

Record of Proceedings: January 13, 2026
West Chester Township Board of Trustees - Organizational & Regular Meeting

2026 Organizational Meeting

Fiscal Officer Jones convened the 2026 Organizational Meeting of the West Chester Board of Trustees at 5:00 pm.

Roll Call: Mrs. Becker, Mr. Wong, and Mrs. Ortiz responded.

Pledge of Allegiance: Lead by Marie Ortiz and Ainsley Ortiz, and repeated by those present.

Mr. Jones asked for nominations for Vice-Chairperson of the Board for 2026 and Mrs. Becker nominated Mr. Wong. There were no other nominations. Nominations were closed. Mr. Wong was subsequently unanimously elected Vice Chairperson of the Board for 2026.

Mr. Jones asked for nominations for Chairperson of the Board for 2026 and Mr. Wong nominated Mrs. Becker. There were no other nominations. Nominations were closed. Mrs. Becker was subsequently unanimously elected Chairperson of the Board for 2026.

Thereupon Mr. Jones handed the gavel over to Mrs. Becker.

Citizen's Comments

Libby Miller, 6821 Old Station Drive, expressed her concern with the unavailability of one-story housing in West Chester, noting apartments are being built everywhere rather than housing to meet her needs. She asked the Board to incentivize builders to build one story homes.

Presentations

Brianna Wooten, Public Information & Engagement Director, delivered the "Live the Dream: Our Declaration of Unity" Proclamation, noting when and where a celebration would occur in West Chester Township.

Personnel Items

Ms. Brown introduced the Personnel Items consisting of, (1) hiring Alberto Garay to the position of Administrative Professional II effective January 5, 2026 at the hourly rate of \$28.78; (2) hiring Megan Gims to the position of Administrative Professional I, effective January 7, 2026, at the hourly rate of \$21.46. (Fiscal Officer Note: These two agenda items were identified on the agenda as items 2 and 3 respectively.)

MOTION made by Mr. Wong, to approve Personnel Items 2 and 3, seconded by Mrs. Ortiz.

Discussion: Mr. Wong noted the importance of these hires. Mrs. Becker said she was happy Alberto was remaining with the Township. Mrs. Ortiz noted how welcoming Alberto has been, and looked forward to working with Megan. **Motion carried unanimously.**

Action Items – For Approval by Motion

MOTION made by Mr. Wong, seconded by Mrs. Ortiz, to set the 2026 Trustee Meeting Dates. Discussion: none. **Motion carried unanimously.**

MOTION made by Mr. Wong, seconded by Mrs. Ortiz, to approve payment of bills – December 5, 2025 through December 26, 2025. Discussion: none. **Motion carried unanimously.**

MOTION made by Mr. Wong, seconded by Mrs. Ortiz, to approve the Trustee Meeting Minutes for December 16, 2025. Discussion: none. **Motion carried unanimously.**

Requisitions – Greater than \$7,500.00

Ms. Brown submitted the following requisitions greater than \$7,500:

- 07. Adm \$50,000.00 Ascent Real Estate Developers LLC - Agent fees for purchase of property
- 08. Adm \$8,851.42 Loth, Inc. - Purchase of furniture
- 09. CIT \$12,423.60 Sayers Company - Renew annual license and support for Absolute Licenses
- 10. Fire \$10,521.50 Vogelphol Fire Equipment, Inc. - Repair Vehicle 1118 Outrigger Sequencing Valves
- 11. Police \$8,300.00 DroneSense, Inc.– Purchase annual service agreement for UAV live streaming subscription services January 13, 2026
- 12. PIE \$17,697.00 CASTUS Corporation - Renew subscription and maintenance for West Chester TV

MOTION made by Mr. Wong, seconded by Mrs. Ortiz, to approve payment of requisitions 7 through 12. Discussion: Mrs. Becker and Mr. Wong explained why they approved purchasing the 75 acres on I-75. Mrs. Ortiz said she supported the housing options that will be built and the opportunity for resident's input in its development. **Motion carried unanimously.**

Business Items

MOTION made by Mr. Wong, seconded by Mrs. Ortiz, to appoint Trustees and Staff to various volunteer roles per memo.

Discussion: None. **Motion carried unanimously.** (Fiscal Officer Note: Ms. Brown said they determined behind the scenes who would like to serve in what roles and they determined Mrs. Becker would be the Township representative to the E-911 Planning Committee and the Butler County Land Bank, Mrs. Ortiz would be the Township representative to the OKI Regional Council of Government and the Firefighter Dependents Board, Mr. Wong would be the Township representative to the Committee of 17 and the Firefighter Dependents Board, Assistant Fire Chief Randy Hannifen would be the Township representative to the Butler County EMA, and Mitchell Cone would be the Township representative to the JEDD 1 Board.)

MOTION made by Mr. Wong, seconded by Mrs. Ortiz, to approve Resolution 02-2026 for additional 2026 temporary appropriations in non-operating funds. Discussion: Mr. Wong

questioned the purpose for the resolution, which Ms. Brown answered. **Motion carried unanimously.**

MOTION made by Mr. Wong, seconded by Mrs. Ortiz, to approve agreement between West Chester Township Board of Trustees and Gibraltar Development Corporation for economic and community development advisory services and; authorize Township Administrator to make non-substantive changes with Law Director approval. Discussion: Mrs. Becker noted the redevelopment of Route 4 in Fairfield, stated that they were doing great work, and this is the same company improving that area. **Motion carried unanimously.**

MOTION made by Mrs. Ortiz, seconded by Mr. Wong, to continue Township Volunteer services, committees, and boards. Discussion: Mrs. Becker and Mr. Wong praised the volunteers. **Motion carried unanimously.** (Fiscal Officer Note: Ms. Brown identified the volunteer groups when introducing the motion: Board of Zoning Appeals, Citizen Police Academy Alumni, Enterprise Zone Committee, JEDD Board, Senior Van Volunteer Transportation Service, The National Voice of America Museum of Broadcasting Executive Board, Volunteer Firefighters Department Dependents Board, West Chester Development Council, Zoning Commission.)

MOTION made by Mrs. Becker, seconded by Mr. Wong, to not object to a TFOL D1 liquor permit from Yappy Greek & Deli LLC 455 E Wilson Bridge Road, Worthington, OH 43085 to Los Cochos LLC, 9536 Cincinnati Columbus Road Suite 24 B, C, & D, Cincinnati, OH 45241. Discussion: None. **Motion carried unanimously.**

MOTION made by Mr. Wong, seconded by Mrs. Ortiz, to apply for the Statewide Initiatives Promote Play Funding & Impact Report grant funding from OPRA, GameTime, Playcore and DWA Recreation partnership for playground structure located at Beckett Park West and authorize the Township Administrator to submit grant application and other documents necessary with law director approval, and accept said grant if awarded. Discussion: None. **Motion carried unanimously.**

MOTION made by Mr. Wong, seconded by Mrs. Ortiz, to approve Statutory Resolution 03-2026 adopting speed study as conducted by Ohio Department of Transportation, establishing a speed limit of 35 mph along Inter Ocean Drive between Dues Drive and Muhlhauser Road. Discussion: None. **Motion carried unanimously.**

Resolutions

Ms. Brown read “Resolution 01-2026 Rescinding and Resolution 04-2024 and establishing the Rules of Conduct for West Chester Township Trustee Meetings, Declaring an Emergency, and Dispensing with the Second Reading”. The Trustees had no questions or need for clarification. **MOTION** made by Mr. Wong, seconded by Mrs. Ortiz, to declare Resolution No. 01-2026 an emergency and dispense with the second reading. Discussion: none. **Motion carried unanimously.**

Citizen's Comments

Bruce Jones, 5685 McCarthy Court, praised a new manner in which the administrator presented background on an agenda item during the discussion period, rather than in advance. Noting the just adopted new rules for Citizen Comment, he also questioned whether the Trustees "respected the right of citizens to present differing opinions, views, and criticism." Mr. Jones asked if the two minute limitation on citizen comments was a fixed two minutes or "flippy floppy". Noting a conflict in their new rules, he asked if the role call should be rotated as has been the long standing practice and adopted by motion, or in order as "Chairperson, Vice Chairperson, Member" as in their rules.

Resolutions, Emergency Readings

MOTION made by Mr. Wong, seconded by Mrs. Ortiz, to approve Resolution No. 01-2026 as read and already declared an emergency. Discussion: none. **Motion carried unanimously.**

Citizen's Comments

David Corfman, 7568 Kirkwood Drive, asked that the speed limit be increased from 25 MPH to 35 MPH along a portion of Union Centre Boulevard.

Discussion Items & Elected Official Comments

Mrs. Ortiz gave an account of the recent Butler County Township Association meeting. She said she'll make a tradition of identifying an exceptional person in West Chester at the conclusion of every meeting, proceeding to recognize our first responders.

Mr. Wong said Mrs. Ortiz's presence was a breath of fresh air, adding the Board is majority female. He promoted the township's "Armchair Program".

Mrs. Becker reiterated activities in the "Live the Dream" event. She observed the January 20th Budget Work Session.

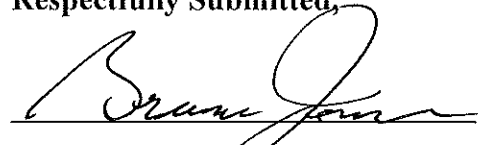
Ms. Brown said the Park Plan Work Session is postponed until next month.

Mr. Jones was denied the opportunity to comment though their agenda said "Elected Official Comments".

Adjournment

MOTION made at 5:48 p.m. by Mr. Wong, seconded by Mrs. Ortiz, to adjourn the January 13, 2026 Regular meeting. Discussion: none. There was no roll call. Mrs. Becker adjourned the meeting.

Respectfully Submitted,



Bruce Jones, Fiscal Officer

Approved,



Ann Becker, Chairperson