

**RECORD OF PROCEEDINGS
REGULAR TRUSTEE MEETING HELD JUNE 23, 2021**

The Fairfield Township Trustees held a Regular Trustee Meeting Wednesday, June 23, 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 7:00 PM.

ROLL CALL

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

INVOCATION: Pastor Cecil Day, Lighthouse Baptist Church

PLEDGE OF ALLEGIANCE

OLD BUSINESS/ITEMS FOR BOARD DISCUSSION

- CIC Meeting – Next meeting will be September 8th at 6:30 PM
- Schedule Public Hearings for FTZC21-C2, FTZC21-3C & FTZC21-4C

Mrs. Berding – The 3 cases are: Ryan Homes, MI Homes and Proposed Text Amendment. First, I'd like to say that text amendment was unanimously passed by this Board of Trustees on April 28, 2021. First, I want to thank the zoning commission for putting in a long meeting to hear those three cases. Its not often we have three cases in one night. I want to thank Mr. Kyde for helping the zoning staff to understand the different classes of vehicles. I think that was very helpful to our staff. Just a couple words about what brought our proposal about; there was a perceived problem by staff in that the 2008 zoning code was unclear in many ways and confusing and difficult to interpret. Also, I did have a couple residents contact me about parking commercial vehicles. This one particular resident did receive a complaint and she reached out to me, and she was in tears. So, it got me to thinking maybe we should be less restrictive on commercial vehicles; especially in light of the pandemic when a lot of people are given work vehicles to take home. Even without the pandemic a lot of people are given work vehicles to take home and are on call 24/7. This was the Boards intention to be responsive to residents about the hardships brought about by Covid. That is really what brought about the change. We also started looking at recreational vehicles. There is a process for us to hear residents' opinions and that is through a public hearing. There is always a public hearing at the zoning commission meeting and then it comes to the trustees to set another public hearing. Its very important to hear those comments. In fact, I was at the zoning commission meeting last week with my husband Michael Berding. I stayed for the first two hearings: MI and Ryan. I left before the third case was heard because I didn't want to give the impression that I was trying to influence the zoning commission. I did go home and watch on Facebook Live. I did hear the comments and it's very important to me to hear those comments. In light of the interest

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in this text amendment I would like to propose that we set that public hearing all by itself and the other two cases – MI and Ryan – on another night.

Mr. McAbee - What we did was make a suggestion to the zoning commission to explore this opportunity to fix what staff thought was problems on the new 2020 zoning resolutions. We didn't vote on it we just voted to start the process. We're back to 2020 resolutions and should be enforced to the letter.

Mrs. Berding – Yes, that is correct.

Mr. McAbee - They could have, and I was hoping they would have offered an alternative. They could have explored it. Had a public hearing. But instead, they turned it down flat. I would make that motion that we just withdraw that text resolution. We would have to vote 2 to 1 to overturn their decision.

Mrs. Berding – I don't want to overturn their decision.

Mrs. Hartkemeyer - I think the Board has common ground here Trustee McAbee. I was hoping we would get some concrete discussion as to what those were. I'm interested in learning more so we can fix the problem. Issues have been surfaced to Trustee Berding and me. I think it bears some additional exploration. We need to understand how this can help all of our citizens. There are opportunities for improvement. I would like to do some more exploration to understand what the citizens think.

Mr. Barbieri, Law Director - You have a motion to withdraw the amendment. You will need a second.

Mrs. Berding - If we rescind the proposal do we have the ability to do some further investigations?

Mr. Barbieri, Law Director - Yes, you can do whatever you want. You can reinstitute these text amendments anytime in the future. Mr. McAbee was right about the process. You just actually kickstarted the process to see if there was a solution.

Mrs. Berding – I want to make sure our zoning commission and even our zoning appeals board understand the process and knows their roles in this process.

Mr. McAbee – The voluntary boards that meet depend on staff for leadership. The staff should have been providing professional leadership during this process.

Mr. Barbieri, Law Director – I'm not part of the staff but I did suggest that the Board would be receptive to some kind of committee to study this and that they didn't have to make a decision that night.

Mrs. Vonderhaar - I will work to improve communication and set my expectations based on what you told us.

Mrs. Berding - I think we can educate the two zoning boards as to what their roles are. I think that would be very helpful.

Motion made by Mr. McAbee, second by Mrs. Berding to withdraw text amendment.
YES – Mrs. Hartkemeyer, Mr. McAbee, Mrs. Berding

Mr. McAbee – I'd like to make a motion to add a resolution to the agenda to repeal the 2020 zoning resolution. We know there are problems with it. I hope we can form a citizen committee and do our due diligence.

Mr. Barbieri, Law Director - I think that would take the form of a resolution to

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institute the text amendment again. I don't know that we can just repeal without going through a process. I would have to take a look at that.

Mrs. Berding - You want to add a resolution tonight?

Mr. Barbieri, Law Director I need to look at the proper process to do that. We might have to start the amendment process all over again. This has already been passed and the 30-day referendum period has passed as well. I don't think we can just repeal it that way.

Mrs. Berding – I'd like to put this on the next agenda so we can review this.

Motion to repeal the 2020 zoning resolution dies due to lack of second. Will consider next meeting.

Mrs. Berding: I don't think we're fixing mistakes in that resolution. I think we are trying to become tradesman friendly and resident friendly and allowing them to park commercial vehicles if they have a homebased business.

Mrs. Hartkemeyer – We consistently need to look at ways to improve our processes. We need to find a better way to do things in the community.

Mrs. Berding - Can we start the process of starting a task force made up of residents? What is the recommend size?

Mr. Barbieri, Law Director - I've seen several meetings that just invite people to come and express their views. Or just appoint 5 or 6 people and have them be a committee.

Mrs. Hartkemeyer - I'd like to see some public listening sessions. Maybe 3 or 4 sessions.

Mr. McAbee - Mr. Kyde I'd like to see you serve on that committee.

- Schedule Public Hearings for FTZC21-C2, FTZC21-3C & FTZC21-4C

Motion made by Mr. McAbee, second by Mrs. Hartkemeyer to set meeting time for Public Hearing July 13th for FTZC21-C2 at 7:00 PM and FTZC21-3C at 7:15 PM.

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

Mr. McAbee – Contact the applicants to be sure they will available tomorrow.

Motion made by Mrs. Berding, second by Mrs. Hartkemeyer to set backup meeting time for Public Hearing July 14th.

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

COMMUNICATION

- Resident Comments

Mr. Paul Kyde, 2552 Urmston Avenue, spoke for 14 minutes 4 seconds.

FISCAL OFFICER'S RECOMMENDATIONS AND REPORTS

Ms. Schultz – The audit came back today with no issues. Therefore, I would like permission to waive the audit conference like we've always done in the past.

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Motion made by Mr. McAbee, second by Mrs. Berding to suspend the reading of the minutes of the Trustee Regular Meeting May 12, 2021.

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

Motion made by Mr. McAbee, second by Mrs. Berding to approve the minutes of the Regular Trustee Meeting May 12, 2021.

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

Motion made by Mr. McAbee, second by Mrs. Berding to table the minutes from regular trustee meeting, May 26, 2021.

Mr. McAbee – I would like to see more details.

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

RESOLUTION TO APPROVE OPEN PURCHASE ORDER BALANCES #21-95

Resolution to approve open purchase order balances.

Motion, made by Mrs. Berding second by Mrs. Hartkemeyer to adopt Resolution #21-95.

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

RESOLUTION TO AUTHORIZE THE ADMINISTRATOR TO SIGN RENEWAL CONTRACTS WITH HUMANA FOR HEALTHCARE BENEFITS #21-96

Resolution to authorize the Administrator to sign renewal contracts with Humana for healthcare benefits.

Motion, made by Mr. McAbee second by Mrs. Hartkemeyer to adopt Resolution #21-96.

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

RESOLUTION TO APPOINT JOSEPH STATZER AS A MEMBER OF THE FAIRFIELD TOWNSHIP BOARD OF ZONING APPEALS EFFECTIVE IMMEDIATELY AND EXPIRING JANUARY 31, 2023 #21-97

Resolution to appoint Joseph Statzer as a member of the Fairfield Township Board of Zoning Appeals effective immediately and expiring January 31, 2023.

Mr. McAbee - He was on before?

Mrs. Vonderhaar - Yes, he was an alternate.

Motion, made by Mrs. Berding second by Mrs. Hartkemeyer to adopt Resolution #21-97.

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

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RESOLUTION TO APPOINT MICHAEL JODREY AS AN ALTERNATE MEMBER OF THE FAIRFIELD TOWNSHIP BOARD OF ZONING APPEALS EFFECTIVE IMMEDIATELY AND EXPIRING JANUARY 31, 2022 #21-98

Resolution to appoint Michael Jodrey as an alternate member of the Fairfield Township Board of Zoning Appeals effective immediately and expiring January 31, 2022.

Motion, made by Mr. McAbee second by Mrs. Hartkemeyer to adopt Resolution #21-98.

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

RESOLUTION AUTHORIZING THE ADMINISTRATOR TO EXECUTE AGREEMENT WITH THE BUTLER COUNTY EMERGENCY MANAGEMENT COOPERATIVE PROGRAM AT A TOTAL COST OF \$8,904.09 #21-99

Resolution authorizing the Administrator to execute agreement with The Butler County Emergency Management Cooperative Program at a total cost of \$8,904.09.

Mrs. Vonderhaar - This is costs that are shared by all political subdivisions. This is based on .39 cents per capita price.

Motion, made by Mrs. Berding second by Mr. McAbee to adopt Resolution #21-99.

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

****FIRST READ****

RESOLUTION AUTHORIZING SEAL AND STRIPE WORK TO BE DONE FOR PARKS AND THE POLICE DEPARTMENT, FIRE DEPARTMENT AND ADMINISTRATION DEPARTMENT PARKING LOTS BY COLLETT SERVICES AT A COST OF \$23,731.79 #21-100

Resolution authorizing seal and stripe work to be done for Parks and the Police Department, Fire Department and Administration Department parking lots by Collett Services at a cost of \$23,731.79.

Mrs. Berding - It's recommended that we seal and stripe our parking lots every two year and it has been three since we've done so.

Mr. McAbee – I'd like to see three bids.

Mrs. Vonderhaar – There are three quotes.

Mrs. Berding – The three quotes are in package.

Mrs. Vonderhaar - This is the group that Jeff Bennett felt strongly about and recommended.

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

#21-101

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 Mrs. Berding to adopt Resolution #21-101.

Mr. McAbee - I'm shocked there is only one item. There are violations everywhere. We don't pick up our own stuff. Take a look on Tuley. How are we tracking?

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Mrs. Vonderhaar - We contract grass cutting out. I'll take a look at the process to get an understanding. Nick Armstrong has been the best inspector I've ever seen. He engages with every resident he speaks with. He's trying to get compliance without bringing these resolutions forward. Don't take lack of resolutions for not working. He is doing a great job.

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

ANNOUNCEMENTS

- Offices closed to observe the Independence Day Holiday - Monday July 5, 2021
- Public Hearing for FTZC21-C2 and FTZC21-3C – Tuesday, July 13th and back up date of Wednesday, July 14, 2021 at 7 PM
- Public Hearing for Tax Budget Hearing – Wednesday, July 14th at 7 PM
- Fairfield Township Board of Trustees Meeting – Wednesday, July 14, 2021 at 7 PM

BOARD MEMBER COMMENTS

Mr. McAbee – I look forward to getting the zoning minutes from the zoning hearing including sign in sheet.

Mrs. Hartkemeyer – I am working with staff on process for meeting preparation. We did notice some different areas of opportunities to take a look at. I'd like to talk with you about some changes; currently when a department brings something to Mrs. Vonderhaar with request for it to go to resolution each department does this a little bit differently. One of the improvement ideas is to standardize this; we will have a cover sheet, a place for three bids, a justification. The intent for this is so we – The Board – can take a look at it. This may help reduce the possibility of Then and Nows. Frequently I've noticed we've had issues with deciding which fund to use. What has been implemented is there is going to be a fund number meeting on the Tuesday before the Trustee Meeting with the staff. The Trustees will be getting their packets on Friday and then we will have until Monday end of business to get any information to Administrator Vonderhaar or Fiscal Officer Schultz so they can discuss that in their Tuesday meeting. The intent of that is to make it so they are prepared for the meeting. Trustees will get their packets on Friday and have the weekend to review. If there any changes we can provide that to staff by end of business Monday. Also, do you prefer paper or can it be emailed. Which would you prefer?

Mr. McAbee – I still prefer the paper.

Mrs. Berding - I'm ok with electronic.

Mrs. Hartkemeyer – I'm ok with electronic too. The other thing that we were looking at is Google Docs. Or, are we ok just doing the email like we're currently doing?

Mrs. Berding – I prefer email.

Mr. Barbieri, Law Director - My part in the process is I get the resolutions on Friday

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afternoon and then over the weekend I go through them and usually make changes. Word document is ok with me.

Mrs. Hartkemeyer - I'd like to see that process backed up to Wednesday. One of the other improvement items is the development of a township calendar to be used by the Board and staff. Also, I'd like to add a little more narrative to the resolutions.

Mr. McAbee - I think we need to look at the payment process.

EXECUTIVE SESSION

Motion made by Mrs. Berding, second by Mrs. Hartkemeyer to enter Executive Session, in accordance with: ORC 121.22 G (1) To consider the discipline, employment or compensation of a public employee.

President convenes executive session at 8:46 PM.

President resumes regular meeting at 9:13 PM.

ROLL CALL

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

No action taken.

Motion made by Mrs. Berding, second by Mrs. Hartkemeyer to adjourn at 9:14 P.M.
YES – Mrs. Berding, Mr. McAbee, Mrs. Hartkemeyer

Minutes submitted by:

Shelly Schultz, Fiscal Officer

Susan Berding, Trustee Chairperson

Shannon Hartkemeyer, Trustee Vice Chairperson

Joe McAbee, Trustee

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