

**RECORD OF PROCEEDINGS
FAIRFIELD TOWNSHIP RECORDS COMMISSION MEETING FOR
CALENDAR YEAR 2025
MONDAY, DECEMBER 29, 2025, 5:15 PM**

The Fairfield Township Records Commission held a meeting Monday, December 29, 2025 at the Administration Building, 6032 Morris Road, Hamilton, OH 45011. Meeting was called to order by Ms. Schultz, Fiscal Officer, at 5:15 pm.

ROLL CALL: Fiscal Officer, Shelly Schultz

Trustee Chairperson, Michael Berding	Present
Fiscal Officer, Shelly Schultz	Present

NEW BUSINESS

Motion made by Mr. Berding, second by Ms. Schultz to adopt updated records RC-2 Form (Revised 5/2025).

ROLL CALL

Mr. Berding	Yes
Ms. Schultz	Yes

ADJOURNMENT

Motion made by Ms. Schultz second by Mr. Berding to adjourn at 5:16 PM
All in favor.

Minutes submitted by:

Shelly Schultz, Fiscal Officer

Michael Berding, Trustee Chairperson