

Record of Proceedings: May 26, 2026 West Chester Township Board of Trustees - Regular Meeting

Convene: Chairperson Becker convened the meeting at 5:01 p.m.

Roll Call: Mrs. Becker and Mrs. Ortiz responded. Mr. Wong was absent.

Pledge of Allegiance: Repeated by those present.

Citizen's Comments

There were no citizen's comments.

Presentations

Michelle Cone, Economic Development Manager, gave an update on the township's SPARK grants. She identified the program's goals, the approval process for applications, identified the 2026 recipients, and answered Trustee questions.

Personnel Items

Ms. Pointer, Director of Administrative Services, introduced the Personnel Item consisting of hiring Nicole Pape to the position of Communications Officer/Dispatcher effective June 4, 2026 at the bi-weekly rate of \$2,152.09.

MOTION made Mrs. Becker, to approve the Personnel Item seconded by Mrs. Ortiz.

Discussion: None. **Motion carried.**

Action Items – For Approval by Motion

MOTION made by Mrs. Becker, seconded by Mrs. Ortiz, to approve payment of bills – May 2, 2026 through May 15, 2026. Discussion: none. **Motion carried.**

MOTION made by Mrs. Becker, seconded by Mrs. Ortiz, to approve the Trustee Meeting Minutes for May 12, 2026. Discussion: none. **Motion carried.**

MOTION made by Mrs. Becker, seconded by Mrs. Ortiz, to approve the Trustee Work Session Meeting Minutes for May 12, 2026. Discussion: none. **Motion carried.**

Requisitions – Greater than \$7,500.00

Mrs. Pointer submitted the following requisitions greater than \$7,500:

- | | | |
|---------|-------------|---|
| 06. Adm | \$26,000.00 | Placer Labs, Inc. - Renew location intelligence software subscription |
| 07. Adm | \$9,641.00 | DeBra-Kuempel - Replace Administration building boiler pump VFD controllers |

08. Comm Dev \$17,500.00 McBride Dale Clarion - Increase purchase order for planning consultant services
09. PIE \$9,405.00 TEC Services - Staff audio/visual engineering services for Takeover Concert series
10. Services \$63,120.28 Pinecrest Nursery - Install landscape at new roundabouts Dimmick and McCauly/ Cox and Kingsgate (CIP 1978/2131)

MOTION made by Mrs. Becker, seconded by Mrs. Ortiz, to approve payment of requisitions 6 through 10. Discussion: In response to Mrs. Ortiz's question, Michelle Cone, Economic Development Manager, said they'll address any business inquiry. In response to Mrs. Ortiz's question, Services Director Huxsoll said the township would be responsible for maintaining roundabouts after they're constructed. He also gave an update for Mrs. Becker as to the condition of roundabout landscaping. **Motion carried.**

Business Items

MOTION made by Mrs. Becker that, having reviewed the staff report and affidavit, we declare the properties listed on The West Chester Board of Trustees agenda dated May 26, 2026 to be a public nuisance 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 Mrs. Ortiz. Discussion: In response to Mrs. Ortiz's question, noting three of the subject properties were owned by LLC's, Community Development Director Jeff Uckotter said leased properties often have a clause in the lease requiring the tenants to maintain the property, though that may not in fact happen.

Motion carried.

(Fiscal Officer Note: the listed properties were 8421 Bluebird Drive, 7591 Christine Drive, 9484 Civic Centre Drive, 8644 Meadowview Drive, 8037 St. Matthew Drive, 8781 Wildbrook Drive.)

MOTION made by Mrs. Becker, seconded by Mrs. Ortiz, to approve Resolution 15-2026 authorizing the acceptance of the proposed agreed entry resolving the West Chester Township Board of Trustees case involving the property at 7269 Cincinnati Dayton Road; Butler County Court of Common Pleas Case No. CV 2025 12 3053. Discussion: In response to Mrs. Ortiz's question, the township's visiting Law Director said the matter would go back to court if the other party was non-compliant. **Motion carried.**

MOTION made by Mrs. Becker, seconded by Mrs. Ortiz, to approve Resolution 16-2026 – Declaring surplus items for disposal. Discussion: None. **Motion carried.**

MOTION made by Mrs. Becker, seconded by Mrs. Ortiz, to accept the following streets in Honerlaw Estates sections 1A, 1B, 3 (section 9, town 3, range 2) journalized at 25MPH, with the provision that all decorative signage and landscaping be maintained by the HOA. Discussion: None. **Motion carried.**

Resolutions

There were no resolutions.

Citizen's Comments

Bruce Jones, 5685 McCarthy Court, thanked Ms. Pointer for identifying the nuisance properties because the neighbors will appreciate knowing something is being done. Noting numerous short-term rentals violations in the township, Mr. Jones was unhappy with there being no presentation on short-term rentals enforcement action as he requested at the previous meeting. He said the neighbors by those short-term rentals would like to know that the township is doing something to address their non-compliance. He asked "Where's the oversight?"

Resolutions, Emergency Readings

There were no such resolutions or emergency readings.

Discussion Items & Elected Official Comments

Mrs. Ortiz thanked everyone who worked to make the Memorial Day parade happen.

Mrs. Becker said she, Mrs. Ortiz, and Services Director Huxsoll attended an ODOT meeting regarding sidewalks and bike trails, and concluded something needs to be done on Route 42. She also noted there will be a Grand Opening of The Square on June 2nd, as well as concerts there and at the Keehner Amphitheatre.

Adjournment

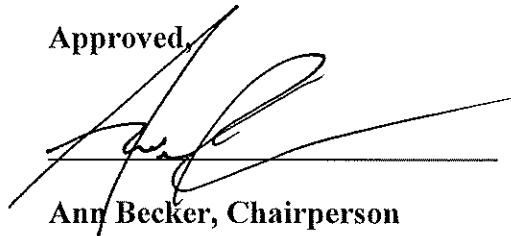
MOTION made at 5:29 p.m. by Mrs. Becker, seconded by Mrs. Ortiz, to adjourn the May 26, 2026 Regular meeting. Discussion: none. **Motion carried.**

Respectfully Submitted,



Bruce Jones, Fiscal Officer

Approved,



Ann Becker, Chairperson