

**RECORD OF PROCEEDINGS**  
**REGULAR TRUSTEE MEETING HELD JULY 11, 2023**

The Fairfield Township Trustees held a Regular Trustee Meeting Tuesday, July 11, 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 7:03 PM.

**ROLL CALL**

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

**PRESENTATION**

RESOLUTION APPROVING THE PROMOTION OF POLICE OFFICER RYAN C. ROACH TO SERGEANT’S POSITION, EFFECTIVE IMMEDIATELY #23-99  
Resolution approving the promotion of Police Officer Ryan C. Roach to Sergeant’s position, effective immediately.

**Chief Chabali** – Presentation and pinning ceremony of Sergeant Ryan C. Roach.

**Motion** made by Mr. McAbee, second by Mrs. Hartkemeyer to adopt Resolution #23-99.

Vote: All in favor

- Veterans Memorial Committee Update – Dr. Fred Valerius
- Butler County Mental Health & Addiction Recovery Services Board – information and discussion from Dr. Scott Rasmus
- Update and discussion of hiring practices for Police Department –

**Chief Chabali** - The academy payment or reimbursement program would be considered part of the Township’s overall compensation strategy. The recruit will receive current Step 1 hourly pay for attending the academy and a three-year employment commitment would be expected of the recruit or payment or reimbursement would no longer be paid. Reimbursement of training expenses for candidates who voluntarily resign their employment with the Township prior to three years of employment will be set forth in an agreement with the candidate.

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- Basis Bridgewater LLC Final PUD Zoning Case FTZC23-2C

**CASE:** FTZC23-2C Final PUD Plan  
**APPLICANT:** Kimley-Horn  
**LOCATION:** 3011 Bridgewater Landing Drive  
Parcel Number: A0300-172-000-007  
**CURRENTLY ZONED:** Business Planned Unit Development (B-PUD)  
**REQUEST:** Final PUD Plan Approval: Bridgewater Landings –  
Raising Cane’s Restaurant

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**SITUATION OF PROPERTY**

The subject property is located at 3011 Bridgewater Landings Drive which is situated northeast of the intersection of Princeton Rd and Gilmore Rd. (att. 1). The parcel of interest is 1.122 acres. The parcels abut the following zoning districts: B-PUD directly north, west and southwest, A-1 (Agricultural District) to the east. and M-1 (Light Industrial District) to the south (att.2, att. 3).

**DESCRIPTION OF REQUEST**

The applicant is currently requesting approval of the Final PUD Plans the use of a Raising Cane’s Restaurant.

**FINDINGS OF FACT**

The Plans of Phase 2 of the Bridgewater Landings PUD, which included Starbucks and Tidal Wave Auto Spa and the installation/extension of the road, sidewalks, and utilities from the Gilmore Road and Princeton Road intersection to the new entrance of the Bridgewater Church were previously approved by the Board of Trustees.

The Raising Cane’s Restaurant plans include the construction of a +/-3,062 sq ft building and all associated site improvements. The proposed building will be set back approximately 70 ft from the Princeton Road ROW, 33 ft from the west property line, 70 ft from the east property line, and over 150’ from the edge of pavement of Bridgewater Landings (att.4). The proposed building includes a drive-thru, small outdoor patio space, and indoor seating. The proposed building meets and exceeds the architectural requirements outlined in the *Bridgewater Church B-PUD Design Guidelines*. The proposed elevations are composed primarily of two types of brick and a few colors of Portland cement stucco and glass/ aluminum store front system (att.5). The parking lot plan includes 25 parking spaces, two of those spaces are handicap accessible spaces, this exceeds parking requirements outlined in section 812. The proposed ingress/egresses are designed to

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be able to accommodate the turning radius for emergency vehicles required by the Fairfield Township Fire Department. Landscaping improvements include a variety of trees and shrubs planned throughout the site. The monument sign and dumpster enclosure will be composed materials the exterior of the building. The proposed signage on the site includes a total of 4 wall signs (one located on each side of the building) and one 6 ft tall monument sign facing Princeton Road

**RELEVANT SECTIONS OF THE FAIRFIELD TOWNSHIP ZONING RESOLUTION**

615.7 CONDITIONS FOR APPROVAL OF THE DETAILED FINAL PUD PLAN(S).

- (a) Upon receipt of the detailed Final PUD Plan(s) for each section of the Planned Unit Development landholding, the Fairfield Township Board of Trustees shall study and review the detailed Final PUD Plan(s) and shall approve, modify or disapprove the plan(s) on the basis of; (1) that all requirements have been satisfied, and (2) finding that the following specific conditions are fully met:
- (b) That the proposed detailed Final PUD Plan(s) for the individual section(s) of the overall R-PUD or B-PUD District are in conformance with the approved Preliminary PUD Plan,.
- (c) That any part of the Planned Unit Development not used for structures, parking and loading areas, or streets, shall be landscaped or otherwise improved; unless approved to be left in its natural state.
- (d) That any exception from the standard resolution requirements is warranted by the design and amenities, incorporated in the detailed Final PUD Plan(s), in accordance with the adopted policy of the Board of Fairfield Township Trustees.
- (e) That the internal streets and thoroughfares proposed are suitable and adequate to accommodate the anticipated traffic within and through the development.
- (f) That the Final PUD Plan(s) is consistent with the intent and purpose of this Resolution to promote public health, safety and general welfare of the residents of Fairfield Township, Butler County.

**STAFF RECOMMENDATIONS**

It is the opinion of the staff the conditions that were placed on the PUD during the Zone Change and the Preliminary PUD process have been addressed in the provided Final PUD plans. It is also the opinion of the staff that the submitted plans generally meet the requirements and guidelines outlined in the *Bridgewater Church B-PUD Design Guidelines*. The applicant has made an effort to address concerns and issues brought to them by Township Staff. Staff further believes that the Final PUD Plan is consistent with sections 615.7 of the Township Zoning Resolution and will promote public health, safety, and the general welfare of the residents of Fairfield Township. Based on the findings of

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fact & submitted proposal to the Fairfield Township Board of Trustees staff make the makes the recommendation to **Approve with conditions** the Final PUD Plan with the incorporation of the following comments.

1. All applicable findings and conditions from case # FTZC22-2C shall remain in effect and are required to be met.
2. The monument sign location must be approved by the Zoning Administrator prior to the approval of Zoning Certificate.
3. Upgrade dumpster enclosure materials to match a primary material from the building.
4. Move dumpster/dumpster enclosure location to a more standard location. (att. 6)
5. All branding associated with this location utilizes the proper jurisdiction of “Fairfield Township”

**ITEMS FOR BOARD DISCUSSION**

- Fire Chief hiring process – Trustees discussion.
- Strategic Plan – Community Survey – Trustees discussion.

**COMMUNICATION**

**Debbie Roark, 1926 Parkamo Avenue** – Traffic, garbage, change of address issues, etc.

**Angie McMullen** - Vicious dog issue.

**COMMITTEE REPORTS**

- TID – Trustee McAbee – TID meeting yesterday was canceled. North Hamilton Crossing meeting is on July 26.
- EMA – Trustee Hartkemeyer -Matt Haverkos has resigned to pursue other interests. Jim Bowlin will take his place.
- OKI – Trustee Hartkemeyer – Freight Conference is coming up September 7<sup>th</sup>. Strategic Regional Planning Process was voted on. This will be a great resource for zoning and planning for Fairfield Township. More electric vehicle funding will be available this Fall. OKI did vote for the funding of the Brent Spence Bridge. Cost will be \$3.5B.
- CLOUT – Trustee Hartkemeyer – Meeting was yesterday. Key legislative updates for the Township are fraud training and reporting project that will be out there. Ms. Schultz I’m sure you will be leading the way. We will all have to be watching a video. There is also a property tax study. The competitive bid increase has gone up to \$75,000 and that will be going up 3% each year. There

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were some changes with the TIF funding, our law directors will be handling this.

**Motion** made by Mr. Berding, second by Mr. McAbee to amend agenda to add Resolution #23-106 to approve tax budget that was accepted this evening.

Vote: All in favor

**FISCAL OFFICER'S RECOMMENDATIONS AND REPORTS**

**Ms. Schultz** – We received our opioid settlement in the amount of \$4,739.00. We are in the middle of open enrollment of our medical insurance effective August 1<sup>st</sup>. I wanted to let you know that I did accept a position with Metropolitan Parks of Butler County. I did check with Mr. Barbieri and there should be no conflict of interest. The land sale is setting in the CIC fund, and this will be brought up at the next CIC meeting to transfer that money to general fund if that is what you choose.

**Mr. Berding** - The new library will be close to StoryPoint.

**Mr. McAbee** - How much land does that leave us there?

**Mrs. Vonderhaar** - 3 – 5 acres.

**Motion** made by Mr. McAbee, second by Mr. Berding to suspend reading of the minutes of the following meeting:

1. Regular Trustee Meeting, June 1, 2023

All in favor.

**Motion** made by Mr. McAbee, second by Mr. Berding to approve the minutes.

1. Regular Trustee Meeting, June 1, 2023

All in favor.

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

All in favor

**ADMINISTRATOR'S REPORT** – Julie Vonderhaar – There are several resolutions coming up. One is for Morton Salt contract. Seward Road Bond, we've been having weekly meetings. They are possibly closing on August 9<sup>th</sup>. I think the interest rates are at 6%. The Township will net about \$3M. Chief Thomas let me know there are about 20 hydrants to be painted. His seasonal employees will work the fair. We are working on the car show and concert September 9<sup>th</sup>.

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**MOTIONS**

**Motion** made by Mr. McAbee, second by Mrs. Hartkemeyer to accept resignation of Firefighter/Paramedic Christopher Simpson.

Vote: All in favor

**Motion** made by Mr. Berding, second by Mrs. Hartkemeyer to authorize Administrator to sign a blend and extend aggregation agreement with AEP Energy at a price lower than \$0.839 per ccf or less.

**Mrs. Vonderhaar** - Natural gas prices are shaping up. They are hoping to blend down to \$.60 ccf.

Vote: All in favor.

**Motion** made by Mr. McAbee, second by Mr. Berding to approve, deny, or approve Final PUD Zoning Case FTZC23-2C with conditions listed by staff the proposed final PUD plan for Basis Bridgewater LLC

Vote: All in favor.

**RESOLUTIONS**

RESOLUTION TO APPROVE OPEN PURCHASE ORDERS BALANCES #23-100

Resolution to approve open purchase orders balances.

**Motion** made by Mr. McAbee, second by Mrs. Hartkemeyer to adopt Resolution #23-100.

Vote: All in favor

RESOLUTION AUTHORIZING A THEN AND NOW PURCHASE ORDER FOR OHIO ASSOCIATION OF CHIEFS OF POLICE AT A PRICE NOT TO EXCEED \$5,900.00 #23-101

Resolution authorizing a Then and Now Purchase Order for Ohio Association of Chiefs of Police at a price not to exceed \$5,900.00

**Motion** made by Mr. McAbee, second by Mr. Berding to adopt Resolution #23-101.

Vote: All in favor

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RESOLUTION AUTHORIZING THE CREATON OF AN ACADEMY PAYMENT OR REIMBURSEMENT PROGRAM FOR THE POLICE DEPARTMENT WITH A MAXIMUM PAYMENT OR REIMBURSEMENT NOT TO EXCEED

\$10,000

#23-102

Resolution authorizing the creation of an academy payment or reimbursement program for the Police Department with a maximum payment or reimbursement not to exceed \$10,000.

**Motion** made by Mr. Berding, second by Mrs. Hartkemeyer to adopt Resolution #23-102.

Vote: All in favor

RESOLUTION AUTHORIZING A THEN AND NOW PURCHASE ORDER FOR SPECIALTY TRUCK REPAIR, INC., FOR THE FIRE DEPARTMENT AT A PRICE NOT TO EXCEED \$19,620.00

#23-103

Resolution authorizing a Then and Now Purchase Order for Specialty Truck Repair, Inc., for the Fire Department at a price not to exceed \$19,620.00.

**Chief Thomas** - They are waiting for a couple of parts to complete repair. I'm hoping for that truck to be back by the end of the week. This is the entire cost.

**Motion** made by Mr. Berding, second by Mrs. Hartkemeyer to adopt Resolution #23-103.

Vote: All in favor

RESOLUTION AUTHORIZING THE ADMINISTRATOR TO EXECUTE A SALT CONTRACT WITH THE BUTLER COUNTY ENGINEER'S OFFICE FOR THE 2023 & 2024 SNOW & ICE CONTROL SEASON

#23-104

Resolution authorizing the Administrator to execute a salt contract with the Butler County Engineer's Office for the 2023 & 2024 snow & ice control season.

**Mrs. Vonderhaar** - Morton did win the bid for \$90.31/dump.

**Motion** made by Mr. McAbee, second by Mrs. Hartkemeyer to adopt Resolution #23-104.

Vote: All in favor

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RESOLUTION DECLARING NUISANCE AND ORDERING ABATEMENT ON THE PROPERTIES LISTED BELOW AND FURTHER AUTHORIZING THE ZONING ADMINISTRATOR TO INITIATE COMPLAINT #23-105

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

**Mr. Goins** - The property of interest is the Ravenna Drive property. So with that we will post final notice of violation. The property owner has 10 days to address the nuisance. If they don't address the nuisance we can contract a company to clean up the property and we will send them a bill and if we don't get payment we will access the property taxes.

**Motion** made by Mr. McAbee, second by Mr. Berding to adopt Resolution #23-105.

Vote: All in favor

RESOLUTION TO ADOPT THE FISCAL YEAR 2024 TAX BUDGET, ATTACHED HERETO AND MADE A PART OF THIS RESOLUTION BY REFERENCE #23-106

Resolution to adopt the Fiscal Year 2024 Tax Budget, attached hereto and made a part of this resolution by reference.

**Motion** made by Mr. McAbee, second by Mrs. Hartkemeyer to adopt Resolution #23-106.

Vote: All in favor

**ANNOUNCEMENTS**

- Fairfield Township Blood Drive – Tuesday, July 25, 2023, 12 PM – 4 PM
- Fairfield Township Board of Trustee Meeting – Tuesday, August 8, 2023, at 7 PM.
- Touch-A-Truck – Saturday, August 19, 2023, 10 AM – 1 PM – Bridgewater Falls.

**BOARD MEMBER COMMENTS**

- **Mr. McAbee** – Just a reminder that voting is starting today for the August 8<sup>th</sup> special election.
- **Mrs. Hartkemeyer** – I'm really excited at the library coming to Fairfield Township. This is a definite win for our community. As well as Cane's.
- **Mr. Berding** – I'd like to thank all our community volunteers with the Veterans Committee. The memorial is amazing.



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**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.

Adjourned into executive session at 9:42 PM

Reconvened at 11:21 PM

**ROLL CALL**

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

No action followed executive session.

**ADJOURNMENT**

Motion made by Mr. McAbee, second by Mrs. Hartkemeyer to adjourn at 11:22 PM.  
All in favor.

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Minutes submitted by:

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Shelly Schultz, Fiscal Officer

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Michael Berding, Trustee Chairperson

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Shannon Hartkemeyer, Trustee Vice-Chairperson

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Joe McAbee, Trustee

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