

RECORD OF PROCEEDINGS

REGULAR TRUSTEE MEETING HELD JUNE 17, 2025

The Fairfield Township Trustees held a Regular Trustee Meeting Tuesday, June 17, 2025, at the Administration Building, 6032 Morris Road, Fairfield Township, OH 45011, for conducting Township business. Meeting was called to order by Mr. Berding, Board Chairperson at 7:03 PM.

ROLL CALL: Fiscal Officer, Shelly Schultz

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

PUBLIC HEARING

A. FY2026 Tax Budget Hearing

Motion made by Mr. Berding, second by Mrs. Hartkemeyer to open 2026 Tax Budget Hearing.
All in favor.

Public Hearing – Fiscal Year 2026 Tax Budget.

Mr. McAbee - What we're trying to do is to estimate our revenue for next year.

Tax Budget for 2026 is provided in the packet and we will email it to you so that you have both. We asked the Department Heads to compile their own budgets based on a 1% increase in revenue. We used the following methods to determine the budgets:

1. Administration – General Fund and TIF's.
2. Fire Department – Fire Fund and Fire/Rescue Fund with a transfer from the General fund.
3. Police Department – Police Fund, Safety Services Levy with a transfer from the General fund and a gap filler from the Hamilton JEDD fund.
4. Public Works – Motor Vehicle Fund, Gas Tax Fund, Road and Bridge Fund, Permissive Motor Vehicle License Tax, the RID fund and a transfer from the General fund with a gap filler from the Hamilton JEDD fund.

Mrs. Lapensee - Items that I recommend for the future:

1. We should pass legislation to approve a Permissive Motor Vehicle License. We can enact two (2) \$5.00 license plate fees to help bridge the gap for the public works department and help pay for paving, storm water and curb and gutter expenses that we have not been planning for.
2. We should pass legislation to approve two ballot measures for levies – one for police and one for fire. The fire levy would be the most important one to pass as soon as we can because the fire department is short 2.67 million dollars and will continue to increase over the next few years. We should be able to sustain paying for the police out of the JEDD Funds, but within the

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next 2 years we will need an increase in levy funds to continue to fund their operations.

3. If a permissive motor vehicle license tax is not an option, then a road levy will be needed to fund repairs and maintenance of the roadways, storm sewers, curb and gutters and eventually personnel.

If we do not approve ballot measures for new levies, then I recommend the following:

1. Reduce/eliminate all unnecessary contracted services that can be done in-house with our own personnel. We can scan our own documents which would save at least \$7,500.00 a quarter. The public works department can mow the parks and all the properties that are owned in the Homewood/Belmont area, and they can maintain all the medians along Princeton Road. This would save \$2,295.00 for mowing and \$25,000 for the maintenance of the medians. We are already saving \$13,000 to \$24,000 in consultants fees that we no longer use.
2. Reduce health insurance benefits by switching plans to a self-insured plan or drop spouses from the plan if their spouse has insurance at their places of employment. We could also increase the employee share from 5 to 10 percent. We would have to wait until we negotiate the union contracts in 2027, if we chose to pursue that option.
3. Eliminate all special events which reduces overtime. This could save us \$30,000.00.
4. Sell the old fire/public works building on Tylersville Road. We continue to pay for utilities to this building, and it is not being used.
5. Use outside contractors to provide services instead of employees (last emergency option).

Motion made by Mr. Berding, second by Mr. McAbee to close Tax Budget Hearing.

All in favor.

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Presentation:

A. Jay Stewart – 2025 Comprehensive Vision Plan.

Plan Overview

The first draft of the updated Township Comprehensive Plan is submitted for your review and discussion at the upcoming Trustees meeting on June 17th. Below are some comments to accompany the draft Comprehensive Plan document:

- The single most important component of this comprehensive plan is the future land use map and associated land use categories. Although much of the Township is currently built out, accounting for how the remaining vacant land will be developed is critical to shaping the ultimate vision of the Township. The Township will likely continue to see consistent redevelopment activity of existing or underutilized sites which is also greatly impacted by the future land use map designations.
- Chapter 4 contains the Focus Area plans identifying four areas of the Township that could benefit from a more detailed plan and list of suggested recommendations.
- The cover page is a placeholder. Chuck is checking on any specific local photos to use for the cover.
- The one piece of the plan that is still left blank are the specific priority connections points for the zoomed in Connectivity Plan map images. For this draft review, you will still be able to see the proposed connections points graphically on the maps.

Remaining Project Schedule

Below is a brief schedule and description of the remaining meetings for this plan update project.

Final Steering Committee Work Session. After the Trustees have reviewed the draft plan document and offered any input or edits, a revised document will be completed and sent out to the project steering committee for their final review and comment at their last work session meeting.

Public Hearing with the Zoning Commission. After meeting with the steering committee for their last work session and completing any needed revisions to the document, a final draft of the plan will be transmitted to the Zoning Commission for their review and comment. I will be attending the public hearing and will make a brief presentation of the key plan elements and be available to take any Q & A. The Zoning Commission will provide a recommendation to the Trustees regarding the adoption of this plan document.

Public Hearing with the Township Trustees. After the public hearing has been held and a recommendation issued by the Zoning Commission, a similar public hearing will be scheduled with the Township Trustees for their final review and consideration of adoption. I will be attending the public hearing and will make a brief presentation of the key plan elements and be available to take any Q & A.

Mrs. Hartkemeyer - I think this was a very worthwhile project. I'm grateful to the community members who took time to participate in this.

Mr. Goins – I'd like to thank Jay for all the works he's put in and Shannon's support throughout all of this and the Boards support. We look forward to moving this forward and implementing some of these changes.

Mr. McAbce - Are the surveys available or any of the raw data?

Mr. Berding - Thank you for all your work and I look forward to getting the final meetings together.

ITEMS FOR BOARD DISCUSSION – Mrs. Lapensee

A. Vision Work Session

B. Schedule of events for the remainder of the year

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- a) Touch A Truck – August
- b) Patriots Day - September
- c) Halloween
- d) Christmas Lighting event at Bridgewater Falls

All 4 have the potential for overtime.

Mr. Berding – I'm not in favor of overtime.

Mr. McAbee – I'd like to see the previous costs.

C. Paving list for 2026 – Jeff has provided you information.

Mr. Berding - Send this list to the county to get an estimate.

D. Reschedule July meeting to July 1st.

Motion made by Mr. Berding, second by Mr. McAbee to schedule special meeting for July 1, 2025, at 7 PM at the administration building.

All in favor.

COMMUNICATION

- **Chris Robinson**
- **Shane Owens**
- **Richard Wheeler**
- **Kathy Lail**

CONSENT AGENDA

All items under the Consent Agenda are considered by the Board of Trustees to be routine and will be enacted by one motion. Any Trustee may remove an item from the Consent Agenda by request. No second is required for removal of an item. Items removed for separate discussion will be considered after the motion to approve the Consent Agenda.

Motion made by Mr. Berding, second by Mrs. Hartkemeyer to adopt the Consent agenda.

All in favor.

FISCAL OFFICE BUSINESS – Consent Agenda Items

- A. Resolution 25-91 – Approving Open Purchase Orders for the township.
- B. Recommend motion to suspend reading of the minutes of the following meeting:
 - 1) Trustee Regular Meeting May 13, 2025
- C. Recommend motion to approve the minutes
- D. Recommend motion to approve payment of the bills by the fiscal office

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FISCAL OFFICER REPORT – Ms. Schultz, Fiscal Officer

Currently our checking account balance as of the end of May is \$4.3 M
Investment balance is \$15 M
Interest earned in May was \$47,000
JEDD revenue received to date in Hamilton \$329,000
JEDD revenue received to date in Fairfield \$22,000
EMS billing receipts to date is \$451,000
Revenue is \$8.2 M
Expenditures \$7.5 M
Payments made in May \$2.6 M
Balance of all of our funds \$16.6 M

RESOLUTIONS

- A. 25-92 – Resolution Authorizing the Levy of a Township Motor Vehicle License Tax Pursuant to Ohio Revised Code Section 4504.18. We have held the required two public hearings for this tax. We will need to approve it by the end of June if we plan to move forward.
Motion made by Mr. Berding, second by Mr. McAbee to authorize this Resolution #25-92.
No – Mr. Berding
No – Mrs. Hartkemeyer
No – Mr. McAbee

Mr. Berding - Just to be clear we're only voting to send these to the auditors to get the real numbers. We're not voting on these to send these to the ballots. Our biggest need is the Fire Department.

Mr. McAbee - I think this should be divided by Fire, Police and Road not just Fire.

Mrs. Hartkemeyer – Do we do a Safety Service Levy? Should we change these resolutions?

Larry Barbieri, Assistant Law Director - The purpose of this is to find out how much money these are going to bring in. You can pass anyone you want or none of them. On July 1st we can prepare other resolutions, and we would have time to get on the ballot before August 6th.

Mrs. Hartkemeyer - I'm not convinced I want to do this. It's going to be tough to get any of this passed. This is not going to happen by itself. Do we have someone going door to door? When we did this a few years ago we had people out there pounding the pavement. I don't think we can put this on the ballot and hope for the best. We need to think what is best for the Township.

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- B. 25-93 – Resolution declaring the Necessity of Levying an additional tax in excess of the Ten-Mill limitation within the Township and requesting the County Auditor to certify matters in connection therewith (4.9 mills Fire).

Motion made by Mr. Berding, second by Mr. McAbee to authorize this Resolution #25-93.

All in favor.

- C. 25-94 – Resolution declaring the Necessity of Levying an additional tax in excess of the Ten-Mill limitation within the Township and requesting the County Auditor to certify matters in connection therewith (3.9 mills Fire).

Motion made by Mr. Berding, second by Mr. McAbee to authorize this Resolution #25-94.

All in favor.

- D. 25-95 – Resolution Declaring the Necessity of Levying an Additional Tax in Excess of the Ten-Mill Limitation within the Township and Requesting the County Auditor to Certify Matters in Connection Therewith (2.9 mills Fire).

Motion made by Mr. Berding, second by Mr. McAbee to authorize this Resolution #25-95.

All in favor.

Mr. McAbee – In the Administrator's report she made a recommendation to approve the two ballot issues: one for police and the other for fire. In the next two years we need an increase in levy funds. The longer we wait the more its going to be. None of us like this. It's our community. If we want Fire and Paramedic service then we need to vote for it. If we want Police coverage the way we have it today we need to vote for it. The same things for the Roads. That was her recommendation.

- E. 25-96 – Resolution Authorizing the Township Administrator to Execute all Necessary Documents to Renew the Township's Coverage for Cyber Insurance through CFC, at an annual cost not to exceed \$10,434.75 effective June 1, 2025, through May 31, 2026. There is no increase in the cost of this coverage.

Motion made by Mr. McAbee, second by Mr. Berding to authorize this Resolution #25-96.

All in favor.

- F. 25-97 – Resolution Authorizing the Township Administrator to Contract with Principal for Vision, Dental and Voluntary Life Benefits. I recommend that we switch Vision, Dental and Voluntary Life Benefits to Principal to save money. We will save 4.27% (\$601.92 P2 plan) for Vision, and 2% for Dental (\$1,186.32 P2 Plan). Principal has now offered

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the same rates for the voluntary life insurance options for the employees.

The guarantee issue amount with Principal is higher than Humana.

Motion made by Mr. McAbee, second by Mr. Berding to authorize this Resolution #25-97.

All in favor.

- G. 25-98 – Resolution Approving a then and now Purchase Order to Ohio Auditor of State at a Price Not to Exceed \$12,000 for the 2024 Financial Audit paid by the general fund.

Motion made by Mr. McAbee, second by Mr. Berding to authorize this Resolution #25-98.

All in favor.

- H. 25-99 – Resolution Authorizing then and now purchase order to SWOCA at a price not to exceed \$20,115.52 paid from multiple funds.

Motion made by Mr. McAbee, second by Mr. Berding to authorize this Resolution #25-98.

All in favor.

COMMITTEE REPORTS

- A. Transportation Improvement District (TID) – Trustee McAbee, North Hamilton Public Meeting is Tuesday, June 24th, 5 – 7 PM at the fairgrounds. I would encourage everyone to go. They will be announcing the preferred route.
- B. Emergency Management Agency (EMA) – Trustee Hartkemeyer, Nothing to report.
- C. Ohio, Kentucky, Indiana Regional Council of Government (OKI) – Trustee Hartkemeyer, Nothing to report.
- D. The Coalition of Large Ohio Urban Township (CLOUT) – Trustee Hartkemeyer, Nothing to report.

BOARD MEMBERS COMMENTS

Mr. McAbee - We had two good public hearings and it's good to see people coming out. Come out and get involved. We can always use volunteers. This year more and more information is available on the website. If your interested in what we're doing and why we're doing it you can check our website.

Mr. Berding - We did have a ribbon cutting tonight at our new pocket park on Milton Street. Thank you to the County Commissioners for earmarking some money for that. Thank you Mr. Goins for spearheading the development of that. It's a beautiful park. We had some of our residents from that area cut the ribbon. Thank you to the residents for coming out to our public hearings. I would encourage you to reach out to our Trustees. This information can be found on our website. We promote open communication with all of our residents.

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ANNOUNCEMENTS

- Juneteenth Holiday Observed – Thursday, June 19, 2025. All Township offices will be closed
- Fairfield Township Board of Trustees Special Meeting – Tuesday, July 1, 2025, 7 PM at the administration building
- Fourth of July Holiday Observed – Friday, July 4, 2025. All Township offices will be closed.
- Fairfield Township Board of Trustees Meeting – Tuesday, July 8, 2025, 7 PM at the administration building.

ADJOURNMENT

Motion made by Mr. Berding, second by Mrs. Hartkemeyer to adjourn at 9:30 PM.
All in favor.

Minutes submitted by:

Shelly Schultz, Fiscal Officer

Michael Berding, Trustee Chairperson

Shannon Hartkemeyer, Trustee Vice-Chairperson

Joe McAbee, Trustee