



**West Chester Township
Trustees Meeting Agenda
December 15, 2015**

Trustees

George Lang, President
Mark Welch, Vice President
Lee Wong, Trustee

Fiscal Officer

Bruce Jones

Administrator

Judith C. Boyko

6:00 P.M.

Regular meeting

- Mr. Lang**
- Convene
 - Roll Call
 - Pledge

Citizen's Comments

(2 minutes per person limited to a total of 10 minutes)

Mrs. Boyko

Presentations

None

Mr. Lang

Action Items – For approval by motion

- A. Motion to approve Trustee Meeting Minutes – December 1, 2015
- B. Motion to approve payment of bills

Mrs. Boyko

Requisitions – Greater than \$2,500.00

- | | | |
|-------------|--------------|--|
| 1. Adm | \$49,925.17 | Frost Brown Todd, LLC – Legal services through October 31, 2015 |
| 2. Adm | \$311,745.00 | Butler Technology and Career Development Schools – Reimburse for costs previously incurred to engineer, design, and construct the Capstone Boulevard access road |
| 3. Adm | \$16,632.81 | Kronos Incorporated – Renew annual service and support for Telestaff scheduling payroll functions of public safety departments |
| 4. Adm | \$6,000.00 | Five Visual Communication & Design – Design and print the 2016 Community Guide for program and event information |
| 5. Adm | \$4,768.00 | B&H Photo – Purchase Sony XD handheld camcorder for community public service announcements and Township programming (CIP #1097) |
| 6. Police | \$7,045.20 | Lexis Nexis – Renew annual subscription for access to legal research |
| 7. Services | \$11,039.00 | Econ-o-wise Rental – Purchase a new Exmark mower to replace a 2004 model for parks maintenance (CIP #850) |
| 8. Services | \$3,041.21 | Playcore Wisconsin Inc. DBA Gametime – Purchase and replace Keehner Park east picnic tables (CIP #1232) |
| 9. Services | \$3,006.62 | Bartlett Tree Experts – Trim trees at The Square @ Union Centre and Town Centre streetscape |

Mrs. Boyko**Personnel Items**

10. Adm Motion to appoint Mr. Rick Prinz as the West Chester Township Fire Chief effective December 16, 2015 at the annual salary of \$110,500 with a one (1) year probationary period contingent upon successful completion of all applicable testing and procedures and pursuant to the terms of employment
11. Services Motion to hire three (3) on-call snow plow operators on an as needed basis for the 2015-2016 winter season at the hourly rate of \$15.00: Mr. John Hunkler, Mr. Carlton Grant and Mr. Jerry Hornsby all effective December 16, 2015

Mrs. Boyko**Business Items**

12. Adm Motion to appoint one Trustee as the West Chester Township representative to the Ohio-Kentucky-Indiana Regional Council of Governments (OKI) Board of Directors (term effective January 1, 2016 through December 31, 2016)
13. Adm Motion to appoint one Trustee as the West Chester Township representative to the Butler County Emergency Management Agency (BCEMA) Advisory Council (term effective January 1, 2016 through December 31, 2016)
14. Adm Motion to appoint one Trustee as the West Chester Township representative to the Butler County E911 Planning Committee (term effective January 1, 2016 through December 31, 2016)
15. Adm Motion to re-appoint Judith C. Boyko, Township Administrator, and Mrs. Kathy Carsey, West Chester resident, as the West Chester Township representatives to the Butler County Transportation Improvement District (TID) Board (terms effective January 1, 2016 through December 31, 2017)
16. Adm Motion to re-appoint Mrs. Patty Tiffany, Executive Assistant, and appoint Mrs. Kellie Byrd, Administrative Assistant, as the designees for elected official public records training requirements pursuant to Ohio Revised Code §149.43 and §109.43 and Auditor of State Bulletin 2007-014
17. Adm Motion to set date for organizational meeting (suggested date and time January 12, 2016, 6:00 p.m.)
18. Adm Motion to set date for work session for the proposed 2016 Operational Budget (suggested date and time January 19, 2016 at 5:30 p.m.)
19. Adm Motion to approve Statutory Resolution 35-2015 requesting the Director of Highways to review the engineering and traffic investigation and to determine and declare a reasonable and safe prima facie speed limit on Highland Greens Drive between Cincinnati Dayton Road and Capstone Boulevard
20. Adm Motion to approve Statutory Resolution 36-2015 requesting the Director of Highways to review the engineering and traffic investigation and to determine and declare a reasonable and safe prima facie speed limit on Capstone Boulevard between Highland Greens Drive and the roadway dead end
21. Adm Motion to approve Statutory Resolution 37-2015 requesting the Director of Highways to review the engineering and traffic investigation and to determine and declare a reasonable and safe prima facie speed limit on Liberty Way between 0.3 miles East of Cincinnati Dayton Road and Cox Road
22. Fire Motion to appoint two (2) Trustees; motion to appoint two (2) Fire Department members; and motion to appoint one (1) civilian to the 2016 Volunteer Firefighters' Dependents Board
23. Police Motion not to object to a liquor permit transfer from Chinar Oil West Chester Marathon LLC, 7809 Cincinnati Dayton Road to Ishika Retail LLC, 7809 Cincinnati Dayton Road

**First Reading of Resolutions
& Reading of Emergency Resolutions (if any)**

- *24. Emergency Reading Resolution No. 34-2015 approving and authorizing adoption of the Township 2016 temporary appropriations and declaring an emergency and dispensing with the second reading

Citizen's Comments

**Second Reading & Vote on Pending Resolutions
& Vote on Emergency Resolutions (if any)**

- * Vote on Emergency Resolution No. 34-2015

Discussion Items & Elected Official Comments

Mrs. Boyko 2015 Operational Budget Summary and 2016 Operational Budget Introduction

Executive Session

Property, personnel & pending litigation with Legal

Adjourn

FYI			
Friday	December 25		Township offices closed in observance of Christmas Day
Friday	January 1		Township offices closed in observance of New Year's Day
Friday	January 8	7 to 8 p.m.	Armchair Program at the West Chester Administration Building. Chase away the winter blues and dream of faraway places as local travelers share pictures and stories from their favorite adventures
Visit www.westchesteroh.org for more information			
Recurring Events			
Tuesday	December 15	6 p.m.	Board of Trustees meeting Township Hall, 9113 Cincinnati Dayton Road
Saturday	December 19 January 9	2 to 4 p.m.	Winter Farmers' Market @ the Muhlhauser Barn 8558 Beckett Road. www.WestChestersFarmersMarket.com
Wednesday	December 16 January 6	10:30 to 11:15 a.m.	Nature Basket at Station Road School House. For preschool children and their adult companions. Register at 759-7303 or lgroff@westchesteroh.org