requirements. **Motion carried.**

Mrs. Boyko introduced the next item saying it was the result of the new Cabella's store that, in turn, necessitated improvements along Tylers Place Blvd. **MOTION** made by Mr. Welch, seconded by Mr. Lang, to approve an easement and maintenance agreement among The Preserve at Wetherington Community Association, Inc., Wetherington Pointe Owner's Association, Inc., and the West Chester Township Board of Trustees for general public use of a hike bike trail and to authorize the Township Administrator to execute said agreement and all other documents necessary to effectuate the agreement. Discussion: Mr. Lang commented that, though he lives in Wetherington, he did not feel there was a conflict because there was no money being transferred or rewards given Wetherington. He said Wetherington would actually bear all associated costs. **Motion carried.**

**MOTION** made by Mr. Welch that, having reviewed the staff report and affidavit, we declare the property listed on the West Chester Township Board of Trustees meeting agenda dated August 11, 2015 to be a public nuisance as authorized by the Ohio Revised Code. Staff is directed to cause removal of the nuisance 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. Lang. Discussion: none. (Fiscal Officer Note: The subject property is 7305 Cascade Drive.) **Motion carried.**

Mrs. Boyko introduced the next item saying the item would pay for an interchange operational study, and related analysis and engineering. Though the contract will be between the County Engineer's office and the vendor, TIF funding will pay for the services. **MOTION** made by Mr. Welch, seconded by Mr. Lang, to approve the CH2M Hill, Inc. proposal for professional design and engineering services for public roadway and interchange improvements at I-75 and Union Centre Boulevard (CIP #762) and to authorize payment to said entity not to exceed \$41,560.00. Discussion: none. **Motion carried.**



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

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

### Citizen's Comments

Randy Simmons, 5924 Owl Nest Drive, expressed his observation on recently discussed zoning issues. He said they originally moved here 24 years ago because they were attracted to a planned community with established rules that would protect property values. He said recent requests for zoning changes to allow backyard chickens have become inflamed because some individuals have publically attacked the integrity of elected officials and zoning board members because they don't agree with the outcome of their case. He reminded the Board that its responsibilities include protecting the rights of the community at large over the rights of individuals or individual businesses. He applauded the Board for agreeing to allow for a variance on the backyard chicken issue, but discontinuing discussion on the issue when the plaintiff refused to accept a variance with conditions. Mr. Simmons said elected officials must look at the possible consequences of variances in a rational, fair-minded way. There will always be individuals and groups with self-serving interests who masquerade their self-interests as restrictions on our liberty. When due process fails to give them the results they want, they become "nasty, arrogant, and in many ways transparent". He concluded by saying when a zoning decision conflicts with their interest it's probably because the broader interests and rights of the community were taken into consideration.

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

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

### Discussion Items & Elected Official Comments

Mrs. Boyko said, in the interest of transparency, staff has been considering ways to adopt State Treasurer Mandel's "Open Gov" technology for our financial information. She said it's taking longer because of the township's thoroughness and comprehensiveness. Mrs. Boyko said the township hopes to have something launched by the end of the year.

Mr. Jones commented that he's also been in touch with several private entities regarding applications to enhance our transparency. He noted Liberty Twp. has recently adopted the Treasurer's Open Checkbook program and suggested we proceed slowly so we can see how well their experience works. He also noted the Food Truck Rally will be at The Square that Friday.

Mr. Lang noted a letter he received from a resident that praised Jim Rigsby, Roads Dept. Superintendent, and Laborer Operator Rod Slyman, for exceptional customer service work while some curbs were being replaced. Mr. Lang praised Police Chief Herzog for the research and testing he's been conducting on body camera technology, adding that he hoped to have a body camera plan to present before the end of the year. Mr. Lang also challenged his peers to take a course in the Township's Citizen's Police Academy, given his recent experience with the 10 week Citizen's Police Academy program which he praised. He concluded by commenting that

he had surgery about a week and a half ago, and expressed his appreciation to his wife, Debbie, for her love and care since his recovery.

Adjournment

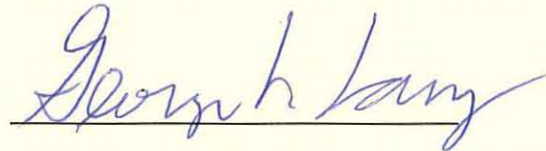
**MOTION** made at 6:37 p.m. by Mr. Welch, seconded by Mr. Lang, to adjourn the meeting.  
Discussion: none. **Motion carried.**

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "Bruce Jones", written over a horizontal line.

**Bruce Jones, Fiscal Officer**

Approved,

A handwritten signature in blue ink, appearing to read "George Lang", written over a horizontal line.

**George Lang, President**