

RECORD OF PROCEEDINGS REGULAR TRUSTEE MEETING HELD DECEMBER 9, 2025

The Fairfield Township Trustees held a Regular Trustee Meeting Tuesday, December 9, 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	Present

Pledge of Allegiance

PRESENTATIONS

- A. None

Items for Old Business:

- A. None.

Motions/Resolutions for the 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. Shannon Hartkemeyer made a motion to approve Consent Agenda; Michael Berding seconded the motion. The roll call vote was as follows: Mr. Berding – ‘aye’, Mrs. Hartkemeyer - ‘aye’, and Mr. McAbee – ‘aye’.

Motion passes.

FISCAL OFFICER REPORT – Consent Agenda Items, Shelly Schultz

- A. Recommend motion to suspend reading of the minutes of the following meeting:
 1. Trustee Regular Meeting, November 12, 2025
- B. Recommend motion to approve the minutes.
- C. Recommend motion to approve payment of the bills by the Fiscal Office.

FISCAL OFFICERS REPORT – DECEMBER 1, 2025

CHECKING ACCOUNT BALANCE	\$2,842,343.78
JEDD REVENUE RECEIVED YTD (Hamilton)	\$652,365.70

RECORD OF PROCEEDINGS
REGULAR TRUSTEE MEETING HELD DECEMBER 9, 2025

JEDD REVENUE RECEIVED YTD (Fairfield)	\$44,406.43
INVESTMENT ACCOUNT BALANCE (3.20%)	\$15,316,051.04
Interest Earned in NOVEMBER	\$40,228.11
GRANT MONEY RECEIVED	\$0.00
EMS BILLING RECEIPTS TO DATE	\$866,611.81
REVENUE TO DATE (97.752%)	\$15,840,177.80
REVENUE BUDGETED FOR 2025	\$16,204,430.19
EXPENDITURES TO DATE (66.149%)	\$16,211,275.72
APPROPRIATIONS FOR 2025	\$23,599,065.00
PAYMENTS MADE IN NOVEMBER	\$1,575,708.46
MAJOR FUND BALANCES	
1. GENERAL	\$8,740,856.36
2. ROAD AND BRIDGE FUND	\$348,284.56
3. POLICE FUND	\$339,382.17
4. FIRE LEVY FUND	\$158,676.25
5. SAFETY SERVICES FUND	\$677,658.47
6. FIRE RESCUE, AMBULANCE, EMS FUND	\$275,671.48
7. JEDD FUND (HAMILTON)	\$2,484,006.22
8. JEDD FUND (FAIRFIELD)	\$47,768.56
9. TIF (STORYPOINT)	\$639,237.51
10. TIF (PRINCETON)	\$1,868,657.93
11. TIF (SEWARD)	\$570,302.20
12. TIF (BRIDGEWATER)	\$5,984.33
TOTAL ALL FUNDS	\$18,172,571.15

The only other thing I want to tell you is that we signed a contract with Balesta and Company which is going to be our new auditors for the next 5 years. The auditor of state gave us 5 to bid on and ranked them and rated them and that's who got the contract. The auditor of state sets the max rate they can charge.

ADMINISTRATOR'S REPORT, Mrs. Kim Lapensee

I would like you to pass a motion to schedule a special meeting toward the end of December. I picked

RECORD OF PROCEEDINGS

REGULAR TRUSTEE MEETING HELD DECEMBER 9, 2025

December 29th to discuss final revenues and expenditures for 2025 and possible transfer. This would be a 5-minute meeting. It's to approve our final revenues as they came in, if we've made any changes to our expenditures and that would be it.

Mr. McAbee – We haven't done that for the last nine years why are we doing it now?

Mrs. Lapensee – It's supposed to be done.

Ms. Schultz - I've sent an amended certificate every time we've adjusted appropriations. I do this throughout the year, and I send it every time there's a change.

Mr. McAbee - We didn't vote on it.

Ms. Schultz - Yes you did. Every time an amended appropriation came, you voted on it after the December meeting and then I would send an updated certificate to the auditor. You do not have to send revenue unless you need it appropriated and we have never needed to.

Mrs. Lapensee - We amended the revenues and expenditures at last meeting to pay that one bill. I usually just do a wrap-up at the end of the year.

Ms. Schultz – Kim and I just do it a little differently. I send it every time it happens. She sends it at year end.

Mrs. Hartkemeyer – I'm free on the 29th. Can we make that at 5 o'clock time slot? Would that work for everybody?

Mr. McAbee – I'm not available on the 29th.

MOTIONS

- A. Motion made by Mr. Berding, second by Mrs. Hartkemeyer to set meeting for December 29, 2025, at 5:00 pm to discuss final revenues and expenditures for 2025 and possible transfers. The roll call vote was as follows: Mr. Berding – 'aye', Mrs. Hartkemeyer 'aye', and Mr. McAbee - 'aye'. Motion passes.
- B. Motion to authorize the Township Administrator to Sign a Request for Consent to Assignment of Fairfield Logistics Tax Increment Financing Agreement. Mrs. Lapensee – Katie did some research for us. This is a holdover from last meeting and really all it is that Merus sold the property to that CVG company, so they are just reassigning the debt to that property. They would make the minimum debt payment instead of Merus. Shannon Hartkemeyer made a motion to approve, second by Michael Berding. The roll call vote was as follows: Mrs. Hartkemeyer – 'aye', Mr. Berding – 'aye', and Mr. McAbee – 'aye'. Motion passes.

Mr. McAbee - Will this go through the audit process where it'll be attached to the property or how do we know. Does it have to be recorded with the purchase because they had to purchase the property.

Katie Barbiere, Attorney – I believe this will be recorded with the purchase because they had to purchase the property.

MOTIONS – Consent Agenda Item

Consent Agenda

- A. Motion to authorize the Fire Chief to dispose of obsolete furniture and equipment listed on the attached list located at the Fire Department.
- B. Motion to authorize the Police Chief to dispose of obsolete vehicles and equipment listed on the attached list located at the Police Department

RECORD OF PROCEEDINGS
REGULAR TRUSTEE MEETING HELD DECEMBER 9, 2025

RESOLUTIONS – Consent Agenda Items

- A. Resolution 25-148 – Resolution Approving Open Purchase Order Balances for the township.
- B. Resolution 25-149 – Resolution Declaring Nuisances and Ordering Abatements on Properties.
- C. Resolution 25-150 – Resolution Authorizing the appointment of park-time Firefighter/EMT Jack Hanifen to the Fairfield Township Fire Department at an hourly rate of \$19.50 per hour with a 12-month probationary period.

Motion passes.

Resolutions

1. Resolution 25-146 – A Resolution to Prohibit Through Trucks on Certain Township Roadways. Mrs. Lapensee stated this continues our discussion about through trucks and prohibiting them on certain township roadways. I have included a handful of the roads in the resolution – Morris and Vinnedge, but deleted Tuley, and a portion of Princeton. Michael Berding made a motion to approve amended Resolution #25-146, Shannon Hartkemeyer seconded the motion.
Mr. McAbee – How do we expect to enforce this?
Mrs. Lapensee - If we get any calls we will have to put the Police out there. Would you handle this the same as a speed complaint?
Chief Chabali – Yes, we would.
Mr. McAbee – What is the penalty?
Mrs. Hartkemeyer – Is there a mechanism where residents can make complaints?
Mrs. Lapensee - They can contact me.
Mr. McAbee – So we think Fairfield already has this. Are they enforcing it?
Mrs. Lapensee – That I don't know. Whoever violates this section will be assessed a civil fine of \$250 for the first violation, \$500 for the second violation within a one-year period and \$1,000 for the third in each subsequent violation of this resolution.
The roll call vote was as follows: Mr. Berding – ‘aye’, Mrs. Hartkemeyer ‘aye’, and Mr. McAbee - ‘aye’.
Motion passes.
2. Resolution 25-151 – A Resolution Accepting the Amounts and Rates as Determined by the Budget Commission and Authorizing the Necessary Tax Levies and Certifying them to the County Auditor. Mrs. Lapensee stated the County budget commission approved our tax budget that was submitted in July. We will now have to accept their rates prior to us adopting our final budget for 2026. Basically, there's nothing that has changed. It's all the same thing that we submitted for our tax budget.
Michael Berding made a motion to approve Resolution #25-151, Shannon Hartkemeyer seconded the motion. The roll call vote was as follows: Mr. Berding – ‘aye’, Mrs. Hartkemeyer ‘aye’, and Mr. McAbee - ‘aye’.
Motion passes.

RECORD OF PROCEEDINGS
REGULAR TRUSTEE MEETING HELD DECEMBER 9, 2025

3. Resolution 25-152 – A Resolution Adopting the 2026 Permanent Appropriations by the Attached Fund Totals for Fiscal Year Commencing January 1, 2026. Mrs. Lapensee stated we went over the 2026 budget in some detail at the last meeting. We will now have to adopt our final budget for 2026. This will give us time to set up our revenue and appropriations in the UAN prior to January 1, 2026. I have also attached my recommendations for further cuts if the board wants to entertain additional cuts to our budget in 2026 (if necessary).

Mr. McAbee – Can you summarize this?

Mrs. Lapensee – Obviously you heard me mention how we have fund accounting and everything is in separate funds then break it down further. The General Fund pays for general administrative costs. The Motor Vehicle License, Gas Tax, Road and Bridge Fund, and Permissive Motor Vehicle License Tax is how the public works department is funded. The Police Fund, Safety Services Fund and JEDD funds pay for police expenses. The Fire fund, Safety Services, JEDD and Fire and Rescue Funds pay for all fire expenses. The Fire and Rescue Fund is funded through EMS collections (billing for EMS runs). The Lighting District Fund is for all those subdivisions that are assessed for lighting districts. The JEDD Funds (one with the city of Hamilton and one with the city of Fairfield) are collected at various rates with the City of Hamilton and Fairfield. Basically, it's like having a mini city over certain areas and we share the revenue taxes from that. We also have 4 TIF's that we use which are called the tax increment financing districts. We have one for StoryPoint, Princeton Road, Seward Road and Bridgewater. Those are where the owners make PILOT payments which are payments in lieu of taxes. So, you're making payments and then most of the time those payments are paying bond payments or development agreement payments. We have one bond that we pay for the left side of Princeton Road TIF and its debt service from the Princeton Road improvements that we made a couple years back. That gets paid off in 2027. Then we have a development agreement with the developer for Seward Road, and we have a development agreement with the developer for Bridgewater Falls. We also have One Ohio Fund which is all opioid settlements that come in. Fairfield Township gets a percentage of those settlement agreements. We also have a residential incentive district which is the same as a TIF district. Fairfield Township shares the money with the County, and we get about \$375,000 a year for that and it pays for mainly road improvements. I want to say that most of our funds generally are to pay for salaries and not so much anything else and probably safety services make up about 60 – 70% of our budget. Summarizing it, it shows revenues of 20.3 million and expenditures 23.8 million. So, we will adjust the balances off to the side once we get the final balances at the end of the year. The balances listed on the sheets were based off if we spent all our appropriations that we appropriated this year. After we get to the end of the year, I will update all of those balances so that they will be correct and then we can send those to the County because we must have that at the end of the year for revenues and expenditures. This way I can make sure carryover balances are correct going into the first of the year. Hopefully we don't get to that 6.7 million at the end of 2026. I hope that it's a bigger number.

Mr. McAbee – Thank you for that information.

RECORD OF PROCEEDINGS

REGULAR TRUSTEE MEETING HELD DECEMBER 9, 2025

Michael Berding made a motion to approve Resolution #25-152, Shannon Hartkemeyer seconded the motion. The roll call vote was as follows: Mr. Berding – ‘aye’, Mrs. Hartkemeyer ‘aye’, and Mr. McAbee - ‘aye’.

Motion passes.

4. Resolution 25-153 – 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 (Fire). Mrs. Lapensee stated we will need a 4.49 mill levy for 2027 through 2031. This would generate approximately \$3,573,693.00 a year. I have attached a spreadsheet for your review. It assumes a 1% increase in revenues and a 5.5% increase in expenditures. It only generates enough to keep what we have. This would be the first step in the process of placing a levy question on the ballot. All questions if approved must be submitted by February 4, 2026.

Mr. Berding - I want to make sure everyone understands the process and when things are coming in. When I was walking around and talking to people this past summer everyone was appreciative that the three of us were doing what we can to push levies down the road as far as we can. But the overwhelming majority of them are saying for police and fire we understand that there may be a necessity to keep the services as they are. They are very grateful for the services that we provide here and while this number may not be the number we have to go with, I think this is at least the first step to get back from the auditor what that millage looks like. So, I think that's why we're going through this step right now because we don't know if this is something that we're going to be doing in May or November or at all but at least this is the first step.

Mr. McAbee – It seems like we just did this, didn't we?

Mr. Berding – It's something we did back in June or July. The residents were very appreciative that we gave them 2026 off tax collections. So, if this were to happen then we could start collecting taxes in 2027. I think this is a good time to start having that conversation. Then after we get those numbers back then we can start having conversations again about what the expenditures are, what this number looks like and what will happen and how we proceed.

Mrs. Hartkemeyer – The thing we need to remember too is the levy we had several years ago was only meant to be a five-year levy and through careful spending we've made that last a whole lot longer than just 5 years.

Mr. McAbee - Clearly that levy was too large or it wouldn't have made it last that long.

Mrs. Hartkemeyer – You were against that levy.

Mr. McAbee - Why are we doing this now? Why can't we wait until next year when we have the accessed values? We're not going to get any money any sooner if we do it in May or in November.

Mr. Berding - Because this is the first step if it's to be on the May ballot. We need to have this resolution passed to send it to the County. It's got to be voted on in January because November the 4th or 5th, whichever day that is, the 90 days before our January meeting. Now we can decide that we're not going to put it on the May ballot and that may be what this

RECORD OF PROCEEDINGS
REGULAR TRUSTEE MEETING HELD DECEMBER 9, 2025

board decides. But to at least have the chance to put it on in May we've got to send it to the auditor in December so that we can have it to look at in January to vote on it in January to get before the 90-day deadline. And that's the reason that the timing is now as opposed to waiting. Again, if we decide and we vote not to put it on in May and then we have to ask the auditor for the numbers again in July or whatever, then so be it. We must start a process. If we just wait, then we have no chance of doing it in May.

Mr. McAbee – That's based on one meeting a month. If we meet the deadline it doesn't matter.

Mr. Berding – I was just being proactive, and I feel like if we don't and I don't know how anybody else feels but I feel like if we don't at least have the option to put it on for May and if it fails in May, do we come back in June and say okey, now we need a small number. But if we don't at least talk about it now and talk about it in January then there's no chance of us putting it on and voting on it in February to put on a May ballot. So, we can wish and want all we want but this is the process. This is why I've made a motion to pass this resolution because we need to get the clock started.

Mrs. Hartkemeyer - The last time we ran that levy a larger levy was posted in the earlier election that year that one did not pass. The second one, which was for a lower amount did pass.

Mr. McAbee - I'm just concerned about the size of the levy and a new evaluation, the school district and what they're going to do. The County looks like they are moving with a 2 mill levy for another organization. Just very concerned about all of that.

Mrs. Hartkemeyer – In the bigger picture too is we don't know what's going to happen with this abolish property tax movement that happening across the state. That could be on the ballot next year. It might be on the ballot the year after that. We don't know. That could potentially blow all of this out of the water which would mean that we would have to be looking at some other things that we should be doing. So, that's another thing that is running in the background as well.

Michael Berding made a motion to approve Resolution #25-153, Shannon Hartkemeyer seconded the motion. The roll call vote was as follows: Mr. Berding – 'aye', Mrs.

Hartkemeyer 'aye', and Mr. McAbee - 'aye'.

Motion passes.

5. Resolution 25-154 – 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 (Police). We will need a 2.99 mill levy for 2027 through 2031. Mrs. Lapensee stated this would generate approximately \$2,307,530.00 a year. I have attached a spreadsheet for your review. It assumes a 1% increase in revenues and a 5.5% increase in expenditures. I failed to give the numbers earlier. For the fire we would need to generate \$3.5 million a year. And for police, I estimate that we will need to generate \$2.3 million per year. We would need to approve language for a 2.99 mil levy.

RECORD OF PROCEEDINGS

REGULAR TRUSTEE MEETING HELD DECEMBER 9, 2025

It only generates enough to keep what we have. This would be the first step in the process of placing a levy question on the ballot. All questions if approved must be submitted by February 4, 2026. I think I've shared with you all about the millage that I think will be necessary for us to get through the next 5 years for the fire levy. I'm estimating 4.49 mills. So, this resolution would be the first step in the process. We will send it to the County auditor's office and then the County auditor's office will certify what 4.49 mills will generate and then at the next meeting we will decide if we want to proceed at the next regular meeting.

Mr. Berding – Trustee McAbee's wish to have a separate levy for police and fire I would agree it makes more sense to do that instead of a combined levy and that's why we have two separate things here. The first one is for a fire levy, and this would be for a police levy.

Mr. McAbee – We've backed ourselves into a big corner by not being proactive several years ago and having smaller levies and waiting until financial distress that the Township is in. It's not looking good.

Mrs. Hartkemeyer – The other thing too is we've got a little bit of surplus in our general fund right now which I think is what we're using to get through this next upcoming year. So, I think that's a good thing. If we had waited any longer it would be a problem but we've got excess money in the general funds which has been prudently set aside for a number of years to cover us for this type of stage in time. This was another reason to push that levy down the road. So luckily, we have that fund right now that can get us through 2026. I think it's a good opportunity to ask our citizens, do you want what we have, or would you like us to look at something else?

Michael Berding made a motion to approve Resolution #25-154, Shannon Hartkemeyer seconded the motion. The roll call vote was as follows: Mr. Berding – 'aye', Mrs. Hartkemeyer 'aye', and Mr. McAbee - 'aye'.

Motion passes.

6. Resolution 25-155 – A Resolution Accepting the Bids for the 2026 Curb and Gutter Project and Awarding the Contract to Adleta Construction in the amount of \$130,663.05 and will be paid from the Princeton Road TIF Fund# 2906. Mrs. Lapensee stated we advertised this project two times in the Journal and all bids are due on Monday, December 8th at 2:00 p.m. We actually had 10 people come in and were interested in the bids, picked them up and then we ended up getting 5 bids back. So, this was the lowest bid.

Michael Berding made a motion to approve Resolution #25-155, Shannon Hartkemeyer seconded the motion. The roll call vote was as follows: Mr. Berding – 'aye', Mrs. Hartkemeyer 'aye', and Mr. McAbee - 'aye'.

Motion passes.

7. Resolution 25-156 – A Resolution to Reorganize Fairfield Township for 2026. Mrs. Lapensee stated this is something different. It's meant to replace us having an organizational meeting at the beginning of the year. This resolution reorganizes the township by approving all our calendars, township events, pay for the elected officials, memberships, existing policies, holiday schedules, committee assignments, Roberts Rules of Order, IRS mileage

RECORD OF PROCEEDINGS

REGULAR TRUSTEE MEETING HELD DECEMBER 9, 2025

reimbursement, travel reimbursements, spending authorities, and competitive bidding requirements. The one thing I didn't include in here is, obviously, you will have to pick your chairman and your vice chairman we can do that at the very first meeting in January.

Mrs. Hartkemeyer – The other thing I'd like to open up and it's okay if this doesn't work out but I'd like to just bring it up for discussion is I understand this might not work for everyone and so I'm just bringing it up for discussion is that it might be helpful for staff to meet at 5 o'clock instead of 7 o'clock. I get that it might not work, and I understand that, but I just wanted to open that up for discussion.

Mr. McAbee – 7 o'clock works better for me.

Mr. Berding - I see for our events we did not add our Easter or the Patriot Day event. These are events where we are looking for sponsors to try to cover costs and we were successful. But we decided to leave them off and if money is raised to have those events, we could always add them later. I didn't want to ask people to raise money for these special events when we're trying to organize and find ways of saving money across the organization. I do know that the organizer of the Patriots Day event is not doing it anymore and so I don't think any other firefighters wanted to do the car show so that's why that's also left off list. If it's something that we want to add later, we can have that discussion later.

Katie Barbiere, Attorney – I would suggest adding that you must have a process for advertising special meetings. You must include within your provisions that you're going to give 24 hours' notice and how you're going to schedule a special meeting. That must be a process adopted by the township. That should be something that's included, and we've done that in the past.

Mrs. Lapensee – I can do that January.

Michael Berding made a motion to approve amended Resolution #25-156, Shannon Hartkemeyer seconded the motion. The roll call vote was as follows: Mr. Berding – 'aye', Mrs. Hartkemeyer 'aye', and Mr. McAbee - 'aye'.

8. Resolution 25-157 – A Resolution Authorizing the Administrator to Purchase New Phones/System as Attached, for the Administration, Fire, Police and Public Works Departments from FortiVoice at a total cost of \$50,721.00 for 2026 with Recurring Costs of \$3,515.00 for the next four years for a total of \$64,781.00 and paid from multiple funds. Our phone system contract will end at the end of this year. Ms. Lapensee stated we will need to upgrade our phones, computers, and other technology due to the age of equipment. We have received quotes for the phone system and will continue to get quotes for the remainder of what needs to be replaced. We currently pay \$20,331.52 per quarter or \$81,326.08 per year. This includes our phone system, IT services, Fiber, Server Management, Spam Management and VPN Licenses. The phone system maintenance cost per year totals \$15,594.96 and will drop to \$3,515.00 per year which will save us \$12,079.96 per year or \$60,399.80 over the next five years. We recommend the purchase of the new phones which will cost \$50,721.00 up front. These new phones will give us a local survivable gateway which will allow the phone system to still function during an event (auto failover). This will also eliminate any ongoing or future maintenance issues with individual phones and give us the newest and best

RECORD OF PROCEEDINGS

REGULAR TRUSTEE MEETING HELD DECEMBER 9, 2025

technology available. Chuck did an inventory of all our phones and found 17 different phones that we don't use and don't need. So that is also factored into this.

Mr. McAbee – So the total cost for 2026 is \$50,721.00?

Mrs. Lapensee – Plus \$3,515.00. We're going to pay \$3,515.00 next year also. The \$50,000.00 is for capital and then the \$3,515.00 is for maintenance and support. We are roughly spending \$15,594.96 now. This will save us \$12,079.96 per year or \$60,399.80. We're going to spend a little bit more than what we would save but we're getting a better phone system, and it has survival to it. Next year we'll be able to pay out of all the funds that we have because I budgeted for it.

Mr. Berding – So instead of \$75,000.00 over five years it's \$64,000.00.

Michael Berding made a motion to approve Resolution #25-157, Joe McAbee seconded the motion. The roll call vote was as follows: Mr. Berding – 'aye', Mr. McAbee 'aye', and Mrs. Hartkemeyer - 'aye'.

9. Resolution 25-158 – A Resolution to Authorize the Administrator to Sign an Agreement with MedBen and to Establish a Flexible Spending Arrangement that Encompasses both Health and Dependent Care (FSA) and a Limited Purpose Health Reimbursement Arrangement (HRA). Mrs. Lapensee stated this resolution will authorize the administrator to sign the agreement to create the FSA and HRA, and to open bank accounts necessary for the administration of the programs. There are monthly fees associated with these programs that we will pay MedBen to administer them for us. The HRA has to do with our medical prescription program that we will run and then the FSA is for dependent care and health. You can have the money deducted tax-free or pre-tax into your flexible spending account and then you can also have money put into a dependent care flexible spending account which is also pre-tax. This is a new thing that we're doing this year.

Michael Berding made a motion to approve Resolution #25-158, Mrs. Hartkemeyer seconded the motion. The roll call vote was as follows: Mr. Berding – 'aye', Mrs. Hartkemeyer 'aye', and Mr. McAbee - 'aye'.

COMMITTEE REPORTS

- A. Transportation Improvement District (TID) – Trustee McAbee - We met last week. We started off recognizing Don Hassler for his 30 years of service, representing the city of Fairfield. We had updates on all the projects and the Millikin Road Project. We're in the right-a-way phase, we're out buying the rights-of-way so we can get that project moving. The North Hamilton Crossing we're keeping that moving. The Symmes Road Project, the rail crossings that's starting to take off. The bridge over the railroad track is going to be a big plus.
- B. Emergency Management Agency (EMA) – Trustee Hartkemeyer – EMA met this afternoon. They reviewed multiple different activities that they've been working on. They've done several different exercises regarding active shooter exercises; one at Mercy Hospital specifically. They've done multiple outreach events. Some of the different things that they have responded to that we might be paying attention to the tanker rollover in West Chester. The wonderful thing about that was that all of the systems and processes were set up so they were immediately able to

RECORD OF PROCEEDINGS

REGULAR TRUSTEE MEETING HELD DECEMBER 9, 2025

respond to that. One thing I think we might want to think about is to have a meeting and brush up on having a meeting with EMA and with fire and police just to talk through the different scenarios that might come up because I'd rather that we have those conversations in advance now then when something happens and we need to respond to it. The whole point of EMA is preparedness so that when things happen, we're ready and we can handle it. I think this would be a good thing to go forward. I want to thank you for my appointment back on that board. I do enjoy that and I think they're doing a lot of really great things.

- C. Ohio, Kentucky, Indian Regional Council of Government (OKI) – Trustee Hartkemeyer – I was appointed back to the OKI Board by the Butler County Township Administration at the last meeting. There is no meeting scheduled for December. This is just our nominating committee meeting, and I've been asked to help serve on that committee too. So, nothing more to report.
- D. The Coalition of Large Ohio Urban Township (CLOUT) – Trustee Hartkemeyer – Nothing to be reporting on that either. Keep an eye out for the cloud activities that will be happening at the OTA.

BOARD COMMENTS

Mrs. Hartkemeyer – Can we look at the calendar and make sure there's nothing? I really do appreciate everyone's diligence at looking at that and adding things to it. So, if we could just take a look at January and make sure that things on there are the things that we need to do. The good thing about this calendar is having worked on it for about a year now is we're starting to get this really flushed out so that the information is on there and we can continue to add to it or take away from it as appropriate. The only thing I see is that we'll have to add the thing that Katie just brought up for special meetings. If we want to change the December things that we just took care of tonight and add to the calendar in December as opposed to January if that's what the board would like to continue doing.

Mr. Berding – I'm okay with it having the organization done for the township in December.

Mrs. Lapensee – Does everybody like it that way or prefer it? I can do it anyway you guys want to do it.

Mrs. Hartkemeyer – As long as it's legally permissible, I have no issue with that.

Katie Barbiere, Attorney - Add the special meeting to your organizational resolution for the future.

Mr. Berding – I attended a very cold tree lighting at Bridgewater. Not a lot of people out because it was so bitterly cold. One of our new businesses was there handing things out; Everything But the Bottle, which opened a couple of weeks ago. All the kids had a good time. I've had conversations with the administrator about asking department heads to continue to find ways to cut spending without affecting personnel. So, if you can continue to do that, I think that would be amazing. We may need to do some things that are not comfortable to make sure that we continue to have funds until we can pass a levy. I think this needs to probably start in January. I trust each one of you to do the best of your ability and just take some added thought behind like how long people are out salting like when we go out and when do we start. I'm not asking you to say he doesn't know what he's talking about and that's fine but just look at that and like overtime if it's possible if we must not have as many people on duty. Fortunately, we have a lot of good mutual aid with Hamilton, Liberty and West Chester and the City of Fairfield. So, is it possible to not fill every position every single time that there's not somebody there? And again, this applies to the police. I'm not assuming I know how to tell you how to run your department but I'm asking for help as one of the trustees that must make these decisions for our citizens. Are there ways we can do that? If there's not, then there's not. But if there is if you will work with the administrator to have her pass those things on to us, the 3 trustees, that would be wonderful. Hopefully, if we send something to the ballot in 2026 where the residents are like yep, these are the services that we want then maybe these discussions aren't as drastic in 2027.

RECORD OF PROCEEDINGS

REGULAR TRUSTEE MEETING HELD DECEMBER 9, 2025

Mrs. Hartkemeyer – The other thing that I would respectfully ask you to think about too are what are the things that the state is making us do. Are there things that are required that are mandatory that they're saying you have to do this. We discussed this at CLOUD because we're all in kind of the same boat here across the state. We are all in the same boat and my thought was well what are the things that we're being forced to do? What are the things that we must do? So, everything is going up in prices. Is there something that can be done at the state level to make things easier for townships to do business? Maybe there is something we can do to start asking those questions that could help Fairfield Township and that could help townships across the state of Ohio.

Mrs. Lapensee - I have one suggestion: prevailing wage rates. Schools are exempt. We're not. I think they're exempt with the first five million. We must pay prevailing wages for anything over \$75,000.00. So why do we have to pay for it and the school doesn't? That would help us a lot with the fire station.

ANNOUNCEMENTS

- Christmas Eve Day Observed – Wednesday, December 24, 2025, and Christmas Day Holiday – Thursday, December 25, 2025. All Township offices will be closed.
- Trustees Special Meeting – Monday, December 29, 2025, 5:00 PM at the administration building.
- New Years Day observed – Thursday, January 1, 2026. All Township offices will be closed.
- Regular Trustee Meeting – Tuesday, January 13, 2026, at 7:00 PM.

Motion to move to Executive Session pursuant to ORC 121.22 (G) (1) to consider the discipline, appointment, employment or compensation of a public employee or official, and ORC 121.22 (2) to consider the purchase of property for public purposes, the sale of property at competitive bidding, or the sale or other disposition of unneeded, obsolete, or unfit-for-use property in accordance with section 505.10 of the revised code.

Michael Berding made a motion to go into Executive Session, Mrs. Hartkemeyer seconded the motion. The roll call vote was as follows: Mr. Berding – 'aye', Mrs. Hartkemeyer 'aye', and Mr. McAbee – 'aye'.

Motion passes.

President convenes Executive Session at 6:02 PM.

President resumes regular meeting at 6:16 PM

**RECORD OF PROCEEDINGS
REGULAR TRUSTEE MEETING HELD DECEMBER 9, 2025**

ROLL CALL

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

No action will be taken.

ADJOURNMENT

Motion made by Mr. Berding, second by Mrs. Hartkemeyer to adjourn at 6:17 PM
All in favor.

Minutes submitted by:

Shelly Schultz, Fiscal Officer

Michael Berding, Trustee Chairperson

Shannon Hartkemeyer, Trustee Vice-Chairperson

Joe McAbee, Trustee