

The Fairfield Township Trustees held a Regular Trustee Meeting Tuesday, June 9, 2009 at the Administration Building, 6032 Morris Road, Hamilton, OH 45011, for the purpose of conducting Township business. Meeting was called to order by Mr. Sutton, President of Board, at 7:05 p.m.

ROLL CALL

Mr. Sutton	Present
Mr. Scharnhorst	Present
Mr. Morgan	Present

PLEDGE OF ALLEGIANCE was honored.

Motion made by Mr. Sutton, second by Mr. Scharnhorst to go to Executive Session at the end of the meeting to discuss personnel compensation and update on discipline as per O.R.C. 121.22(g1). All in favor.

ROLL CALL VOTE

Mr. Sutton	Yes
Mr. Scharnhorst	Yes
Mr. Morgan	Yes

Motion made by Mr. Sutton, second by Mr. Scharnhorst to suspend the reading of the Minutes from the Regular Trustee Meeting and Work Session of April 22, 2009. All in favor.

Motion made by Mr. Sutton, second by Mr. Scharnhorst to approve the Minutes from the Regular Trustee Meeting and Work Session of April 22, 2009. All in favor.

Motion made by Mr. Morgan, second by Mr. Scharnhorst to pay bills. All in favor.

FISCAL OFFICERS REPORT

Nancy Bock stated that per the Bank Reconciliation of May 31, 2009 the balances as presented to the Trustees are as follows:

Primary Checking	\$3,906,157.35
Investment Balance	\$9,015,784.36
TOTAL	\$12,921,941.36

Nancy also stated that we received a little over \$103,000 in Estate Tax. She was quite surprised because we had not received any prior notification that we would be receiving any.

Motion made by Mr. Sutton, second by Mr. Scharnhorst to set a Budget Hearing for July 14, 2009 at 6:45 p.m. All in favor.

RESOLUTIONS

RESOLUTION TO HIRE TREVOR KERR TO THE POSITION OF PART-TIME FIREFIGHTER/EMT #09-103

Resolution to appoint Trevor Kerr as Volunteer/Part-time Firefighter/EMT, effective hire date June 9, 2009, at the rate of \$10.97/hour, with a 12 month probationary period, dispensing with the second reading and declaring an emergency. Motion made by Mr.

Scharnhorst, second by Mr. Morgan to dispense with the second reading. All in favor. Motion made by Mr. Scharnhorst, second by Mr. Morgan to declare an emergency. All in favor. Motion made by Mr. Scharnhorst, second by Mr. Morgan, to adopt Resolution #09-103. Dave Downie stated that he is a firefighter/EMT and is a resident of Fairfield Township.

YES – Mr. Sutton, Mr. Morgan, Mr. Scharnhorst

RESOLUTION TO HIRE PRISCILLA CARPENTER TO THE POSITION OF PART-TIME FIREFIGHTER/EMT #09-104

Resolution to appoint Priscilla Carpenter as Volunteer/Part-time Firefighter/EMT, effective hire date June 9, 2009, at the rate of \$10.97/hour, with a 12 month probationary period, dispensing with the second reading and declaring an emergency. Motion made by Mr. Morgan, second by Mr. Scharnhorst to dispense with the second reading. All in favor. Motion made by Mr. Morgan, second by Mr. Scharnhorst to declare an emergency. All in favor. Motion made by Mr. Morgan, second by Mr. Scharnhorst, to adopt Resolution #09-104. Dave Downie stated that she has an Associate Degree from Cincinnati State.

YES – Mr. Sutton, Mr. Morgan, Mr. Scharnhorst

RESOLUTION TO HIRE CHRISTOPHER MEADOR TO THE POSITION OF PART-TIME FIREFIGHTER/EMT #09-105

Resolution to appoint Christopher Meador as Volunteer/Part-time Firefighter/EMT, effective hire date June 9, 2009, at the rate of \$10.97/hour, with a 12 month probationary period, dispensing with the second reading and declaring an emergency. Motion made by Mr. Scharnhorst, second by Mr. Morgan to dispense with the second reading. All in favor. Motion made by Mr. Morgan, second by Mr. Scharnhorst to declare an emergency. All in favor. Motion made by Mr. Morgan, second by Mr. Scharnhorst, to adopt Resolution #09-105. Dave Downie stated that he works part time with the City of Oxford and volunteers for Milford Township.

YES – Mr. Sutton, Mr. Morgan, Mr. Scharnhorst

RESOLUTION TO HIRE BRADLEY PETERS TO THE POSITION OF PART-TIME FIREFIGHTER/EMT #09-106

Resolution to appoint Bradley Peters as Volunteer/Part-time Firefighter/EMT, effective hire date June 9, 2009, at the rate of \$10.97/hour, with a 12 month probationary period, dispensing with the second reading and declaring an emergency. Motion made by Mr. Scharnhorst, second by Mr. Morgan to dispense with the second reading. All in favor. Motion made by Mr. Scharnhorst, second by Mr. Morgan to declare an emergency. All in favor. Motion made by Mr. Scharnhorst, second by Mr. Morgan, to adopt Resolution #09-103. Dave Downie stated that he works part time for the City of Fairfield and the City of Trenton.

YES – Mr. Sutton, Mr. Morgan, Mr. Scharnhorst

RESOLUTION AUTHORIZING TRAVEL TO PELC TRAINING PROGRAM FOR POLICE SERGEANT JAMES SOUHRADA #09-107

Resolution authorizing travel for Sergeant James Souhrada to attend the Police Executive Leadership College (PELC), at a total cost not to exceed \$2,500.00, dispensing with the second reading and declaring an emergency. Motion made by Mr. Morgan, second by Mr. Scharnhorst to dispense with the second reading. All in favor. Motion made by Mr. Morgan, second by Mr. Scharnhorst to declare an emergency. All in favor. Motion made by Mr. Morgan, second by Mr. Scharnhorst, to adopt Resolution #09-107. Chief St. John stated that this is a 3 week course. One week is held in September, one in October and one in December. It is put on by the Ohio Association of Chiefs of Police. I have attended this program and am pleased that one of my Sergeants wants to further his career and knowledge.

YES – Mr. Sutton, Mr. Morgan, Mr. Scharnhorst

RESOLUTION AUTHORIZING TRAVEL TO GREAT TRAINING PROGRAM FOR POLICE SERGEANT VERNON SHOBE #09-108

Resolution authorizing travel for Sergeant Vernon Shobe to attend Gang Resistance Education and Training (GREAT), at a total cost not to exceed \$400.00, dispensing with the second reading and declaring an emergency. Motion made by Mr. Morgan, second by Mr. Scharnhorst to dispense with the second reading. All in favor. Motion made by Mr. Morgan, second by Mr. Scharnhorst to declare an emergency. All in favor. Motion made by Mr. Morgan, second by Mr. Scharnhorst, to adopt Resolution #09-108. Chief St. John stated that Sergeant Shobe was approved to go to this last year, but the course was canceled. It is federally funded so we will pay only for lodging.

YES – Mr. Sutton, Mr. Morgan, Mr. Scharnhorst

RESOLUTION AUTHORIZING TRAVEL TO STEP TRAINING PROGRAM FOR POLICE OFFICER ROB JUDY #09-109

Resolution authorizing travel for Police Officer Rob Judy to attend Supervisor Training and Education Program (STEP), at a total cost not to exceed \$2,700.00, dispensing with the second reading and declaring an emergency. Motion made by Mr. Scharnhorst, second by Mr. Morgan to dispense with the second reading. All in favor. Motion made by Mr. Scharnhorst, second by Mr. Morgan to declare an emergency. All in favor. Motion made by Mr. Scharnhorst, second by Mr. Morgan, to adopt Resolution #09-109. Chief St. John stated that this would provide supervisor training for Officer Judy. He is the evening shift Officer in Charge when the Sergeant is off. We have sent all of our Sergeants to this program, and it is his plan to send all Officers' In Charge through this program as well.

YES – Mr. Sutton, Mr. Morgan, Mr. Scharnhorst

RESOLUTION TO PURCHASE SRT BALLISTIC VESTS FOR POLICE DEPARTMENT #09-110

Resolution approving purchase of ballistic vests for the Fairfield Township Police Office members of the Butler County SRT Team from Force One, LLC, for a total cost of \$3,940.00, dispensing with the second reading and declaring an emergency. Motion made by Mr. Morgan, second by Mr. Scharnhorst to dispense with the second reading. All in favor. Motion made by Mr. Morgan, second by Mr. Scharnhorst to declare an emergency. All in favor. Motion made by Mr. Morgan, second by Mr. Scharnhorst, to adopt Resolution #09-110. Chief St. John stated that this is for 4 sets, but they are actually full body armor with ballistic panels that come down around the waist. Our Bulletproof Vest Grant will reimburse us at least \$1450 toward the four sets.

YES – Mr. Sutton, Mr. Morgan, Mr. Scharnhorst

RESOLUTION ESTABLISHING FUND NO. 2261 (LAW ENFORCEMENT TRUST FUND) #09-111

Resolution establishing Fund No. 2261 as Law Enforcement Trust Fund, dispensing with the second reading and declaring an emergency. Motion made by Mr. Scharnhorst, second by Mr. Morgan to dispense with the second reading. All in favor. Motion made by Mr. Scharnhorst, second by Mr. Morgan to declare an emergency. All in favor. Motion made by Mr. Scharnhorst, second by Mr. Morgan, to adopt Resolution #09-111. Nancy Bock stated that this is a fund that we have never used before, but it is a program that we will have to establish some policies on. Chief St. John stated that several months ago we talked about assigning an officer to the Sheriff's Dept. Drug Vice Unit. The team has been renamed the BURN Unit (Butler County Regional Narcotics Unit). We received our share (almost \$9,400.00) of forfeiture funds from some of the successful work of this unit. When there is an auction we will receive more from this unit. Our Law Director is working on coming up with a Memorandum of Understanding to determine how the funds will be divided. According to Ohio law, one there is a Memorandum of Understanding, we will need to come up with policies to address how we account for the money which comes in and what we are going to do with it. I still feel that this unit will pay for itself when it is all said and done.

YES – Mr. Sutton, Mr. Morgan, Mr. Scharnhorst

RESOLUTION AUTHORIZING ADMINISTRATOR TO ENTER INTO AGREEMENT WITH BUTLER COUNTY FOR RADIO SYSTEM PARTICIPATION #09-112

Resolution approving 800 MHz Radio System participation agreement with the Butler County Board of Commissioners, dispensing with the second reading and declaring an emergency. Motion made by Mr. Morgan, second by Mr. Scharnhorst to dispense with the second reading. All in favor. Motion made by Mr. Morgan, second by Mr. Scharnhorst to declare an emergency. All in favor. Motion made by Mr. Morgan, second by Mr. Scharnhorst, to adopt Resolution #09-112. Mike Rahall stated that this resolution authorizes us to enter the contract, there are still bugs to work out in terms of the number of radios, but this is to enter the agreement. Nancy Bock asked if this will include the repairs on the radios. Mark Sutton stated there is articles concerning whether or not the sales tax increase for this radio system will pay for the maintenance of the system. It appears that each entity may have to pay for their own repairs. Chief St. John stated that at the last user group meeting it was clarified that the system itself will be maintained by the County. The radios we have are all we will be responsible to maintain. There is a 2 year warranty on the radios, which is better than what we have now.

YES – Mr. Sutton, Mr. Morgan, Mr. Scharnhorst

RESOLUTION TO RESSCIND RESOLUTION NO. 09-100, DECLARING A ZONING VIOLATION ON PROPERTY ADDRESS OF 2552 URMSTON AVENUE #09-113

Resolution to rescind Resolution No. 09-100, a resolution declaring junk vehicle (blue Pontiac Grand Am) on property address 2552 Urmston Avenue (Paul & Kathy Kyde) a statutory violation and authorizing the Zoning Inspector to send notice to the property owner and lien holders ordering removal, dispensing with the second reading and declaring an emergency. Motion by Mr. Morgan, second by Mr. Scharnhorst to dispense with the second reading. All in favor. Motion by Mr. Morgan, second by Mr. Scharnhorst to declare an emergency. All in favor. Motion by Mr. Morgan, second by Mr. Scharnhorst, to adopt Resolution #09-113. Mike Rahall stated that it is being rescinded because there was a clerical error concerning the type of vehicle involved. We will pass the next resolution with the correction made.

YES – Mr. Sutton, Mr. Morgan, Mr. Scharnhorst

RESOLUTION DECLARING A ZONING VIOLATION ON PROPERTY ADDRESS 2552 URMSTON AVENUE #09-114

Resolution declaring junk vehicle – (Blue Pontiac Grand Am) on property address 2552 Urmston Avenue (Paul & Kathy Kyde), a statutory violation and authorizing the Zoning Inspector to send notice to the property owner and lien holders ordering removal, dispensing with the second reading and declaring an emergency. Motion made by Mr. Morgan, second by Mr. Scharnhorst to dispense with the second reading. All in favor. Motion made by Mr. Morgan, second by Mr. Scharnhorst to declare an emergency. All in favor. Motion made by Mr. Morgan, second by Mr. Scharnhorst, to adopt Resolution #09-114. Mike Rahall stated that the first resolution had a different description in the body of the resolution, so it was corrected on this resolution.

YES – Mr. Sutton, Mr. Morgan, Mr. Scharnhorst

RESOLUTION DECLARING A NUISANCE ON PROPERTY ADDRESS 2020 MILTON STREET #09-115

Resolution declaring debris on property address 2020 Milton Street Parcel ID's #A0300-037.000-083, -084, -200 (Michael Luciano) a nuisance and authorizing the Zoning Inspector to send notice to the property owner and lien holders ordering removal, dispensing with the second reading and declaring an emergency. Motion made by Mr. Scharnhorst, second by Mr. Morgan to dispense with the second reading. All in favor. Motion made by Mr. Scharnhorst, second by Mr. Morgan to declare an emergency. All in favor. Motion made by Mr. Scharnhorst, second by Mr. Morgan, to adopt Resolution #09-115. No discussion from the Board or Public.

YES – Mr. Sutton, Mr. Morgan, Mr. Scharnhorst

RESOLUTION DECLARING A NUISANCE ON PROPERTY ADDRESS 2734
HAMILTON MASON ROAD #09-116

Resolution declaring high vegetation on property address 2734 Hamilton Mason Road (Steven Graves) a nuisance and authorizing the Zoning Inspector to send notice to the property owner and lien holders ordering removal, dispensing with the second reading and declaring an emergency. Motion made by Mr. Morgan, second by Mr. Scharnhorst to dispense with the second reading. All in favor. Motion made by Mr. Morgan, second by Mr. Scharnhorst to declare an emergency. All in favor. Motion made by Mr. Morgan, second by Mr. Scharnhorst, to adopt Resolution #09-116. No discussion from the Board or Public.

YES – Mr. Sutton, Mr. Morgan, Mr. Scharnhorst

RESOLUTION DECLARING A NUISANCE ON PROPERTY ADDRESS 3962
ASHVIEW DRIVE #09-117

Resolution declaring high vegetation on property address 3962 Ashview Place (Stacie & Peter Griffin) a nuisance and authorizing the Zoning Inspector to send notice to the property owner and lien holders ordering removal, dispensing with the second reading and declaring an emergency. Motion made by Mr. Morgan, second by Mr. Scharnhorst to dispense with the second reading. All in favor. Motion made by Mr. Morgan, second by Mr. Scharnhorst to declare an emergency. All in favor. Motion made by Mr. Morgan, second by Mr. Scharnhorst, to adopt Resolution #09-117. No discussion from the Board or Public.

YES – Mr. Sutton, Mr. Morgan, Mr. Scharnhorst

RESOLUTION DECLARING A NUISANCE ON PROPERTY ADDRESS 5539
ECHO SPRINGS DRIVE #09-118

Resolution declaring high vegetation on property address 5539 Echo Springs Drive (Darren Petty) a nuisance and authorizing the Zoning Inspector to send notice to the property owner and lien holders ordering removal, dispensing with the second reading and declaring an emergency. Motion made by Mr. Morgan, second by Mr. Scharnhorst to dispense with the second reading. All in favor. Motion made by Mr. Morgan, second by Mr. Scharnhorst to declare an emergency. All in favor. Motion made by Mr. Morgan, second by Mr. Scharnhorst, to adopt Resolution #09-118. No discussion from the Board or Public.

YES – Mr. Sutton, Mr. Morgan, Mr. Scharnhorst

Motion made by Mr. Sutton, second by Mr. Morgan to add a Resolution for the Administrator to enter into a contract with LNE Group and a Resolution for the Administrator to enter into a contract with Tri-Health for an EAP. All in favor.

RESOLUTION AUTHORIZING THE ADMINISTRATOR TO ENTER INTO A
CONTRACT WITH LNE GROUP FOR GRANT WRITING SERVICES FOR FIRE
STATION TWO #09-119

Resolution authorizing the Administrator to enter into a contract with LNE Group for grant writing services for Fairfield Township's new Fire Station Two, as attached, to be paid from Fund #1000 (General Fund), dispensing with the second reading and declaring an emergency. Motion made by Mr. Morgan, second by Mr. Sutton to dispense with the second reading. All in favor. Motion made by Mr. Morgan, second by Mr. Sutton to declare an emergency. All in favor. Motion made by Mr. Morgan, second by Mr. Sutton, to adopt Resolution #09-119. Mark Sutton stated that the Homeland Security Department is making available \$210 million in grants to renovate or build firehouses. This resolution is to go into a contract with a company to write the application for this grant. There is a lot of paperwork involved and applications are due by July 10.

YES – Mr. Sutton, Mr. Morgan, Mr. Scharnhorst

RESOLUTION AUTHORIZING THE ADMINISTRATOR TO ENTER INTO A CONTRACT WITH TRI-HEALTH FOR EAP EMPLOYEE ASSISTANCE SERVICES #09-120

Resolution authorizing the Administrator to enter into a contract with Tri-Health for EAP Employee Assistance Services for all Township part-time employees, cost as attached, dispensing with the second reading and declaring an emergency. Motion made by Mr. Morgan, second by Mr. Scharnhorst to dispense with the second reading. All in favor. Motion made by Mr. Morgan, second by Mr. Scharnhorst to declare an emergency. All in favor. Motion made by Mr. Morgan, second by Mr. Scharnhorst, to adopt Resolution #09-120. Nancy Bock asked what department would pay for this. Mark Sutton stated that it would be paid by each fund for the employees in that department. Mike Rahall stated that the contract is based on a per person situation, so that would make sense to handle by department.

YES – Mr. Sutton, Mr. Morgan, Mr. Scharnhorst

Motion made by Mr. Sutton, second by Mr. Morgan to have Metal Panel Systems prepare the specs and drawings for the roof replacement for Fire Station 1 so the specs can be put out to bid. All in favor.

Mark Sutton stated that we received a memo from Gerald Noe Architecture. This is pertaining to the generator. The County Building Department is requiring an architectural drawing for the exterior door that is going in.

Motion made by Mr. Sutton, second by Mr. Scharnhorst for Administrator to enter into contract with Gerald Noe Architecture for \$1500.00. All in favor.

PUBLIC COMMENTS

Charlett Coggin, 4891 Jerri Terrace, spoke about community needs. She spoke as an advocate for the Fairfield Township Community. She believes that Fairfield Township can be a place where people want to live.

Items that she discussed:

1. Vision Plan (Comprehensive Plan that has been discussed is to include 10 members representing various areas of the Township, she feels that residents should be represented in that committee as well: singles, families, and senior adults)
2. Parks – there was a Grant opportunity missed (LWCF Grant) after the grant which we did apply for. That grant was a 50% match. Most of the work needed through the missed grant was done for the Natureworks grant. Unfortunately the parks committee was dissolved before this grant opportunity was missed. She wanted to know what has happened to the park committee, what is being done for future grant opportunities, and what is the status of the grant that was applied for. She has a Girl Scout who is working to put in a dog park, and needs to know who to match the girl up to so we can take advantage of that opportunity.
3. Newsletter – she appreciates the attempt to communicate with the residents, but has some concerns concerning the Spring Newsletter. The articles were outdated and should have been listed as a Summer Newsletter. She was concerned about the cost of the glossy paper and the lack of its earth-friendliness. She feels that rather than mass-mailings, maybe the Township should consider putting the newsletter out on the website as a PDF and offering an option to those who choose to have a mailing on demand.
4. Establishing a community calendar was another topic she addressed concerning the need for community events for people to come together and identify as a community.

See attached transcription for further public comments.

Mark Sutton stated that the Zoning Appeals Board will meet Monday, June 22 at 7:00 p.m. Our next regular scheduled Trustees Meeting is Tuesday June 23, 2009; there will be a Work Session at 6:00 p.m.

Motion made by Mr. Sutton, second by Mr. Scharnhorst to adjourn to Executive Session at 8:10 p.m. All in favor.

Trustees reconvened at 9:12 p.m.

ROLL CALL

Mr. Sutton	Present
Mr. Scharnhorst	Present
Mr. Morgan	Present

Motion made by Mr. Sutton, second by Mr. Morgan to add a Resolution to approve a pay increase for non-probationary full and part time employees. All in favor.

RESOLUTION TO APPROVE A PAY INCREASE FOR NON-PROBATIONARY AND OTHER FULL-TIME AND PART-TIME EMPLOYEES #09-121

Resolution to approve a pay increase for non-probationary and other full-time and part-time employees as specified on the attached list, effective May 30, 2009, dispensing with the second reading and declaring an emergency. Motion made by Mr. Morgan, second by Mr. Scharnhorst to dispense with the second reading. All in favor. Motion made by Mr. Morgan, second by Mr. Scharnhorst to declare an emergency. All in favor. Motion made by Mr. Morgan, second by Mr. Scharnhorst, to adopt Resolution #09-121. No discussion from the Board or Public.

YES – Mr. Sutton, Mr. Morgan, Mr. Scharnhorst

Motion made by Mr. Sutton, second by Mr. Morgan to adjourn at 9:15 p.m. All in favor.

Minutes submitted by:

Nancy A. Bock, Fiscal Officer

Mark Sutton, President

Steve Morgan, Vice-President

Terry Scharnhorst, Trustee