

## **RECORD OF PROCEEDINGS**

### **SPECIAL TRUSTEE MEETING DECEMBER 29, 2025**

The Fairfield Township Trustees held a Special Trustee Meeting Monday, December 29, 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 5:00 PM.

#### **ROLL CALL:** Fiscal Officer, Shelly Schultz

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

#### **Pledge of Allegiance**

1. Resolution 25-159 – A Resolution approving revenues and expenditures for Fairfield Township for fiscal year 2025

Mrs. Lapensee stated we had a few of our line items come in over what we thought we were going to get, which is always a good thing and one that we changed but we had already changed before the appropriations. So, our total revenue that we got for the year was \$16,121,174.14 and our final appropriations ended up being \$23,863,062.97. This needs to be adopted and then we'll send them to the county.

Michael Berding made a motion to approve Resolution #25-159, Shannon Hartkemeyer seconded the motion. The roll call vote was as follows: Mr. Berding – ‘aye’, Mrs. Hartkemeyer ‘aye’, and Mr. McAbee - ‘absent’. Motion passes.

2. Resolution 25-160 – A Resolution to transfer funds from the general fund to the road and bridge fund #2031, police fund #2081, and fire fund #2111 in the amount of \$4,000,000.00.

Mrs. Lapensee stated we will be short going into next year. We don't get our tax collections until end of April so we will need to transfer \$350,000 to the road and bridge fund, \$750,000 to the police fund and \$2.9 million to the fire fund.

Mr. Berding – This is not unexpected. We've talked about it for a long time. Michael Berding made a motion to approve Resolution #25-160, Shannon Hartkemeyer seconded the motion. The roll call vote was as follows: Mr. Berding – ‘aye’, Mrs. Hartkemeyer ‘aye’, and Mr. McAbee - ‘absent’. Motion passes.

3. Resolution 25-161 – A Resolution for the purpose of creating a Fire District.

Mrs. Lapensee stated when we went to submit our resolutions of necessity, at the last regular meeting we had, the auditor's office kicked it back and said that we needed to identify whether if we had police or fire districts for both the levies. I could not find any documentation for either. So, I had Katie write a resolution for us to create the fire and police district. I had to redo the levy language to include Fairfield Township Fire District and Fairfield Township Police District.

Katherine L. Barbiere, Attorney – They said it makes it clear when you're attempting to levy a tax that you know exactly where it's being levied. I

## **RECORD OF PROCEEDINGS**

### **SPECIAL TRUSTEE MEETING DECEMBER 29, 2025**

think that's just the way Butler County likes to operate. The other townships in Butler County do that. So, we are attempting to comply with that in order to put the levy through onto the ballot.

Mr. Berding - These are things we voted for already. We just must change a little bit of the language.

Michael Berding made a motion to approve Resolution #25-161, Shannon Hartkemeyer seconded the motion. The roll call vote was as follows: Mr. Berding - 'aye', Mrs. Hartkemeyer 'aye', and Mr. McAbee - 'absent'. Motion passes.

4. Resolution 25-162 – A 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.

Mrs. Lapensee stated this would be for a fire levy that would be 4.49 mills in size. So basically, this resolution is just asking the auditor to certify what we will receive in funds if we go forward with a second resolution.

So, this is what I just mentioned, we passed this in the last meeting. All 3 trustees approved of this at the last meeting. Trustee McAbee could not be here at this meeting.

Michael Berding made a motion to approve Resolution #25-162, Shannon Hartkemeyer seconded the motion. The roll call vote was as follows: Mr. Berding - 'aye', Mrs. Hartkemeyer 'aye', and Mr. McAbee - 'absent'. Motion passes.

5. Resolution 25-163 – A Resolution for the purpose of creating a Police District.

Mrs. Lapensee stated this is the same as what we did in Letter C when we created the fire district. Now we need to create a police district so that we can submit the levy for that as well.

Michael Berding made a motion to approve Resolution #25-163, Shannon Hartkemeyer seconded the motion. The roll call vote was as follows: Mr. Berding - 'aye', Mrs. Hartkemeyer 'aye', and Mr. McAbee - 'absent'. Motion passes.

6. Resolution 25-164 – A 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.

Mrs. Lapensee stated we are requesting what it would be if we asked for a 2.99 mill levy and this is the first step in the process.

Michael Berding made a motion to approve Resolution #25-164, Shannon Hartkemeyer seconded the motion. The roll call vote was as follows: Mr. Berding - 'aye', Mrs. Hartkemeyer 'aye', and Mr. McAbee - 'absent'. Motion passes

#### **BOARD MEMBER COMMENTS**

Mr. Berding – I just want to wish everyone a Happy New Year. I appreciate staff coming to this special meeting that certain business has to get done before the end of the year. I hope everyone had a great Christmas.

**RECORD OF PROCEEDINGS**  
**SPECIAL TRUSTEE MEETING DECEMBER 29, 2025**

**ADJOURNMENT**

**Motion** made by Mr. Berding, second by Mrs. Hartkemeyer to adjourn at 5:08 PM.  
All in favor.

Minutes submitted by:

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Shelly Schultz, Fiscal Officer

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Michael Berding, Trustee Chairperson

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Shannon Hartkemeyer, Trustee Vice-Chairperson

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Joe McAbee, Trustee