

**RECORD OF PROCEEDINGS  
REGULAR TRUSTEE MEETING HELD NOVEMBER 18, 2020**

The Fairfield Township Trustees held a Regular Trustee Meeting Wednesday, November 18, 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 6:30 PM.

**ROLL CALL**

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

**INVOCATION:** Pastor Andrew Hancock, Allison Avenue Church

**PLEDGE OF ALLEGIANCE**

**PRESENTATIONS**

- Veterans Memorial Group – Fred Valerius

**OLD BUSINESS AND/OR ITEMS FOR BOARD DISCUSSION**

- CIC Meeting Date – No Meeting
- Organizational Meeting – will set date in December
- Zoning Final PUD – December 16, 2020 – for Casey’s and the new area.

**Motion** made by Mrs. Hartkemeyer, second by Mrs. Berding, to set public hearing on final PUD during regular meeting December 16, 2020.

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

- Sub Grant Program for Small Business

**Mrs. Vonderhaar** – The commissioners received \$18.7 million in CARES Act funding and divided the \$1.5 million for small businesses according to population. West Chester Twp. and Hamilton will receive close amounts of \$287,583 and \$286,673. The smallest allocation is to Trenton, for \$60,681.

Eligible businesses must have fewer than 25 full time equivalent employees, and no single grant can exceed \$10,000. The money must be spent before December 30<sup>th</sup>.

Mrs. Hartkemeyer - It’s the intention of the Board to move forward with this program.

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- Additional parking spaces for Heroes Park

**Mrs. Hartkemeyer** - These would be the extra parking spaces to Millikin Road. 23,000 sq. feet = 18 new spaces. I think we should move forward with this.

- Dispatch cost update

**Mrs. Vonderhaar** - The Butler County Sheriff's Office said recently it plans to begin charging all departments that use its emergency dispatch center. The recent quote we received was around \$250,000 per year.

**Mrs. Hartkemeyer** - I'd like to see more information as to how those costs are derived.

**FISCAL OFFICER'S RECOMMENDATIONS AND REPORTS**

**Ms. Schultz** – 2021 appropriations are ready, and Mrs. Vonderhaar and I have reviewed them. They will be ready for next meeting for approval.

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

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

**ADMINISTRATOR'S REPORT**

**Mrs. Vonderhaar** – I've already covered a lot of what I was going to say. It's great to see Gilmore Road looking good. The Service Department building project is moving forward. The Playground is finished. Congratulations on that as well. The sidewalks on Gilmore were started on Monday.

**DEPARTMENTAL REPORTS** – Have been received and posted online.

**RESOLUTION APPROVING OPEN PURCHASE ORDER BALANCES #20-182**

Resolution approving open purchase order balances.

**Motion**, made by Mrs. Berding, second by Mrs. Hartkemeyer to adopt Resolution #20-182.

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

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RESOLUTION TO APPROVE PAYMENT OF \$9,734.67 TO ANITA RUSSELL THAT WAS PREVIOUSLY PAID ON OCTOBER 20, 2020 FOR REMOVAL OF SWIMMING POOL THAT WAS INCORRECTLY GRANTED BY THE ZONING DEPARTMENT #20-183

Resolution to approve payment of \$9,734.67 to Anita Russell that was previously paid on October 20, 2020 for removal of swimming pool that was incorrectly granted by the Zoning Department.

**Motion** made by Mrs. Berding, second by Mrs. Hartkemeyer to adopt Resolution #20-183.

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

RESOLUTION AMENDING RESOLUTION #20-128 THAT EMS SUPPLIES WILL BE PURCHASED UP FRONT AT A COST OF \$80,699.40 AND THEN 90% WILL BE REIMBURSED BY AFG GRANT #20-184

Resolution amending Resolution #20-128 that EMS supplies will be purchased up front at a cost of \$80,699.40 and then 90% will be reimbursed by AFG Grant.

**Motion** made by Mrs. Berding, second by Mrs. Hartkemeyer to adopt Resolution #20-184.

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

RESOLUTION AUTHORIZING ADMINISTRATOR TO EXECUTE CONTRACT WITH STANDARD COMPANY FOR SHORT TERM DISABILITY INSURANCE COVERAGE #20-185

Resolution authorizing Administrator to execute contract with Standard Company for short term disability insurance coverage.

**Motion** made by Mrs. Hartkemeyer, second by Mrs. Berding to adopt Resolution #20-185.

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

RESOLUTION TO AUTHORIZE THE DEBT SERVICE PAYMENT OF \$369,606.25 TO BANK OF NEW YORK MELLON FOR THE TID BOND #1 #20-186

Resolution to authorize the debt service payment of \$369,606.25 to Bank of New York Mellon for the TID Bond #1

**Motion** made by Mr. McAbee, second by Mrs. Hartkemeyer to adopt Resolution #20-186.

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

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RESOLUTION TO AUTHORIZE DEBT SERVICE PAYMENT OF \$258,675.00 TO US BANK #20-187

Resolution to authorize debt service payment of \$258,675.00 to US Bank.

**Motion** made by Mr. McAbee, second by Mrs. Hartkemeyer to adopt Resolution #20-187.

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

RESOLUTION TO AUTHORIZE DEBT SERVICE PAYMENT OF \$371,048.72 TO PNC BANK FOR GENERAL OBLIGATION REFUNDING BOND #20-188

Resolution to authorize debt service payment of \$371,048.72 to PNC Bank for General Obligation Refunding Bond.

**Motion** made by Mr. McAbee, second by Mrs. Berding to adopt Resolution #20-188.

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

RESOLUTION TO AUTHORIZE DEBT SERVICE PAYMENT OF \$525,709.74 TO HUNTINGTON BANK FOR REPAYMENT OF \$5 MILLION DOLLAR GENERAL OBLIGATION BOND THAT WAS USED FOR CONSTRUCTION OF PUBLIC WORKS BUILDING, REMODEL OF THE POLICE STATION AND IMPROVEMENTS TO GILMORE ROAD #20-189

Resolution to authorize debt service payment of \$525,709.74 to Huntington Bank for repayment of \$5 million-dollar general obligation bond that was used for construction of public works building, remodel of the police station and improvements to Gilmore Road.

**Motion** made by Mrs. Hartkemeyer, second by Mrs. Berding to adopt Resolution #20-189.

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

RESOLUTION DECLARING TO BE PUBLIC PURPOSE CERTAIN PUBLIC IMPROVEMENTS WHICH ARE NECESSARY FOR THE FURTHER DEVELOPMENT OF CERTAIN PARCELS WITHIN THE TOWNSHIP AND AUTHORIZING THE EXECUTION OF A TAX INCENTIVE AGREEMENT AND ESTABLISHING A TAX INCREMENT EQUIVALENT FUND #20-190

Resolution declaring to be public purpose certain public improvements which are necessary for the further development of certain parcels within the Township and authorizing the execution of a tax incentive agreement and establishing a tax increment equivalent fund.

**Motion** made by Mr. McAbee, second by Mrs. Hartkemeyer to adopt Resolution #20-190.

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

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RESOLUTION APPROVING THE FAIRFIELD TOWNSHIP AND FAIRFIELD CITY SCHOOL DISTRICT TAX INCREMENT FINANCE EXEMPTION SCHOOL COMPENSATION AGREEMENT #20-191

Resolution approving the Fairfield Township and Fairfield City School District Tax Increment Finance Exemption School Compensation Agreement.

**Motion** made by Mr. McAbee, second by Mrs. Hartkemeyer to adopt Resolution #20-191.

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

RESOLUTION DECLARING NUISANCE AND ORDERING ABATEMENT ON THE PROPERTIES LISTED BELOW AND FURTHER AUTHORIZING THE ZONING ADMINISTRATOR TO INITIATE COMPLAINT #20-192

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 #20-192.

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

**RESOLUTIONS RELATED TO CARES ACT FUNDING**

RESOLUTION TO APPROVE PURCHASE (*SECOND READ*) OF 2021 FORD F-250 TRUCK FROM BEECHMONT FORD, FOR THE POLICE DEPARTMENT IN THE TOTAL AMOUNT OF \$32,380.00 #20-168 *SECOND READ*

Resolution to approve purchase (*second read*) of 2021 Ford F-250 truck from Beechmont Ford, for the Police Department in the total amount of \$32,380.00.

**Motion** made by Mrs. Hartkemeyer, second by Mrs. Berding to adopt Resolution #20-168.

YES – Mrs. Berding, Mrs. Hartkemeyer

NO - Mr. McAbee

RESOLUTION TO APPROVE PURCHASE (*SECOND READ*) OF EMERGENCY LIGHTS, SIRENS AND LABOR FOR FORD F-250 TRUCK FROM P & R COMMUNICATIONS FOR THE POLICE DEPARTMENT IN THE TOTAL AMOUNT OF \$11,983.99 #20-169 *SECOND READ*

Resolution to approve purchase (*second read*) of emergency lights, sirens and labor for Ford F-250 truck from P & R Communications for the Police Department in the total amount of \$11,983.99.

**Motion** made by Mrs. Hartkemeyer, second by Mrs. Berding to adopt Resolution #20-169.

YES – Mrs. Berding, Mrs. Hartkemeyer

NO - Mr. McAbee

RESOLUTION TO APPROVE PURCHASE OF ONE (1) IN-CAR CAMERA SYSTEM FOR THE F-250 TRUCK FOR THE POLICE DEPARTMENT FROM

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WATCHGUARD IN THE TOTAL AMOUNT OF \$9,345.00 #20-193

Resolution to approve purchase of one (1) in-car camera system for the F-250 truck for the Police Department from WatchGuard in the total amount of \$9,345.00.

**Motion** made by Mrs. Berding, second by Mrs. Hartkemeyer to adopt Resolution #20-193.

YES – Mrs. Berding, Mrs. Hartkemeyer

NO - Mr. McAbee

**Motion** made by Mr. McAbee, second by Mrs. Hartkemeyer to allocate any additional CARES ACT FUNDING to Safety Service payroll.

RESOLUTION AUTHORIZING THE PURCHASE OF AUTOMATIC DOOR OPERATORS FOR THE ADMINISTRATION BUILDING, FIRE STATIONS, POLICE STATION AND NEW SERVICE DEPARTMENT FROM CINCINNATI UNITED CONTRACTORS, LLC IN THE TOTAL AMOUNT OF \$26,000.00 #20-194

Resolution authorizing the purchase of automatic door operators for the Administration Building, Fire Stations, Police Station and new Service Department from Cincinnati United Contractors, LLC in the total amount of \$26,000.00.

**Motion** made by Mrs. Berding, second by Mrs. Hartkemeyer to adopt Resolution #20-194.

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

**\*\*\*NOT PASSED\*\*\***

RESOLUTION AUTHORIZING THE PURCHASE OF AUTOMATIC DOOR OPERATORS FOR THE AIR LOCK DOORS LOCATED AT THE ADMINISTRATION BUILDING AND FIRE STATIONS FROM CINCINNATI UNITED CONTRACTORS, LLC IN THE TOTAL AMOUNT OF \$15,600.00 #20-195

Resolution authorizing the purchase of automatic door operators for the air lock doors located at the Administration Building and Fire Stations from Cincinnati United Contractors, LLC in the total amount of \$15,600.00.

**Motion** made by Mrs. Hartkemeyer, second by Mrs. Berding to add Resolution #20-196 to agenda.

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

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RESOLUTION AUTHORIZING THE PURCHASE OF FOUR (4) AUTOMATIC DOOR OPERATORS FOR RESTROOM DOORS LOCATED AT THE MORRIS ROAD PARK AND VONNIE VALE COURT PARK FROM CINCINNATI UNITED CONTRACTORS, LLC IN THE AMOUNT OF \$20,800.00 #20-196

Resolution authorizing the purchase of four (4) automatic door operators for restroom doors located at the Morris Road Park and Vonnie Vale Court Park from Cincinnati United Contractors, LLC in the amount of \$20,800.00.

**Motion** made by Mrs. Hartkemeyer, second by Mrs. Berding to adopt Resolution #20-196.

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

**Motion** made by Mr. McAbee, second by Mrs. Hartkemeyer to \$3,200.00 on touchless accessories.

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

**ANNOUNCEMENTS**

- Fairfield Township Board of Trustees Meeting – Wednesday, December 16, 2020 at 6:30 PM
- Fairfield Township Administration office will be closed on Thursday, November 26 and Friday, November 27 for Thanksgiving Holiday.

**EXECUTIVE SESSION**

**Motion**, made by Mrs. Hartkemeyer, second by Mr. McAbee to enter into Executive Session, in accordance with ORC 121.22 G (1) To consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee and for ORC 121.22 G (3) To discuss pending litigation with the Township Attorney.

**ROLL CALL**

Mrs. Berding	Yes
Mr. McAbee	No
Mrs. Hartkemeyer	Yes

Adjourned into executive session at 8:12 PM

Trustee’s reconvened at 8:51 PM

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**ROLL CALL**

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

**Motion** made by Mr. McAbee, second by Mrs. Berding to adjourn at 8:51 P.M.  
All in favor.

**ROLL CALL**

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

Minutes submitted by:

\_\_\_\_\_  
Shelly Schultz, Fiscal Officer

\_\_\_\_\_  
Shannon Hartkemeyer, Board Chairperson

\_\_\_\_\_  
Joe McAbee, Trustee

\_\_\_\_\_  
Susan Berding, Trustee



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