

**RECORD OF PROCEEDINGS
REGULAR TRUSTEE MEETING HELD APRIL 22, 2020**

The Fairfield Township Trustees held a Regular Trustee Meeting Wednesday, April 22, 2020, at the Administration Building, 6032 Morris Road, Fairfield Township, OH 45011, for conducting Township business. Meeting was called to order by Mrs. Hartkemeyer, Board Chairperson, at 6:30 PM.

ROLL CALL

Mrs. Hartkemeyer	Present
Mr. McAbee	Present
Mrs. Berding	Present

PLEDGE OF ALLEGIANCE

BOARD DISCUSSION

Mrs. Hartkemeyer, we can discuss ways to improve next meeting. These are unusual circumstances.

FISCAL OFFICER’S RECOMMENDATIONS AND REPORTS

Ms. Schultz – The auditor is working on the 2019 audit from his office.

Motion made by Mr. McAbee, second by Mrs. Hartkemeyer to table the reading of the minutes of the Regular Trustee Meeting, April 8, 2020.

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

Motion made by Mrs. Hartkemeyer, second by Mrs. Berding to approve payment of the bills by the Fiscal Officer.

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

RESOLUTION TO APPROVE OPEN PURCHASE ORDER BALANCES #20-65

Resolution to approve open purchase order balances.

Motion made by Mrs. Hartkemeyer, second by Mrs. Berding to adopt Resolution #20-65

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

RESOLUTION TO AUTHORIZE DEBT SERVICE PAYMENT OF \$38,675.00 TO US BANK FOR TIF ROAD PROJECTS #20-66

Resolution to authorize debt service payment of \$38,675.00 to US Bank for TIF road projects.

Motion made by Mrs. Hartkemeyer, second by Mrs. Berding to adopt Resolution #20-66

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

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RESOLUTION TO AUTHORIZE THE DEBT SERVICE PAYMENT OF \$34,606.25
TO THE BANK OF NEW YORK MELLON FOR THE WEST SIDE OF PRINCETON
ROAD AND TIF 1 PROJECT #20-67

Resolution to authorize the debt service payment of \$34,606.25 to The Bank of New
York Mellon for the west side of Princeton Road and TIF 1 project.

Motion made by Mr. McAbee, second by Mrs. Hartkemeyer to adopt Resolution #20-67
YES – Mrs. Berding, Mr. McAbee, Mrs. Hartkemeyer

RESOLUTION AUTHORIZING THE TOWNSHIP TO HIRE PATRICK WOODSIDE
AND THE FIRM FROST BROWN TODD AS BOND COUNSEL TO PURSUE THE
ISSUANCE OF DEBT #20-68

Resolution authorizing the Township to hire Patrick Woodside and the firm Frost Brown
Todd as bond counsel to pursue the issuance of debt

Mrs. Vonderhaar - This is in relation to the meeting of last week of a \$5 million bank
loan with Huntington Bank to cover three (3) projects. Approximate cost will be
\$10,000.00

Mr. McAbee – I think cost should be included in resolution and contract attached. I still
object to us going into debt at this time.

Motion made by Mrs. Hartkemeyer, second by Mrs. Berding to adopt Resolution #20-68
YES – Mrs. Berding, Mrs. Hartkemeyer
NO - Mr. McAbee

RESOLUTION AMENDING RESOLUTION 20-24 DESIGNATING FAIRFIELD
TOWNSHIP ROADS FOR BIDS ON PAVING ESTIMATES BE TAKEN FROM THE
TIF FUND #2906 AT A COST NOT TO EXCEED \$650,000.00 #20-69

Resolution amending Resolution #20-24 designating Fairfield Township roads for bids
on paving estimates be taken from the TIF fund #2906 at a cost not to exceed
\$650,000.00

Motion made by Mrs. Hartkemeyer, second by Mr. McAbee to adopt Resolution #20-69
YES – Mrs. Berding, Mr. McAbee, Mrs. Hartkemeyer

RESOLUTION TO APPROVE PAYMENT TO CAREWORKS COMP IN THE
AMOUNT OF \$6,921.00 #20-70

Resolution to approve payment to Careworks Comp in the amount of \$6,921.00

Motion made by Mrs. Hartkemeyer, second by Mr. McAbee to adopt Resolution #20-70
YES – Mrs. Berding, Mr. McAbee, Mrs. Hartkemeyer

RESOLUTION AUTHORIZING THE FAIRFIELD TOWNSHIP ADMINISTRATOR
TO EXECUTE ALL NECESSARY DOCUMENTS TO INCREASE THE
TOWNSHIP'S COVERAGE FOR CYBER INSURANCE TO \$1 MILLION
THROUGH CLARK-THEDEERS RISK SOURCE INSURANCE AGENCY, AT AN
ANNUAL COST OF \$5,926.05, EFFECTIVE MAY 1, 2020 THRU MAY 1, 2021.

#20-71

Resolution authorizing the Fairfield Township Administrator to execute all necessary
documents to increase the township's coverage for cyber insurance to \$1 million through

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Clark-Theders Risk Source Insurance Agency, at an annual cost of \$5,926.05, effective May 1, 2020 thru May 1, 2021.

Mrs. Hartkemeyer – I think this is good to protect the Township.

Motion made by Mrs. Hartkemeyer, second by Mrs. Berding to adopt Resolution #20-71
YES – Mrs. Berding, Mr. McAbee, Mrs. Hartkemeyer

**RESOLUTION DECLARING NUISANCE AND ORDERING ABATEMENT ON
THE PROPERTIES LISTED BELOW AND FURTHER AUTHORIZING THE
ZONING ADMINISTRATOR TO INITIATE COMPLAINT #20-72**

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

Motion made by Mrs. Hartkemeyer, second by Mr. McAbee to adopt Resolution #20-72
YES – Mrs. Berding, Mr. McAbee, Mrs. Hartkemeyer

**RESOLUTION TO AUTHORIZE THE ADMINISTRATOR TO EXECUTE A
CONTRACT FOR SANITARY SEWER EXTENSION NOT TO EXCEED \$37,000.00
#20-73**

Resolution to authorize the Administrator to execute a contract for sanitary sewer extension not to exceed \$37,000.00.

Mrs. Vonderhaar - After talking to Butler County this week we thought it was part of the bidding but this is our responsibility. This is for design and engineering.

Motion made by Mrs. Hartkemeyer, second by Mrs. Berding to adopt Resolution #20-73
YES – Mrs. Berding, Mr. McAbee, Mrs. Hartkemeyer

**RESOLUTION TO ACCEPT THE PROPOSAL FROM STEPHENSON
CONSULTING AND AUTHORIZE THE ADMINISTRATOR TO EXECUTE THE
CRITERIA ENGINEER CONTRACT FOR PURPOSE OF A DESIGN BUILD
POLICE DEPARTMENT REMODEL AND ADDITION BUILDING PROJECT 20-74**

Resolution to accept the proposal from Stephenson Consulting and authorize the Administrator to execute the criteria engineer contract for purpose of a design build police department remodel and addition building project.

Mrs. Vonderhaar - This would require a Then and Now Purchase Order for this project and would be retroactive to September 11, 2019.

Motion made by Mrs. Hartkemeyer, second by Mrs. Berding to adopt Resolution #20-74
YES – Mrs. Berding, Mr. McAbee, Mrs. Hartkemeyer

ANNOUNCEMENTS

- Fairfield Township Board of Trustees Meeting – Wednesday, May 13, 2020 at 6:30 PM

BOARD MEMBER COMMENTS

Mr. McAbee – I'm still very concerned about the budget.

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Motion made by Mrs. Hartkemeyer, second by Mr. McAbee to adjourn at 8:00 P.M.
All in favor.

Minutes submitted by:

Shelly Schultz, Fiscal Officer

Shannon Hartkemeyer, Board Chairperson

Joe McAbee, Trustee

Susan Berding, Trustee

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