

Record of Proceedings: December 15, 2015
West Chester Township Board of Trustees - Regular Meeting

Convene: President Lang convened the meeting at 6:00 p.m.
Roll Call: Mr. Lang, Mr. Welch, and Mr. Wong responded.
Pledge of Allegiance: Lead by the West Chester Township Fire Department Honor Guard and repeated by those present.

Citizen's Comments

There were no citizen's comments.

Presentations

There were no presentations.

Action Items – For Approval by Motion

MOTION made by Mr. Wong, seconded by Mr. Welch, to approve the Trustee Meeting Minutes of December 1, 2015. Discussion: none. **Motion carried unanimously.**

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

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

Requisitions – Greater than \$2,500.00

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| 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 |
| 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 |

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

Personnel Items

Mrs. Boyko introduced the next item saying Rick Prinz was made the interim Fire Chief in August and demonstrated exceptional competence.

MOTION made by Mr. Wong, seconded by Mr. Welch, 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. Discussion: All three Trustees expressed their appreciation for the appointment of and support for Rick Prinz as the new West Chester Township Fire Chief. Mr. Lang also expressed appreciation for the service and courage of the members of our fire department. **Motion carried unanimously.**

Thereupon Chief Prinz was met toward the front of the hall by his father, Peter Prinz, and daughter, Dana Prinz, who pinned his new fire department medals on him. Chief Prinz then expressed his appreciation for the support from other members of the West Chester Township Fire Department in attendance as well as the tribute from the Honor Guard. He expressed his appreciation to the Board and Mrs. Boyko for the opportunity, and previous fire chiefs for their mentorship. He concluded by promising excellent customer service.

MOTION made by Mr. Welch, seconded by Mr. Wong, 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. Discussion: none. **Motion carried unanimously.**

Business Items

MOTION made by Mr. Wong, seconded by Mr. Welch, to appoint Trustee Welch 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). Discussion: none. **Motion carried unanimously.** Mrs. Boyko stated Mr. Juengling will be the alternate representative for the Township.

MOTION made by Mr. Welch, seconded by Mr. Lang, to appoint Trustee Lang 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). Discussion: none. **Motion carried unanimously.**

MOTION made by Mr. Wong, seconded by Mr. Welch, to appoint Mr. Wong as the West Chester Township representative to the Butler County E911 Planning Committee (term effective January 1, 2016 through December 31, 2016). Discussion: none. **Motion carried unanimously.**

Mrs. Boyko introduced the next item by noting that Mrs. Carsey was a civil engineer and eager to serve in this capacity again.

MOTION made by Mr. Wong, seconded by Mr. Welch, 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). Discussion: none. **Motion carried unanimously.**

Mrs. Boyko introduced the next item saying the Board is required by statute to attend public records training or assign a designee to attend for them, adding that the Board had designated members of staff to be their designee in the past.

MOTION made by Mr. Welch, seconded by Mr. Wong, 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. Discussion: none. **Motion carried unanimously.**

MOTION made by Mr. Welch, seconded by Mr. Wong, to set January 12, 2016, 6:00 p.m. for the organizational meeting. Discussion: Mr. Lang confirmed with Mr. Jones that he could attend January 12th. **Motion carried unanimously.**

Mr. Lang noted he would not be available for a work session on the 2016 Operational Budget on January 19, 2016. After substantial discussion the Trustees agreed as follows:

MOTION made by Mr. Wong, seconded by Mr. Welch, to set January 26, 2016, 5:00 p.m., running until about 5:55 p.m., and resuming the meeting after the regular meeting if more time is necessary, for a work session for the proposed 2016 Operational Budget. Discussion: none. **Motion carried unanimously.**

Mrs. Boyko introduced the next items saying it would authorize the Butler County Engineer's Office to petition the Ohio Department of Transportation to modify speed limits from the statutorily established speed limit of 55 MPH.

MOTION made by Mr. Wong, seconded by Mr. Welch, 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. Discussion: none. **Motion carried unanimously.**

MOTION made by Mr. Welch, seconded by Mr. Wong, 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. Discussion: none. **Motion carried unanimously.**

MOTION made by Mr. Welch, seconded by Mr. Wong, 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. Discussion: none. **Motion carried unanimously.**

MOTION made by Mr. Welch, seconded by Mr. Wong, to appoint George Lang and Mark Welch to be the two Trustee members; to appoint Lt. James Cox and Lt. Randall Hanifin to be the two Fire Department members; to appoint Gene Hendel as the one civilian member to the 2016 Volunteer Firefighters' Dependents Board. Discussion: none. **Motion carried unanimously.**

MOTION made by Mr. Welch, seconded by Mr. Wong, to not 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. Discussion: none. **Motion carried unanimously.**

First Reading of Resolutions & Reading of Emergency Resolutions

Mrs. Boyko read Resolution No. 34-2015 approving and authorizing adoption of the Township 2016 temporary appropriations and declaring an emergency, and dispensing with the second reading. She explained that this allowed expenditures to occur generally through the first quarter and operations into 2016. The Board had no questions.

Citizen's Comments

Mark Haverkos, 7356 Wethersfield Drive, submitted IRS filings from Partners in Prime and Community First Solutions, and implored the Board to not make another financial contribution to Partners in Prime/Community First Solutions. He also suggested the Board consider hiring from within when high profile positions become available due to the talent already in the ranks.

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

MOTION made by Mr. Wong, seconded by Welch, to declare Emergency Resolution No. 34-2015 an emergency and dispense with the second reading. Discussion: none. **Motion carried unanimously.**

MOTION made by Mr. Welch, seconded by Mr. Wong, to approve Resolution No. 34-2015 as read and as already declared an emergency. Discussion: none. **Motion carried unanimously.**

Discussion Items & Elected Official Comments

Mrs. Boyko gave the 2015 Operational Budget Summary and 2016 Operational Budget Introduction. She shared budgetary estimates and highlights in closing out 2015. Estimated expenses for the major funds for 2016 were communicated, though the final figures will be presented after the 2015 close at the 2016 Operational Budget work session.

Mr. Wong responded to Mr. Haverkos's comments by saying they were already looking at that issue very carefully. Mr. Welch and Mr. Lang wished everyone a Merry Christmas and a safe holiday season.

Recess to Executive Session

At 6:41 p.m., Mr. Lang asked for a motion to recess the Regular meeting and go into Executive Session with legal counsel for the purpose of considering and discussing (1) personnel matters: provision of benefits for certain employees, (2) Acquisition, sale, or swap of real property, (3) Current and pending litigation. Motion made by Mr. Welch, seconded by Mr. Wong.
Discussion: none. **Motion carried unanimously.** Mr. Lang declared the meeting in recess and said the Board would return after Executive Session.

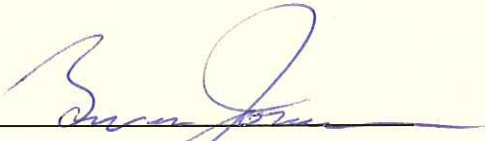
Post Executive Session/ Adjournment

MOTION made at 7:11 p.m. by Mr. Welch to adjourn the Executive Session, seconded by Mr. Wong. Discussion: none. **Motion carried unanimously.**

MOTION made by Mr. Welch, seconded by Mr. Wong, to approve and execute Township Administrator Employment Agreement effective January 1, 2016 through December 31, 2020 as attached. Discussion: The Trustees expressed praise for Mrs. Boyko's performance, observing that she had not received a raise since 2009, of her choice. **Motion carried unanimously.**

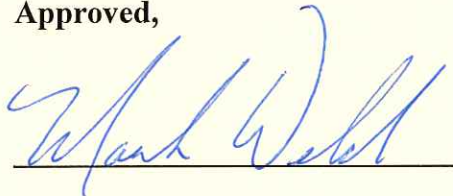
MOTION made at 7:18 by Mr. Wong to adjourn the Regular meeting, seconded by Mr. Welch. Discussion: none. **Motion carried unanimously.**

Respectfully Submitted,



Bruce Jones, Fiscal Officer

Approved,



Mark Welch, President