



AGENDA

**FAIRFIELD TOWNSHIP ORGANIZATIONAL MEETING  
WEDNESDAY, JANUARY 5, 2022  
7:00 P.M.**

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**CALL TO ORDER:** Fiscal Officer

**ROLL CALL:** Fiscal Officer, Shelly Schultz

Trustee, Michael Berding \_\_\_\_\_

Trustee, Shannon Hartkemeyer \_\_\_\_\_

Trustee, Joe McAbee \_\_\_\_\_

**INVOCATION:** Pastor Cecil Day, Lighthouse Church

**PLEDGE OF ALLEGIANCE**

**MOTIONS**

- A. Recommend Motion to appoint Chairperson for the Board of Trustees:
  - 1. Motion to approve the recommendation: \_\_\_\_\_; 2<sup>nd</sup> \_\_\_\_\_
    - a. \_\_\_\_\_ Berding \_\_\_\_\_ Hartkemeyer \_\_\_\_\_ McAbee
    - b. President declares motion \_\_\_\_\_
  
- B. Recommend Motion to appoint Vice-Chairperson for the Board of Trustees:
  - 1. Motion to approve the recommendation: \_\_\_\_\_; 2<sup>nd</sup> \_\_\_\_\_
    - a. \_\_\_\_\_ Berding \_\_\_\_\_ Hartkemeyer \_\_\_\_\_ McAbee
    - b. President declares motion \_\_\_\_\_
  
- C. Recommend Motion to appoint a 2022 EMA Advisory Council Member:
  - 1. Motion to approve the recommendation: \_\_\_\_\_; 2<sup>nd</sup> \_\_\_\_\_
    - a. \_\_\_\_\_ Berding \_\_\_\_\_ Hartkemeyer \_\_\_\_\_ McAbee
    - b. President declares motion \_\_\_\_\_
  
- D. Recommend Motion to appoint 2022 Volunteer Firefighters Fund Board Members:
  - 1. Motion to approve the recommendation: \_\_\_\_\_; 2<sup>nd</sup> \_\_\_\_\_
    - a. \_\_\_\_\_ Berding \_\_\_\_\_ Hartkemeyer \_\_\_\_\_ McAbee
    - b. President declares motion \_\_\_\_\_
  
- E. Recommend Motion to adopt the most recent Roberts Rule of Order:
  - 1. Motion to approve the recommendation: \_\_\_\_\_; 2<sup>nd</sup> \_\_\_\_\_
    - a. \_\_\_\_\_ Berding \_\_\_\_\_ Hartkemeyer \_\_\_\_\_ McAbee
    - b. President declares motion \_\_\_\_\_

## RESOLUTIONS

- A. Resolution No. 22-01, approving Trustee Salaries as set by the ORC
1. Motion to adopt the resolution: \_\_\_\_\_; 2<sup>nd</sup> \_\_\_\_\_
    - a. \_\_\_\_\_ Berding \_\_\_\_\_ Hartkemeyer \_\_\_\_\_ McAbee
    - b. President declares motion \_\_\_\_\_.
- B. Resolution No. 22-02, approving Fiscal Officer Salary as set by the ORC
1. Motion to adopt the resolution: \_\_\_\_\_; 2<sup>nd</sup> \_\_\_\_\_
    - a. \_\_\_\_\_ Berding \_\_\_\_\_ Hartkemeyer \_\_\_\_\_ McAbee
    - b. President declares motion \_\_\_\_\_.
- C. Resolution No. 22-03, establishing 2022 mileage reimbursement rate
1. Motion to adopt the resolution; \_\_\_\_\_; 2<sup>nd</sup> \_\_\_\_\_
    - a. \_\_\_\_\_ Berding \_\_\_\_\_ Hartkemeyer \_\_\_\_\_ McAbee
    - b. President declares motion \_\_\_\_\_.
- D. Resolution No. 22-04, authorizing 2022 travel and meal reimbursement (per diem) rate
1. Motion to adopt the resolution; \_\_\_\_\_; 2<sup>nd</sup> \_\_\_\_\_
    - a. \_\_\_\_\_ Berding \_\_\_\_\_ Hartkemeyer \_\_\_\_\_ McAbee
    - b. President declares motion \_\_\_\_\_.
- E. Resolution No. 22-05, setting 2022 Fairfield Township Trustees Meeting Schedule
1. Motion to adopt the resolution: \_\_\_\_\_; 2<sup>nd</sup> \_\_\_\_\_
    - a. \_\_\_\_\_ Berding \_\_\_\_\_ Hartkemeyer \_\_\_\_\_ McAbee
    - b. President declares motion \_\_\_\_\_.
- F. Resolution No. 22-06, setting 2022 Fairfield Township Holiday Schedule
1. Motion to adopt the resolution: \_\_\_\_\_; 2<sup>nd</sup> \_\_\_\_\_
    - a. \_\_\_\_\_ Berding \_\_\_\_\_ Hartkemeyer \_\_\_\_\_ McAbee
    - b. President declares motion \_\_\_\_\_.
- G. Resolution No. 22-07, establishing and approving 2022 Zoning Fee Schedule
1. Motion to adopt the resolution; \_\_\_\_\_; 2<sup>nd</sup> \_\_\_\_\_
    - a. \_\_\_\_\_ Berding \_\_\_\_\_ Hartkemeyer \_\_\_\_\_ McAbee
    - b. President declares motion \_\_\_\_\_.
- H. Resolution No. 22-08, authorizing Administrator to execute all purchases and contracts for amounts of \$7,500 or less
1. Motion to adopt the resolution; \_\_\_\_\_; 2<sup>nd</sup> \_\_\_\_\_
    - a. \_\_\_\_\_ Berding \_\_\_\_\_ Hartkemeyer \_\_\_\_\_ McAbee

b. President declares motion \_\_\_\_\_.

I. Resolution No. 22-09, authorizing Department Heads to execute all purchases and contracts for amounts of \$1,500 or less

1. Motion to adopt the resolution; \_\_\_\_\_; 2<sup>nd</sup> \_\_\_\_\_

a. \_\_\_\_\_ Berding \_\_\_\_\_ Hartkemeyer \_\_\_\_\_ McAbee

b. President declares motion \_\_\_\_\_.

J. Resolution No. 22-10, establishing 2022 competitive bidding process

1. Motion to adopt the resolution; \_\_\_\_\_; 2<sup>nd</sup> \_\_\_\_\_

a. \_\_\_\_\_ Berding \_\_\_\_\_ Hartkemeyer \_\_\_\_\_ McAbee

b. President declares motion \_\_\_\_\_.

K. Resolution No. 22-11, authorizing Fiscal Officer to open PO for everyday expenses

1. Motion to adopt the resolution; \_\_\_\_\_; 2<sup>nd</sup> \_\_\_\_\_

a. \_\_\_\_\_ Berding \_\_\_\_\_ Hartkemeyer \_\_\_\_\_ McAbee

b. President declares motion \_\_\_\_\_.

## **ANNOUNCEMENTS**

Fairfield Township Board of Trustees Meeting – Wednesday, January 12, 2021 at 7:00 P.M.

Offices closed for Martin Luther King Holiday – Monday, January 17, 2022

## **BOARD MEMBER COMMENTS**

## **ADJOURNMENT**

Motion to Adjourn: \_\_\_\_\_; 2<sup>nd</sup> \_\_\_\_\_

a. \_\_\_\_\_ Berding \_\_\_\_\_ Hartkemeyer \_\_\_\_\_ McAbee

b. President declares meeting adjourned \_\_\_\_\_ P.M.