

Record of Proceedings: **April 28, 2026**
West Chester Township Board of Trustees - Regular Meeting

Convene: Vice Chairperson Wong convened the meeting at 5:00 p.m.

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

Pledge of Allegiance: Repeated by those present.

Citizen's Comments

There were no citizen's comments.

Presentations

Fiscal Officer Bruce Jones provided introductory comments before introducing Township Administrator Lisa Brown who gave a township finance update, year-to-date financial overview, and update on financial priorities.

Personnel Items

Ms. Brown introduced the Personnel Items consisting of, (1) hiring Jeff Uckotter to the position of Director of Community Development, effective April 27, 2026, at the bi-weekly rate of \$4,576.92; (2) acknowledging employee resignations and hires per attached documents, (3) promoting Scott R. Smith to the position of Fire Lieutenant effective April 28, 2026 at the hourly rate of \$38.29, and (4) hiring Zackery Sanders to the position of Service Technician - Mechanic effective April 20, 2026 at the hourly rate of \$26.08. These were identified on the agenda as Personnel Items 2 through 5.

MOTION made by Mrs. Ortiz, to approve Personnel Items 2 through 5, seconded by Mr. Wong. Discussion: The Trustees each expressed praise for the West Chester Police Department and the service performed by police officers. **Motion carried.**

Thereupon Fiscal officer Jones administered the Oath of Office to Mr. Smith, accompanied by Chief Rebholz Chief Prinz. Whereupon Lieutenant Smith was pinned by his wife.

Action Items – For Approval by Motion

MOTION made by Mrs. Ortiz, seconded by Mr. Wong, to approve payment of bills. Discussion: none. **Motion carried.**

MOTION made by Mrs. Ortiz, seconded by Mr. Wong, to approve the Trustee Meeting Minutes for April 14, 2026. Discussion: none. **Motion carried.**

MOTION made by Mrs. Ortiz, seconded by Mr. Wong, to approve Then and Now Certificate for McBride Dale Clarion. Discussion: none. **Motion carried.**

Requisitions – Greater than \$7,500.00

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

- 09. Adm \$29,291.00 Governmentjobs.com, Inc. - Purchase learning platform
- 10. Adm \$15,590.30 OpenGov, Inc. - Renew annual service agreement
- 11. Fire \$394,847.00 Atlantic Emergency Solutions, Inc. - Purchase medic unit (CIP 2169)
- 12. Fire \$83,509.58 Stryker Sales LLC - Purchase power loader and cot for new medic unit (CIP 2169)
- 13. Fire \$19,969.00 Bachman's, Inc. - Replace HVAC unit at Fire Station 75 (CIP 1104)
- 14. Fire \$19,094.97 Cummins Bridgeway LLC – Increase Purchase Order to repair vehicle's cylinder head and valves
- 15. Fire \$12,995.00 Vodasafe, Inc. - Purchase AquaEye Sonar Pro Sonar System with Scout Package (CIP 2168)
- 16. Police \$7,930.00 Ray O'Herron Company, Inc. - Replace 18 ballistic helmets (CIP 2156)

MOTION made by Mrs. Ortiz, seconded by Mr. Wong, to approve payment of requisitions 9 through 16. Discussion: In response to Mrs. Ortiz's question, Ms. Brown said old medic units are either disposed of, parts are re-purposed, or the unit is donated. **Motion carried.**

Business Items

MOTION made by Mrs. Ortiz, seconded by Mr. Wong, to approve amendment to contract between West Chester Board of Trustees and OHM not to exceed \$150,535.00; and, authorize Township Administrator to make non-substantive changes with Law Director approval and execute said agreement (CIP 2187). Discussion: Mr. Wong said the township does things thoughtfully, fulfilling the due-diligence. "We do not shoot from the hip". **Motion carried.**

MOTION made by Mrs. Ortiz, seconded by Mr. Wong, to approve license agreement between West Chester Township Board of Trustees and IKEA Property, Inc. for the purpose of hosting West Chester Touch-A-Truck event in the IKEA parking lot at 9500 IKEA Way; and, authorize Township Administrator to make non-substantive changes with Law Director approval and execute said agreement. Discussion: In response to Mrs. Ortiz's question, PIE Director Brianna Wooten said the event is scheduled for Friday, June 12th, from 11 to 2. **Motion carried.**

MOTION made by Mrs. Ortiz, seconded by Mr. Wong, to approve service agreement between West Chester Board of Trustees and Beacon Orthopedics & Sports Medicine, Ltd. for employee wellness program services; and, authorize the Township Administrator to make non-substantive changes with Law Director approval and execute said agreement. Discussion: In response to Mrs. Ortiz's question, PIE Director Brianna Wooten said the services would be conducted at multiple locations on different days in order to serve as many people as possible. **Motion carried.**

MOTION made by Mrs. Ortiz, seconded by Mr. Wong, to approve Statutory Resolution 13-2026 declaring surplus items for disposal. Discussion: none. **Motion carried.**

Resolutions

There were no resolutions.

Citizen's Comments

Cindy Glass Kohorst, 7765 Tylers Valley Drive, expressed concern with the Nexus 42 proposal. Specifically, she was concerned with the retention pond constructed by the developer in her neighborhood who, she noted is the same developer of the Nexus 42 project.

Resolutions, Emergency Readings

There were no such resolutions or emergency readings.

Discussion Items & Trustee Comments

Mrs. Ortiz reflected on a recent community cleanup, thanking the participants. She also noted that the vote on the Nexus 42 zoning application will occur on May 12th.

Mr. Wong said the township is already looking into the retention pond viability at the Nexus 42 proposal.

Adjournment

MOTION made at 5:39 p.m. by Mrs. Ortiz, seconded by Mr. Wong, to adjourn the April 28, 2026 Regular meeting. Discussion: none. **Motion carried.**

Respectfully Submitted,

Bruce Jones, Fiscal Officer

Approved,



Ann Becker, Chairperson