

**RECORD OF PROCEEDINGS
REGULAR TRUSTEE MEETING HELD MARCH 14, 2023**

The Fairfield Township Trustees held a Regular Trustee Meeting Tuesday, March 14, 2023, at the Administration Building, 6032 Morris Road, Fairfield Township, OH 45011, for conducting Township business. Meeting was called to order by Mr. Berding at 7:09 PM.

ROLL CALL

Trustee Chairperson, Michael Berding	Present
Trustee Vice Chairperson, Shannon Hartkemeyer	Present
Trustee, Joe McAbee	Present

PRESENTATIONS

RESOLUTION AUTHORIZING THE APPOINTMENT OF FULL-TIME POLICE OFFICER BRENDAN F. POTTORF WHO IS CERTIFIED BY OHIO PEACE OFFICERS TRAINING COUNCIL, AT AN HOURLY RATE OF \$27.02 PER HOUR WITH A 12-MONTH PROBATIONARY PERIOD #23-35

Resolution authorizing the appointment of full-time Police Officer Brendan F. Pottorf who is certified by Ohio Peace Officers Training Council, at an hourly rate of \$27.02 per hour with a 12-month probationary period.

Motion made by Mr. McAbee, second by Mrs. Hartkemeyer to adopt Resolution #23-35.

YES – Mr. Berding, Mrs. Hartkemeyer, Mr. McAbee

RESOLUTION AUTHORIZING THE APPOINTMENT OF FULL-TIME POLICE OFFICER DAVID J. CALDWELL WHO IS CERTIFIED BY OHIO PEACE OFFICERS TRAINING COUNCIL, AT AN HOURLY RATE OF \$27.02 PER HOUR WITH A 12-MONTH PROBATIONARY PERIOD #23-36

Resolution authorizing the appointment of full-time Police Officer David J. Caldwell who is certified by Ohio Peace Officers Training Council, at an hourly rate of \$27.02 per hour with a 12-month probationary period.

Motion made by Mr. McAbee, second by Mrs. Hartkemeyer to adopt Resolution #23-36.

YES – Mr. Berding, Mrs. Hartkemeyer, Mr. McAbee

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RESOLUTION AUTHORIZING THE APPOINTMENT OF FULL-TIME
FIREFIGHTER PARAMEDIC, IAN SCHOMAKER TO THE FAIRFIELD
TOWNSHIP FIRE DEPARTMENT, AT AN HOURLY RATE OF \$19.25 ON A 24/48
SHIFT WITH A 6-MONTH PROBATIONARY PERIOD #23-37

Resolution authorizing the appointment of full-time Firefighter Paramedic, Ian Schomaker to the Fairfield Township Fire Department, at an hourly rate of \$19.25 on a 24/48 shift with a 6-month probationary period.

Motion made by Mr. McAbee, second by Mrs. Hartkemeyer to adopt Resolution #23-37.

YES – Mr. Berding, Mrs. Hartkemeyer, Mr. McAbee

RESOLUTION AUTHORIZING THE APPOINTMENT OF FULL-TIME
FIREFIGHTER EMT JASON AGOSTON TO THE FAIRFIELD TOWNSHIP FIRE
DEPARTMENT AT AN HOURLY RATE OF \$18.25 ON A 24/48 SHIFT WITH A 6-
MONTH PROBATIONARY PERIOD #23-38

Resolution authorizing the appointment of full-time Firefighter EMT Jason Agoston to the Fairfield Township Fire Department at an hourly rate of \$18.25 on a 24/48 shift with a 6-month probationary period.

Motion made by Mr. McAbee, second by Mrs. Hartkemeyer to adopt Resolution #23-38.

YES – Mr. Berding, Mrs. Hartkemeyer, Mr. McAbee

RESOLUTION AUTHORIZING THE APPOINTMENT OF FULL-TIME
FIREFIGHTER EMT, STEVEN KRAEMER TO THE FAIRFIELD TOWNSHIP FIRE
DEPARTMENT, AT AN HOURLY RATE OF \$18.25 ON A 24/48 SHIFT WITH A 6-
MONTH PROBATIONARY PERIOD #23-39

Resolution authorizing the appointment of Full-Time Firefighter EMT, Steven Kraemer to the Fairfield Township Fire Department, at an hourly rate of \$18.25 on a 24/48 shift with a 6-month probationary period.

Motion made by Mr. McAbee, second by Mrs. Hartkemeyer to adopt Resolution #23-39.

YES – Mr. Berding, Mrs. Hartkemeyer, Mr. McAbee

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RESOLUTION AUTHORIZING THE APPOINTMENT OF FULL-TIME
FIREFIGHTER EMT, LARRY REYNOLDS TO THE FAIRFIELD TOWNSHIP FIRE
DEPARTMENT, AT AN HOURLY RATE OF \$18.25 ON A 24/48 SHIFT WITH A 6-
MONTH PROBATIONARY PERIOD #23-40

Resolution authorizing the appointment of full-time Firefighter EMT, Larry Reynolds to the Fairfield Township Fire Department, at an hourly rate of \$18.25 on a 24/48 shift with a 6-month probationary period.

Motion made by Mr. McAbee, second by Mrs. Hartkemeyer to adopt Resolution #23-39.

YES – Mr. Berding, Mrs. Hartkemeyer, Mr. McAbee

PUBLIC HEARING

Case No. FTZC23-1C Text Amendment of the Fairfield Township Zoning Resolution initiated by the Fairfield Township Trustees.

Motion made by Mrs. Hartkemeyer, second by Mr. McAbee to open public hearing regarding the approval of FTZC23-1C for the text amendment of the Fairfield Township Zoning Resolution.

All in favor.

• **PRESENTATION REGARDING THE TEXT AMENDMENT – Chuck Goins**

Background

Under the direction of the Fairfield Township Board of Trustees, in Resolution No. 23-18, the Fairfield Township Zoning Department has initiated the amendment process of the Fairfield Township Zoning Resolution. Prior to Resolution 23-18, by the Fairfield Township Trustees, public input was gathered at a series of four public focus group meetings that focused on zoning rules associated with the parking of commercial and recreational buildings. A Summary Report of the focus group meetings were shared with both the Fairfield Township Board of Trustees and the Fairfield Township Zoning Commission. During a public work session, on November 16, 2022, the Fairfield Township Zoning Commission reviewed the staff's summary report and put together three general recommendations. The proposed text amendments to the Zoning Resolution have been made through consultation with the Fairfield Township Law Director.

Butler County Planning Staff Recommendations:

The proposed text amendments were sent to members of the Butler County Planning Staff for their review. The following recommendation was made.

1. Add language relevant to accessory structures: "Accessory structures cannot be built within Easements (specifically Drainage and Utility - Public, HOA or Private)."

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Brief description of the proposed amendments:

1. Permitted accessory building height changes. – *Intent is to allow taller accessory buildings to allowing handle RV parking.*
 - a. Continue to have a 5 ft minimum side and rear setback requirement for accessory buildings 15ft and under.
 - b. Permit accessory building 15 ft – 20 ft in height and require them to meet the setback requirements for principal buildings in the zoning districts they are located in.
 - c. Remove repetitive language that was located in every residential district and consolidate it into one section of the Zoning Resolution.
2. Clearly state time allowable time frame for prepping and loading of boat and RV parking in driveways: 72 hours within a 30-day period. – *Intent is to clarify how long someone can have an RV on their property.*
3. Edited the Commercial Vehicle definition to include GVWR classifications in place of existing “1 &1/2 ton or greater.” -- *Intent is to update the language to include GVWR classifications.*

STAFF RECOMMENDATIONS

Staff recommends approval of the text amendments to the Fairfield Township Zoning Resolution as provided in Exhibit 1.

Mr. McAbee – I’m wondering about the setbacks.

Mr. Goins - 15 ft – 20 ft in height and requires them to meet the setback requirements for principal buildings in zoning districts they are located in. Any building over 200 square feet has to get a building permit.

Mr. Berding - If someone has an issue with zoning they should contact the zoning department not the police department.

- Oath given by Law Director

COMMENTS FROM PUBLIC

- **Phillip Drew** 2711 Tylersville Road – My questions is the 15 – 20 foot.

Mr. Goins - 15 ft – 20 ft in height and requires them to meet the setback requirements for principal buildings in zoning districts they are located in.

Mr. Drew - I understand now perfectly.

Motion made by Mr. Berding, second by Mr. McAbee to close the public hearing.
All in favor.

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OLD BUSINESS

- Compensation study – Administrator/Assistant Administrator will do work on study.

Mr. Goins – Since our last meeting I've reached out to several companies for compensation studies. All of them were requested for like and similar townships. We've received 3 proposals back and I've not shared those with the Board. There was 1 proposal shared in the agenda. There was only 1 study that really captured what we needed. Two of the studies seemed to be unable to provide what we needed. The range of the quotes on the low end was \$5,000. The others came in around \$16,000. The Clemans-Nelson study have experience doing this type of work and they came in the middle at about \$13,000 for the study.

Mrs. Hartkemeyer – The question I have is what kind of data do we need to make a decision as a Board. We can visit other townships similar in size to us. We would want to look at comparable studies. There can be some other townships we might want to partner with. Has the OTA done anything like this. Has CLOUT done any studies like this. The Center for Local Government might have some data on this. There might already be some data out there that we can pull from. I think everyone needs to look at the quotes. We need to look at our compensation strategy. One thing we've looked at in the past is raising the pay. The total compensation strategy is great at keeping and retaining employees. I think we need to gather more information. See if data is available out there.

Assistant Law Director Lawrence E. Barbieri - When we do our collective bargaining we ask SERB. All we have to do is make a form letter to those same places as a public records request.

Ms. Schultz - We had a public records request from Miami University asking for this information. I could follow up.

Mr. McAbee - I'm certainly not in favor of paying \$13,000. We could start with Miami.

Mr. Berding - Who are we asking to get that information?

Mr. McAbee - We could ask the administrator or the assistant administrator.

Mr. Berding - Mrs. Vonderhaar and Mr. Goins I'm happy to work with you on this. I know we have employees that have been here a long time and are under-compensated and I don't want to lose them. I'd like to see those numbers and bring this back to the Board for approval. So, can the 3 of us work on this and make this available at the next meeting?

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ITEMS FOR BOARD DISCUSSION – Mrs. Vonderhaar

Everyone is currently working on performance evaluations. Typically raises for non-contract employees are given on the first of April.

Mr. Berding - So this is separate from the compensation study?

Mrs. Vonderhaar - Yes, I didn't want to surprise you.

Ms. Schultz - We usually do the raises the first full pay period of April.

Mrs. Hartkemeyer - We usually do the 3% and I have no problem in approving this.

Mr. McAbee - In lieu of what's going on right now I'd be willing to vote right now for 5%. We can take a look at the study but that is going to take some time. We can come back and make some adjustments. We just raised the part-time firefighters to get them in line. I could do 5% for non-contract and make effective the first pay in April.

Mrs. Hartkemeyer - What is that going to do with our contract employees?

Assistant Law Director Lawrence E. Barbieri - It won't affect them.

Mr. McAbee - Our regular employee, for the job that they do they, don't have anyone negotiating on their behalf. I think this shows them that we appreciate the job they are doing. I wouldn't want to wait. It may take us some time to get the information we need and formulate a long-term plan for that.

Mrs. Hartkemeyer - I agree, the staff does a great job. But my concern is if we do 5% and 3% there I think that could cause some morale issues with the other departments. And, I would suspect the compensation study is going to point to some things that we need to make changes. I have no problem in putting in 3% now.

Mr. Berding - We bumped up pay for our fire staff at the last meeting? That was aside of the 3%.

Chief Thomas – Yes. This gets us in the middle of the area what is being paid to part time staff.

Mrs. Hartkemeyer - I'd like to get more data on the bumps, so it is parody. How do we know this is good?

Mr. Berding - To me it's minimal. This is something that lets them know we care, and we are looking at this. We're going to get them where they need to be. There is not that much difference in 3% and 5%.

Motion made by Mr. McAbee, second by Mr. Berding to give a 5% salary increase for nonunion employees effective first full pay in April 2023.

All in favor.

COMMUNICATION

- Tim Thomas, 1787 King Ave., Water issues

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- Phillip Drew, 1781 King Ave., Water issues
- Anita Sandlin, 2019 Exeter, Water and cat issues
- Kevin Chestnut, 2621 Belmont, Chickens

Mr. Goins - I think the concern with livestock and chickens in general is that its an agricultural use. Rezoning would not be recommended for re-zoning for this issue. That would be considered spot zoning.

COMMITTEE REPORTS

- TID – Trustee McAbee – There was a meeting yesterday. The attendance was very slim. We’re still trying to unload piece of parcels dealing with the highway.
- EMA – Trustee Hartkemeyer – we did send a crew of about 10 people to East Palestine to assist. Weather spotter training is coming up March 2 if anyone is interested.
- OKI – Trustee Hartkemeyer – A survey has been created on OKI.org I would recommend everyone go out there and complete this survey. This survey is getting information out about what people would like to see; like bike trails, transportation, etc. There are a number of grants available.
- OTHER – Trustee Hartkemeyer – I went to the Butler County Township Association meeting they had a meeting on the health district. They also talked about tornado policies.

DEPARTMENT SPOTLIGHT – Police, Chief Chabali, as of tonight we have 22 full time officers. We have 1 part time school resource officer. Two full time civilian clerks. One Part time civilian clerk. One part time civilian property room officer. One part time civilian crime prevention officer. Currently for a total of 20 employees. Our personnel participate in regional efforts. Our department continues to meet the demands of a growing community. Our calls for service increased almost 200%. It seems we have stabilized to around 13,000 calls per year. We have scheduled a sergeant exam. We are looking at 2 promotions.

FISCAL OFFICER’S RECOMMENDATIONS AND REPORTS

Fiscal Officer’s Report – Shelly Schultz – Nothing to report at this time.

Motion made by Mr. Berding, second by Mrs. Hartkemeyer to suspend reading of the minutes of Regular Trustee Meeting February 14, 2023.

All in favor.

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Motion made by Mrs. Hartkemeyer, second by Mr. McAbee to approve minutes of Regular Trustee Meeting February 14, 2023.

All in favor.

Motion made by Mr. McAbee, second by Mrs. Hartkemeyer to approve payment of bills by the Fiscal Office.

All in favor.

ADMINISTRATOR’S REPORT – Julie Vonderhaar

- I’d like to recognize Jordan Peters. His father passed away this week. Our thoughts and prayers have been with him.
- Youth coalition meeting is coming up soon.
- Today Chuck and I drove around 5-Points looking at all the different areas that have been worked on and cleared. We drove around new subdivisions. Looked at Casey’s and all the new businesses. Looked at all the new landscaping in the parks.
- Jeff will be working on getting 3 bids for hotbox. This will be coming before the Board again.
- Park equipment for the new 5-Points Park has arrived.
- Career/Job Fest coming up in April.
- There will be an Easter egg hunt April 1st at 10 AM at Shafors Run Park.
- School meeting today next door. They are going to be partnering with us on Car Show Springfest.
- Veterans Memorial update. Mr. Valerius is looking at dates of May 22th or 23rd from 11 – 1. Any thoughts of when you would like to hold a meeting. June 3rd would be great after 1 o’clock.
- I had a meeting with OD&R with regard to grant funds. Fairfield Township has to pay the bills. This is the only way we can receive reimbursement. They will not accept any invoices or payments made by anyone other than the Township. I have worked with the law director, and he will have to give his legal opinion. I believe he said a motion could be made that Fairfield Township could pay out of the general fund and then general fund could be reimbursed.

Assistant Law Director Lawrence E. Barbieri – Yes, a motion to that effect would be the way to go. A motion authorizing you to spend up to a certain amount to pay these bills that are going to be reimbursed.

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Motion, made by Mr. McAbee, second by Mr. Berding to spend up to \$98,000 from general fund and then to be reimbursed by OD&R.

All in favor.

Motion, made by Mr. Berding, second by Mrs. Hartkemeyer to allow Administrator Julie Vonderhaar to sign on behalf of Fairfield Township on MOU for Neighborhood Housing Services.

All in favor.

Mrs. Vonderhaar - The MOU is a 3-party agent it reads that the Township will do diligence to find land and remove structures and will work to provide affordable housing.

Mr. McAbee - Have the bonds been sold on Seward Road?

Mrs. Vonderhaar - I have not heard that they have.

Mr. McAbee - Where are we on the sale of Township property on Gilmore and Hamilton Mason?

Mrs. Vonderhaar - We are in the final stages with the library.

Mr. McAbee - I'm not in favor of a round about at Millikin Road and Morris. I think we should be more involved in this.

Motion made by Mr. McAbee, second by Mrs. Hartkemeyer to allow Administrator to sign the proposal with Rumpke for dumpsters for Spring Clean Up Day.

- All in favor.

Mr. Goins – Spring Clean up day is April 29th from 9 AM – 3 PM.

RESOLUTION TO APPROVE OPEN PURCHASE ORDER BALANCES #23-41

Resolution to approve open purchase order balances.

Motion made by Mrs. Hartkemeyer, second by Mr. McAbee to adopt Resolution #23-41.

YES – Mr. Berding, Mrs. Hartkemeyer, Mr. McAbee

RESOLUTION AUTHORIZING THE FISCAL OFFICER TO INITIATE PAYMENT FROM THE FAIRFIELD TOWNSHIP GENERAL FUND TO THE CIC, INC. IN THE AMOUNT OF \$5,000.00 #23-42

Resolution authorizing the fiscal officer to initiate payment from the Fairfield Township General Fund to the CIC, Inc. in the amount of \$5,000.00.

Motion made by Mrs. Hartkemeyer, second by Mr. Berding to adopt Resolution #23-42.

YES – Mr. Berding, Mrs. Hartkemeyer, Mr. McAbee

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RESOLUTION AUTHORIZING THE APPOINTMENT OF PART-TIME
FIREFIGHTER/EMT JAYDEN MUDD TO THE FAIRFIELD TOWNSHIP FIRE
DEPARTMENT, AT AN HOURLY RATE OF \$18.50 PER HOUR WITH A 12-
MONTH PROBATIONARY PERIOD #23-43

Resolution authorizing the appointment of part-time Firefighter/EMT Jayden Mudd to the Fairfield Township Fire Department, at an hourly rate of \$18.50 per hour with a 12-month probationary period.

Motion made by Mr. McAbee, second by Mrs. Hartkemeyer to adopt Resolution #23-43.

YES – Mr. Berding, Mrs. Hartkemeyer, Mr. McAbee

RESOLUTION AUTHORIZING THE APPOINTMENT OF PART-TIME
FIREFIGHTER/EMT JADA MURPHY TO THE FAIRFIELD TOWNSHIP FIRE
DEPARTMENT, AT AN HOURLY RATE OF \$18.50 PER HOUR, WITH A 12-
MONTH PROBATIONARY PERIOD #23-44

Resolution authorizing the appointment of part-time Firefighter/EMT Jada Murphy to the Fairfield township fire department, at an hourly rate of \$18.50 per hour, with a 12-month probationary period.

Motion made by Mr. McAbee, second by Mrs. Hartkemeyer to adopt Resolution #23-44.

YES – Mr. Berding, Mrs. Hartkemeyer, Mr. McAbee

RESOLUTION AUTHORIZING THE APPOINTMENT OF PART-TIME
FIREFIGHTER/EMT TYLER GAMBRELL TO THE FAIRFIELD TOWNSHIP FIRE
DEPARTMENT, AT AN HOURLY RATE OF \$18.50 PER HOUR, WITH A 12-
MONTH PROBATIONARY PERIOD #23-45

Resolution authorizing the appointment of part-time Firefighter/EMT Tyler Gambrell to the Fairfield Township Fire Department, at an hourly rate of \$18.50 per hour, with a 12-month probationary period.

Motion made by Mr. McAbee, second by Mrs. Hartkemeyer to adopt Resolution #23-45.

YES – Mr. Berding, Mrs. Hartkemeyer, Mr. McAbee

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RESOLUTION AUTHORIZING THE APPOINTMENT OF PART-TIME
FIREFIGHTER/EMT DALTON SANDERS TO THE FAIRFIELD TOWNSHIP FIRE
DEPARTMENT, AT AN HOURLY RATE OF \$18.50 PER HOUR WITH A 12-
MONTH PROBATIONARY PERIOD #23-46

Resolution authorizing the appointment of part-time Firefighter/EMT Dalton Sanders to the Fairfield Township Fire Department, at an hourly rate of \$18.50 per hour with a 12-month probationary period.

Motion made by Mr. McAbee, second by Mrs. Hartkemeyer to adopt Resolution #23-46.

YES – Mr. Berding, Mrs. Hartkemeyer, Mr. McAbee

RESOLUTION AUTHORIZING THE ADMINISTRATOR TO EXECUTE
CONTRACT WITH DELL FOR MICROSOFT 365 LICENSING AT A TOTAL COST
OF \$22,530.53 #23-47

Resolution authorizing the Administrator to execute contract with Dell for Microsoft 365 licensing at a total cost of \$22,530.53.

Motion made by Mr. Berding, second by Mrs. Hartkemeyer to adopt Resolution #23-47.

YES – Mr. Berding, Mrs. Hartkemeyer, Mr. McAbee

RESOLUTION AUTHORIZING THE ADMINISTRATOR TO EXECUTE ALL
NECESSARY DOCUMENTS ADDING MULTI FACTOR AUTHENTICATION TO
OUR CURRENT CYBER SECURITY INSURANCE AT A TOTAL COST OF
\$8,452.44 #23-48

Resolution authorizing the Administrator to execute all necessary documents adding multi factor authentication to our current cyber security insurance at a total cost of \$8,452.44.

Motion made by Mr. Berding, second by Mrs. Hartkemeyer to adopt Resolution #23-48.

YES – Mr. Berding, Mrs. Hartkemeyer, Mr. McAbee

RESOLUTION TO APPROVE, AS RECOMMENDED BY THE FAIRFIELD
TOWNSHIP ZONING COMMISSION, TEXT AMENDMENTS TO THE FAIRFIELD
TOWNSHIP ZONING RESOLUTION #23-49

Resolution to approve, as recommended by the Fairfield Township Zoning Commission, text amendments to the Fairfield Township Zoning resolution.

Motion made by Mr. McAbee, second by Mr. Berding to adopt Resolution #23-49.

YES – Mr. Berding, Mrs. Hartkemeyer, Mr. McAbee

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RESOLUTION DECLARING NUISANCE AND ORDERING ABATEMENT ON THE PROPERTIES LISTED BELOW AND FURTHER AUTHORIZING THE ZONING ADMINISTRATOR TO INITIATE COMPLAINT #23-50

Resolution declaring nuisance and ordering abatement on the properties listed below and further authorizing the zoning administrator to initiate complaint.

Motion made by Mr. McAbee, second by Mrs. Hartkemeyer to adopt Resolution #23-50.

YES – Mr. Berding, Mrs. Hartkemeyer, Mr. McAbee

ANNOUNCEMENTS

- Easter Egg Hunt – Saturday, April 1, 2023, at Shafer’s Run Park at 10 AM
- Fairfield Township Board of Trustees Meeting – Tuesday, April 11, 2023 at 7 PM
- Annual Spring Clean Up – Saturday, April 29, 2023 – 9 AM – 3 PM
- Spring Fest & Car Show – Saturday, May 13, 2023 at Heroes Park
- Car Show 9 AM – 3:30 PM
- Spring Fest 11 AM – all day
- Movie Night

BOARD MEMBER COMMENTS

Mr. Berding – I’d like to welcome all our new firefighters and police officers. Thank you Chief Chabali for the update. I want to thank Ms. Schultz for all the work she does. She does a great job here.

EXECUTIVE SESSION

Motion made by Mrs. Hartkemeyer, second by Mr. McAbee to go into Executive Session, in accordance with:

1. **ORC 121.22 G (1)** to consider the employment, or compensation of a public employee or official.
All in favor.
- President convenes Executive Session at 9:29 PM
 - President resumes regular meeting at 9:43 PM

All Trustees present.

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ADJOURNMENT

Motion made by Mr. Berding, second by Mr. McAbee to adjourn at 9:44 PM.
All in favor.

Minutes submitted by:

Shelly Schultz, Fiscal Officer

Michael Berding, Trustee Chairperson

Shannon Hartkemeyer, Trustee Vice-Chairperson

Joe McAbee, Trustee

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