

Record of Proceedings: **April 26, 2016**
West Chester Township Board of Trustees - Regular Meeting

Convene: President Welch convened the meeting at 6:01 p.m.

Roll Call: Mr. Welch, Mr. Lang, and Mr. Wong responded.

Pledge of Allegiance: Repeated by those present.

Citizen's Comments

Deter Lubert, 7573 Granby Way, expressed his appreciation to Keehner Park, maintenance personnel, and volunteers for planting a lot of trees on Earth Day. He expressed concern for traffic on Barrett Road during Homerama. He also said sidewalks are needed on a small section off Kingsgate Drive so no one will need to drive to work nearby.

Presentations

There were no presentations.

Action Items – For Approval by Motion

MOTION made by Mr. Lang, seconded by Mr. Wong, to approve the Trustee Meeting Minutes for April 12, 2016. Discussion: none. **Motion carried unanimously.**

MOTION made by Mr. Lang, 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

1. Adm \$140,566.64 Intergraph Security Government & Infrastructure – Renew annual license and support for public safety systems and software applications
2. Adm \$7,000.00 Onvisource Inc. – Renew annual service, support and maintenance agreement for audio recording hardware and software
3. Fire \$4,350.00 Sutphen Towers – Repair outriggers on Vehicle 311, 2011 Sutphen Quint 73
4. Services \$17,795.00 Kaffenbarger Truck Equipment

MOTION made by Mr. Wong, seconded by Mr. Lang, to approve payment of requisitions 1 through 4. Discussion: none. **Motion carried unanimously.**

Personnel Items

Mrs. Boyko introduced the next item saying the applicant has been in the industry for about 6 years, in not-for-profit and for-profit capacities.

MOTION made by Mr. Lang, seconded by Mr. Wong, to hire Mr. Andrew Reeder to the vacant position of Public Relations Coordinator effective May 16, 2016 at the hourly rate of \$20.00 with a one (1) year probationary period and contingent upon successful completion of applicable testing and procedures. Discussion: Mr. Lang and Mr. Wong recognized Mr. Reeder's academic background. **Motion carried unanimously.**

Mrs. Boyko introduced the next item saying the following four items were related and she wanted to give some background. She said the rules and regulations applicable to the bargaining units in each department are new for some departments, such as Community Service, but revisions of existing rules and regulations for other departments. These all seek continuity in matters of use of tobacco products, political activity, and reporting of personal use of prescribed controlled substances.

MOTION made by Mr. Lang, seconded by Mr. Wong, to approve and adopt revisions to the West Chester Township Communications Center Work Rules and Regulations. Discussion: none. **Motion carried unanimously.**

MOTION made by Mr. Lang, seconded by Mr. Wong, to approve and adopt revisions to the West Chester Township Fire Department Rules and Regulations. Discussion: none. **Motion carried unanimously.**

MOTION made by Mr. Wong, seconded by Mr. Lang, to approve and adopt revisions to the West Chester Township Police Department Rules and Regulations. Discussion: none. **Motion carried unanimously.**

MOTION made by Mr. Lang, seconded by Mr. Wong, to approve and adopt the West Chester Township Community Services Department Rules and Regulations. Discussion: none. **Motion carried unanimously.**

Business Items

Mrs. Boyko introduced the next item saying it pertained to policies and procedures, as opposed to rules and regulations. They are more technology driven rather than personnel driven. She observed that these were last addressed in 2013 and a majority of the Board wants them refreshed every three years.

MOTION made by Mr. Lang, seconded by Mr. Wong, to approve and adopt revisions to the West Chester Township Integrated Multi-Media and Marketing Policies and Procedures. Discussion: None. **Motion carried unanimously.**

Mrs. Boyko introduced the next item saying this matter was discussed at the Board's April 12th meeting and the Board did not object to the proposed revisions, and gave a brief overview of those revisions, including eliminating the resident rate.

MOTION made by Mr. Lang, seconded by Mr. Wong, to approve and adopt revisions to Muhlhauser Barn Use Agreement and to approve and adopt revised rental rates effective June 1, 2016. Discussion: none. **Motion carried unanimously.**

MOTION made by Mr. Lang, seconded by Mr. Wong, to set date for the West Chester Volunteer Appreciation Reception for Tuesday, May 17, 2016, from 5:30 p.m. to 7:00 p.m. at the Muhlhauser Barn. Discussion: none. **Motion carried unanimously.**

Mrs. Boyko introduced the next item saying this year would be the second for the referenced event.

MOTION made by Mr. Lang, seconded by Mr. Wong, to approve license agreement between West Chester Township Board of Trustees and the Boys & Girls Club of West Chester/Liberty Board of Directors for the use of a portion of Township property, 9285 Centre Pointe Drive and ancillary and adjacent roadways, for Rhythm + Brews Craft Beer and Music Fest (June 17 and 18 from 4 p.m. to 11 p.m.) and to authorize the Township Administrator to execute said Agreement. Discussion: none. **Motion carried unanimously.**

Mrs. Boyko observed that Mike Juengling was retiring at the end of May and proposed replacing his position on the OKI ICC by appointing Tim Franck as our representative.

MOTION made by Mr. Wong, seconded by Mr. Lang, to appoint Tim Franck, Community Services Director, to the Ohio-Kentucky-Indiana Regional Council of Governments (OKI) Intermodal Coordinating Committee (ICC) from July 1, 2016 through June 30, 2017. Discussion: none. **Motion carried unanimously.**

Mrs. Boyko introduced the next item saying Careworks was the current Managed Care Organization (MCO) contracted with the township for the services referenced herein. She said West Chester received proposals in response to its RFP from Careworks, Compmanagement Health Systems, and Workstar Health Services, and asked the Board to identify their selection in their motion.

MOTION made by Mr. Lang, seconded by Mr. Wong to select Workstar Health Services Inc. (MCO) to be selected as our new Managed Care Organization to provide professional services for Medical Claims' Management and injury prevention initiatives for the Township's Bureau of Workers' Compensation insurance program, and to authorize the Township Administrator to effectuate any and all necessary documents. Discussion: Mr. Lang said Workstar is headquartered in and it's owner lives in West Chester. He also said they would regard us as a big fish in a small pond, providing better service. Mr. Wong said he prefers to work with a local company and provide the best service for our taxpayers. When Mr. Wong asked about their experience, Mr. Lang said Workstar has been in business 14 years and has 2,032 policies.

Mrs. Boyko introduced the next item saying Ms. Brenda Wehmer had been the Township's Bond Counsel for over 20 years, and was a colleague with Peck Shaffer & Williams, a division of Dinsmore & Shohl LLP.

MOTION made by Mr. Wong, seconded by Mr. Lang to approve an Engagement Letter with Peck, Shaffer & Williams, a division of Dinsmore & Shohl LLP, for bond counsel and other legal services related to bond and tax compliance matters and economic development transactions and to authorize the Township Administrator to execute said Engagement Letter. Discussion: none. **Motion carried unanimously.**

Mrs. Boyko introduced the next item saying this pertained to the extension of Civic Centre Boulevard to the intersection of Allen Road and Windisch Road, and gave background ground historical information.

MOTION made by Mr. Lang, seconded by Mr. Wong, to approve the Civic Centre Boulevard extension and ancillary intersection improvement as a Township construction project and to request to advertise for bids (CIP #562). Discussion: All three Trustees expressed support for the proposal. **Motion carried unanimously.**

Mrs. Boyko introduced the next item saying this is a public/private partnership and the Board authorized about \$5 million in public funding in Tax Increment Financing to finish the construction of the extension. She said there are certain obligations that the adjacent property owners along that roadway must adhere to and we defined those obligations in a service agreement.

MOTION made by Mr. Lang, seconded by Mr. Wong, to approve service agreement among West Chester Township Board of Trustees, Bass Pro Outdoor World, LLC, Scott Street Partners-X LLC, and ARC SWWCHOH001, LLC, and National Properties LP, for the use of tax increment financing for public improvements for the extension of Civic Centre Boulevard and ancillary intersection improvements in substantially the same form as attached and to authorize the Township Administrator to execute said agreement and if necessary make non-substantive changes with Bond Counsel and Law Director approvals. Discussion: none. **Motion carried unanimously.**

MOTION made by Mr. Lang that, having reviewed the staff reports and affidavit, we declare 7184 Gregory Creek Lane and 6813 Station Road to be public nuisances as authorized by the Ohio Revised Code. Staff is directed to cause removal of the nuisances identified, and monitor these properties for 90 days to require continued compliance. An administrative charge of 25% shall be added to the contractor fee for these properties. Motion seconded by Mr. Wong. Discussion: Mr. Wong said this action is necessary. **Motion carried unanimously.**

Mrs. Boyko introduced the next item saying Ohio statute addresses means of disposal through resolution.

MOTION made by Mr. Lang, seconded by Mr. Wong, to approve statutory Resolution No. 16-2016 declaring surplus items for disposal. Discussion: none. **Motion carried unanimously.**

First Reading of Resolutions & Reading of Emergency Resolutions

Mrs. Boyko introduced the next item saying an Ohio Attorney General opinion permits Limited Home Rule Townships to prohibit the burial of human remains in private or family Cemeteries. Mrs. Boyko read Resolution No. 17-2016 prohibiting the burial of human remains in private or family cemeteries. No one on the Board had any questions or need for clarification.

Mrs. Boyko introduced the following items saying these emergency resolutions are for the refunding of bonds issued in 2006 to 2008 at reduced rates. Those rates were 4 to 5 percent, and hopefully they could capture rates at 1 to 3 percent currently.

Mrs. Boyko read, Resolution No. 10-2016 authorizing the issuance of not to exceed \$1,120,000 Building Improvement Refunding Bonds for the purpose of refunding outstanding bonds; executing a bond purchase agreement appropriate for the sale of the bonds; executing a certificate of award containing the final terms of the bonds; preparing and distributing an official statement; executing an escrow deposit agreement securing the refunded bonds and other

necessary agreements and certificates and declaring an emergency and dispensing with the second reading. No one on the Board had any questions or need for clarification.

Mrs. Boyko read, Resolution No. 11-2016 authorizing the issuance of not to exceed \$2,340,000 Various Purpose Refunding Bonds for the purpose of refunding outstanding bonds; executing a bond purchase agreement appropriate for the sale of the bonds; executing a certificate of award containing the final terms of the bonds; preparing and distributing an official statement; executing an escrow deposit agreement securing the refunded bonds and other necessary agreements and certificates and declaring an emergency and dispensing with the second reading. No one on the Board had any questions or need for clarification.

Mrs. Boyko read, Resolution No. 12-2016 authorizing the issuance of not to exceed \$4,010,000 Public Safety Campus Refunding Bonds for the purpose of refunding outstanding bonds; executing a bond purchase agreement appropriate for the sale of the bonds; executing a certificate of award containing the final terms of the bonds; preparing and distributing an official statement; executing an escrow deposit agreement securing the refunded bonds and other necessary agreements and certificates and declaring an emergency and dispensing with the second reading. No one on the Board had any questions or need for clarification.

Mrs. Boyko read, Resolution No. 13-2016 authorizing the issuance of not to exceed \$12,625,000 Various Purpose Refunding Bonds for the purpose of refunding outstanding bonds; executing a bond purchase agreement appropriate for the sale of the bonds; executing a certificate of award containing the final terms of the bonds; preparing and distributing an official statement; executing an escrow deposit agreement securing the refunded bonds and other necessary agreements and certificates and declaring an emergency and dispensing with the second reading. No one on the Board had any questions or need for clarification.

Mrs. Boyko read, Resolution No. 14-2016 authorizing the issuance of not to exceed \$2,100,000 Road Improvement Special Assessment Bonds (Capstone Project) for the purpose of permanently financing outstanding bond anticipation notes; executing a bond purchase agreement appropriate for the sale of the bonds; executing a certificate of award containing the final terms of the bonds; preparing and distributing an official statement; and other necessary agreements and certificates and declaring an emergency and dispensing with the second reading. No one on the Board had any questions or need for clarification.

Mrs. Boyko prefaced the next item saying it combined all of the previous refunding resolutions. Mrs. Boyko read, Resolution No. 15-2016 authorizing the issuance of not to exceed \$22,195,000 Various Purpose General Obligation Refunding Bonds for the purpose of refunding outstanding bonds and notes; executing a bond purchase agreement appropriate for the sale of the bonds; executing a certificate of award containing the final terms of the bonds; authorizing an official statement; executing an escrow deposit agreement securing the refunded bonds and other necessary agreements and certificates and declaring an emergency and dispensing with the second reading. No one on the Board had any questions or need for clarification.

Citizen's Comments

Julie Bowling, account representative for Careworks MCO, though not a resident, business owner or property owner in West Chester Township was given permission to comment. She touted her company and asked the Township to conduct MCO interviews.

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

MOTION made by Mr. Lang, seconded by Mr. Wong, to declare Emergency Resolution No. 10-2016 an emergency and dispense with the second reading. Discussion: none. **Motion carried unanimously.**

MOTION made by Mr. Lang, seconded by Mr. Wong, to approve Resolution No. 10-2016 as read and as already declared an emergency. Discussion: Mr. Lang compared the refunding resolutions to refinancing one's personal loans in the interest of saving money. He also praised the township and Mrs. Boyko's staff for the township's triple A rating by Moody's. Mr. Wong and Mr. Welch echoed those sentiments. Mr. Welch observed that the term does not change. **Motion carried unanimously.**

MOTION made by Mr. Lang, seconded by Wong, to declare Emergency Resolution No. 11-2016 an emergency and dispense with the second reading. Discussion: none. **Motion carried unanimously.**

MOTION made by Mr. Lang, seconded by Mr. Wong, to approve Resolution No. 11-2016 as read and as already declared an emergency. Discussion: none. **Motion carried unanimously.**

MOTION made by Mr. Lang, seconded by Mr. Wong, to declare Emergency Resolution No. 12-2016 an emergency and dispense with the second reading. Discussion: none. **Motion carried unanimously.**

MOTION made by Mr. Wong, seconded by Mr. Lang, to approve Resolution No. 12-2016 as read and as already declared an emergency. Discussion: none. **Motion carried unanimously.**

MOTION made by Mr. Lang, seconded by Mr. Wong, to declare Emergency Resolution No. 13-2016 an emergency and dispense with the second reading. Discussion: none. **Motion carried unanimously.**

MOTION made by Mr. Lang, seconded by Mr. Wong, to approve Resolution No. 13-2016 as read and as already declared an emergency. Discussion: none. **Motion carried unanimously.**

MOTION made by Mr. Lang, seconded by Mr. Wong, to declare Emergency Resolution No. 14-2016 an emergency and dispense with the second reading. Discussion: none. **Motion carried unanimously.**

MOTION made by Mr. Lang, seconded by Mr. Wong, to approve Resolution No. 14-2016 as read and as already declared an emergency. Discussion: none. **Motion carried unanimously.**

MOTION made by Mr. Lang, seconded by Mr. Wong, to declare Emergency Resolution No. 15-2016 an emergency and dispense with the second reading. Discussion: none. **Motion carried unanimously.**

MOTION made by Mr. Lang, seconded by Mr. Wong, to approve Resolution No. 15-2016 as read and as already declared an emergency. Discussion: none. **Motion carried unanimously.**

Discussion Items & Elected Official Comments

Mrs. Boyko thanked the Board for its' praise and recognition for the staff for the bond rating. Given the bond rating, Mr. Jones praised Mrs. Boyko, Ken Keim and his staff for their professionalism, and praised the Board for their fiscally conservative emphasis on core competencies. Mr. Wong praised the police and fire departments for their fiscally responsible conduct, and attributed that for extending bond levies and saving taxpayer's money. Mr. Welch recognized upcoming local events. Mr. Lang noted the Township is about 35% commercial, but it pays about 60% of the taxes and it uses proportionately lower services. He also praised the Careworks representative, Julie Bowling, for her comment.

Recess to Executive Session

At 7:00 p.m., Mr. Welch 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) Acquisition, sale, or swap of real property, (2) Current and pending litigation. Motion made by Mr. Lang, seconded by Mr. Wong. Discussion: none. **Motion carried unanimously.**

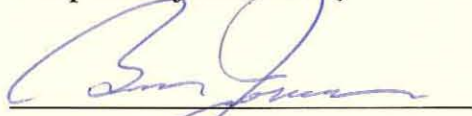
Mr. Welch declared the meeting in recess and said the Board would return after Executive Session to adjourn the Executive Session and the Regular meeting respectively.

Post Executive Session/ Adjournment

MOTION made at 7:25 p.m. by Mr. Lang to adjourn the Executive Session and resume the April 26, 2016 Regular meeting, seconded by Mr. Wong. Discussion: none. **Motion carried unanimously.**

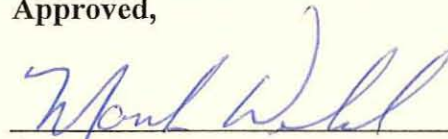
MOTION made at 7:26 p.m. by Mr. Lang, seconded by Mr. Wong, to adjourn the April 26, 2016 Regular meeting. Discussion: none. **Motion carried unanimously.**

Respectfully Submitted,



Bruce Jones, Fiscal Officer

Approved,



Mark Welch, President