

Record of Proceedings: March 24, 2026

West Chester Township Board of Trustees - Regular Meeting

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

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

Pledge of Allegiance: Repeated by those present.

Citizen's Comments

Bruce Jones, 5685 McCarthy Court, said Ohio Auditor Keith Faber was proposing legislation that would require elected officials to personally attend the required ethics and open meeting classes, and not use a delegate in their place as is currently permitted. He also praised the recent Naturalization Ceremony at Lakota East and our new citizens.

Presentations

Mike Huxsoll, Services Director, gave an update on the 2026 roads paving program, as well as other 2026 infrastructure improvements and their timeline

Jim Bolen, Director Butler County EMA, gave a detailed account of the BCEMA.

Personnel Items

Ms. Brown introduced the Personnel Items consisting of, (1) approving employment agreement and merit increase for Lisa D. Brown, effective the first full pay period closest to the Board of Trustees' award of the increase; (2) revising West Chester Township Employee Policy Manual. These were identified on the agenda as Personnel Items 3 and 4.

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

Discussion: None. **Motion carried unanimously.**

Action Items – For Approval by Motion

MOTION made by Mrs. Ortiz, seconded by Mr. Wong, to approve payment of bills – February 28, 2025 through March 13, 2025. Discussion: none. **Motion carried unanimously.**

MOTION made by Mrs. Ortiz, seconded by Mr. Wong, to approve the Trustee Meeting Minutes for 2/10/2026, 2/24/2026, and 3/10/2026. Discussion: none. **Motion carried unanimously.**

MOTION made by Mrs. Ortiz, seconded by Mr. Wong, to approve the Trustee Work Session Meeting Minutes for January 20, 2026 and Special Meeting Minutes for February 9, 2026.

Discussion: none. **Motion carried unanimously.**

Resolutions, Emergency Readings

Ms. Brown read Emergency Resolution 09-2026 amending the 2026 Township 2026 Permanent Appropriations. The Trustees had no questions.

MOTION made by Mrs. Ortiz, seconded by Mr. Wong, to declare Resolution No. 09-2026 an emergency and dispense with the second reading. Discussion: none. **Motion carried unanimously.**

MOTION made by Mr. Wong, seconded by Mrs. Ortiz, to approve Resolution No. 09-2026 as read and already declared an emergency. 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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|--------------|--------------|--|
| 08. Adm | \$52,036.00 | Kings Ford, Inc. - Replace vehicle for Township Administrator (CIP 2108) |
| 09. Adm | \$35,423.30 | Butler County Emergency Management Agency – Submit 2026 annual fee for operational services |
| 10. Fire | \$73,808.94 | Bound Tree Medical LLC - Purchase annual EMS supplies for emergency runs |
| 11. Fire | \$39,474.75 | Penn Care, Inc. - Purchase annual EMS supplies for emergency runs |
| 12. Fire | \$11,720.00 | Teleflex LLC - Purchase annual EMS supplies for emergency runs March 24, 2026 |
| 13. Fire | \$38,099.00 | ZSR Contracting and Restoration, Inc. - Repair Station 72 walls and install a weeping system (CIP 2085) |
| 14. Fire | \$21,576.00 | Butler Tech & Career Dev Schools - Purchase paramedic school tuition for six firefighters |
| 15. Fire | \$8,599.14 | Vogelpohl Fire Equipment, Inc. - Purchase 21 fire helmets (CIP 1790) |
| 16. Police | \$14,500.00 | Vohne Liche Kennels - Purchase one dual purpose canine (CIP 1585) |
| 17. PIE | \$30,000.00 | Outdoor Image LLC - Purchase streetlight banners for Union Centre Boulevard area (CIP 1824) |
| 18. Services | \$510,000.00 | Sports Facility Company - Pay operational expenses for West Chester Baseball Complex |
| 19. Services | \$250,000.00 | Sports Facility Company - Pay capital equipment expenses for West Chester Baseball Complex (CIP 2056) |
| 20. Services | \$112,937.00 | Pavement Technology, Inc. - Rejuvenate pavement on asphalt roads (CIP 1738/1739) |
| 21. Services | \$95,756.69 | Strawser Construction, Inc. - Apply crack sealing of township roads (CIP 1738) |
| 22. Services | \$64,380.00 | Precision Mulching, Inc. - Purchase and installation of mulch for various Township landscape areas and roundabouts |
| 23. Services | \$55,495.00 | Butler County Engineer's Office - Reimburse right-of-way acquisition, tree and shrub clearing on behalf of West Chester Township |
| 24. Services | \$46,024.62 | RFS Lawn and Landscape - Maintain infield landscaping areas at I-75 Union Centre Boulevard DDI |

25. Services \$16,000.00 All Claims Repairs LLC - Renovate Community Services office area (CIP 2136)

MOTION made by Mrs. Ortiz, seconded by Mr. Wong, to approve payment of requisitions 8 through 25. Discussion: In response to Mrs. Ortiz's question regarding Item #16, Chief Rebholz explained how a dog will be trained, for eight weeks. Mrs. Becker said she was pleased with progress on the baseball complex, Items #18 and 19, as was Mrs. Ortiz. Mr. Wong stated he would be overseeing progress. **Motion carried unanimously.**

Business Items

MOTION made by Mrs. Becker, seconded by Mrs. Ortiz, to not object to a D5 and D5I liquor permit for Liverty25, LLC dba El Rancho Grande 8350 Liberty Way, Suite L. 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 Rozzi, Inc. for presentation of Fourth of July fireworks not to exceed \$22,000.00; and authorize Township Administrator to make non-substantive changes with Law Director approval and execute said contract. Discussion: Mrs. Brown noted July 5th would be a rain date, and the cost is only \$2,000 higher than in the past. **Motion carried unanimously.**

MOTION made by Mrs. Ortiz, seconded by Mr. Wong, to advertise Request for Proposals for design/build contractor for installation of EV charging systems at 3 locations in West Chester Township (CIP 2049/ 2059/2143). Discussion: Mrs. Brown said the stations would be located at the library, Township Administration building, and the Safety Services Center, and would be fully paid by a grant from the OKI. **Motion carried unanimously.**

MOTION made by Mrs. Ortiz, seconded by Mr. Wong, to advertise Request for Proposals for engineering consultant for West Chester Township 2026 facility assessment project. Discussion: Ms. Brown said all township facilities would be assessed and a maintenance schedule created. **Motion carried unanimously.**

MOTION made by Mrs. Ortiz, seconded by Mr. Wong, to authorize Butler County Engineer's Office to enter into agreement with Barrett Paving on behalf of West Chester Township for the Dimmick Road and McCauley Road single-lane roundabout project (CIP 1978). Discussion: Mr. Huxsoll said preliminary construction has begun, but the round-a-bout will be constructed once school is out. **Motion carried unanimously.**

MOTION made by Mrs. Ortiz, seconded by Mr. Wong, to approve the Duke Energy Lighting for new roundabout at Dimmick Road and McCauley Road in the amount of \$37,068.77; and authorize Township Administrator to make non-substantive changes with Law Director approval and execute said agreement (CIP 1978). Discussion: None. **Motion carried unanimously.**

Resolutions

Ms. Brown read Emergency Resolution 10-2026 accepting the material terms of the OneOhio subdivision settlement and authorize the Township Administrator to execute the Participation Agreement for the OneOhio Subdivision Settlement with Associated Pharmacies, Inc. (and American Associated Pharmacies); J M Smith Corporation; Louisiana Wholesale Drug Company, Inc.; Morris and Dickson Co.; North Carolina Mutual Wholesale Drug Company, Inc.; and United Natural Foods, Inc. (including its subsidiaries SuperValu and Advantage Logistics) (“Settling Pharmacies”) pursuant to the OneOhio Memorandum of Understanding and consistent with the terms of the July 21, 2021 National Opioid Settlement Agreement, and declaring an emergency and dispensing with the second reading. The Trustees had no questions or need for clarification.

MOTION made by Mr. Wong, seconded by Mrs. Ortiz, to declare Resolution No. 10-2026 an emergency and dispense with the second reading. Discussion: none. **Motion carried unanimously.**

Citizen’s Comments

There were no citizen’s comments.

Resolutions, Emergency Readings

MOTION made by Mrs. Ortiz, seconded by Mr. Wong, to approve Resolution No. 10-2026 as read and already declared an emergency. Discussion: In response to Mrs. Becker’s question, Ms. Brown said the opiate settlement funding has been allocated to first responder mental health services and various other mental health projects throughout the township. **Motion carried unanimously.**

MOTION made by Mr. Wong, seconded by Mrs. Ortiz, to declare Resolution No. 10-2026 an emergency and dispense with the second reading. Discussion: none. **Motion carried unanimously.**

MOTION made by Mrs. Ortiz Mr. Wong, seconded by Mrs. Ortiz Mr. Wong, to approve Resolution No. 10-2026 as read and already declared an emergency. Discussion: none. **Motion carried unanimously.**

Discussion Items & Trustee Comments

Mr. Wong, referencing Mr. Jones’s earlier comments, said he took the oath of citizenship 50 years ago and his speech was most fulfilling when he was the Naturalization Ceremony speaker last year.

Mrs. Ortiz, referencing the requisitions that evening, commented how taxpayers were getting their “bang for their buck” for township spending, praising the due diligence of staff. She said they now need to consider West Chester resident’s wants. Mr. Wong and Mrs. Becker concurred. Ms. Brown responded to trustee comments about the progress of The Square revitalization.

Mrs. Becker said she and Mrs. Ortiz attended the Butler Tech ceremony in Middletown for their aviation program, noting progress at Butler Tech.
Ms. Brown thanked the trustees for their continued confidence and trust.

MOTION made by Mrs. Becker, seconded by Mrs. Ortiz, to recess the March 24, 2026 Regular meeting. Discussion: none. **Motion carried unanimously.** Mrs. Becker declared the meeting in recess.

Public Hearing

Thereupon Mr. Becker declared open the Public Hearing for Resolution Authorizing a “No Parking Zone” restricting vehicle parking, at any time along the north and south side of East Provident Drive, including entire dead end in West Chester Township, Butler County, Ohio.

Staff report: Captain Seth Hagaman presented the staff report, including a PowerPoint presentation, noting complaints about semi-tractors and/or trailers parking/dumping on East Provident Drive had been registered by Prologis. He responded to a trustee question.

Mrs. Becker then asked for comments as follows:

Proponent Comments: none.

Opponent Comments: none.

Neutral Comments: none.

None of the trustees expressed a need for clarification. The matter is to be voted on at the next trustee meeting.

MOTION made by Mr. Wong, seconded by Mrs. Ortiz, to close the Public Hearing. Discussion: none. **Motion carried unanimously.**

Mrs. Becker declared the Public Hearing closed.

MOTION made by Mrs. Ortiz, seconded by Mr. Wong, to resume the March 24, 2026 Regular meeting. Discussion: none. **Motion carried unanimously.**

MOTION made 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 compensation of a public employee or official. O.R.C. 121.22(G)(1).

Discussion: none. **Motion carried unanimously.** Mrs. Becker had said the Board would return to adjourn the Executive Session and to resume the Regular meeting. Mrs. Becker declared the meeting in recess.

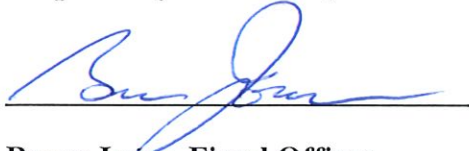
Post Executive Session/ Adjournment

MOTION made by Mrs. Ortiz to recess 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 the March 24, 2026 Regular meeting. Discussion: none. **Motion carried unanimously.**

Respectfully Submitted,



Bruce Jones, Fiscal Officer

Approved,



Ann Becker, Chairperson