

Record of Proceedings:

May 12, 2026

West Chester Township Board of Trustees - Regular Meeting

Convene: Chairperson Becker convened the meeting at 5:07 p.m.

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

Pledge of Allegiance: Repeated by those present.

Citizen's Comments

Paul Kriner, 6264 Airy Court, spoke on behalf of American Legion Post 681 letting everyone know they will be retiring American flags after the Memorial Day Commemoration at Brookside Cemetery.

Byron Smith, 9358 Ambleside Drive, said we should be very cautious with any proposed development including the proposed Nexus 42 development. He didn't believe the developer made a very compelling case for the property and didn't address traffic concerns.

Bruce Jones 5685 McCarthy Court, noted the gas aggregation agenda item has no limits and expressed his hope that the Trustees would thoroughly address any concerns and earn everyone's trust. He also asked for a presentation in two weeks on efforts by the township to restrict short term rentals so we wouldn't have a disruption in West Chester like the recent one in Liberty Township. He concluded by noting VRBO now lists 21 short term rentals in West Chester and Airbnb listed seven.

Presentations

Chief Rick Prinz, West Chester Township Fire Chief, thanked the Board for the Proclamation recognizing Emergency Medical Services Week. He noted improved services now available from their EMS personnel, adding that the West Chester Fire Department would receive the Ohio EMS Agency of the Year Award the following week.

Colonel Bruce Hoffbauer, West Chester Township Assistant Police Chief, thanked the Board for the Proclamation recognizing Police Memorial Week. He also said the Memorial Service that Thursday. Lastly, he noted the police officers who lost their life in the United States and Ohio. Mr. Wong observed several high-profile cases the West Chester Police Department solved this year.

Mike Huxsoll, Community Services Director, thanked the Board for the Proclamation for National Public Works Week.

Mike Huxsoll, Community Services Director gave a brief presentation on a new construction project delivery system called Construction Manager at Risk (CMR), noting its pros and cons. He said this would apply to PRUS Construction and Beckett Park if adopted that evening.

Jeff Uckotter, Community Development Director, gave a presentation on West Chester Township economic development highlights and trends.

Personnel Items

Ms. Brown introduced the Personnel Items consisting of, (1) approving 6.65% merit pool for 2026 merit performance increases with a not to exceed 6.65% individual increase for qualified non-contract exempt and non-exempt employees; and, authorize Township Administrator to enact additional 1.5% merit increase for select employees, and approve and apply merit performance increases effective the pay period closest to July 1, 2026; (2) promote Jacob Crowder to the position of System Administrator I effective June 1, 2026 at the hourly rate of \$39.97; (3) hiring Matthew Wheeler to the position of Police Officer effective May 13, 2026, at the bi-weekly salary of \$2,962.58. These were identified on the agenda as Personnel Items 6 through 8.

MOTION made by Mrs. Ortiz, to approve Personnel Items 6 through 8, seconded by Mr. Wong. Discussion: Mr. Wong received clarification as to the amount of merit increase. Mrs. Becker praised the personnel market study. Mrs. Ortiz said the competitive pay and benefits enable township employees to focus on their job. She also noted Mr. Crowder serves her PTA. Lastly, she praised Mr. Wheeler's record. The Trustees each expressed praise for the West Chester Police Department and the service performed by police officers. **Motion carried unanimously.**

Action Items – For Approval by Motion

MOTION made by Mr. Wong, seconded by Mrs. Ortiz, to approve payment of bills – April 18, 2026 through May 1, 2026. Discussion: none. **Motion carried unanimously.**

MOTION made by Mr. Wong, seconded by Mrs. Ortiz, to approve the Trustee Meeting Minutes for April 14, 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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| 11. Adm | \$49,664.72 | FBT Gibbons LLP - Legal services through March 31, 2026 (various departments) |
| 12. Comm Dev | \$34,212.00 | McClusky Chevrolet - Replace Community Development vehicle (CIP 178) May 12, 2026 |
| 13. CIT | \$43,151.64 | Dell Marketing L.P. - Purchase Microsoft 365 E3 license add-on |
| 14. CIT | \$7,670.00 | Climate Support Group LLC - Repair air conditioning unit for Township data center and Communications |
| 15. PIE | \$13,380.00 | Cerkl, Inc. - Renew marketing and digital newsletter platform subscription |
| 16. Services | \$11,771.10 | ADM Capital Venture LLC - Repair VOA Tree Grove parking lot (CIP 1463) |
| 17. Services | \$9,000.00 | Mid Miami Roofing, Inc. - Replace cemetery chapel roof and gutters, and repair siding (CIP 1870) |

MOTION made by Mr. Wong, seconded by Mrs. Ortiz, to approve payment of requisitions 11 through 17. Discussion: In response to Mr. Wong's question about item #16, Ms. Brown said this was the Buddhist tree grove and said the township owns it, not MetroParks. She clarified for Mrs. Ortiz that the parking lot at that location could not use rejuvenation funds. In response to Mrs. Ortiz's question, PIE Director Wooten said the township's newsletter is customized, noting several upcoming events. **Motion carried unanimously.**

Business Items

MOTION made by Mr. Wong, seconded by Mrs. Ortiz, to approve three-year service agreement between West Chester Township Board of Trustees and AltaFiber; and, authorize Township Administrator to make non-substantive changes with Law Director approval and execute said agreement. Discussion: None. **Motion carried unanimously.**

MOTION made by Mrs. Ortiz, seconded by Mr. Wong, to not object to a new C-1 & C-2 Liquor permit for Liberty Way Fuel LLC, 7730 Liberty Field Drive. Discussion: None. **Motion carried unanimously.**

MOTION made by Mrs. Ortiz, seconded by Mr. Wong, to appoint Mike Huxsoll as Township representative and Jim Rigsby as alternate to the Ohio-Kentucky-Indiana Regional Council of Governments (OKI) Intermodal Coordinating Committee (ICC) from July 1, 2026 through June 30, 2027. Discussion: Mrs. Becker suggested it's the ICC that does the actual work. **Motion carried unanimously.**

MOTION made by Mrs. Ortiz, seconded by Mr. Wong, to approve intergovernmental agreement between West Chester Township Board of Trustees and Butler County Engineer's Office for University Drive and Cox Lane mini roundabout project; and, authorize Township Administrator to make non-substantive changes with Law Director approval and execute said agreement. Discussion: Mrs. Ortiz said a nurse friend of hers who works at the hospital said this would be a good idea. Mrs. Becker noted this is a safety matter as there are a number of accidents at that location. **Motion carried unanimously.**

MOTION made by Mrs. Ortiz, seconded by Mr. Wong, to apply for the Ohio, Kentucky, Indiana (OKI) Regional Council of Governments STBG/CMAQ/SNK Bicycle-Pedestrian grant for extension of existing sidewalk at Chesterwood Village to Pepper Pike; and, authorize Township Administrator to accept grant if awarded. Discussion: In response to Mrs. Becker's and Mr. Wong's need for clarification, Ms. Brown said additional sidewalk connections will be required by Seven Brew and Fifth Third bank. **Motion carried unanimously.**

MOTION made by Mrs. Ortiz, seconded by Mr. Wong, to accept dedication of streets in Bel Haven journalized at 25 mph, with provision that all decorative signage and landscaping be maintained by HOA. Discussion: In response to Mr. Wong's question, Services Director Huxsoll said this matter only pertains to Bel Haven Sections One and Two. The remaining sections will come before the Board in the future. **Motion carried unanimously.**

MOTION made by Mr. Wong, seconded by Mrs. Ortiz, to accept proposal for construction manager at risk from Prus Construction Company for Beckett Park West Improvements (CIP 2120); and, authorize Township Administrator to make non-substantive changes with Law Director approval and execute said agreement. Discussion: None. **Motion carried unanimously.**

Resolutions

Mrs. Becker said this agenda item was a Second Reading of the Resolution, which Ms. Brown read after stating the Board needed to vote as a motion.

MOTION made by Mr. Wong, seconded by Mrs. Ortiz, to approve Resolution 12-2026 approving ZMA 01-26 Nexus 42. Discussion: Mr. Wong said this development has been well planned, and he's considered all of the citizens' comments. Also, any development will increase traffic. Mrs. Ortiz, referencing page 111 of the Township Zoning Resolution, cited several guidelines that she said the development does not fulfill. In response to Mr. Wong's comment that the development fulfills the conditions placed on it, Mrs. Ortiz referred back to the Zoning Resolution. Mr. Wong and Mrs. Ortiz traded comments about density. **Motion denied.** Mr. Wong voted in favor.

Ms. Brown read Resolution 14-2026 authorizing Township Administrator to enter into Natural Gas Aggregation agreement with Natural Gas Supplier as recommended by Energy Alliances, Inc., provided that the accepted aggregation rate is at or below Duke's Gas Cost at time of execution, for a period not to exceed 24 months. Aside from procedure, there were no Trustee questions or comments.

MOTION made by Mrs. Ortiz, seconded by Mr. Wong, to declare Resolution No. 14-2026 an emergency and dispense with the second reading. Discussion: none. **Motion carried unanimously.**

MOTION made by Mrs. Ortiz, seconded by Mr. Wong, to approve Resolution No. 04-2024 as read and already declared an emergency. Discussion: Mrs. Becker said Duke was setting a cap on the price and the township could negotiate a better price, which will be a good comparison as it won't include fees. She would like some promotion of our price versus the Duke price so people will see how aggregation saves them money. It was agreed the representative from Energy Alliance will attend and clarify the matter at the first June Trustee meeting. **Motion carried unanimously.**

Citizen's Comments

Darbi Boddy, 7330 Cherrywood Lane, thanked the Board for its vote to deny the Nexus 42 proposal.

James Found, 7866 Tara Drive, questioned what benefit the Nexus 42 proposal would have on surrounding properties. He said there would have been no benefit. He thanked the Board for its vote on Nexus 42.

David Sanders, 7899 Tara Drive, questioned if “net metering” would be part of the aggregation process, given the proliferation of solar power. He thanked the Board for it’s vote on Nexus 42.

Discussion Items & Trustee Comments

Mrs. Ortiz extended a belated, happy Mother’s Day. She also said why she believes Butler Tech was a wonderful tech campus.

Mr. Wong noted he attended Ms. Browns graduation Saturday when she received her J.D. degree, graduating with high honors.

Mrs. Becker noted upcoming community events. She also said she recently attended the Sheik New Year celebration. She also congratulated Ms. Brown for attaining her J.D. degree.

Ms. Brown thanked the Board for their support while she attended law school. Lastly, she spoke about processing of the numerous grants for which Services Director Huxsoll has applied.

Executive Session

MOTION made at 6:24 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:

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). Discussion: none. **Motion carried unanimously.** Mrs. Becker said the Board would return to resume the Regular meeting, though there would not be any other votes. Mrs. Becker declared the meeting in recess.

Post Executive Session

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

Adjournment

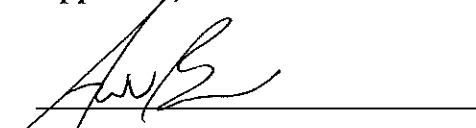
MOTION made by Mrs. Ortiz, seconded by Mr. Wong, to adjourn. Discussion: None. **Motion carried unanimously.**

Respectfully Submitted,



Bruce Jones, Fiscal Officer

Approved,



Ann Becker, Chairperson