

Record of Proceedings: March 10, 2026

West Chester Township Board of Trustees - Regular Meeting

Convene: Chairperson Becker convened the meeting at 5:02 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.

Presentations

Joe Jaap, USS Cincinnati Peace Pavilion, gave a project construction update. He said it will open to the public Saturday, May 16th. In response to Mrs. Becker's question, Mr. Jaap said they will be coordinating with VOA Metroparks and the Voice of America Museum for events

Lisa Brown and Michelle Greis, Financial Operations: Ms. Brown provided strategic recommendations and benefits of investing. Ms. Greis responded to a trustee question as to what kinds of instruments the township can invest. They both responded to additional trustee questions.

Personnel Items

Ms. Brown introduced the Personnel Items consisting of, (1) hiring Nathan Latimer to the position of Police Officer effective April 6, 2026, at the bi-weekly salary of \$2,962.58; (2) hiring Police Hire William Sharp to the position of Police Officer effective April 6, 2026, at the bi-weekly salary of \$2,962.58. These were identified on the agenda as Personnel Items 3 and 4. **MOTION** made by Mr. Wong, to approve Personnel Items seconded by Mrs. Ortiz. Discussion: The Trustees each expressed praise for the West Chester Police Department and the service performed by police officers. **Motion carried unanimously.** Thereupon Fiscal officer Jones administered the Oath of Office to Mr. Latimer and Mr. Sharp, accompanied by Chief Rebholz and Assistant Chief Hoffbauer.

Action Items – For Approval by Motion

MOTION made by Mr. Wong, seconded by Mrs. Ortiz, to approve payment of bills – February 14, 2026 through February 27, 2026. Discussion: none. **Motion carried unanimously.**

MOTION made by Mrs. Ortiz, seconded by Mr. Wong, to approve the Trustee Work Session Meeting Minutes for February 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 \$61,378.23 FBT Gibbons LLP - Legal Services through January 31, 2026
(various departments)
08. Comm Dev \$9,800.00 Four Seasons Environmental, Inc. - Renovate two conference
rooms (CIP 2193)
09. Fire \$16,327.00 Bachmans, Inc. - Replace HVAC unit at Fire Station 71 (CIP 2089)
10. Police \$9,715.00 Great Oaks Career Campuses - Enroll one police officer in basic police
academy course
11. PIE \$49,000.00 Lemon Grenade LLC - Design signage and printing for USS
Cincinnati Peace Pavilion
12. Services \$18,588.03 Four Seasons Environmental, Inc. - Replace fire alarm control panel
in Muhlhasuer Barn March 10, 2026
13. Services \$7,690.11 John Dsuban Spring Service, Inc. - Repair rear-end assembly on 2002
International Salt Truck

MOTION made by Mr. Wong, seconded by Mrs. Ortiz, to approve payment of requisitions 7 through 13. Discussion: Services Director Huxsoll responded to Mrs. Becker's questions about replacing HVAC systems, and fire alarm control panels. Ms. Brown and PIE Director Brianna Wooten responded to Mrs. Ortiz's questions about grant funding and maintenance for the Cincinnati Peace Pavilion kiosks and signage. **Motion carried unanimously.**

Business Items

MOTION made by Mr. Wong, seconded by Mrs. Ortiz, to accept proposal from MKSK for professional services not to exceed \$160,000.00; and, authorize Township Administrator to execute all other documents necessary to effectuate the project with law director approval. Discussion: In response to Mr. Wong's question, Ms. Brown explained that this item pertains to the Union Centre Boulevard corridor study, the two phases of the study, and that it is to be completed by July 1st, allowing time for the zoning process prior to the termination of the October 16th moratorium. Mrs. Ortiz praised their proposal. **Motion carried unanimously.**

MOTION made by Mrs. Ortiz, seconded by Mr. Wong, to approve Resolution 07-2026 authorizing the acceptance of proposed agreed entry resolving the matter Board of Trustees of West Chester Township, Butler County, OH v. Union Towne Center Plaza, LLC. Discussion: None. **Motion carried unanimously.**

MOTION made by Mrs. Ortiz, seconded by Mr. Wong, to accept the following streets in Westfall Preserve Sections 1 - 4 (Section 11, Town 2, Range 2) and journalize at 25 mph, with 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 bid and approve contract with R. A. Miller Construction Company, Inc. for the 2026 Curb Replacement Program not to exceed \$767,857.20; and, authorize Township Administrator to make non-substantive changes with Law Director approval and execute said contract (CIP 1741/1932). Discussion: In response to Mrs. Becker's question, PIE Director Wooten said the spring newsletter, sent to all residents, will not which streets will be paved this year. In response to Mrs. Ortiz's question, Services Director

Huxsoll explained how storm sewer maintenance is coordinated with street paving. **Motion carried unanimously.**

MOTION made by Mr. Wong, seconded by Mrs. Ortiz, to accept bid and approve contract with Benchmark Land Management LLC for the 2026 Storm Pipe Replacement Program not to exceed \$552,400.16; and, authorize Township Administrator to make non-substantive changes with Law Director approval and execute said contract (CIP 1740/1930). Discussion: None. **Motion carried unanimously.**

MOTION made by Mr. Wong, seconded by Mrs. Ortiz, to approve Statutory Resolution 08-2026 granting Right of Entry to Butler County Water and Sewer for installation of cured-in-place pipe in existing lower trunk sewer located on Rialto Road with PID# M5610-002-000-054. Discussion: None. **Motion carried unanimously.**

MOTION made by Mrs. Ortiz, seconded by Mr. Wong, to approve Duke Energy Lighting contract for new roundabout at Cox Road and Kingsgate Way in the amount of \$12,921.63; and, authorize Township Administrator to make non-substantive changes with Law Director approval and execute said contract (CIP 2131). Discussion: In response to Mrs. Becker's question, Ms. Brown said the \$12,921.63 is a one-time expense, but the electric is a recurring, monthly \$12.40 expense. **Motion carried unanimously.**

Resolutions

There were no resolutions.

Citizen's Comments

There were no citizen's comments.

Resolutions, Emergency Readings

There were no such resolutions or emergency readings.

Discussion Items & Trustee Comments

Mr. Wong expressed appreciation for West Chester's snow removal. He also asked Ms. Brown if staff would look into complains he's received regarding Dimmick Plaza.

Mrs. Ortiz praise and related what she learned about the Boys & Girls Club of West Chester/Liberty.

Mrs. Becker noted upcoming community events.

Ms. Brown noted Chief Prinz was absent because he's receiving the accreditation for the West Chester Township Fire Department after three years of work. It's also to receive the EMS Star of Life - EMS Agency of the Year Award from Ohio Emergency Medical Services on May 20th. She concluded by saying The Square would be open for The Shamrock Shuffle Saturday.

Mr. Jones had Mrs. Ortiz to publicly acknowledge her preference with being addressed as Mrs. Ortiz rather than Dr. Ortiz so he wouldn't receive hate mail for allegedly disrespecting her as

a woman when he calls roll and addresses her as Mrs. Ortiz. He asked Ms. Brown to address Mrs. Ortiz accordingly when he's absent and she's calling roll.

Recess/ Executive Session

At 6:22 Mrs. Becker said the they would recess the Regular meeting and go into Executive Session: (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. O.R.C. 121.22(G)(2); (2) 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); (3) to consider the compensation of a public employee or official. O.R.C. 121.22(G)(1); (4) consider confidential information related to the marketing plans, specific business strategy, production techniques, trade secrets, or personal financial statements of an applicant for economic development assistance or negotiating with other political subdivisions respecting requests for economic development assistance. The information to be discussed is directly related to a request for economic development assistance that is to be provided under any of the Revised Code provisions set forth in O.R.C. 121.22(G)(8)(a), or involves public infrastructure improvements or the extension of utility services that are directly related to an economic development project. **MOTION** made by Mrs. Ortiz, seconded by Mr. Wong, to move into Executive Session based on O.R.C. 121.22(G)(8)(a). Mrs. Becker then requested that Mr. Jones conduct a roll call. All Trustees responded affirmatively to the roll call.

MOTION made by Mr. Wong, seconded by Mrs. Ortiz, to go into Executive Session for the previously stated reasons. Discussion: none. **Motion carried unanimously.** Mrs. Becker said the Board would return to adjourn the Executive Session and to resume the Regular meeting. Mrs. Becker declared the meeting in recess.

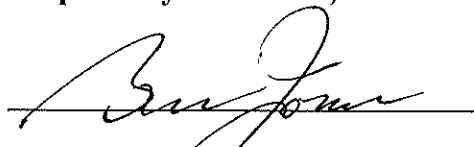
Post Executive Session/ Adjournment

MOTION made by Mrs. Ortiz, seconded by Mr. Wong, to recess Executive Session and re-enter Regular Session. Discussion: none. **Motion carried unanimously.**

Adjournment

MOTION made by Mr. Wong, seconded by Mrs. Ortiz, to adjourn the Regular meeting. Discussion: none. **Motion carried unanimously.**

Respectfully Submitted,


Bruce Jones, Fiscal Officer

Approved,


Ann Becker, Chairperson