

**RECORD OF PROCEEDINGS**  
**REGULAR TRUSTEE MEETING HELD JANUARY 13, 2021**

The Fairfield Township Trustees held a Regular Trustee Meeting Wednesday, January 13, 2021, at the Administration Building, 6032 Morris Road, Fairfield Township, OH 45011, for conducting Township business. Meeting was called to order by Mrs. Berding, Trustee Chairperson, at 7:02 PM.

**ROLL CALL**

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

**INVOCATION:** Pastor Joe French, Indian Springs Church

**PLEDGE OF ALLEGIANCE**

RESOLUTION AUTHORIZING THE APPOINTMENT OF FULL-TIME POLICE OFFICER ADAM ALLEN GREEN WHO IS CERTIFIED BY OHIO PEACE OFFICERS TRAINING COUNCIL, AT AN HOURLY RATE OF \$25.46 PER HOUR WITH A 12-MONTH PROBATIONARY PERIOD #21-11

Resolution authorizing the appointment of full-time Police Officer Adam Allen Green who is certified by Ohio Peace Officers Training Council, at an hourly rate of \$25.46 per hour with a 12-month probationary period.

**Motion** made by Mr. McAbee, second by Mrs. Hartkemeyer to adopt Resolution #21-11.

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

**OLD BUSINESS AND/OR ITEMS FOR BOARD DISCUSSION**

- SET TIME, DATE, AND PLACE FOR HEARING ON MI HOMES CONSENT DECREE

**Mr. Barbieri, Law Director** - We need to give at least 15 days' notice and there will be a public hearing. The Consent Decree needs to be in the Fiscal Office 15 days before the hearing as well. I suggest we set the hearing about 21 days from now. This can be a lengthy meeting.

**Mrs. Berding** - For that reason I think the location is important and I think it should not be on a night of a trustee's meetings.

**Mr. McAbee** - Do we have any dates yet that we've looked at?

**Mrs. Berding** - We can look at February 2, 3 or 4th? Can we look at locations that could hold a crowd?

**Motion** made by Mr. McAbee to set Public Hearing for MI Homes, second by Mrs. Berding on February 2, 3 or 4 and based on location at 7:00 PM.

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

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- **INDIAN MEADOWS BIKE PATH EXTENSION PROJECT**

**Mrs. Berding** – We have a resolution later in the meeting on this.

**Mrs. Vonderhaar** - This would be for a company to come in to do engineering and environmental services which will include the preliminary study of a path connection from the entrance to Rentschler Forest to the intersection of Reigart Road and Springcrest Drive.

- **MOU WITH THE BUTLER COUNTY SHERIFF’S OFFICE**

**Chief Chabali** – After coming from Montgomery County I was surprised that the Township was not being charged for dispatch services from the Sheriff’s office. The MOU came through to address any future potential charges. The MOU was reviewed by Mr. Barbieri and he approved it as to form. There is some indication of cost and that is (a.) Costs shall be billed in arrears on a monthly basis to all law enforcement users as a pro rata share of the Board of County Commissioner’s currently approved dispatch center budget. Each user’s monthly share shall be calculated according to the user’s previous full year calls for services and push-to talks, divided by twelve. (E.G. 2021 billing would be based on 2020 Commissioner adopted budget for the dispatch center, pro-rated according to the user’s 2019 calls for service and push-to-talk numbers.)

(b). After the first year, no annual user billing shall increase or decrease by an amount exceeding three (3) percent.

(c.) Billings to the Cities of Hamilton and Oxford shall be phased into the formula stated in paragraph (a.) due to previously existing agreements from which increases shall be limited to no more than three (3) percent annually until such time as their billings correspond to the formula in paragraph (a.) above.

The last cost provided to us was \$219,638. divided by the number of calls for service.

**Mrs. Berding** - Should we consider putting a resolution on the next meeting?

**Mr. Barbieri, Law Director** I think it would make sense to put on next meeting to vote on MOU.

**Mrs. Hartkemeyer** - Can we trend the data to get a more accurate number? I would feel more comfortable if we could get the actual numbers.

**Mr. McAbee** - Seems to me like we’re paying and Liberty Township is not. Is this correct? I’m not saying we shouldn’t be paying something, but this is a large hit to our operating budget.

**Chief Chabali** – Yes, you are correct. Liberty does contract with the Sheriffs department for police services.

**COMMUNICATION**

**Jennifer Gross** State Representative, 7350 Lakota Springs Drive, West Chester, OH – made comments to the Board.

**Clifford Dean**, 5790 Jenny Marie Ct, Fairfield Township – I’d like to say a word to the large number of citations given to trailer and RV owners in the last few weeks. I did not get a citation because my RV is parked on the side of the house and parked sufficiently back from the road. Now what has happened in my neighborhood is that the trailers are

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being parked in the roads and I don't believe Fairfield Township has authority over the roads. I think it would be a good idea for the Township to review this. I'm sure we can come to some resolution to keep everybody happy.

**Mr. McAbee** – How are we broadcasting these meetings? I think we're overdue to have the right equipment. We need to focus on the admin building.

**Mrs. Vonderhaar** – We have Zoom, Facebook Live, recorded tape and written meeting minutes.

**FISCAL OFFICER'S RECOMMENDATIONS AND REPORTS**

**Ms. Schultz** – I closed 2020 tonight and sent the numbers to Ohio Checkbook and signed engagement letters with the auditor. We'll be audited early because of the CARES money. Probably sometime in February.

**Motion** made by Mrs. Berding, second by Mr. McAbee to suspend the reading of the minutes of the Regular Trustee Meeting, December 16, 2020.

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

**Motion** made by Mrs. Berding second by Mr. McAbee to approve the minutes of the Regular Trustee Meeting, December 16, 2020.

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

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

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

**ADMINISTRATOR'S REPORT**

**Mrs. Vonderhaar** – The Cares Spending we made sure that was reported on January 6<sup>th</sup>. So, everything was encumbered, ordered and paid and has been reported to the state within the time frame. 2020 financial recap; Revenue \$21.2M, Expenses \$16.4M, Carry-over \$19M, and \$3.1M encumbered for large projects.

**DEPARTMENTAL REPORTS – 2020 RECAP & 2021 APPROPRIATIONS**

- **Police Department – Chief Bob Chabali**

*SUCSESSES: After many months of meticulous detailed work by Captain Doug Lanier, the Fairfield Township Police Department achieved Full Compliance Law Enforcement Certification status on (1) Use of Force; (2) Recruiting and Hiring; (3) Community Engagement; (4) Bias Free Policing; (5) Investigation of Employee Misconduct and (6) Vehicular Pursuit. Additional Certification will be sought as needed.*

## **RECORD OF PROCEEDINGS REGULAR TRUSTEE MEETING HELD JANUARY 13, 2021**

*Ohio Collaborative Background: In December 2014, Governor John R. Kasich signed an Executive Order creating the Ohio Task Force on Community-Police Relations after a series of incidents in Ohio and around the nation highlighted challenging situations that exist in places between some communities and police. On April 2015, after a series of public forums, the task force delivered its final report to the governor, who in turn signed the Executive Order, establishing the Ohio Collaborative Community-Police Advisory Board to oversee implementation of task force recommendations. The Collaborative offers a certification process for police departments in Ohio, which consists of two major components: 1. Establishing professional standards for law enforcement to meet; and 2. Administering a voluntary assessment process by which law enforcement departments can be recognized for meeting best practices. The mission of the Collaborative is to work to improve community-police relations and find solutions to the tensions and concerns between community members and the police that serve them.*

*Training time increased in the department to address risk management concerns.*

*The police department was approved for renovation and an addition, which is currently in progress. Completion date still remains August 5.*

*New personnel were hired to address staffing needs. Current authorized strength is 23. We currently have 22 with Officer Green's hiring today. Based on budgetary concerns, I will not be requesting additional personnel above the 23. A new officer, Jeff McDaniel, was hired for Butler Tech. Officer McDaniel retired from the Evendale Police Department.*

*Captain Lanier attended the Certified Law Enforcement Executive (CLEE) Leadership program.*

*In June, we held the Strategies for Youth Event which was very well attended and consisted of a meet and greet between our officers, local youth and members of our community, a question and answer component, food and a DJ. Another event was planned but cancelled due to the pandemic. I anticipate that due to its success, this event will be held in the future once the pandemic ceases.*

*In November, Officers held the annual Fill-A-Cruiser Event at Walmart, which yielded 573 lbs. of donated goods for families in our community. The Fairfield Food Pantry sent a letter commending the officers involved and their efforts.*

*In December, our Officers collected Christmas gifts for a local group home and delivered them in December.*

*Officer Miller was promoted to Sergeant after placing first in the Ohio Association Chiefs of Police (OACP) Assessment to fill Sergeant Souhrada's retirement.*

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*BODY WORM CAMERAS (BWCs): As you recall, I requested to purchase in-car cameras from WatchGuard in July 2018. After approval, adding the proper IT-related equipment via SWOCA and P & R Communications, formulating policy and providing training to our personnel, we began using this technology in February 2019. This system has been a tremendous asset to the police department as it has provided video evidence in traffic and criminal cases. Additionally, it has cleared our personnel from citizen complaints in several incidents and has been used to provide training.*

*Now that we have worked through some of the technological issues our personnel are comfortable with and support the in-car camera technology. As positive as our in-car camera system has been, it does not cover the officer when out of camera view, which occurs quite often in police work. With the current anti-police sentiment in the nation and to compliment the in-car system, I am requesting to purchase body-worn cameras (BWCs). While neither in-car cameras or body-worn cameras are utopian, the addition of the body-worn camera system is consistent with the proven benefits of the in-car system and will also add the following:*

- *Body-worn cameras provide ability to deploy in areas not covered by in-car cameras.*
- *Body-worn cameras bolster accountability.*
- *Body-worn cameras promote transparency and openness.*
- *Body-worn cameras improve officer performance and civilian conduct.*
- *Body-worn cameras offer an impartial eyewitness.*
- *Body-worn cameras aid in evidence collection and court proceedings.*
- *Body-worn cameras improve officer training and development.*
- *Body-worn cameras provide information to identify and correct problems.*

*We will be purchasing nineteen (19) cameras plus five (5) free ones, along with the required accessories listed on the attached estimate. This number will accommodate our authorized strength of twenty-three (23) and provide backups when repair is required on some. Mr. Peter Klaus, WatchGuard representative, has guaranteed this pricing through January 2021 at a total cost of \$105,458.00*

- **Service Department – Supervisor Jeff Bennett, Service Department**

*Successes: 2020 was a challenge for us but with the continued support of the Trustees we were able to accomplish the groundbreaking and the start of the construction of our new facility. Not only myself but the entire department want to thank you.*

*For 2021 our department would like the Board to consider our request of repairing or replacing the following items: 2008 Dodge Durango, 2003 Bobcat Skid Steer, suggested replacement of tires and or wheels on 2008, 2010, and 2013 International Dump Trucks, a utility bed truck and mini excavator. Unfortunately, unforeseen storm water repairs that we've come across and the continued support of the curb and gutter repair. Also, we'd like to do the seal coating of the admin building, the police department, fire department and all walking paths in the park and basketball courts. A little information*

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*on the new facility; they have flooring down in the two offices and the flooring is down in the break room. They are scheduled next Monday to come in and polish the concrete floors in the bays. They are saying mid-February we could have a temporary occupancy permit.*

**Mrs. Vonderhaar** – Jeff your department has taken over tasks that you typically haven't done; including curb cut and repairs countless catch basins. You and your team have worked great together and feedback I hear from residents is always favorable. Your group has accomplished a lot and we're very proud.

**Motion** to renew contract for legal services with Law Director Lawrence E. Barbieri of Schroeder, Maundrell, Barbieri & Powers with the same terms as year 2020.

**Motion**, made by Mrs. Berding, second by Mrs. Hartkemeyer to adopt motion.

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

**Motion** to renew contract for legal services with Assistant Law Director Katherine L. Barbieri of Schroeder, Maundrell, Barbieri & Powers with the same terms as year 2020.

**Motion**, made by Mrs. Berding, second by Mr. McAbee to adopt motion.

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

RESOLUTION TO APPROVE OPEN PURCHASE ORDER BALANCES #21-10

Resolution to approve open purchase order balances.

**Motion**, made by Mrs. Hartkemeyer, second by Mrs. Berding to adopt Resolution #21-10.

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

RESOLUTION TO APPOINT THOMAS SHANNON AS A FULL TIME SERVICE DEPARTMENT EMPLOYEE, AT AN HOURLY RATE OF \$21.64, EFFECTIVE HIRE DATE JANUARY 13, 2021, WITH A 12-MONTH PROBATIONARY PERIOD #21-12

Resolution to appoint Thomas Shannon as a full time Service Department employee, at an hourly rate of \$21.64, effective hire date January 13, 2021, with a 12-month probationary period.

**Motion** made by Mr. McAbee, second by Mrs. Hartkemeyer to adopt Resolution #21-12.

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

RESOLUTION TO APPROVE RENEWAL OF CONTRACT WITH MEDICOUNT MANAGEMENT SERVICES FOR EMS BILLING SERVICES #21-13

Resolution to approve renewal of contract with Medicount Management services for EMS Billing Services.

**Motion** made by Mr. McAbee, second by Mrs. Hartkemeyer to adopt Resolution #21-13.

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



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RESOLUTION TO RE-APPOINT PETER BOHROFEN AS A MEMBER OF THE FAIRFIELD TOWNSHIP ZONING COMMISSION FOR A FIVE-YEAR TERM, EFFECTIVE IMMEDIATELY AND EXPIRING JANUARY 31, 2026 #21-14  
Resolution to re-appoint Peter Bohrofen as a member of the Fairfield Township Zoning Commission for a five-year term, effective immediately and expiring January 31, 2026.  
**Motion** made by Mrs. Berding, second by Mrs. Hartkemeyer to adopt Resolution #21-14  
YES – Mrs. Berding, Mr. McAbee, Mrs. Hartkemeyer

RESOLUTION TO RE-APPOINT BERNARD KAMPSEN AS AN ALTERNATE MEMBER OF THE FAIRFIELD TOWNSHIP ZONING COMMISSION FOR A TERM OF ONE YEAR, EFFECTIVE IMMEDIATELY AND EXPIRING JANUARY 31, 2022 #21-15  
Resolution to re-appoint Bernard Kampsen as an alternate member of the Fairfield Township Zoning Commission for a term of one year, effective immediately and expiring January 31, 2022.  
**Motion** made by Mr. McAbee, second by Mrs. Hartkemeyer to adopt Resolution #21-15  
YES – Mrs. Berding, Mr. McAbee, Mrs. Hartkemeyer

RESOLUTION TO RE-APPOINT MIKE OLER AS A MEMBER OF THE FAIRFIELD TOWNSHIP BOARD OF ZONING APPEALS FOR A FIVE-YEAR TERM EFFECTIVE IMMEDIATELY AND EXPIRING JANUARY 31, 2026 #21-16  
Resolution to re-appoint Mike Oler as a member of the Fairfield Township Board of Zoning Appeals for a five-year term effective immediately and expiring January 31, 2026.  
**Motion** made by Mr. McAbee, second by Mrs. Hartkemeyer to adopt Resolution #21-16  
YES – Mrs. Berding, Mr. McAbee, Mrs. Hartkemeyer

RESOLUTION TO RE-APPOINT JOSEPH STATZER AS AN ALTERNATE MEMBER OF THE FAIRFIELD TOWNSHIP BOARD OF ZONING APPEALS FOR A TERM OF ONE YEAR EFFECTIVE IMMEDIATELY AND EXPIRING JANUARY 31, 2022 #21-17  
Resolution to re-appoint Joseph Statzer as an alternate member of the Fairfield Township Board of Zoning Appeals for a term of one year effective immediately and expiring January 31, 2022.  
**Motion** made by Mrs. Berding, second by Mr. McAbee to adopt Resolution #21-17  
YES – Mrs. Berding, Mr. McAbee, Mrs. Hartkemeyer

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RESOLUTION TO APPROVE THE REPAIR OF FORD INTERCEPTOR FOR THE POLICE DEPARTMENT AT A TOTAL COST OF \$6,974.05 #21-18

Resolution to approve the repair of Ford Interceptor for the Police Department at a total cost of \$6,974.05.

**Chief Chabali** - The only thing the Township will owe is the \$500 deductible.

**Motion** made by Mrs. Berding, second by Mrs. Hartkemeyer to adopt Resolution #21-18

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

RESOLUTION TO APPROVE REPAIR OF FIRE ENGINE #212 FROM CUMMINS SALES AND SERVICE AT A TOTAL COST OF \$6,473.89 #21-19

Resolution to approve repair of Fire Engine #212 from Cummins Sales and Service at a total cost of \$6,473.89.

**Motion** made by Mrs. Berding, second by Mrs. Hartkemeyer to adopt Resolution #21-19

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

RESOLUTION AUTHORIZING ADMINISTRATOR TO EXECUTE CONTRACT WITH LJB, INC. FOR INDIAN MEADOW ACCESS PATH STUDY PROPOSAL AT THE TOTAL COST OF \$14,350.00 #21-20

Resolution authorizing Administrator to execute contract with LJB, Inc. for Indian Meadow access path study proposal at the total cost of \$14,350.00.

**Motion** made by Mrs. Hartkemeyer, second by Mrs. Berding to adopt Resolution #21-20

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

RESOLUTION TO APPROVE PURCHASE OF (19) BODY WORN CAMERAS, WITH THE REQUIRED ACCESSORIES LISTED ON THE ATTACHED ESTIMATE FROM WATCHGUARD FOR THE POLICE DEPARTMENT IN THE TOTAL AMOUNT OF \$105,458.00 #21-21

Resolution to approve purchase of (19) body worn cameras, with the required accessories listed on the attached estimate from WatchGuard for the Police Department in the total amount of \$105,458.00.

**Motion** made by Mrs. Berding, second by Mrs. Hartkemeyer to adopt Resolution #21-21

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 #21-22

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 #21-22.

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



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**ANNOUNCEMENTS**

- Offices closed to observe the Martin Luther King Holiday – Monday, January 18, 2021
- Fairfield Township Board of Trustees Meeting – Wednesday, January 27, 2021 at 7:00 PM

**Motion** made by Mr. McAbee, second by Mrs. Berding to adjourn at 8:29 P.M.  
All in favor.

**ROLL CALL**

Mrs. Hartkemeyer	Yes
Mr. McAbee	Yes
Mrs. Berding	Yes

Minutes submitted by:

\_\_\_\_\_  
Shelly Schultz, Fiscal Officer

\_\_\_\_\_  
Susan Berding, Trustee Chairperson

\_\_\_\_\_  
Shannon Hartkemeyer, Trustee Vice Chairperson

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

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