

# West Chester

— OHIO —

## Trustees Meeting Agenda March 10, 2020

### Trustees

Ann Becker, Chair  
Lee Wong  
Mark S. Welch

### Fiscal Officer

Bruce Jones  
Administrator  
Larry D. Burks

5:45 P.M.

### Fire Dependents Board Meeting

6:00 P.M.

### Regular Meeting

**Mrs. Becker**

- Convene
- Roll Call
- Pledge

### Citizen's Comments

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

**Mr. Burks**

### Presentations

None

**Mrs. Becker**

### Action Items - For approval by motion

- A. Motion to approve Trustee Meeting Minutes - February 25, 2020
- B. Motion to approve payment of bills

**Mr. Burks**

### Requisitions - Greater than \$7,500.00

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|-------------|---------------|--|
| 1. Adm      | \$ 56,037.03  | Dell Marketing LP - \$56,037.03 - Renew annual Microsoft license agreement   |
| 2. Police   | \$ 23,005.08  | Galls, LLC - \$23,005.08 - Purchase 36 ballistic plates for SWAT ballistic vests   |
| 3. Police   | \$ 10,015.00  | Galls, LLC - \$10,015.00 - Purchase 10 bulletproof vests   |
| 4. Services | \$ 154,804.00 | FYDA Frieghtliner - \$ 154,804.00 - Purchase two 2021 Frieghtliner truck cab and chassis for fleet replacement (CIP# 957 and 1595) |
| 5. Services | \$ 145,728.00 | Henderson Products - \$145,728.00 - Purchase snow removal equipment and installation for two new salt trucks (CIP# 957 and 1595)   |
| 6. Services | \$ 26,250.00  | Emcor Facilities Services, Inc. - \$26,250.00 - Allocate cleaning fees for Muhlhauser Barn before reimbursements                   |

March 10, 2020

**Mr. Burks**

**Personnel Items**

7. Adm Motion to approve a three percent raise for West Chester Township Administrator, Larry D. Burks, effective the first full pay period closest to the Board of Trustees' award of the increase
8. Adm Motion to amend employment agreement with Larry D. Burks for the position of West Chester Township Administrator
9. Fire Motion to hire Mrs. Nicole Wissel to fill the vacant position of Fire Department Administrative Assistant effective March 16, 2020 at the hourly rate of \$20.57 with a 90 day introductory period

**Mr. Burks**

**Business Items**

10. Adm Motion to approve a contract with Granicus LLC for professional website development services not to exceed \$21,000.00; to approve a five year agreement for subscription hosting and support services not to exceed \$9,751.22 in any one year of the five year agreement; and, to authorize the Township Administrator to make non-substantive changes with law director approval and execute said agreement
11. Adm Motion to amend the current agreement between the West Chester Township Board of Trustees and Regency Centers Acquisition, LLC to extend the Inspection Period
12. Adm Motion to approve agreement with OpenGov Inc. for renewal of three year software agreement for open data platform software services and applications at a not to exceed amount of \$33,389.20 in year one; \$27,276.15 in year two; and \$27,276.15 in year three; and, to authorize Township Administrator to make non-substantive changes with Law Director approval and execute said agreement
13. Fire Motion to accept bid and approve contract with Graybach LLC for construction of new Fire Station 73 per the specifications advertised not to exceed \$3,414,400.00; and, to authorize the Township Administrator to make non-substantive changes if necessary with Law Director approval and execute all other necessary documents to effectuate the project (CIP# 866)
14. Services Motion to approve purchase of a 2020 Elgin Crosswind Street Sweeper through a four year lease from Key Government Finance not to exceed \$271,291.12; and, to authorize the Township Administrator to execute said contract and all other necessary documents to effectuate the purchase
15. Services Motion to approve Statutory Resolution No. 07-2020 finding the 2009 Street Sweeper not needed or unfit for public use; authorizing the sale of said equipment to the Jack Doheny Company; and crediting the sale price of said equipment to the purchase of a new Street Sweeper

**First Reading of Resolutions & Reading of Emergency Resolutions**

**Citizen's Comments**

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

**Discussion Items & Elected Official Comments**

**Executive Session**

Property, personnel & pending litigation with Legal Counsel

**Adjourn**

FYI

<b>Saturday</b>	Mar 14	6 a.m. to 1 p.m.	<b>Shamrock Shuffle</b> at The Square @ Union Centre, 9285 Centre Pointe Drive. Thousands of runners and walkers are expected to participate in the Shamrock Shuffle. The 14th annual run/walk and block party is hosted by and benefits The Community Foundation of West Chester/Liberty and dozens of local charities.
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Visit [www.WestChesterOH.org](http://www.WestChesterOH.org) for more information

**Recurring Events**

<b>Tuesday</b>	Mar 24 Apr 14	6 to 8 p.m.	<b>Board of Trustees Meeting</b> at Township Hall, 9113 Cincinnati-Dayton Road
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<b>Wednesday</b>	Mar 14	12 to 2 p.m.	<b>Muhlhauser Barn Open House</b> at Muhlhauser Barn, 8558 Beckett Road. The Muhlhauser Barn Open House is held every second Saturday of the month during the off season from December through March. Take this opportunity to view the facility and ask questions.
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<b>Friday</b>	Mar 20	7 to 8 p.m.	<b>Armchair Program</b> at Township Hall, 9113 Cincinnati Dayton Road. Guests are invited to share pictures and stories from travels around the world.
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<b>Saturday</b>	Mar 21	2 to 4 p.m.	<b>Winter Farmers' Market</b> at the Muhlhauser Barn in Beckett Park
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