

Record of Proceedings: February 10, 2026

West Chester Township Board of Trustees - Regular Meeting

Convene: Chairperson Becker convened the meeting at 5:00 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

Tim Essex, Director of Marketing and Public Relations for the West Chester Liberty Chamber Alliance, explained the benefits and programs from partnering with them. Julie McCracken, Director of Special Events for the chamber was introduced to everyone. Joe Hinson, Chamber President and C.E.O. responded to Mrs. Ortiz's question, saying the chamber provides guidance to new businesses and partners with SCORE for mentoring.

Police Chief Brian Rebholz explained Body Worn Camera Records Requests policy.

Personnel Items

Ms. Brown introduced the Personnel Items consisting of, (1) acknowledging employee resignations per attached document; (2) approving the promotion of Caleb Keeler to Foreman effective February 9, 2026 at the non-exempt hourly rate of \$32.00. (Fiscal Officer Note: These were identified on the agenda as Personnel Items 3 and 4.)

MOTION made by Mrs. Ortiz, to approve Personnel Items 3 and 4, seconded by Mrs. Becker.

Discussion: Mrs. Ortiz expressed appreciation for those who are a "jack-of-all-trades". Mrs. Becker expressed praise for the Services department. **Motion carried.**

Action Items – For Approval by Motion

MOTION made by Mrs. Becker, seconded by Mrs. Ortiz, to approve payment of bills - January 17, 2026 through January 30, 2026. Discussion: none. **Motion carried.**

Requisitions – Greater than \$7,500.00

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

- | | |
|---------|---|
| 06. Adm | \$72,804.16 FBT Gibbons LLP - Legal Services through December 31, 2025
(various departments) |
| 07. Adm | \$15,000.00 West Chester Liberty Chamber Alliance - Pay sustaining
Sponsorship Dues |

08. Fire	\$190,291.20	Municipal Emergency Services, Inc. - Purchase 48 sets of firefighter turnout gear (CIP 1788)
09. Police	\$352,742.00	McCluskey Chevrolet - Purchase six police vehicles (CIP 1654)
10. Police	\$135,085.48	Tri-State Public Safety - Purchase and install equipment to outfit six police vehicles (CIP 1654)
11. Police	\$25,504.40	Drellishak & Drellishak - Purchase 20 bulletproof vests February 10, 2026
12. Services	\$215,852.00	FYDA Freightliner - Purchase two Freightliner truck cab and chassis (CIP 1882 & 2063)
13. Services	\$160,321.48	Henderson – Purchase and install snow removal equipment for new salt trucks (CIP 1882 & 2063)
14. Services	\$40,000.00	Four Seasons Environmental, Inc. – Allocate cleaning fees for Muhlhauser Barn
15. Services	\$27,632.86	Penchura LLC - Replace slide at Beckett Park West Splashpad
16. Services	\$20,286.84	Econ-o-wise Rental, Inc. - Purchase Exmark mower (CIP 1984)
17. Services	\$12,509.86	Loth, Inc. - Purchase office furniture (CIP 2136)

MOTION made by Mrs. Becker, seconded by Mrs. Ortiz, to approve payment of requisitions 6 through 17. Discussion: In response to Mrs. Ortiz's question, Services Director Huxsoll said dump trucks are dump trucks in the summer and converted to salt trucks in the winter. In response to Mrs. Becker's question, he said we have about 600 tons of salt on hand and are awaiting delivery of another 300 tons. Ms. brown said the splash pad will open approximately Memorial Day, though that depends on the arrival of related materials. **Motion carried.**

Business Items

MOTION made by Mrs. Becker, seconded by Mrs. Ortiz, to approve agreement between West Chester Township and Clark Schaefer Hackett for accounting and financial advisory services; Michelle Greis as Interim Finance Director; and authorize Township Administrator to make nonsubstantive changes with Law Director approval and execute said agreement. Discussion: In response to Mrs. Becker's question, Ms. Brown said Michelle has been on board since the beginning of December, and they're currently considering the qualities they seek in a permanent finance director and relevant finance policy updates. **Motion carried.**

MOTION made by Mrs. Becker, seconded by Mrs. Ortiz, to approve contract with the Auditor of State for auditing services for audit year 2025; and authorize Township Administrator to execute said contract. Discussion: Ms. Brown said the Auditor of State will conduct the audit this year, it's been 10 years since they performed our audit, we have had independent auditors perform our audit since then, and were due to have the Auditor of State perform the audit. **Motion carried.**

MOTION made by Mrs. Becker, seconded by Mrs. Ortiz, to approve Statutory Resolution 06-2026 finding one Ford Explorer police vehicle is not needed or unfit for public use; and authorize the donation of said vehicle to Middletown Division of Police canine unit. Discussion: Ms. Brown said the township had an extra vehicle given an accident. Chief Rebholz explained some of the internal equipment will be retained and some will not. **Motion carried.**

MOTION made by Mrs. Becker, seconded by Mrs. Ortiz, to not object to D1, D2, and D5 liquor permits for Pho Pham LLC Tasty Pho, 7741 Tyler's Place Boulevard. Discussion: Mrs. Becker was informed this was an additional permit, though for the same entity as previously addressed. **Motion carried.**

MOTION made by Mrs. Becker, seconded by Mrs. Ortiz, to not object to D2 liquor permit for Pizza King and Wing LLC, 8262 Princeton Glendale Road. Discussion: None. **Motion carried.**

MOTION made by Mrs. Becker, seconded by Mrs. Ortiz, to enter into Local Participating Agency (LPA) Agreement between West Chester Township and Ohio Department of Transportation (ODOT) for the Installation of EV Charging Systems in West Chester Township; and, authorize Township Administrator to make non-substantive changes with Law Director approval and execute said agreement. Discussion: Ms. Brown explained the total project cost approximates \$211, 000 and the township wouldn't pay for any of it. Rather, ODOT will pay for 80% of it and OKI would pay the balance. The Township would manage the project which will entail a charging station with two chargers to be located at both the library and the Township Administration building. **Motion carried.**

MOTION made by Mrs. Becker, seconded by Mrs. Ortiz, to authorize Butler County Engineer's Office to enter into agreement with Eagle Bridge on behalf of West Chester Township to complete the Cox and Kingsgate Roundabout Project. (CIP 2131). Discussion: Ms. Brown said the cost is \$1,179,187.00, and the township's share is \$25,000. Mrs. Becker said she requested this project her first year in office. Ms. Brown said infrastructure is in place for possible future expansion. Services Director Huxsoll said the project would begin once school is out for the summer and be completed before school resumes. **Motion carried.**

Resolutions

There were no resolutions.

Citizen's Comments

Bruce Jones, 5685 McCarthy Court, advised West Chester residents that ODOT was accepting public comment on proposed improvements to the ramps on and off I-275 from I-75. He also, said there's no apparent improvement to the trustee's new processing practice for minutes. He concluded by noting \$1.25 million was approved that meeting and said he would be retracting his auto authorization of purchase orders once in writing in order to give pause to 'arguably out of control spending'.

Resolutions, Emergency Readings

There were no resolutions or emergency readings.

Discussion Items & Trustee Comments

Mrs. Ortiz expressed Happy Township Day, February 1st, and congratulations to the Lakota West Boys basketball team. She noted the recent Ohio Township Association annual conference and benefits she realized from attending. Mrs. Ortiz communicated her concern with a petition to abolish property taxes and advised people to know what they're signing before they sign such a petition. Lastly, reflecting on the challenge's trustees experience in small townships, she said she was thankful for our team.

Mrs. Becker defended the requisitions they approved that evening, in contrast to Mr. Jones's comments.

Executive Session

MOTION made at 5:51 p.m. by Mrs. Becker, seconded by Mrs. Ortiz, to recess the Regular meeting and go into Executive Session with legal counsel for the purpose of: Conference with an attorney for the Township concerning: (1) disputes involving the Township that are the subject of pending or imminent court action. O.R.C. 121.22(G)(3); (2) to consider the appointment of a public employee or official. O.R.C. 121.22(G)(1).

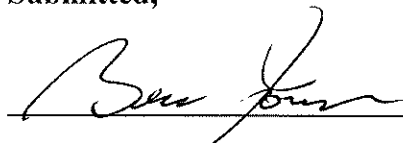
Post Executive Session/ Adjournment

MOTION made by Mrs. Becker to adjourn the Executive Session and resume the Regular meeting, seconded by Mrs. Ortiz. Discussion: none. **Motion carried.**

Adjournment

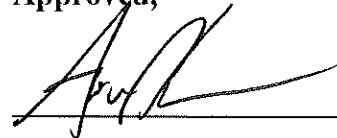
MOTION made by Mrs. Becker, seconded by Mrs. Ortiz, to adjourn the February 10, 2026 Regular meeting. Discussion: none. **Motion carried.**

Submitted,



Bruce Jones, Fiscal Officer

Approved,



Ann Becker, Chairperson