

RECORD OF PROCEEDINGS

REGULAR TRUSTEE MEETING HELD JULY 1, 2025

The Fairfield Township Trustees held a Regular Trustee Meeting Tuesday, July 1, 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 7:00 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

OLD BUSINESS

A. Special Events – Mrs. Lapensee

At the last meeting I asked the board to give us directions on whether we should continue having special events for the year due to our declining budget numbers. You all asked us to compile the amount of money that was spent last year on 2024 events. We spent \$82,970.92 (which includes overtime). We collected \$21,100.00 in donations for Patriots Day and \$1,100.00 for Spring Clean-up Day for a total of \$22,200.00. Please refer to the excel sheet attached labeled events – tab 2. There are some items that we still need to add to the list that were charged on the Huntington Credit Card last year. We will try our best to go through those charges from last year and present a final cost on Tuesday.

EVENTS

EASTER	EXPENSE	COST
		\$
March 30 2024	Fast Signs	459.00
	Dianne French	\$ 97.19
	Tom Shannon	\$ 189.45
	OT - Richard Coy	\$ 159.18
	OT - Tess Flynn	\$ 191.04
	OT - Dianne French	\$ 112.50
	OT - Bradley Peters	\$ 190.35

**RECORD OF PROCEEDINGS
REGULAR TRUSTEE MEETING HELD JULY 1, 2025**

	OT - Eric Stidham	\$ 151.44
	OT - John Vanderyt	\$ 268.50
	OT - Thomas Shannon	\$ 151.44
	Total	\$ 1,970.09
SPRING CLEANUP	EXPENSE	COST
April 27 2024	Junk King	\$ 3,825.00
	Rumpke	\$ 8,716.14
	Rumpke	\$ 1,468.71
	Omni Business Forms Inc.	\$ 1,739.00
	Shred It	\$ 1,380.67
	Southeastern Equipment Inc.	\$ 800.00
	Rumpke	\$ 280.33
	OT - Paul Johnson	\$ 220.50
	OT - Patty Moore	\$ 234.39
	OT - Bradley Peters	\$ 380.70
	OT - Thomas Shannon	\$ 265.02
	OT - Arthur Simmons	\$ 243.08
	OT - Brandon Smith	\$ 297.89
	OT - John Vanderyt	\$ 402.75
	Total	\$ 20,254.18
	Donations	\$ 1,100.00
	Total Cost	\$ 19,154.18
TOUCH A TRUCK	EXPENSE	COST
August 3 2024	Chrissie Blatt Creative	\$

RECORD OF PROCEEDINGS
REGULAR TRUSTEE MEETING HELD JULY 1, 2025

		825.00
		\$
	Tweedles Mini Donuts	2,100.00
		\$
	Balloons n Beyond LLC	800.00
		\$
	Omni Business Forms	88.00
	Tikiz Shaved Ice and Ice Cream	\$
		1,090.00
		\$
	Omni Business Forms	2,928.00
		\$
	OT - Michael Bridges	277.61
		\$
	OT - David Caldwell	245.55
		\$
	OT - Richard Coy	281.40
		\$
	OT - Dianne French	187.50
		\$
	OT - Paul Johnson	173.25
		\$
	OT - Albert Koenig	234.05
		\$
	OT - Thomas Shannon	208.23
		\$
	OT - Arthur Simmons	190.99
		\$
	OT - Brandon Smith	255.33
		\$
	OT - Zachary Steele	245.55
		\$
	OT - Eric Stidham	208.23
		\$
	OT - John Vanderyt	479.99
		\$
		10,818.68
PATRIOTS DAY	EXPENSE	COST
		\$
September 7 2024	Omni Business Forms LLC	1,088.00
		\$
	Econowise Rental Inc.	2,943.10
	Wurtzelbacher Staging & Const	\$
		800.00

RECORD OF PROCEEDINGS
REGULAR TRUSTEE MEETING HELD JULY 1, 2025

	Wurtzelbacher Staging & Const	\$ 3,025.00
	Loud and Clear	\$ 2,291.41
	Loud and Clear	\$ 2,658.34
	Cassett Junkies	\$ 4,900.00
	Dianne French	\$ 205.00
	Omni Business Forms LLC	\$ 3,551.93
	Tweedles Mini Donuts	\$ 3,000.00
	Omni Business Forms LLC	\$ 1,428.00
	One Stop Tool Rental	\$ 370.00
	Julie Vonderhaar	\$ 58.10
	Floyd Johnson	\$ 600.00
	Rumpke	\$ 254.96
	Jeffrey Hughes	\$ 1,100.00
	Ballons and Beyond	\$ 1,500.00
	A & A Safety	\$ 3,600.00
	Sunbelt Rentals	\$ 309.91
	Rumpke	\$ 1,670.04
	OT - Dianne French	\$ 397.50
	OT - Paul Johnson	\$ 441.00
	OT - Albert Koenig	\$ 613.62
	OT - Nesh Mahat	\$ 183.66
	OT - Brandon McCroskey	\$ 406.15
	OT - Travis Prator	\$ 183.66

RECORD OF PROCEEDINGS
REGULAR TRUSTEE MEETING HELD JULY 1, 2025

	OT - Thomas Shannon	\$ 561.75
	OT - Arthur Simmons	\$ 515.34
	OT - Brandon Smith	\$ 631.47
	OT - Eric Stidham	\$ 561.75
	OT - John Vanderyt	\$ 553.84
	OT - Michael Bridges	\$ 749.07
	Totals	\$ 41,152.60
	Donations	\$ 21,100.00
	Total Cost	\$ 20,052.60
HALLOWEEN	EXPENSE	COST
October 19 2024	Omni Business Forms LLC.	\$ 3,551.68
	Rumpke	\$ 247.26
	OT - Tess Flynn	\$ 210.12
	OT - Dianne French	\$ 178.88
	OT - Paul Johnson	\$ 133.56
	OT - Thomas Shannon	\$ 160.50
	OT - Arthur Simmons	\$ 147.24
	OT - Steven Stebbins	\$ 157.63
	OT - Eric Stidham	\$ 160.50
	Total	\$ 4,947.37
VETERANS DAY	EXPENSES	COSTS
	Amanda Saylor	\$ 210.00
	Omni Business Forms LLC	\$ 130.00

**RECORD OF PROCEEDINGS
REGULAR TRUSTEE MEETING HELD JULY 1, 2025**

	Total	\$ 340.00
TREE LIGHTING	EXPENSES	COSTS
	Cowboy Carriages	\$ 2,600.00
	Omni Business Forms LLC	\$ 888.00
	Total	\$ 3,488.00
	TOTAL	\$ 82,970.92

Mr. Berding – I would be in favor of cutting back on some of the events. Also, trying to cut back on the overtime. I think this would be the easiest place to start. I think we could cut out Halloween.

Mrs. Hartkemeyer - I'd like to see us contacting Bridgewater Falls and see if they are willing to take that back up again.

Mrs. Lapensee - They're not doing it – they will be doing their Christmas one.

Mr. Berding - I think we could cut expenses with Touch A Truck if we didn't have as many employees there at the event. If we could have our safety service members there on duty. Spring Clean Up is always a great event but do we have to do every year. Maybe a semi-annual event.

Mrs. Hartkemeyer - Do you see any harm if we did Clean Up every other year.

Mr. Goins – It's really hard to say. I think residents have gotten used to it. Certain areas of the Township needs it more than others.

Mr. McAbee – The Spring Clean Up I think the money is well worth it. Sometimes we get money from grants. With the financial situation we are in, in my point of view, we stop everything now. Until we have some answers on how we're going to pay for Police, Fire and Roads. I know we've accepted some money for Patriots Day, and I think we should send it all back.

Mrs. Hartkemeyer - What do we anticipate Patriots Day is going to cost?

Mrs. Lapensee - I did talk to Jason and he thinks we can do it for \$8,400.

Mr. Berding - I would be in favor of continuing it if we can keep it at that level. Maybe put a cap at \$10,000.

Mrs. Hartkemeyer - I would like to see more about what the plans look like.

Mr. Berding – If we could have a meeting with the union and any kind of planning committee to make sure we have sponsorship money coming in and any kinds of funds that are raised by the Fire Department Union those would cover all the expenses. I would be in favor of presenting it back to the Trustees for a yay nay vote.

Mr. McAbee - I still object to the Township signing the permit for beer. I don't think we need to be selling beer.

RECORD OF PROCEEDINGS
REGULAR TRUSTEE MEETING HELD JULY 1, 2025

Mr. Berding – We need to eliminate some events. The two events coming up Touch A Truck and Patriots Day we need to look if we can get sponsorship money for these. I think we can put all the other events on hold.

ITEMS FOR BOARD DISCUSSION – Mrs. Lapensee

B. Potential Levies

Mr. McAbee wanted to discuss having multiple levies on the ballot. Mr. McAbee brought up at the last meeting his thoughts on bringing forward 3 levies for the residents to vote on. If you decide to do that, the numbers indicate that we would need a 2.9 mill levy for the police department (which would get us from 2026 through 2029), and a 3.9 mill fire levy (which would get us from 2026 through 2030), only if you split the safety services levy in half. We really would not need a road levy because then we could use JEDD/RID money to fund the road operations and pay for capital expenses. If the choice is to do one fire levy, then we would need a 4.9 mill levy to get us from 2026 through 2030 and use the safety services levy/JEDD to fund the police department and the JEDD/RID to fund the public works department. The auditor has asked that we pick one amount and approve a new resolution for them to certify. A second meeting on July 8th would then become necessary so that a resolution to proceed could be approved.

Mr. McAbee - Nobody is excited about asking for more money. We need to find a way to generate a secure a line of income. It shouldn't be the 3 of us deciding it should be the people deciding. To me we put it on the ballot. Something like 1 mil for Police, 2 mils for Fire and ½ mil for Public Works. Along with some significant cuts we should be able to get 5 or so years out of it. I think the voters should weigh in on this. We should seriously consider this and let the people vote on it.

Mr. Berding - We need to find ways of saving money. Before I'm prepared to go to the taxpayers for additional funds I feel like we need to show them where we're cutting our expenses. I'm personally not in favor right now of a Police levy or a Public Works levy; and I'm not 100% in favor of going for a Fire levy. We need to look at where we can bring in more revenue.

Mrs. Hartkemeyer - I can see both sides on this. I like what you're saying at looking at our expenditures and doing things appropriately with what we have. I agree to take some time and really look at things. Our general fund is very healthy. I'm okay in waiting until this next year to get ourselves under control. The Safety Service Levy that we passed 10 years ago was only supposed to be a 5 year levy. This is a credit to our staff and team.

Mr. McAbee - Where is our additional revenue coming from?

Mr. Berding - We have some economic development being built now in the Township.

RECORD OF PROCEEDINGS REGULAR TRUSTEE MEETING HELD JULY 1, 2025

Mr. McAbce - It's going to be a couple years before we see that money. Clearly the numbers in the next 24 – 36 months clearly show a bad picture.

Mr. Berding - I think there is some things we can do to increase the savings here. It's already been started by Chief Berter at the Fire Department. Mrs. Lapensee has already made some extremely good cost saving measures.

Mr. McAbce - I'm not sure why we're waiting. We need to get this on the ballot this year.

Mrs. Hartkemeyer - I think we need to use the money we actually have before we go to the citizens.

COMMUNICATION

- **Bret Rose**
- **Barb Holland**

CONSENT 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.
All in favor.

FISCAL OFFICE BUSINESS – Consent Agenda Items

- A. Recommend motion to suspend reading of the minutes of the following meeting:
 - 1) Trustee Special Meeting, June 10, 2025
 - 2) Trustee Regular Meeting, June 17, 2025
- B. Recommend motion to approve the minutes
- C. Recommend motion to approve payment of the bills by the fiscal office
- D. Recommend motion to accept the resignation of William Kelly from the Police Department

RESOLUTIONS – Consent Agenda Items

- A. 25-100 – Resolution approving open purchase order balances.
- B. 25-101 – Resolution declaring nuisances and ordering abatement on properties.
- C. 25-102 – Resolution the appointment of part-time Firefighter/EMT Travis Terry to the Fairfield Township Fire Department, at an hourly rate of \$19.50 per hour, with a 12-month probationary period.

RECORD OF PROCEEDINGS

REGULAR TRUSTEE MEETING HELD JULY 1, 2025

FISCAL OFFICER REPORT – Ms. Schultz

Purchase Order Discussion – UAN is very restrictive on what we can and cannot do with it. I am going to ask for a new accounting software eventually. We cannot change dates or amounts once a purchase order has been created. When a purchase order starts to run out of money we have to close that purchase order and open another. Therefore, there are times when money is spent after that new purchase order has been opened because we ran out of money on that purchase order. Our auditor has never had an issue with this.

ADMINISTRATOR'S REPORT – Mrs. Lapensee

MOTIONS – None

RESOLUTIONS

- A. Resolution 25-103 – Adopting the Fiscal Year 2026 Tax Budget, attached hereto and made a part of this resolution by reference.
Motion made by Mr. Berding, second by Mrs. Hartkemeyer to authorize this Resolution #25-103.
All in favor.
- B. Resolution 25-104 – Authorizing Then and Now Purchase Order to SWOCA at a price not to exceed \$20,115.52 for the second quarter and paid from multiple funds.
Motion made by Mr. Berding, second by Mrs. Hartkemeyer to authorize this Resolution #25-104.
All in favor.
- C. Resolution 25-105 – Authorizing the Administrator to sign the contract with The Standard Company for Short Term Disability, Basic Life and AD&D Insurance.
Mrs. Lapensee - We did not receive a rate increase. We are on a 3-year rate increase.
Motion made by Mr. Berding, second by Mrs. Hartkemeyer to authorize this Resolution #25-105.
All in favor.
- D. Resolution 25-106 – Authorizing the Administrator to execute a salt contract with the Butler County Engineer's Office for the 2025 & 2026 snow & ice control season.
Motion made by Mr. McAbee, second by Mr. Berding to authorize this Resolution 25-106.

**RECORD OF PROCEEDINGS
REGULAR TRUSTEE MEETING HELD JULY 1, 2025**

Mrs. Lapensee – Price this season is \$96.40/ton, increase of 5% from last year.

All in favor.

- E. Resolution 25-107 – 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.

NO MOTION

- F. Resolution 25-108 – 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.

NO MOTION

- G. Resolution 25-109 – 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.

NO MOTION

COMMITTEE REPORTS

- A. Transportation Improvement District (TID) – Trustee McAbee, Meeting was last week. There is a lot of information on their website. The link will be on our website.
- B. Emergency Management Agency (EMA) – Trustee Hartkemeyer, Nothing to report at this time.
- C. Ohio, Kentucky, Indiana Regional Council of Government (OKI) – Trustee Hartkemeyer, Nothing to report at this time.
- D. The Coalition of Large Ohio Urban Township (CLOUT) – Trustee Hartkemeyer, Nothing to report at this time.

BOARD MEMBERS COMMENTS

Mr. McAbee – I can't explain how disappointed I am that we're not doing something to avert a crisis. A little bit of money now would carry us through.

Mrs. Hartkemeyer – I'm looking forward to streamlining operations and being as efficient as possible with our current resources.

Mr. Berding - Trustee McAbee I am disappointed as well. I'm disappointed we're in this situation, but I feel like this is the best route. I am not in favor of closing fire houses and laying off police officers and firefighters. The lack of action on this tonight does not reflect our intent to close fire houses and lay people off. We are not interrupting services. We are looking at every expenditure and see how we can be truer to what needs to be spent.

Motion made by Mr. Berding, second by Mrs. Hartkemeyer to cancel July 8, 2025, regular Trustee Meeting.

All in favor.

**RECORD OF PROCEEDINGS
REGULAR TRUSTEE MEETING HELD JULY 1, 2025**

ANNOUNCEMENTS

- Fourth of July Holiday observed – Friday, July 4, 2025, all township office will be closed.
- Regular Trustee Meeting – Tuesday, August 12, 2025, at 7 PM at the Township Admin office.

ADJOURNMENT

Motion made by Mr. Berding, second by Mrs. Hartkemeyer to adjourn at 8:43 PM.
All in favor.

Minutes submitted by:

Shelly Schultz, Fiscal Officer

Michael Berding, Trustee Chairperson

Shannon Hartkemeyer, Trustee Vice-Chairperson

Joe McAbee, Trustee