

# **West Chester Township Trustees Meeting Agenda**

November 14, 2017

**Trustees** 

Mark Welch, President Lee Wong, Vice President

**Fiscal Officer** Bruce Jones **Interim Administrator** Larry Fronk

# 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)

Mr. Fronk **Presentations** 

None

Mr. Welch Action Items – For approval by motion

- A. Motion to approve Trustee Meeting Minutes October 24, 2017
- B. Motion to approve Trustee Special Meeting Minutes October 25, 2017
- C. Motion to approve payment of bills

Mr. Fronk		Requisitions – Greater than \$2,500.00			
1.	Adm	\$16,772.87	Frost Brown Todd, LLC — Legal services through September 2017 (various departments)		
2.	Adm	\$277,736.00	OTARMA – Renew Township liability and property insurance (December 1, 2017 – November 30, 2018)		
3.	Adm	\$37,310.48	N. Harris Corporation – Renew annual license and support agreement for GEMS financial accounting software		
4.	Fire	\$6,091.30	Vogelpohl Fire Equipment – Perform annual bench testing of Self Contained Breathing Apparatus (SCBA) and masks		
5.	Police	\$10,275.00	Vance Outdoors, Inc. – Purchase training ammunition for department issued service weapons		
6.	Services	\$50,000.00	Cargill Inc Purchase road salt for 2017-2018 winter season		
7.	Services	\$11,040.00	Univar U.S.A., Inc. – Purchase liquid calcium chloride for the 2017 – 2018 winter season		
8.	Services	\$42,000.00	Playcore Wisconsin Inc. dba Gametime – Purchase and replace Keehner Park east playground (CIP #848)		

### Mr. Fronk **Personnel Items** Motion to promote Mrs. Shawn Cooper to fill the vacant position of Administrative 9. Adm Assistant in Administration effective November 15, 2017 at the non-exempt hourly rate of \$16.80 with a 90 day introductory period 10. Adm Motion hire Ms. Jamie C. Jarrett to fill the vacant position of Secretary in Administration effective November 15, 2017 at the non-exempt hourly rate of \$15.50 with a one year probationary period and contingent on successful completion of applicable testing and procedures; and to approve the revised job description for this position 11. Comm Dev Motion to promote Mrs. Cathy Walton to fill the vacant position of Business Attraction and Expansion Manager effective November 15, 2017 at the non-exempt hourly rate of \$24.52 with a 90 day introductory period 12. Fire Motion to hire Mr. Brian Bradford to the vacant position of career Firefighter/ Paramedic effective November 21, 2017 at the annual exempt salary of \$54,365.02 per collective bargaining agreement with a one year probationary period and contingent upon successful completion of applicable testing and procedures 13. Fire Motion to hire Mr. Maurice Byrd to the vacant position of part-time Fire Inspector effective November 15, 2017 at the non-exempt hourly rate of \$17.70 with a one year probationary period and contingent upon successful completion of applicable testing and procedures 14. Police Motion to hire Mr. Christian D. Dekker and Mr. Major R. Miller to the vacant positions of full-time Police Officer effective January 22, 2018 at the non-exempt annual salary of \$58,386.34 per the collective bargaining agreement with a one year probationary period contingent upon successful completion of applicable testing and procedures 15. Services Motion to hire Mr. Caleb Keeler to the vacant position of Laborer Operator effective November 29, 2017 at the non-exempt hourly rate of \$16.82 with a one year probationary period and contingent upon successful completion of applicable testing and procedures 16. Services Motion to hire Mr. Carlton Grant to the vacant position of On-Call Snow Plow Operator effective December 1, 2017 at the hourly rate of \$15.00 contingent upon successful completion of applicable testing and procedures Mr. Fronk **Business Items** 17. Adm Motion to rescind statutory Resolution #01-2014 authorizing West Chester Township to pick up the statutorily required contribution to the Ohio Public Employees Retirement System (OPERS) for the Township Administrator of West Chester Township pursuant to IRC Section 414(h)(2) 18. Adm Motion to commence process to establish a no parking zone for the entire length and both sides of International Boulevard and the entire length of the south side and cul-desacs of Spellmire Drive and schedule a public hearing for December 5, 2017 at 7:00 p.m.

19. Comm Dev Motion to declare three properties as public nuisances:
 8485 Cottonwood Drive 9447 Hadley Drive

6990 Emery Court

20. Police Motion not to object to a new D5 liquor permit for Effie & Odie LLC dba Skallys, 9558 Civic Centre Boulevard Suite D

21. Services

Motion to authorize CarteGraph system upgrade not to exceed \$120,000.00; authorize the Township Administrator to make non-substantive changes to the agreement with Law Director approval, and to execute any and all necessary documents to effectuate the agreement (CIP #1236)

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

22. 1st Reading

Resolution No. 33-2017 prohibiting marijuana cultivators, processors, and retail dispensaries within West Chester Township and initiating proposed text amendments to the West Chester Township Zoning Resolution to reflect this prohibition

### **Citizen's Comments**

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

# **Discussion Items & Elected Official Comments**

Mr. Fronk

Remaining 2017 Trustee Meeting dates

#### **Executive Session**

Property, personnel & pending litigation with Legal Counsel

## <u>Adjourn</u>

		FYI				
Saturday	November 11	8:30 a.m. to 3:00 p.m.	RASKALS (Random Acts of Simple Kindness Affecting Local Seniors) Volunteer to help senior citizens in the Township. 759-7312 or <a href="mailto:lgroff@westchesteroh.org">lgroff@westchesteroh.org</a>			
Sunday	November 12	12 to 5 p.m.	<b>Kite Flying</b> at the Voice of America Museum, 8070 Tylersville Road. Pigs Aloft Kite Association fly their extraordinary kites on the front lawn of the VOA Museum.			
Saturday	November 18	7 to 9 p.m.	Olde West Chester Christmas Walk – The parade begins at 7 p.m. and runs along Cincinnati-Dayton Road to the West Chester Township Administration Building, where the community tree lighting will take place around 8 p.m.			
Thursday	November 23		<b>Township offices closed</b> in observance of Thanksgiving Day			
Sunday	December 10	1 to 4 p.m.	Pioneer Christmas at the Log Cabin in the clearing at Keehner Park. For more information call Laura Groff at 759-7312 or lgroff@WestChesterOh.org			
	Visit	www.WestChesterOH.or	g for more information			
Recurring Events						
Tuesday	November 14 December 5 December 19	6 p.m.	<b>Board of Trustees Meeting</b> Township Hall, 9113 Cincinnati Dayton Road			
Wednesday	November 15	10:30 to 11:00 a.m.	Nature Basket at Log Cabin, 7211 Barrett Road. Preschool children and their adult companion; story time and nature-inspired crafts. Register at 759-7312 or <a href="mailto:cstaarmann@WestChesterOH.org">cstaarmann@WestChesterOH.org</a>			
Saturday	November 18 December 2	9 a.m. to 1 p.m.	Winter Farmers' Market at Muhlhauser Barn. RAIN or SHINE! www.WestChesterOhioFarmersMarket.org			
Saturday	November 18 December 16	1 to 4 p.m.	National VOA Museum of Broadcasting, 8070 Tylersville Road. Featuring the displays of the Gray History of Wireless Museum and Media Heritage			
Saturday	December 9	10 a.m. to 12 p.m.	Muhlhauser Barn Open House Open to guests and interested renters. Poor weather cancels – check <a href="www.WestChesterOH.org">www.WestChesterOH.org</a>			