

# RECORD OF PROCEEDINGS

## REGULAR TRUSTEE MEETING HELD NOVEMBER 17, 2021

The Fairfield Township Trustees held a Regular Trustee Meeting Wednesday, November 17, 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 Frederick McQueen, Sanctuary Covenant Christian Fellowship

### PLEDGE OF ALLEGIANCE

### OLD BUSINESS/ITEMS FOR BOARD DISCUSSION

- Set Organizational Meeting Date – January 5, 2022

**Mrs. Berding** - What are thoughts of the Board?

**Mr. McAbee** – 5<sup>th</sup> is ok with me.

**Mrs. Hartkemeyer** - Do we want to have on the 5<sup>th</sup> or the 12<sup>th</sup>?

**Mrs. Berding** – OK let's have it on the 5<sup>th</sup> at 7 PM.

- Set December meeting Date – Appropriations

**Mrs. Berding** – I understand the permanent appropriations would be available on November 30<sup>th</sup> by the end of the day. The meetings currently in December are scheduled for the 8<sup>th</sup> and 22<sup>nd</sup>. I would like to propose that we maintain the meeting December 8<sup>th</sup>. And, if we need a second meeting in December to have that on the 22<sup>nd</sup>. In December I'm not available on the 15<sup>th</sup>.

**Mr. McAbee** - I think the 8<sup>th</sup> would be fine. I would like to see them be temporary appropriations so that the trustee elect would be involved. I would recommend that you do 25% and then when the new Board is in place then we can have some input.

**Mrs. Hartkemeyer** – Does that cause any additional work for your office vs. temporary instead of permanent?

**Ms. Schultz** – Actually I'm unsure. I'll have to research that. I think the document you look at would be same. I don't know how that would go with writing PO's the first of year. This would be my first time doing it this way.

**Mr. McAbee** - If you appropriate 25%, we have to adopt a permanent near the end of March. Certainly, we could appropriate enough money to get through the first 2 months.

**Mrs. Vonderhaar** - Certainly it does create more work, it's an extra step. This would double the work.

**Ms. Schultz** - We would have to enter 25% in UAN and then take back out and put in again.

**Mrs. Berding** - I can see the point of doing temporaries to make sure Trustee Berding is involved. Even if we do permanent appropriations there is always an opportunity to amend those. Mr. McAbee what is the advantage of doing temporary

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appropriations vs. permanent that you can adjust or amend anyway?

**Mr. McAbee** - I guess it just depends on the Board. It would allow the new Board to have more input vs. reallocate funds. That sounds like more work to me.

**Mrs. Berding** - I would say, Ms. Schultz, do some research and find out what works best for your office. I do believe there is always that opportunity to amend. That would be my guidance.

**Mrs. Hartkemeyer** – Especially if we can amend it later. I have no problem with our Trustee Elect commenting at the December 8<sup>th</sup> meeting. I would assume that if our Trustee Elect is interested in obtaining the budget on November 30<sup>th</sup>, I would just request that it went ahead and be sent to him, so he has time to review it as well. I think we need to be sensitive to Fiscal Officer Schultz’s workload.

**Mrs. Berding** - At any rate, we will maintain our meeting on December 8<sup>th</sup> and we will plan to talk the appropriations at that time.

**Mr. McAbee** - So that absolutely takes the Board out of the discussion, and we will be presented with numbers on the 30<sup>th</sup> and expect to adopt them on the 8<sup>th</sup>.

**Mrs. Berding** - So say we don’t adopt them we would maintain our 2<sup>nd</sup> meeting. Correct?

**Mr. McAbee** – Mr. Berding doesn’t get a vote in December. He should be entitled to weigh in on appropriations for next year and vote on them.

**Mrs. Berding** – Ms. Schultz think about it, and I would defer to your expertise. I don’t think it takes the trustees out of it. I don’t think it takes Mr. Berding out contributing his ideas to that once he has voting rights after the first of the year. If there is a need to make an amendment to an appropriation, I have no doubt that can be done.

**Ms. Schultz** - Just to make a couple points; you approve appropriations by fund in total so we already can move money in between accounts if it’s in the same fund. Also, if it’s budgeted for over \$5000 it can’t be spent unless there is a resolution. So, Mr. Berding could say no at that time.

**Mrs. Hartkemeyer** - Everything has to come before the Board anyway if it’s over \$5,000. So, the Board will have an opportunity to vote yes or no.

- 1% Salary Increase –

**Mrs. Vonderhaar** – the Police contract was passed, and they were given a 3% raise and the nonunion was awarded 2%.

**Mrs. Berding** - So since the FOP negotiations went on longer than expected and most of our staff were due for raises in April we decided to go ahead and award a 2% salary increase to the rest of our staff while we were still negotiating the FOP contract. Now that the FOP has come back with a 3% increase, we need to decide are we going to do what we have done in the past and give our staff that additional 1% increase.

**Mrs. Hartkemeyer** - We generally provide parity with the staff.

**Ms. Schultz** - Estimate of impact was sent. It would be approximately \$8,800. That would include the firemen, but we have decided not to do anything with that since they are negotiating a contract. So, it would be less than the \$8,800. Fire is about \$1,700. Just to be clear it would be back to 10/7.

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**Mrs. Berding** - Can we have a resolution at our next meeting? One for Mrs. Vonderhaar and one for the rest of our staff.

- Final PUD Plan review for Johnson's Grocery – Applicant ready to present in December
- Final PUD Plan for Review for Leesman Engineering – Applicant ready to present in December

**Mrs. Vonderhaar** – The next 2 are just final PUD's that need to come before the Board. The drawings and plans are in your mailbox. I was looking to see if that would work December 8<sup>th</sup>.

**Mrs. Hartkemeyer** – I'm fine with that.

**Mrs. Berding** – Fine with me.

**Mr. McAbee** – I'll be here and I'll be ready.

- SAFER Grant for the Fire Department

**Mrs. Vonderhaar** – The SAFER Grant has not opened for the cycle. It should open anytime in November all the way through February. The Fire Chief is hoping to submit and that would cover firefighters' salaries all the way up to 3 years.

**Mrs. Berding** - How many firefighters?

**Mrs. Vonderhaar** – He's asking for 9.

**Mrs. Berding** - I don't think there is any harm in applying for it. If we are awarded the grant do we have to accept it? How is that viewed?

**Mrs. Vonderhaar** – We don't have to accept. I don't know how that is viewed. I don't know that we would want to turn it down. Nine doesn't necessarily have to be the number if the Board isn't agreeable to that.

**Mrs. Berding** – I think it would be great to have more full-time firefighters. I think there is all kinds of advantages to that. It concerns me a little to pay for these 9 firefighters for 3 years. What happens at the end of the 3 years? Would we be prepared to support those full-time salaries? I'd like to see some more financial analysis. If we hire 9 more does that take away x-number of part-time people that we would need to maintain. Would it take away overtime we are paying now? I'd like to understand more before we commit to it.

**Mrs. Hartkemeyer** – I agree, and I'd like to make sure at the end of the 3-year period that we have the ability to sustain those positions without depleting our Township resources. I'm hoping that our economic development that we've worked hard to achieve will help to fund those positions going forward. I think we need to make sure that is the case because I'm not particularly interested in asking the good citizens in Fairfield Township for a levy.

**Mrs. Vonderhaar** - The ultimate goal is to get to 12 full-time. That's a large ask and we are deficit spending in the fire account. I don't think we can depend on money we don't have.

**Mr. McAbee** – You're talking about hiring 9 more? This is the first I've heard of it. Have you been meeting without me?

**Mrs. Vonderhaar** - This is why I'm bring it up tonight.

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**Mr. McAbee** - I think we should bring the Chief in to discuss the short staff and overtime.

**Mrs. Berding** - Why don't we take some time to have some numbers; what would 9 full time firefighters cost us vs. what could it save us in overtime. Is it going to alleviate staffing issues? How many fewer part timers could we carry on the roster? Maybe we can have this information on the 12<sup>th</sup> and have the Chief come in. Just to clarify, when I do this, is it fair to meet the department heads without the trustees?

**Mr. McAbee** - I think this is great and if we could get some kind of report. I look forward to reading anything and everything that we can get.

**Mrs. Hartkemeyer** - I'd like to remind everyone about the work and the discussions we've had about our process for meeting preparation. We have enough time to bring ourselves up to speed on meetings. It is not the fault of the administrator to not bring ourselves up to speed on that. It is not the fault of the administrator for us not be inquisitive.

**Mrs. Berding** - I think the intention of this was to not ask for a decision tonight. This is a decision that's coming. Let's put out all our questions now.

**COMMUNICATION**

- **Maria Tangi** , 1891 Harvard Street – Update on Community Garden.

**FISCAL OFFICER'S RECOMMENDATIONS AND REPORTS**

**Ms. Schultz** – The appropriations will be ready November 30<sup>th</sup>. The online Checkbook has been updated.

**Motion** made by Mrs. Berding, second by Mrs. Hartkemeyer to suspend the reading of the minutes of the Trustee Regular Meeting September 22, 2021.

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

**Motion** made by Mrs. Berding, second by Mrs. Hartkemeyer to approve the minutes of the Regular Trustee Meeting September 22, 2021.

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

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

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

**Mrs. Vonderhaar - ADMINISTRATOR'S REPORT**

Right now, we do have several grants in the works. The large Storm Water Program: the county is evaluating if they are going to continue that. We have applied for 2 separate MORE Grants; 1 for fire and 1 for police. Both are for emergency scene equipment. Each department can be awarded up to \$1,000.

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We're also applying for the 2022 EPA Recycling Litter & Prevention Grant which we typically apply toward the Spring Cleanup Day. The Fairfax CDBG program began October 26 and is slated to be complete before Thanksgiving. Originally with the CDBG grants that we applied for 1 was for a playground in the 5-Points area and a basketball court we also applied for air quality control in all buildings related to COVID. We should hear on this mid-November. The Opioid Settlement did come through. We're still researching this settlement. Toys For Tots collection is going on at the Fire Department through December 9<sup>th</sup>. We have submitted paving for black mat and curb and gutter. Once we have prices back, we'll be submitting to you for discussion and resolution.

**Mr. McAbee** - I wanted to know where we are on this year's paving. Is it finished?

**Mrs. Vonderhaar** – Paving should be wrapping up. I think it will be finished this week.

**Mr. McAbee** - When the new Board is seated, I'd like to talk about doing something different with the curbs and gutters.

**Mrs. Vonderhaar** - The company we've used is out of business. He is retiring.

**Mr. McAbee** - Did we get the table replaced at the 5-Points Pocket Park?

**Mrs. Vonderhaar** – Yes, it has been replaced. We've also ordered a spare. We're working on fencing there because the fencing has some damage.

RESOLUTION TO APPROVE OPEN PURCHASE ORDER BALANCES 21-147  
Resolution to approve open purchase order balances.

**Motion**, made by Mr. McAbee second by Mrs. Hartkemeyer to adopt Resolution #21-147.

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

RESOLUTION TO AUTHORIZE PAYMENT FOR THE INDIGENT  
CREMATION OF A TOWNSHIP RESIDENT TO ROSE HILL FUNERAL  
HOME IN THE AMOUNT OF \$1,000.00 #21-148

Resolution to authorize payment for the indigent cremation of a Township resident to Rose Hill Funeral Home in the amount of \$1,000.00 .

**Motion**, made by Mr. McAbee second by Mrs. Berding to adopt Resolution #21-148.

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

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RESOLUTION TO AUTHORIZE THE DEBT SERVICE PAYMENT OF \$374,581.25 TO BANK OF NEW YORK MELLON FOR THE VARIOUS PURPOSE GENERAL OBLIGATION REFUNDING BONDS FOR THE WEST SIDE OF PRINCETON ROAD PROJECT #21-149

Resolution to authorize the debt service payment of \$374,581.25 to Bank of New York Mellon for the various purpose general obligation refunding bonds for the West Side of Princeton Road Project.

**Motion**, made by Mr. McAbee second by Mrs. Hartkemeyer to adopt Resolution #21-149.

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

RESOLUTION TO AUTHORIZE DEBT SERVICE PAYMENT OF \$259,275.00 TO US BANK FOR THE VARIOUS PURPOSE GENERAL OBLIGATION REFUNDING BONDS FOR THE EAST SIDE OF PRINCETON ROAD #21-150

Resolution to authorize debt service payment of \$259,275.00 to US Bank for the various purpose general obligation refunding bonds for the east side of Princeton Road.

**Motion**, made by Mr. McAbee second by Mrs. Berding to adopt Resolution #21-150.

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

RESOLUTION TO AUTHORIZE DEBT SERVICE PAYMENT OF \$386,666.98 TO PNC BANK FOR VARIOUS PURPOSE GENERAL OBLIGATION REFUNDING BOND FOR THE BYPASS 4 WIDENING #21-151

Resolution to authorize debt service payment of \$386,666.98 to PNC bank for various purpose general obligation refunding bond for the Bypass 4 widening.

**Motion**, made by Mr. McAbee second by Mrs. Hartkemeyer to adopt Resolution #21-151.

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

RESOLUTION TO AUTHORIZE DEBT SERVICE PAYMENT OF \$528,188.06 TO HUNTINGTON BANK FOR REPAYMENT OF \$5MILLION DOLLAR GENERAL OBLIGATION BOND THAT WAS USED FOR CONSTRUCTION OF PUBLIC WORKS BUILDING, REMODEL OF THE POLICE STATION AND IMPROVEMENT TO GILMORE ROAD #21-152

Resolution to authorize debt service payment of \$528,188.06 to Huntington Bank for repayment of \$5million dollar general obligation bond that was used for construction of public works building, remodel of the police station and improvement to Gilmore Road.

**Motion**, made by Mr. McAbee second by Mrs. Hartkemeyer to adopt Resolution #21-152.

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



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RESOLUTION AUTHORIZING THE APPOINTMENT OF PART-TIME  
FIREFIGHTER/PARAMEDIC ERIC ROLLS TO THE FAIRFIELD TOWNSHIP  
FIRE DEPARTMENT, AT AN HOURLY RATE OF \$16.80 PER HOUR WITH A  
12-MONTH PROBATIONARY PERIOD #21-153

Resolution authorizing the appointment of part-time Firefighter/Paramedic Eric  
Rolls to the Fairfield Township Fire Department, at an hourly rate of \$16.80 per  
hour with a 12-month probationary period.

**Motion**, made by Mr. McAbee second by Mrs. Berding to adopt Resolution #21-  
153.

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

RESOLUTION TO RE-APPOINT JOE McABEE AS A MEMBER OF THE  
BUTLER COUNTY TID BOARD EFFECTIVE JANUARY 1, 2022, AND  
EXPIRING DECEMBER 31, 2023 #21-154

Resolution to re-appoint Joe McAbee as a member of the Butler County TID Board  
effective January 1, 2022 and expiring December 31, 2023.

**Motion**, made by Mrs. Berding second by Mr. McAbee to adopt Resolution #21-  
154.

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

RESOLUTION AUTHORIZING ADMINISTRATOR TO EXECUTE  
CONTRACT WITH GEORGE GLOVER AS A CONSULTANT TO PROVIDE  
ADVOCACY SERVICES AND TO ASSIST IN OBTAINING A GRANT FOR  
THE VETERANS MEMORIAL PROJECT #21-155

Resolution authorizing administrator to execute contract with George Glover as a  
consultant to provide advocacy services and to assist in obtaining a grant for the  
Veterans Memorial Project.

**Mr. Ken Geis** – Mr. George Glover of Focused Capitol Solutions, an affiliate of  
Taft Stettinius & Hollister offers governmental relations and public policy services  
to assist clients with a wide range of policy issues at the local, regional, state and  
federal levels of government. I'm a huge supporter of him and all that he has  
accomplished. I think he would be incredibly helpful to the Board and the  
Township. Specifically, to your project that is related to the Veterans Memorials  
Project and an application for a capitol grant. A Capital Grant Program is a biannual  
budget that goes with the Ohio legislature. In my experience having an advocate in  
the state house is incredibly helpful to present your case.

**Mr. McAbee** - Would the \$24,000 come out of this \$50,000 commitment?

**Mrs. Berding** – I don't think so because this won't be dedicated to the Veterans  
Memorial. I think there are a number of things we would pay. Its consulting fees  
not brick and mortar. I think the amount a township can commit is limited by the  
ORC. Does our max contribution come out of the \$50,000 I think that is Mr.  
McAbee's question.

**Law Director, Ms. Kathleen Barbieri** - I would think you could bring it from any  
fund; not just a specific project.

**Mrs. Hartkemeyer** - I would think this is not going to be a stand-alone contract.

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He would be assisting with other projects as needed.

**Mr. Ken Geis** – In my opinion I think it would be a mistake for Mr. Glover to just work on the Memorial project. I think it would be a more global approach to enter into an advocacy contract for programs that could include the Veterans Memorial.

**Mr. McAbee** - The resolution only states one item and that is the Veterans Memorial.

**Law Director, Ms. Kathleen Barbieri** - It may make some sense to re-tool your resolution to make it more of a general contact with Mr. Glover to have more freedom with what you apply him to.

**Mrs. Berding** - The resolution does say to provide advocacy services and to assist in obtaining a grant for the Veterans Memorial Project.

**Law Director, Ms. Kathleen Barbieri** - If you want to be more comfortable you can just take that veterans memorial language off.

**Mr. McAbee** - I'm not voting for it either way. I don't think we need a lobbyist.

**Mrs. Berding** - Can we amend the resolution to remove the specific reference to the memorial project?

**Law Director, Ms. Kathleen Barbieri** – Yes, we can amend the resolution.

**Ms. Schultz** - So I don't have to rewrite it can we just make a motion to amend it?

**Motion**, made by Mrs. Berding to amend Resolution #21-155 to remove “veterans memorial”, second by Mrs. Hartkemeyer to adopt Resolution #21-155.

**Mrs. Hartkemeyer** - I think the veterans committee still has a lot to work on. I know the veterans committee works very hard to raise money. So perhaps this would be a little bit of help to get this project done.

YES – Mrs. Berding, Mrs. Hartkemeyer

NO - Mr. McAbee

RESOLUTION DECLARING NUISANCE AND ORDERING ABATEMENT ON THE PROPERTIES LISTED BELOW AND FURTHER AUTHORIZING THE ZONING ADMINISTRATOR TO INITIATE COMPLAINT #21-156

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 #21-156.

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

**ANNOUNCEMENTS/BOARD MEMBER COMMENTS**

- **Holiday Announcement – Bridgewater Falls Friday November 26<sup>th</sup> 5 – 7 PM**  
This is the annual holiday festivities. This includes an official tree lighting ceremony, train rides and ice skating.
- Next regular trustee meeting Wednesday, December 8 7 PM
- **Mr. McAbee** - The TID hosted with the Hamilton North Crossing Project. It's starting to get some movement.



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- **Mrs. Hartkemeyer** - I'd like to congratulate Shelly Schultz. There is a certification; called Certified Government Financial Manager. Its sort of the equivalent to CPA but its for the governmental world and it's a 3-part exam and Fiscal Officer Schultz just passed the second out of 3 exams. It's a very difficult exam. I don't think there are many people that have this. I think there are maybe 500 in the state of Ohio and maybe 5,000 across the country. She has 1 more segment until she receives that full certification. I think that is a feather in the cap for Fairfield Township.

We held the 4<sup>th</sup> zoning session focus group, and a number of people came in to share their options and ideas. The zoning department will take all of that into consideration.

I'd like to thank the voters of Fairfield Township for their vote of confidence in reelecting me and Trustee Elect Michael Berding.

And, I appreciate the work of our staff and management team over the last 8 years.

**Mrs. Berding** - Congratulations Ms. Schultz. I never had any doubt in your passing that with flying colors.

I wanted to congratulate Trustee Shannon Hartkemeyer on your third term. It's been great working along side of you. I'd also like to congratulate Trustee Elect Michael Berding.

**Motion** made by Mrs. Berding, second by Mrs. Hartkemeyer to adjourn at 8:08 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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