

**RECORD OF PROCEEDINGS  
REGULAR TRUSTEE MEETING HELD JUNE 10, 2020**

The Fairfield Township Trustees held a Regular Trustee Meeting Wednesday, June 10, 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 6:33 PM.

**ROLL CALL**

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

**PLEDGE OF ALLEGIANCE**

**PRESENTATIONS**

- Police Department Remodel – Chief Chabali

The remodel is based on achieving functionality improving workflow and enhancing safety. The Police Department was built in 2002. In 2002 the Police Department consisted of 11 full time officers and 6 part time officers and serviced a population of approximately 15,631. We're now authorized for 23 full time sworn 2 clerks 1 property room custodian and school resource officer for Butler Tech and 1 crime prevention and community-based specialist for a total of 28. These 28 are serving a population of approximately 23,000; which is about a 47% increase in sworn personnel. The addition would include 3564 square foot addition, 600 square foot renovation of the current facility and 1848 square foot parking renovation. Chief Chabali continued with general description of new facilities.

**Mrs. Berding** - Is there a plan for drug take back in the lobby?

**Chief Chabali** - Probably not. It's a big hassle. It's an extreme responsibility.

**Mrs. Berding** - The elevator and the water problem is that in the plan to remediate?

**Chief Chabali** - This is being looked at by the contractor.

**Mrs. Berding** - We originally had one-dollar amount budgeted now the new quote is coming back approximately 10% higher. Did we add some things, did you see some things that could be done better?

**Chief Chabali** - Yes, a little of both. Working with the contractor we came up with some better things.

**Mr. McAbee** - The original estimate was \$1.1 million with add-on. What were the add-ons?

**Chief Chabali** - There were so many. We went item by item and I'm sure you have a copy. We went as frugal as possible.

**Mr. McAbee** – What type of construction will it be?

**Mrs. Vonderhaar** - Its commercial design-build construction. The \$1.1 was a base bid. A brand-new building would be \$5 - \$6 million.

**Mrs. Berding** - It's important that we build for the future. We've had a 50% population growth. We didn't participate that type of growth.

**Mr. McAbee** - What is the building going to be made of? Poured concrete?

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**Mrs. Vonderhaar** – Its masonry?

**Mr. McAbee** - Are you just doing one floor? Why wouldn't you do the basement while your there?

**Chief Chabali** - I have an amount allotted.

**Mr. McAbee** – Everybody is worried about spending money and doing it for the future. Who gave you that amount?

**Chief Chabali** – CUC.

**Mr. McAbee** – Who gave you that amount allotted to spend?

**Chief Chabali** - They told us what is was going to cost and then came back to you

**Mrs. Berding** - That could be phase two of the projects spread out for the next year or two.

**Mr. McAbee** - How many officers are we building for?

**Chief Chabali** - We are building for maybe 4 or 5 more. I do think if we can get to the basement, we're set for many more years.

**Mr. McAbee** - The police levy is already in the red this year. We're using the safety service money. All these things come into this type of decision. Do we have a signed contract?

**Mrs. Vonderhaar** - We do not.

**Mr. McAbee** - I still say if you're going to do all that work you need to fix the basement. Do you have an estimate on that?

**Mrs. Berding** - I'm not sure I understand your strategy Mr. McAbee. Your picking apart everything the Chief is recommending and every dollar amount. Now your suggesting that we spend more money this year to remodel the basement.

**Mrs. Hartkemeyer** - Can we move along with phase I before starting phase II?

**Mrs. Vonderhaar** - Can we move to go to \$1.65 million?

**Mrs. Berding** – I'm in favor of moving forward with the \$1.65 million with CUC for the addition.

**Motion** made by Mrs. Berding, second by Mr. McAbee to sign contract with CUC for first floor remodel and addition of the police department at a cost of 1.65 million.

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

**OLD BUSINESS**

• **Heroes Park Update**

**Ken Geis**, Mr. Craig Stephenson of Criteria Engineering, has presented a proposal to the administrator in order to move forward with this project in an expeditious manner.

**Motion** made by Mr. McAbee, second by Mrs. Hartkemeyer to use Mr. Craig Stephenson of Criteria Engineering in the amount of \$2,500.

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

• **Reigart Path Update**

**Mrs. Vonderhaar** – We've had quiet a few hurdles due to the topography. This doesn't appear to be something that can be easily done. Its going to be more comprehensive and time consuming than previously thought.

**Mrs. Berding** - How complicated and the estimated range? I'd like to understand the

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benefit and cost.

**Mrs. Hartkemeyer** - I'd like to get a cost of what it would be.

**Mr. McAbee** - If you have time, I know that Ralph went down there and looked at it.

**Ralph Tubreuggen** – It would be very costly to do. Maybe you could tie into one of the other roads. Maybe gain easement.

### ITEMS FOR BOARD DISCUSSION

#### Healthcare Renewal

**Mrs. Vonderhaar** - We are currently with Humana. Renewal is coming up August 1<sup>st</sup>. Things came in pretty hefty with a 31.5% increase. Margaret Howser has worked with Humana and got it down to a 3% increase. That's for health, medical, vision and dental. There is no increase in vision or dental this year. Basic and voluntary life rates came in at no increase. Because of the rebates we get with employee participation with GO365 we bring in about \$35,000.

### COMMUNICATION

**Mr. Robert Harris** – 2574 Rochester Avenue, we have requested from the Police Department to set up radar to catch speeders on Rochester Avenue and they have complied and left it there for a couple weeks.

**Mrs. Hartkemeyer** - Chief Chabali can you look into this with recommendations?

**Mrs. Vonderhaar** - This is going to be dictated by the engineers and the county. We'll definitely look into it and get back to you.

*Facebook Live* comments – are there any laws on blowing grass on the roadways.

**Mr. Barbieri, Legal Counsel** – There is no law against blowing grass on the roads.

### FISCAL OFFICER'S RECOMMENDATIONS AND REPORTS

**Ms. Schultz** – for the month May our fund balance of \$18,300,000, \$300,000 in revenue and spent approximately \$700,000 leaving our fund balance at \$17,900,000. Those reports are in your mailbox. I wanted to report this month on the credit card we had .90 cents in sales tax. The Fiscal Office repaid that .90 cents.

**Mr. McAbee** – on the controversial Huntington credit card there are a lot of charges. I noticed the Fire Department had several charges to McAlister's and Skyline.

**Mrs. Vonderhaar** – that was me. When COVID first hit we treated every department and every shift to lunch.

**Mr. McAbee** - It would be nice for an explanation for all this food.

**Mrs. Vonderhaar** - Next time I will send an email with an explanation. This was done as a gesture during COVID as an uplift. Everyone here complies and there is nothing I'm ashamed of process wise.

**Mr. McAbee** - You should have put some paperwork with it.

**Mrs. Berding** - I think it was a very fine gesture.

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**Motion** made by Mrs. Hartkemeyer, second by Mrs. Berding to suspend the reading of the minutes of the Regular Trustee Meeting, May 13, 2020

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

**Motion** made by Mr. McAbee, second by Mrs. Hartkemeyer to approve the minutes of the Regular Trustee Meeting, May 13, 2020.

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

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

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

**ADMINISTRATOR’S REPORT – Julie Vonderhaar**

The sewer project with Kleingers continues to move forward. Mr. Geis has been instrumental in dealing with some things I’m not experienced in. I’ve sent you an update on the Service Building. The bank loan closed on the 12<sup>th</sup>.

**Motion** to accept resignation of Michelle Couch, Police Department Clerk.

Motion to approve made by Mrs. Hartkemeyer, second by Mrs. Berding.

YES – Mrs. Berding, Mrs. Hartkemeyer

ABSTAIN - Mr. McAbee

**RESOLUTION TO APPROVE OPEN PURCHASE ORDER BALANCES # 20-95**

Resolution to approve open purchase order balances.

**Motion** made by Mrs. Berding, second by Mrs. Hartkemeyer to adopt Resolution #20-95

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

**RESOLUTION TO AUTHORIZE PAY RAISES FOR EMPLOYEES #20-96**

**Mr. McAbee** - Are we doing 2.25 or 2.50 like we did the police contract for?

**Mrs. Vonderhaar** – 2.75 like the police contract, yes. Not all raises are the same.

Some people were stepped up. We’re addressing salaries so we aren’t getting behind.

We’re trying to stay competitive in the market. We’re changing raises to anniversary dates instead of April 1<sup>st</sup>.

**Ms. Schultz** – This is based on an anniversary step. We’re behind but we’re not recommending retro pay. If we don’t use a step approach, we’re going to get behind and need to catch up. This is the same step approach when we adjusted the Service Department. It was the same formula. If we don’t use it everyone is going to get behind again.

**Mr. McAbee** - I guess I don’t understand how they can get behind. If we’ve approved the steps, they should get a raise.

**Mrs. Vonderhaar** - You have approved the steps. What you have in front of you are the documents showing the rates.

**Mr. McAbee** - Some people look like they’re getting more than 2.75.

**Mrs. Vonderhaar** - If you don’t want to approve, we can amend the resolution.

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**Mr. McAbee** - If we're going to do the steps, we should adopt the steps. That should be approved by the Board. Not the Administrator or the Fiscal Officer.

**Ms. Schultz** – This is just behind the scenes; making a recommendation. This is a 2.75 cost of living raise plus a time of service increase. It will keep any full-time person on track. We delayed raises due to COVID. We would have recommended these raises back in April if COVID hadn't hit.

**Mr. McAbee** – I make a motion to amend the resolution to 2.75 for all employees that are eligible. Then if we want to consider steps let's put it in writing.

**Mrs. Berding** - Are you recommending we give 2.75 and not the steps?

**Mr. McAbee** - How are we going to do the steps? We haven't adopted the numbers yet.

**Ms. Schultz** - This is the same formula that we used to recommend the Service Department that you approved. This is the same for all raises for the last several years.

**Motion** made by Mrs. Berding to amend resolution 20-96 to make raises retro-active to 4/1/2020, second by Mrs. Hartkemeyer.

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

**RESOLUTION TO AUTHORIZE PAY RAISES FOR EMPLOYEES #20-96**

Resolution to authorize pay raises for employees,

**Mrs. Hartkemeyer** - I move to adopt Resolution 20-96, second by Mrs. Berding.

YES – Mrs. Berding, Mrs. Hartkemeyer

ABSTAIN - Mr. McAbee

**RESOLUTION TO APPROVE CONTACT WITH ANAGO CLEANING SYSTEMS FOR THE POLICE DEPARTMENT AND ADMINISTRATION BUILDING #20-97**

Resolution to approve contact with Anago Cleaning Systems for the Police Department and Administration Building #20-97

**Motion** made by Mr. McAbee, second by Mrs. Hartkemeyer to adopt Resolution #20-97

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

**RESOLUTION TO AUTHORIZE PHASE II CURB AND GUTTER REPAIRS FROM SAM AND MIKE NEAL CONTRACTOR'S AT A PRICE NOT TO EXCEED**

\$44,950.00 #20-98

Resolution to authorize phase II curb and gutter repairs from Sam and Mike Neal Contractor's at a price not to exceed \$44,950.00

**Motion** made by Mr. McAbee, second by Mrs. Hartkemeyer to adopt Resolution #20-98

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

**RESOLUTION AUTHORIZING THE APPOINTMENT OF PART TIME CRIME PREVENTION/COMMUNITY POLICING SPECIALIST DARRYL PREWITT, AT AN HOURLY RATE OF \$25.00 PER HOUR, WITH A 12-MONTH PROBATIONARY PERIOD #20-99**

Resolution authorizing the appointment of part time Crime Prevention/Community Policing Specialist Darryl Prewitt, at an hourly rate of \$25.00 per hour, with a 12-month probationary period

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**Motion** made by Mrs. Berding, second by Mr. McAbee to adopt Resolution #20-99  
YES – Mrs. Berding, Mr. McAbee, Mrs. Hartkemeyer

RESOLUTION TO APPOINT TREVOR KINCH AS A FULL TIME SERVICE  
DEPARTMENT EMPLOYEE, AT AN HOURLY RATE OF \$19.00, EFFECTIVE  
HIRE DATE JUNE 22, 2020, WITH A 12-MONTH PROBATIONARY PERIOD  
#20-100

Resolution to appoint Trevor Kinch as a full time Service Department employee, at an hourly rate of \$19.00, effective hire date June 22, 2020, with a 12-month probationary period

**Motion** made by Mrs. Berding, second by Mr. McAbee to adopt Resolution #20-100  
YES – Mrs. Berding, Mr. McAbee, Mrs. Hartkemeyer

RESOLUTION AFFIRMING THAT FUNDS RECEIVED FROM THE STATE OF OHIO RELATIVE TO SENATE BILL 310 AND THE FEDERAL CARES ACT MAY BE EXPENDED ONLY TO COVER COSTS CONSISTENT WITH THE REQUIREMENTS OF SECTION 5001 OF THE “CORONAVIRUS AID, RELIEF, AND ECONOMIC SECURITY ACT,” AS DESCRIBED IN 42 U.S.C. 601 (D), AND ANY APPLICABLE REGULATIONS  
#20-101

Resolution affirming that funds received from the State of Ohio relative to Senate Bill 310 and the Federal Cares Act may be expended only to cover costs consistent with the requirements of section 5001 of the “Coronavirus Aid, Relief, and Economic Security Act,” as described in 42 U.S.C. 601 (d), and any applicable regulations

**Motion** made by Mr. McAbee, second by Mrs. Hartkemeyer to adopt Resolution #20-101

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

**Mr. McAbee** – How much have we spent?

**Mrs. Vonderhaar** - We’ve spent about \$16,000 so far for gowns and masks.

**Mr. Barbieri** - This covers a lot of things. There are exclusions in the act. We have to pass this resolution to agree we are not going to spend it on items that are excluded. This is only for expenses from March 1<sup>st</sup> to December 31<sup>st</sup>.

RESOLUTION DECLARING NUISANCE AND ORDERING ABATEMENT ON THE PROPERTIES LISTED BELOW AND FURTHER AUTHORIZING THE ZONING ADMINISTRATOR TO INITIATE COMPLAINT  
#20-102

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 #20-102.

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



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**ANNOUNCEMENTS**

Fairfield Township Board of Trustees Meeting – Wednesday, June 24, 2020 at 6:30 PM

**BOARD MEMBER COMMENTS**

**Mrs. Berding** - It's good to be back in person and see most of our lead team here. Thank you, Mrs. Vonderhaar, for facilitating the meetings. Thank you to Chief Chabali and Chief Thomas. I see everything is running well in the Township. We all feel safe and secure. We're so proud of the professionalism in both of your departments. Thank you to the Service Department for all your hard work. I wanted to congratulate the Fairfield Class of 2020.....you made it!

**Mr. McAbee** - Just one thing; it bothers me when I see our squad or any Township employee in our jurisdiction when they go to Hamilton Kroger's. I'm sure they're just getting food. I don't understand why they can't go to Target or Wal-Mart. They've been a huge contributor to the Township. It adds to the time if we get a call and we're out of our area. I'd like to ask the Administrator to stop that. Tell them to shop in the Township and stay in the Township. If they get caught behind that train on Grand they would have to go way around. I would ask you to direct the Fire Chief to stay in the Township.

**EXECUTIVE SESSION**

**Motion** made by Mrs. Hartkemeyer, second by Mrs. Berding to enter Executive Session, in accordance with ORC 121.22 G (1), consider the appointment, employment, or compensation of a public employee or official and ORC 121.22 (8) to consider confidential information related to the marketing plans or specific business strategy for economic development assistance, or to negotiations with other political subdivisions respecting requests for economic development assistance.

**ROLL CALL**

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

Adjourned into executive session at 8:15 PM

Trustee's reconvened at 9:40 PM

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**-ROLL CALL**

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

**Motion** made by Mr. McAbee, second by Mrs. Hartkemeyer to adjourn at 9:41 P.M.  
All in favor.

**ROLL CALL**

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

Minutes submitted by:

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Shelly Schultz, Fiscal Officer

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Shannon Hartkemeyer, Board Chairperson

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Joe McAbee, Trustee

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Susan Berding, Trustee



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