



West Chester Township  
Trustees Meeting Agenda  
June 14, 2016

**Trustees**

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

**Fiscal Officer**

Bruce Jones

**Administrator**

Judith C. Boyko

**5:45 P.M.**

**Fire Dependents Board Meeting**

**6:00 P.M.**

**Regular meeting**

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

**Citizen’s Comments**

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

**Mrs. Boyko**

**Presentations**

None

**Mr. Welch**

**Action Items – For approval by motion**

- A. Motion to approve Trustee Meeting Minutes – May 24, 2016
- B. Motion to approve payment of bills

**Mrs. Boyko**

**Requisitions – Greater than \$2,500.00**

- 1. Adm \$17,365.00 Frost Brown Todd, LLC – Legal services through April 30, 2016 (various departments)
- 2. Adm \$11,382.66 Nuspire Corporation – Renew annual service and support agreement for Sophos anti-virus software and renew annual service and support agreement for Fortigate firewall hardware and software
- 3. Adm \$4,736.00 National Academies of Emergency dba “Priority Dispatch” – Renew annual maintenance and support for emergency medical dispatch software
- 4. Services \$1,527,004.51 John R Jurgenson Co. – Approve paving application for 2016 (CIP #958 and CIP #1028)
- 5. Services \$344,331.62 American Pavement, Inc. – Approve slurry and microsurface applications for 2016 (CIP # 959 and CIP # 1028)
- 6. Services \$36,280.91 Miller-Mason Paving Co. – Apply chip seal at West Chester Safety Services Center parking lot (CIP #1213)

**Mrs. Boyko**

**Personnel Items**

7. Adm Motion to promote and appoint Mr. Aaron Wiegand as the West Chester Township Community Development Director effective June 15, 2016 at the annual exempt salary of \$74,000 with a one year probationary period contingent upon successful completion of all applicable testing and procedures and pursuant to the attached terms of employment
8. Fire Motion to approve the revised job description for Shift Captain as illustrated in the attached supporting documentation and to promote Lt. Randall Hanifen to the vacant position of Shift Captain effective June 15, 2016, at the annual exempt salary of \$83,662.36 with a one year probationary period and contingent upon successful completion of applicable testing and procedures
9. Police Motion to approve the revised job description for Records Clerk as illustrated in the attached supporting documentation and to hire Ms. Meghan (Alexis) Polly to the vacant position of Records Clerk effective June 20, 2016, at the hourly rate of \$12.72 with a one year probationary period and contingent upon successful completion of applicable testing and procedures
10. Services Motion to hire Mr. Jared Kirkland to the vacant position of Laborer Operator, effective June 15, 2016, at the hourly rate of \$16.82 with a one year probationary period and contingent upon successful completion of applicable testing and procedures
11. Services Motion to hire four 2016 April through October seasonal employees: Mr. Justin Gassaway-Steere (Cemetery) effective June 1, 2016, Mr. Jonathan Earhart (UCB) effective June 2, 2016, Mr. Ryan Langhorst (UCB) effective June 15, 2016, Mr. Kohlton Armstrong (Roads) effective June 6, 2016; and two 2016 May through September seasonal employees: Mr. Paul Broxterman (Parks) effective June 2, 2016 and Mr. Kavanaugh McCarthy (Parks) effective June 6, 2016, all at the hourly rate of \$11.25

**Mrs. Boyko**

**Business Items**

12. Adm Motion to contract with Clemans Nelson & Associates, Inc. for professional services not to exceed \$45,000 to perform a comprehensive review and analysis of West Chester's compensation program for non-contract positions and employee benefits for all employees and to authorize the Township Administrator to negotiate a contract in substantially the same form as attached with law director approval and execute the contract and all other necessary documents to effectuate said review and analysis
13. Adm Motion to collaborate with Lakota Local School District and contribute not to exceed \$25,000 to the cost of the installation of sidewalks along the north side of Tylersville Road from Wethersfield Way east to the Lakota West Freshman Campus entrance and to authorize the Township Administrator to make payment to Lakota Local School District for said project
14. Comm Dev Motion to declare 9767 Butler Warren Road as a public nuisance
15. Police Motion not to object to a liquor permit ownership transfer for Tap & Barrel LLC, 7741 Tylers Place Boulevard
16. Services Motion to accept bid and to approve contract with Kelchner, Inc. for public improvements for the extension of Civic Centre Boulevard and ancillary intersection improvements in an amount not to exceed \$4,435,728.28 and to authorize the Township Administrator to make non-substantive changes with law director approval and execute said contract and all other necessary documents to effectuate the construction project (CIP #562)

17. Services Motion to authorize and utilize the Butler County Engineer’s Office (BCEO) as project manager for the public improvements for the extension of Civic Centre Boulevard and ancillary intersection improvements; to authorize payment to said agency not to exceed \$294,932.00; and to authorize the Township Administrator to execute all necessary documents to effectuate the construction project and the utilization of the BCEO as project manager (CIP #562)
18. Services Motion to accept the following streets in Grace Meadows Sections 2B & 2C (Section 36, Town 3, Range 2) and journalize at 25 MPH, with the provision that all decorative signage and landscaping be maintained by the HOA

Street	Distance in Feet	Distance in Miles
<b>Grace Meadows, Section 2B</b>		
Eleventh Hour Lane	486.10	0.092
<b>Grace Meadows, Section 2C</b>		
East Senour Drive	1050.71	0.199
Eleventh Hour Lane	127.50	0.024
Murtaugh Lane	197.00	0.037
<b>Total</b>	<b>1861.31</b>	<b>0.352</b>

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

- 19.\* Emergency Reading Resolution 19-2016 amending the Township 2016 Permanent Appropriations for budget year 2016 and authorizing the establishment of the “Capstone Boulevard TIF Fund”, the “Cincinnati-Columbus Road TIF Fund”, and the “Tylers Place Boulevard TIF Fund” 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. 19-2016

**Discussion Items & Elected Official Comments**

**Mrs. Boyko** Operational Updates

**Executive Session**

Property, personnel & pending litigation with Legal Counsel

**Adjourn**

**FYI**

<b>Friday</b>	June 17	4 to 11 p.m.	<b>Rhythm &amp; Brews</b> at The Square 9285 Centre Point Drive @ Union Centre
<b>Saturday</b>	June 18		
<b>Sunday</b>	June 19	7 a.m. to 12 p.m.	<b>MetroParks and MOJO Running Triathlon</b> , 7850 VOA Park Drive. Athletes of all experience levels are invited to train together and participate in this event. Sprint, Olympic and relay triathlon options are available.
<b>Friday</b>	June 24	11 a.m. to 3 p.m.	<b>Touch A Truck</b> at The Square @ Union Centre along Centre Pointe Drive. Fire trucks, police and services vehicles will be on display. Free event
<b>Monday</b>	July 4		<b>Township offices closed</b> in observance of Independence day
<b>Saturday</b>	July 16	10 a.m. to 3 p.m.	<b>Crazy Cardboard Regatta</b> , 7850 VOA Park Drive. MetroParks of Butler County hosts this annual cardboard boat race. Be a spectator and enjoy the events or build a boat and enter the race.
Visit <a href="http://www.WestChesterOH.org">www.WestChesterOH.org</a> for more information			
<b>Recurring Events</b>			
<b>Tuesday</b>	June 14 June 28 July 12	6 p.m.	<b>Board of Trustees' Meeting</b> Township Hall, 9113 Cincinnati Dayton Road
<b>Wednesday</b>	June 29 July 6	10:30 to 11:30 a.m.	<b>Wolf Program</b> @ Keehner Park is offered on specific summer Wednesdays at the Deer Shelter. Ages 5-12. Focuses attention on specific topics related to nature and the environment. Register at 759-7312 or <a href="mailto:cstaarmann@westchesteroh.org">cstaarmann@westchesteroh.org</a>
<b>Saturday</b>	June 11 June 18 June 25 July 2	9 to 1 p.m.	<b>Farmers' Market presented by First Financial Bank</b> @ The Square on Union Centre. RAIN or SHINE! <a href="http://www.WestChesterOhioFarmersMarket.org">www.WestChesterOhioFarmersMarket.org</a>
<b>Sunday</b>	July 3	3 to 5 p.m.	<b>First Sunday Acoustic Jam</b> at Keehner Park Amphitheatre. Local musicians in acoustic jam session
<b>Saturday</b>	June 18	1 to 4 p.m.	<b>National VOA Museum of Broadcasting Open for Tours</b> at the VOA, 8070 Tylersville Road. Open for tours featuring the displays of the Gray History of Wireless Museum and Media Heritage.

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# Thursdays Live Bands 6 - 9 pm

5/26 Social Crush

6/2 Naked Karate Girls

6/9 Color Blind

6/16 DV8

6/23 Britney's Lipstick

6/30 3 Piece Revival

7/7 Amy Sailor Band

7/14 Zack Attack

7/21 The Good Hooks

7/28 Lt. Dan's New Legs

8/4 Color Blind

8/11 Naked Karate Girls

8/18 Lt. Dan's New Legs

8/25 3 Day Rule

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Concert Series

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**Keehner Park • Saturdays • 7 to 9 pm • Free Admission**

- |             |  |
|-------------|--|
| Sat, Jun 4  | Southwest Ohio Symphonic Band            |
| Sat, Jun 11 | BACKdoor                                 |
| Sat, Jun 18 | TopShelf                                 |
| Sat, Jun 25 | Miami University Steel Drum              |
| Sat, Jul 2  | West Chester Symphony — ice cream social |
| Sat, Jul 9  | Right Turn Clyde                         |
| Sat, Jul 16 | Cincinnati Brass Band                    |
| Sat, Jul 23 | Keith Jones and the Makeshifts           |
| Sat, Jul 30 | Shut Up & Drive                          |
| Sat, Aug 6  | no concert                               |
| Sat, Aug 13 | Ohio Valley Big Band                     |
| Sat, Aug 20 | The Colour of Rhythm                     |
| Sat, Aug 27 | Blue Stone Ivory                         |
| Mon, Sep 5  | West Chester Symphony                    |



Questions/Directions: 513 777-5900 or [WestChesterOH.org](http://WestChesterOH.org)  
for Rain Cancellations, call 513 759-3036