

Record of Proceedings: July 14, 2026

West Chester Township Board of Trustees - Regular Meeting

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

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

Pledge of Allegiance: Repeated by those present.

Citizen's Comments

There were no Citizen's Comments.

Personnel Items

Ms. Brown introduced the Personnel Items consisting of, (1) promoting Shannon Gleason to the position of Communications Supervisor effective July 5, 2026 at the bi-weekly rate of \$3,081.44 (2) hiring Quenton Nelson to the position of Laborer Operator June 29, 2026 at the hourly rate of \$23.90. These were identified on the agenda as Personnel Items 2 and 3.

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

Discussion: The Trustees each expressed their appreciation for these two and their pending service to West Chester Township. **Motion carried unanimously.**

Action Items – For Approval by Motion

MOTION made by Mrs. Ortiz, seconded by Mr. Wong, to approve payment of bills – June 12, 2026 through July 2, 2026. Discussion: none. **Motion carried unanimously.**

MOTION made by Mrs. Ortiz, seconded by Mr. Wong, to approve the Trustee Meeting Minutes for June 9, 2026 and June 23, 2026. Discussion: none. **Motion carried unanimously.**

MOTION made by Mrs. Ortiz, seconded by Mr. Wong, to approve the Trustee Work Session Meeting Minutes for June 2, 2026. Discussion: none. **Motion carried unanimously.**

Requisitions – Greater than \$7,500.00

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

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| 07. Adm | \$114,434.62 | Tyler Technologies, Inc. - Renew annual license and support for ERP software |
| 08. Adm | \$52,993.76 | FBT Gibbons LLP - Legal Services through May 31, 2026 (various departments) |
| 09. CIT | \$10,383.40 | Climate Support Group LLC - Increase purchase order to replace data center HVAC compressor |
| 10. CIT | \$10,230.00 | Vercom Systems, Inc. - Renew annual support for VOIP phone system |
| 11. Fire | \$42,698.88 | Ray O'Herron Company, Inc. - Replace Fire Department ballistic equipment (CIP 1900) |

12. Services \$53,108.00 Roberts Paving - Repair and restripe library parking lot (CIP 1995)

13. Services \$11,960.00 John R. Jurgenson - Repair pavement along Cox Road south of Tylersville Road

MOTION made by Mr. Wong Mrs. Ortiz, seconded by Mr. Wong Mrs. Ortiz, to approve payment of requisitions 7 through 13. Discussion: Responding to Mr. Wong's and Mrs. Ortiz's inquiries, Services Director Huxsoll explained the repair and restriping to be performed at the library. In response to Mrs. Ortiz's question, Fire Chief Prinz explained the need to replace his department's ballistic equipment. **Motion carried unanimously.**

Business Items

MOTION made by Mrs. Ortiz seconded by Mr. Wong, to accept streets in Westview Meadows Sections 5 (Section 9, Town 3, Range 2) journalized at 25 mph, with the provision that all decorative signage and landscaping be maintained by the HOA. Discussion: None. **Motion carried unanimously.**

MOTION made by Mrs. Ortiz, seconded by Mr. Wong, to accept streets in Bel Haven Sections 3 (Section 5, Town 2, Range 2) journalized at 25 mph, with the provision that all decorative signage and landscaping be maintained by the HOA. Discussion: None. **Motion carried unanimously.**

MOTION made by Mrs. Ortiz, seconded by Mr. Wong, to advertise Request for Proposals for architectural and engineering consultant to prepare Keehner Park improvement plan (CIP 2118). Discussion: Mr. Wong said an update of Keehner Park was overdue. In response to Trustee questions, Ms. Brown gave an overview of what was being considered for Keehner Park, noting that there would be an opportunity for citizen input. **Motion carried unanimously.**

MOTION made by Mrs. Ortiz, seconded by Mr. Wong, to advertise Request for Qualifications for construction manager for Keehner Park improvements (CIP 2118). Discussion: None. **Motion carried unanimously.**

MOTION made by Mrs. Ortiz, seconded by Mr. Wong, to approve contract between West Chester Township Board of Trustees and Civil and Environmental Consultants for construction material testing at Beckett Park East not to exceed \$42,000.00; and, authorize Township Administrator make non-substantive changes with Law Director approval and execute said agreement (CIP 2120). Discussion: Ms. brown confirmed for Mr. Wong that this would entail soil testing. **Motion carried unanimously.**

MOTION made by Mrs. Ortiz, seconded by Mr. Wong, to accept proposal and enter into agreement with K LH Engineers for mechanical, electrical, and plumbing evaluation not to exceed \$28,600.00; and, authorize Township Administrator to execute all other documents necessary to effectuate the project with Law Director approval. Discussion: None. **Motion carried unanimously.**

Resolutions, Emergency Readings

Ms. Brown read Resolution 18-2026 as approving the assignment of Community Reinvestment Area (CRA) agreement from Village North Investment, LLC to VN Retail Investment, LLC; declaring an emergency, and dispensing with the second reading.

MOTION made by Mrs. Ortiz, seconded by Mr. Wong, to declare Resolution No. 18-2026 an emergency and dispense with the second reading. Discussion: In response to Mr. Wong's question, Ms. Brown identified the Village North project, adding that this Resolution simply transfers the CRA agreement from the previous developer to the new developer, and its approval by the Township. Community Development Director Jeff Uckotter provided details of the development. **Motion carried unanimously.**

MOTION made by Mrs. Ortiz, seconded by Mr. Wong, to approve Resolution No. 18-2026. Discussion: none. **Motion carried unanimously.**

Citizen's Comments

Paul Harper, 8105 Timberjack Way, said he hopes any consultants for the Keehner Park upgrade would have a background in forestry. He suggested the woods be named "Keehner Woods" in order to give it special recognition. He asked when residents would have an opportunity for their input into the Keehner Park improvements.

Nancy Wyspianski, 9087 Cascade Drive, expressed her desire that there's community input into the Keehner Park improvements.

Betsy Kools, 8118 Chestnut Hill Lane, questioned, on behalf of her son, why so much money was being put into Beckett Park and so little into Keehner Park. She also asked that the memorial in Keehner Park for her deceased son be preserved. Lastly, she asked when a traffic light will be installed on Tylersville at Pepper Pike.

Discussion Items & Elected Trustees/Administrator Comments

Mrs. Becker gave assurance there would be an opportunity for public input on Keehner Park. Responding to Ms. Kools' question about funding our parks, she explained that Beckett Park has access to TIF funds which Keehner Park does not. Ms. Brown added that additional funding may be available in the future. Services Director Mike Huxsoll addressed the Board, saying the traffic light for Tylersville and Pepper Pike should be installed in 2027, noting the Butler County Engineer's Office had recently put the installation out for bids.

Mr. Wong said West Chester attracts a lot of people with good comments about West Chester. Mrs. Ortiz commented on West Chester's Independence Day celebration, as did Mrs. Becker. Mrs. Becker also noted upcoming community events.

MOTION made at 5:53 p.m. by Mrs. Ortiz, seconded by Mr. Wong, to recess the Regular meeting and go into Executive Session with legal counsel for the purpose of: (1) To

consider the purchase of property for public purposes, the sale of property by competitive bid, or the sale or other disposition of unneeded, obsolete, or unfit-for-use property, in accordance with section 505.10 of the Revised Code, as premature disclosure of information would give an unfair competitive or bargaining advantage to a person whose personal, private interest is adverse to the general public interest. O.R.C. 121.22(G)(2); (2) details relative to the security arrangements and emergency response protocols for the Township. O.R.C. 121.22(G)(6); (3) conference with an attorney for the Township concerning disputes involving the Township that are the subject of pending or imminent court action. O.R.C. 121.22(G)(3); (4) to consider the investigation of charges or complaints against a public employee, official, licensee or regulated individual (unless the employee, official, licensee, or regulated individual requests a public hearing). O.R.C. 121.22(G)(1). Discussion: none. **Motion carried unanimously.** Mrs. Becker had said the Board would return from Executive Session and make no further decisions. Mrs. Becker declared the meeting in recess.

Post Executive Session/ Adjournment

MOTION made by Mrs. Ortiz to adjourn the Executive Session and resume the July 14, 2026 Regular meeting, seconded by Mr. Wong. Discussion: none. **Motion carried unanimously.**

Adjournment

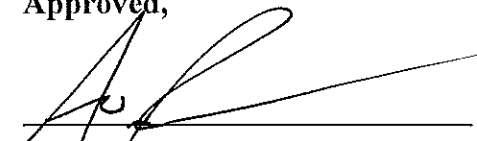
MOTION made by Mrs. Ortiz, seconded by Mr. Wong, to adjourn the July 14, 2026 Regular meeting of the West Chester Board of Trustees. Discussion: none. **Motion carried unanimously.**

Respectfully Submitted,



Bruce Jones, Fiscal Officer

Approved,



Ann Becker, Chairperson