

**RECORD OF PROCEEDINGS  
REGULAR TRUSTEE MEETING HELD MAY 13, 2025**

The Fairfield Township Trustees held a Regular Trustee Meeting Tuesday, May 13, 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**

**PRESENTATION** – Huntington Bank

**OLD BUSINESS** - None

**ITEMS FOR BOARD DISCUSSION** – Mrs. Lapensee

Presentations – Ted Sumnar with Huntington Bank regarding our ICS account.

Items for Old Business:

A. None.

Items for Board Discussion:

A. Tax Budget 2026 – All of the Department Heads were asked to put together their requested budgets for 2026. Please review and let us know if you have any questions. We will make a formal presentation at next month's meeting under the public hearing.

**Mr. Berding** – Can we have a list of contracted services? Many big companies are asking if their spouses are covered by their insurance is there a way we can legally put a policy in place to ask our employees to do this. I know this isn't fun.

**Mrs. Lapensee** - We would have to enter into negotiations with our unions in order to do that.

**Mr. Berding** - Maybe moving forward we could do that.

**Mr. McAbee** - Maybe we can have that conversation now.

**Mrs. Hartkemeyer** - I would like to meet with each department head to talk about this projection as far as what other and capital is.

B. Fire Department – General Operations and Staffing. Chief Berter has a presentation that he would like to talk with you all about concerning his general operations and staffing requirements. This will tie into the need for the additional levy to continue to fund his department.

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The purpose of this presentation is to explain our current staffing level and operation, the impact of reduced staffing and the impact of reduced staffing on service delivery.

In 2024 we responded to 3,861 calls for service, and we are on track to reach 4,000 calls this year. We average 11 calls per shift with the total time spent on a call averaging 46 minutes and 50 seconds. 47% of our calls overlap which means that when we make 1 call, 47% of the time we make a 2<sup>nd</sup> call at the same time. Our average response time is 6 minutes and 20 seconds.

Our current minimum daily staffing is 11 people. The shift supervisor with 1, a Medic unit with 2 and a Quint with 3 respond out of the Morris Road firehouse. An Engine with 3 and a Medic with 2 respond out of the Gilmore Road firehouse.

So where do we get the numbers for our current staffing levels and why do we staff the way we do? Fire Departments are guided and governed by several different organizations, one of them being the National Fire Protection Agency. NFPA 1710 is the Standard for the Organization and Deployment of Fire Suppression Operations, Emergency Medical Services and Special Operations to the Public by Career Fire Departments.

*NFPA 1710 recommends the following, Fire companies shall be staffed with a minimum of 4 members EMS units shall be staffed to meet the requirements of the level of care they provide, which for us is Paramedic level service  
Ensure a team of firefighters are standing by to rescue firefighters operating in the hazard zone Requires the establishment of an incident commander outside of every hazard zone*

NFPA standards are recommendations, not laws, however these are the standards we are held to in the event of a tragedy. NFPA acknowledges that every community cannot possibly afford to meet every recommendation due to each community's budgetary constraints, however history has shown that when the community had the ability to meet the standard and chose not to, they have been held liable.

Ohio administrative code Rule 4123:1-21-07, which is the section titled Fire Department Occupational Safety and Health requires several things for fire departments. It requires that employees operating in hazardous environments at emergency incidents shall operate in teams of two or more. The rule also requires that an incident management system be established, including an incident commander outside of every hazard zone. Ohio administrative code Rule 4123 is not a recommendation; it is state law.

In the code of federal regulations section 29 CFR 1910.134(g)(4)(i) is the OSHA Two-In, Two-Out regulation. This requires that in order for 2 firefighters to enter a hazardous environment, there must be 2 on the outside prepared to rescue the 2

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that entered.

So how do we currently meet these standards and rules. We satisfy the NFPA recommendation by staffing a minimum of 3 on fire trucks, we strive for 4 depending on staffing but this is rarely achieved. We staff each Medic unit with 2 Paramedic/EMT's and we staff a shift supervisor, also satisfying NFPA 1710. To satisfy the requirements of OAC 4123 we staff 3-man engines, ensuring a team of 2 to enter hazardous environments and we staff a shift supervisor. And finally, we staff our engines with a minimum of 3, giving us our 2 in while the first arriving medic unit provides our 2 out, satisfying 29 CFR 1910.134.

Next I'll explain the positioning and responsibilities of each position on our fire trucks, medic units and shift supervisor. The driver of the fire truck is responsible for operating the truck to and from an incident, pumping water during fires and operating and shuttling equipment during rescues. The driver is tied to the truck during fire and rescue related calls, he cannot function as a part of the crew. During EMS calls the driver can leave the truck to participate in the care of the patient.

Each truck has either a company officer or an acting officer riding in the right front seat. This position serves as the supervisor for the company and is responsible for the safety of the crew. This position is also the decision maker for the crew, deciding the appropriate actions to be taken for each situation. During fires this position enters the hazard zone as part of the crew and directs his crew from the inside. During EMS incidents this person will provide care as part of the crew or act as a liaison with the family, gathering critical information.

The backstep firefighter is the 3rd firefighter who rides in the backseat of the truck. This position is responsible for providing EMS care to patients during medical calls, stretching hose and operating equipment during fire related calls. He is teamed up with the officer while entering a hazardous environment.

All 3 positions are certified Firefighters as well as Paramedic/EMT certified.

Medic units are staffed with 2 firefighter paramedic/EMT's, one to provide care to the patient and 1 to drive the medic unit.

The shift supervisor is the senior officer on duty. This position has both administrative and operational duties. They are responsible for filling and managing the daily schedule and coordinating all activities of the companies during their shift. During incidents they are responsible for strategic level supervision, serving as the Incident Commander as required by NFPA 1710 and the Ohio Administrative Code. They respond to fires, rescue situations, auto accidents and higher acuity EMS calls. In addition to their daily responsibilities each supervisor is assigned a specific area of responsibility. The AOR's assigned to the Shift Supervisor are facilities maintenance, fleet maintenance and emergency medical operations.

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At April's Board meeting I was asked to show the impact of running short. There are several options when it comes to running short and they all require either reducing staffing on engines, closing a fire company entirely or closing a firehouse. Not only are there operational impacts, there is also a financial impact if the closure of a medic unit becomes necessary, and that is a loss of EMS billing revenue. I don't believe any of these options are the right thing for the residents of Fairfield Township.

This slide highlights some of the more frequent EMS call types we respond to, the responsibilities of each position and equipment required for each. Each position serves a purpose during medical emergencies, either caring for the patient, setting up and placing equipment or carrying equipment. Every member of the crew is needed to move equipment and the patient from where they are, to the stretcher and then to the ambulance.

So, what do cuts look like for the delivery of EMS services? The National Institute for Standards and Technology (NIST) performed a study in 2010 that provides quantifiable data as it pertains to crew size and performance during medical emergencies. In every scenario the fewer crew members available resulted in longer times to treat and manage medical emergencies. In the medical field time is a driving factor regardless of the situation, the faster we can administer care and transport to a definitive care facility the better the outcome for the patient.

The focus is comparing the 3-person engine that we currently staff vs a 2-person engine.. This slide highlights several of NIST's findings..... Removing a patient from an environment took 1 minute and 10 seconds longer with an engine crew of 2 instead of 3. Trauma scene times increased by 1 minute and 40 seconds with an engine crew of 2 instead of 3. Bleeding control times increased by 2 minutes and 23 seconds with an engine crew of 2 instead of 3. And cardiac arrest tasks were completed 2 minutes and 40 seconds slower with an engine crew of 2 instead of 3. Less people on EMS calls creates delays in medical care and the delivery of patients to a definitive care facility and increases the risk of injuries to our employees.

Remember that it is a violation of state law to enter a hazard zone with one person. We would be required to wait for both Engines to arrive on scene prior to taking any action

This slide shows the impact of running only 1 staffed engine with 3 people.

In the past the previous administration had us run with 2 person engines, this staffing model created challenges that I believe were never relayed to the Board. How did running short impact our operations.....we saw a marked increase in time to task as it took us longer to accomplish tasks with fewer people. We routinely left fire trucks sit on streets unattended in order to transport critical

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patients to the hospital. We would arrive on scene and be forced to wait for the 2<sup>nd</sup> engine to arrive just to have a crew of 2 to take action as mentioned in previous slides. And time and time again we operated without an incident commander due to a lack of chief officer response from home, in direct violation of state law.

To close, Fairfield Township has a proud history of providing quality Fire and EMS service to its citizens. Our department operates at the minimum level required to provide fast and effective service. As Fire Chief I feel that it's my responsibility to communicate to the Board that any reduction in our current staffing level will directly impact the safety and wellbeing of the citizens of Fairfield Township.

**Mr. McAbee** – What was the overtime last month?

**Chief Berter** – I believe it was approximately 600 hours. Our part-time system doesn't allow the numbers to stay staffed. We know the Township is in a position to save money at every turn. We have altered staffing to allow our administration officers to cover the shift supervisors off- time. Eliminating overtime to the tune of \$160,000 annually. We have eliminated and removed software that was nice but wasn't necessary to have. The ambulance we traded to Butler Tech has saved us \$25,000 in tuition. The Cintas contract that we are renegotiating is going to save us money. We have eliminated outside overtime for the members, which is a \$28,000 savings. And the lease to West Chester Township which generates money all toll saves us \$600,000. We're doing everything we can without a reduction in personnel to save money.

**Mr. McAbee** - Kim you did figure this into the budget?

**Mrs. Lapensee** - Yes, and we're still over.

**Mrs. Hartkemeyer** - I'd like to see how the EMS billing is going to affect this.

**Chief Berter** - Some of the money that we saw increasing is not going to happen. We are only receiving 5%.

**Mr. Berding** - I appreciate your presentation. And that you've found a way, almost \$6M in your budget you've found 10% in savings. You realize there is going to be some belt-tightening that needs to happen and that you positively affected your budget by 10%.

**Mr. McAbee** – Your statement was true. Nobody has made those statements in a public meeting about how things operate. We just got to eleven (11) not long ago. It was so bad they didn't want to talk about it.

**Chief Berter** - To live it as a line fireman on the truck was even worse.

- C. Potential Fire Levy – In item A, we provided the fire department budget that is \$3,067,079.16 more than anticipated revenue. Obviously, we cannot cut that amount out of their budget without eliminating people, which means

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reducing the service we provide to the residents. This would equate to the elimination of one fire station. We respectfully request that you all consider placing a 3.95 mill levy on the November ballot. In order to accomplish this we would need to pass a resolution of necessity at our June meeting and a resolution to proceed at our July meeting in order to meet the August filing deadline.

We know that we need a 4.8 mill levy, but we listened to you all at the last meeting and felt comfortable asking for the 3.95 mill levy and will have to supplement the difference with some cuts. However, this number does not include capital and there are several items that will still be needed for the fire department that will have to be funded through the TIF/JEDD.

**Mrs. Hartkemeyer** - I've spent some time going over this spreadsheet and I have a lot of questions. If we think about this, this is like we have a patient, and they are in critical condition. Something is wrong and we need to take a look at all the things we could possibly do for this patient. If we put a levy on the ballot it's going to impact 5,000 households in this Township. It will impact them. I'd like to look at some of these numbers on here, I have questions about them. I think we need to make sure we are looking under every rock and every stone before we move forward. In 2025 it looks like our budget short fall sums up to \$567,000 approximately. In 2026 it looks like its going to be \$2,637,000, in 2027 its going to be about \$4,800,000, and in 2028 based on this spreadsheet \$5,700,000 and \$6,400,000 in 2029. If we're going to move some money around and you look at some of our funds they are very well funded, and I'd like to remind the Board over the past few years we've relied heavily and one of our strategies has been economic development as one our means of raising capital to help compensate for wages and other expenses. So, when we look at this document we can handle 2025 but in 2026 the short fall is going to be about \$2,600,000. Right now, we have been saving and adding to our general fund and in 2026 according to this data it looks like \$8,700,000. My first question is what does our general fund need to be at in order to meet Moody's or the standard in order for our credit not to be downgraded.

**Mrs. Lapensee** - I think they told us between \$5,000,000 and \$6,000,000.

**Mrs. Hartkemeyer** – Let's call it \$5,500,000 and in 2026 we utilize the general fund to cover the \$2,600,000. If we subtract out the \$8,700,000 minus \$2,600,000 my general fund is over \$5,000,000. So I would say a good strategy for 2026 would be to utilize the general fund to cover that short fall. We're not here to be a bank or a savings fund. We've got the money in the general fund right there. Why not use it for 2026? In 2027 I'll still have a little bit left in general fund before I get to that bottom threshold. As I look down through my funds I've still got money in the general fund and JEDD.

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I've still got money in my TIF Princeton account. I've talked to the law director about this, and I know not everyone is comfortable doing this, but our taxpayers might be pretty uncomfortable in voting for a levy.

**Katie Barbieri, Law Director** – The questions we were presented were if we were to utilize the TIF monies during the lifetime of the TIF fund how we would repay those monies. The TIF funds have to be replenished at the expiration of the TIF'S. One mechanism for repayment would be to obtain a BAN anticipation note. 30 – 60 days before the expiration of the TIF you would obtain a BAN from a lender and utilize that BAN to repay the total amount that is owed to the TIF. There are more options, but this is a clean way to replace TIF funding at the expiration of its lifetime.

**Mrs. Hartkemeyer** - So it is ok? We can use this to pay for salaries?

**Katie Barbieri, Law Director** - Yes, TIF funds can be used for safety services and salaries.

**Mrs. Hartkemeyer** - And, to meet the full staffing requirements as outlined in the staffing report?

**Katie Barbieri, Law Director** – Correct.

**Mrs. Hartkemeyer** - So I'm covered. There's a way to pay for 2025, 2026 and 2027. 2028 I would like to see some actual numbers put in. If we use what we have, and we're smart about it I don't think we need to do this in 2025. I don't think we need to do this in 2026. I think the earliest we need to do is 2027. I'm not even totally sure we need to do it then. I want to know when all these TIF'S are going to be ending. Let's have Ken Geis look at this and have him tell us; kind of like a second opinion. I want to see if we can do this with what we have.

**Mr. Berding** - Thank you for doing all that research. I agree with many of the things you brought up. The only fear is waiting until the last minute to ask our citizens for more of their money. If it doesn't pass there is no real way to recover from that. I agree with you that there is money available in 2026. But I feel if we wait past 2026 we're really in kind of danger. Do these numbers include any capital?

**Mrs. Hartkemeyer** – Based on what I saw on this spreadsheet this does account for capital and other.

**Ms. Schultz** - TIF expiration dates: Seward Road started September 2018 for 30 years. Bridgewater started November 2020 for 30 years, StoryPoint started 2017 for 10 years. Princeton Road 2001 for 30 years and renewed for another 30 years.

**Mrs. Hartkemeyer** - I don't want to wait until the last minute. If it needs to happen fast it has to happen fast, but I'd really like Ken Geis to take a look at this spreadsheet. I think we owe it to everyone to really look at this document

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and hopefully keep this levy from happening and see if we can push it down the road a little further.

**Mr. Berding** - I agree with Trustee Hartkemeyer. I would also like to look at what the other and capital is. I do feel better tonight with the fire chief telling us about some of the savings he has had. Maybe in the other departments they can come up with some savings there. I do like the idea of getting peoples opinions. Our current administrator has a wealth of experience to give us the numbers and her option.

**Mr. McAbee** - Shelly, as the Fiscal Officer, are you saying we should ask for money this year?

**Ms. Schultz** - I think its somewhere in between. But timing wise I'm concerned about future things on the ballot that will hurt us. I do think we could make it through another year or two, but I don't think it's the ideal situation if we have to borrow against the TIF.

**Mr. Berding** - Trustee McAbee you said you were not sure on the 3.9 mil. What do you think it should be?

**Mr. McAbee** - I'm still trying to figure that out. Trying to find something that will pass.

**Ms. Lapensee** - We need a number in the next 30 days. The auditor has to certify the amount. In July we'd have to pass a final resolution to proceed.

**Katie Barbieri, Law Director** – You could submit more than one proposal.

**Mrs. Hartkemeyer** - Kim thank you for putting this spreadsheet together. I know you did a lot of work on this. I'd like to see us take another look at this with the cost reductions. I want a better understanding of what other and capital looks like. We need to hone this down to make sure of our numbers. If we're going to be asking for money we need to make sure we have our ducks in a row. I'd like to see it with utilizing the general fund on 2026 and using part of the Princeton TIF in 2027 and letting some of the other funds recover a little bit. Maybe we look at doing something in 2026 or 2027. I know the schools are going to put a levy on, but I think we need to think about Fairfield Township.

**Mr. Berding** - What I'm hearing is we would like more information. At our June meeting Ms. Lapensee could have a resolution ready to send to the auditor or would you prefer to have that discussion on the 17<sup>th</sup> and create a document to have a special meeting later part of June or early July.

**Mr. McAbee** - I'm ok having that ready for June 17<sup>th</sup>.

**Mr. Berding** - Thank you again for all this information. It's a lot to absorb. It has major impact on our residents. I know the three (3) of us up here want the best for our taxpayers; use their money wisely and only ask for it when we feel like its absolutely necessary.



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D. Potential Permissive Motor Vehicle License Tax – We have provided a proposed budget for 2026 for the Public Works Department. They are funded by several funds (1) Road and Bridge, (2) Motor Vehicle License Tax, (3) Gas Tax, (4) Permissive Motor Vehicle License Tax and (5) the RID (which we have been using for paving). There are still not enough funds for this department to operate from even with all those funds. There is no dedicated source of paving for township roadways or storm water projects. We respectfully request that you all consider placing a \$5.00 license plate fee on all motor vehicle license registrations. We would have to have two public hearings for this tax and then pass one resolution at the end of the second hearing. The resolution and public hearings would need to occur prior to July 1, 2025, and then be sent to the Director of Transportation at ODOT. Collections for the PMVL Tax would begin in January of 2026. Paving and storm water projects affect 100% of the population here in the township. We believe we would get approximately \$200,000 if we enact the additional \$5.00. We do have the ability to do two (2) of those \$5.00. Right now, I'm only proposing that we do one (1). In order to do that we would have to have two (2) public hearings and then we would have to pass a resolution at the end. We would have to do it before July 1<sup>st</sup> because all of the paperwork has to be sent to the director of transportation. This would give us money for the public works department. We could use TIF money but its not going to fund all of the streets that need to be paved throughout the Township.

**Mr. Berding** - In order to do that we would have to have two (2) public hearings before July 1<sup>st</sup>?

**Mrs. Lapensee** – Yes.

**Mrs. Hartkemeyer** – I'd like to see our current paving where we take a look at all of our streets. I'd like to see our plan for the next 5 – 10 years along with costs.

**Motion** made by Mr. McAbee, second by Mrs. Hartkemeyer to schedule public meeting June 2 at 6:30 PM to discuss the potential to adopt a Permissive Motor Vehicle License Tax for Fairfield Township.  
All in favor.

**Mrs. Lapensee** – I did talk to Rumpke Recycling, and they said there is no other way for us to control what we're trying to control. That's why a lot of communities are doing away with the recycling dumpsters. Recycling at the curb is the more effective way. The solid waste district is willing to pay for the first (3) three months of recycling if we want to do away with the recycling bins. Then we push a 65 gallon tote to the residents.

**Mr. Berding** - Would it require every resident to take part?

**Mrs. Lapensee** - No, you're not required to do it.

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**Mr. Berding** - I am in favor of removing the dumpsters by July 1st. They are such a burden on the public works department.

**COMMUNICATION**

- **Alaric Fine, 3713 Conley Bottom Court** – I'm here to discuss the property at 3880 Hamilton-Middletown Road. It's detracting from property values in our subdivisions. The owner is using it for a parking lot for vehicles.
- **Richard Wheeler, 3230 Springcrest Drive** – Discussion of no property taxes.

**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 the removal of an item. Items removed for separate discussion will be considered after the motion to approve the Consent Agenda.

**Motion** made by Mrs. Hartkemeyer, second by Mr. McAbee to adopt the Consent agenda.

All in favor.

**FISCAL OFFICE BUSINESS – Consent Agenda Items**

**FISCAL OFFICER REPORT – Shelly Schultz, Fiscal Officer**

**FISCAL OFFICERS REPORT – MAY 13, 2025**

|                                       |                        |
|---------------------------------------|------------------------|
| CHECKING ACCOUNT BALANCE              | <b>\$6,536,059.67</b>  |
|                                       |                        |
| JEDD REVENUE RECEIVED YTD (Hamilton)  | <b>\$274,300.82</b>    |
| JEDD REVENUE RECEIVED YTD (Fairfield) | <b>\$19,097.83</b>     |
|                                       |                        |
| INVESTMENT ACCOUNT BALANCE (3.75%)    | <b>\$14,997,066.06</b> |
| Interest Earned in APRIL              | <b>\$46,149.89</b>     |
|                                       |                        |
| GRANT MONEY RECEIVED                  | <b>\$0.00</b>          |
|                                       |                        |
| EMS BILLING RECEIPTS TO DATE          | <b>\$307,324.54</b>    |
|                                       |                        |
| REVENUE TO DATE (48.423%)             | <b>\$7,459,292.46</b>  |
|                                       |                        |
| REVENUE BUDGETED FOR 2025             | <b>\$15,404,500.00</b> |

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| EXPENDITURES TO DATE (18.554%)      | <b>\$4,498,040.25</b>  |
| APPROPRIATIONS FOR 2025             | <b>\$23,599,065.00</b> |
| PAYMENTS MADE IN APRIL              | <b>\$1,288,620.62</b>  |
| MAJOR FUND BALANCES                 |                        |
| 1. GENERAL                          | <b>\$8,736,880.98</b>  |
| 2. ROAD AND BRIDGE FUND             | <b>\$321,886.12</b>    |
| 3. POLICE FUND                      | <b>\$784,947.75</b>    |
| 4. FIRE LEVY FUND                   | <b>\$796,523.66</b>    |
| 5. SAFETY SERVICES FUND             | <b>\$991,931.55</b>    |
| 6. FIRE RESCUE, AMBULANCE, EMS FUND | <b>\$669,569.98</b>    |
| 7. JEDD FUND (HAMILTON)             | <b>\$2,486,173.08</b>  |
| 8. JEDD FUND (FAIRFIELD)            | <b>\$22,459.96</b>     |
| 9. TIF (STORYPOINT)                 | <b>\$667,321.02</b>    |
| 10. TIF (PRINCETON)                 | <b>\$2,214,385.96</b>  |
| 11. TIF (SEWARD)                    | <b>\$1,126,474.71</b>  |
| 12. TIF (BRIDGEWATER)               | <b>\$27,599.67</b>     |
| TOTAL ALL FUNDS                     | <b>\$21,504,921.28</b> |

Our audit with the State has started. Please be sure you get your questionnaires in a timely manner.

**Mr. McAbee** - I appreciate you getting you getting from Cintas several PDF's. What a mess. You can tell me what we paid Cintas in 2023 and 2024 and where we are year to date.

- A. Recommend motion to suspend reading of the minutes of the following meeting  
Trustee Regular Meeting, April 29, 2025
- B. Recommend motion to approve minutes
- C. Recommend motion to approve payment of the bills by the Fiscal Officer

**MOTIONS – Consent Agenda Item**

- A. Motion to accept the resignation of Eric Stidham from the Public Works Department.
- B. Motion to accept the resignation of Chris Ferguson from the Fire Department

**RESOLUTIONS – Consent Agenda Items**

- A. Resolution No. 25-73 approving open Purchase Order Balances
- B. Resolution No. 25-74 declaring nuisance and ordering abatement on

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properties.

**Mr. Berding** - This evening we've heard a lot about cost cutting and I'm very much appreciative of that and in light of that I'd like to remove the first motion and decline to be reimbursed for my health insurance premiums in 2024. In the spirit of looking to cut expenses I'd like to withdraw that motion.

**Motions/Resolutions for the agenda:**

- A. **Motion** to approve a health insurance premium reimbursement for 2024 for Michael Berding in the amount of \$1,224.00. Per the ORC, elected officials are permitted to receive a reimbursement for medical premiums or expenses incurred if they do not take the insurance provided by the township. Mr. Berding is requesting that he be reimbursed for his premiums not paid by Butler Tech for the year 2024. Mr. Berding withdrew this Motion.
- B. Motion to schedule a public hearing for June 17, 2025, to discuss the FY2026 Tax Budget.  
**Motion** made by Mr. McAbee, second by Mrs. Hartkemeyer to approve public hearing for June 17, 2025, to discuss FY2026 Tax Budget.  
All in favor.
- C. Motion to schedule a public hearing for June 17, 2025, to discuss the potential to adopt a Permissive Motor Vehicle License Tax for Fairfield Township.  
**Motion** made by Mr. McAbee, second by Mr. Berding to approve 2<sup>nd</sup> public hearing June 27, 2025, to discuss the potential to adopt a Permissive Motor Vehicle License Tax for Fairfield Township.  
All in favor.
- D. Motion to approve a then and now for Junk King in the amount of \$5,950.00 for our Spring Clean Up Event.  
**Motion** made by Mr. Berding, second by Mrs. Hartkemeyer to adopt this motion.  
All in favor.
- E. 25-75 – Authorizing the Administrator to execute all necessary documents to renew the Township's coverage with OTARMA through Risksource Clark-Theders insurance Agency at a cost of \$224,899.00 effective June 1, 2025, thru May 31, 2026, which is 17% higher than last year.  
**Mr. McAbee** – Cars and vehicles that we no longer have and new vehicles have to be up to date and current. We need to let them know about the new roof.

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**Motion** made by Mr. McAbee, second by Mr. Berding to adopt Resolution #25-75.

All in favor.

- F. 25-76 – Authorizing the purchase of nets, fencing and other materials for the Heroes Park Project. The cost of the project is \$109,900.00 and will include new fencing, nets, repairs to the existing tennis courts and repainting both courts and changing the one court to 4 pickleball courts. We received a grant from ODNR to pay for a portion of the project in the amount of \$34,035.00.

Motion made by Mr. McAbee, second by Mr. Berding to adopt Resolution 25-76.

**Mr. Berding** – the only reason I adopted was to discuss this. I'm having difficulty spending \$110,000.00 on something that is not absolutely necessary.

**Mr. McAbee** - What other options do we have? Can we give the money back?

**Mrs. Lapensee** - If you turn it down we'd probably never get money again. ODNR's grants are whatever you applied for you have to do.

**Mr. Goins** - We're kind of in a crunch already because of the time of year it is. We have to spend the money next year.

**Mrs. Hartkemeyer** – I can't support this right now.

**Mr. Berding** - I can't either. If we vote no on this tonight we're not saying no forever, correct. We can always come up with a different resolution and if we could still get it done by next Spring.

Mr. Berding – No

Mrs. Hartkemeyer – No

Mr. McAbee - No

- G. 25-77 – Appointment of Ainsely Brandabur as Summer Intern for 2025 at an hourly rate of \$15.00.

Ainsley will help us with marketing as well as help the Public Works Department with mapping the storm water system. She will be paid \$15.00 dollars an hour and work no more than 30 hours a week.

**Motion** made by Mr. Berding, second by Mrs. Hartkemeyer to adopt Resolution 25-77.

All in favor.

- H. 25-78 – Authorizing the Township Administrator to sign an agreement with CDA to provide architectural/engineering services for the repairs from water damage and mechanical system upgrades to Fire Station 211 paid from the General Fund and TIF Fund. The cost of the drawings will be \$153,000.00. Paid from the General Fund 1000 and TIF Fund 2906.

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We anticipate it will take at least 4 to 6 months to complete the drawings. We should have a good estimate of what the fire station repairs will cost before we adopt our final budget at the end of the year.

**Motion** made by Mr. McAbee, second by Mr. Berding to adopt Resolution 25-78.

**Mr. Berding** - I'd like to keep cost around \$2M – \$2.2M. The \$153,000 will need to be factored in. See what we can do for \$2M.

All in favor.

- I. 25-79 – Authorizing the payment of funds to First Star Safety to pay for the 2025 Retrace program that will cost us \$7,107.87.

Paid from the RID Fund 4903.

This is the annual retrace program costs.

**Motion** made by Mr. McAbee, second by Mr. Berding to adopt Resolution 25-79.

All in favor.

- J. 25-80 – Authorizing Payment for the Indigent burial cremation of a township resident to Webster Funeral Home in the amount of \$1,000.00.

**Motion** made by Mr. McAbee, second by Mr. Berding to adopt Resolution 25-80.

All in favor.

- K. 25-81 – Authorizing the Administrator to sign an agreement with the Perfection Group Inc. to perform HVAC maintenance for all the township buildings in the amount of \$11,373.60.

This is an increase of 4% from the last agreement.

**Motion** made by Mr. Berding, second by Mrs. Hartkemeyer to adopt Resolution 25-81.

All in favor.

- L. 25-82 – Authorizing an additional payment to Workers Compensation in the amount of \$11,840.00 paid from the General Fund.

This is a first-time assessment for high claims for workers comp. The payments will be made from the General Fund because we do not have any additional money to make the payments from the Public Works, Police or Fire funds.

**Motion** made by Mr. McAbee, second by Mr. Berding to adopt Resolution 25-82.

All in favor.

- M. 25-83 – Authorizing the Township Administrator to apply for Ohio Surface Transportation Block Grant (STBG) funds through OKI in the amount of \$800,000.00 for the Princeton Road Repaving Project. The submittal of an OKI grant to pay for resurfacing Princeton Road from the Bypass to the dead-end in the amount of \$800,000.00. We received an

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estimate for paving in the amount of \$985,561.03. We will use TIF monies to pay the amount over \$800,000.00 if awarded.

**Mr. McAbee** - Hamilton-Indian Springs JEDD needs to be involved in this.

**Motion** made by Mrs. Hartkemeyer, second by Mr. McAbee to adopt Resolution 25-83.

All in favor.

- N. 25-84 – Authorizing the Appointment of Full-Time Police Officer Kenney R. Sizemore who is Certified by Ohio Peace Officers Training Council, at an hourly rate of \$32.14, with a 12-month Probationary Period.

This resolution will authorize the hiring of Kennedy Sizemore who started on April 7<sup>th</sup>. I know that we had discussions at the last meeting about not hiring any more full-time employees, but this employee had already been given a conditional offer of employment in March.

**Motion** made by Mr. McAbee, second by Mr. Berding to adopt Resolution 25-84.

All in favor.

- O. 25-85 – Authorizing the Administrator to sign a Mutual Aid Agreement with the City of Dayton. This agreement will authorize mutual aid for the City of Dayton for their North Atlantic Treaty Organization (NATO) Parliamentary Assembly.

They are in need of many police departments to help with traffic, etc. over the Memorial Day weekend. We will be reimbursed for overtime not to exceed \$25,502.13.

**Motion** made by Mr. McAbee, second by Mr. Berding to adopt Resolution 25-85.

All in favor.

- P. 25-86 – Resolution Authorizing Repairs to Medic 213 in the amount of \$12,848.03 from Specialty Truck Sales and Service paid from the Fire and Rescue Fund 2281.

The Medic Unit was taken out of service for repairs needed to the turbo.

**Motion** made by Mrs. Hartkemeyer, second by Mr. McAbee to adopt Resolution 25-86.

All in favor.

**Other Items:**

1. Vehicle Order Status – FD Truck will be here late June or early July; FD Ambulance that was ordered last year will be here in August; PW Dump Truck will be here in September.
2. The push/pull camera has been repaired. The cost was around \$1,900.00.

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3. We have been working on getting quotes for the sign replacements at the buildings. We have asked Tri-State signs to give us a quote to replace all the signs with the following: (1) full graphics, (2) partial static sign with message board at the bottom, and (3) full static sign. We might be able to do a combination of all three signs depending on the location.
4. Armed Forces Day Event – we met to discuss the details for the Armed Forces Day event. We plan to have a similar event as we did for the veteran's day event, but it should only last for about ½ hour on Friday, May 16, 2025, from 5:30 PM to 6:00 PM. Butler Tech will provide the color guard. Please let us know if you can make it to the event and if you would like to speak.
5. We will have the investment contract with Meeder to approve at the meeting in June so that we can begin to lock in some long-term investments at the current rates. I recommend that we start with 10 million dollars. We can always add more to the portfolio if we decide to do that. Huntington Bank asked if they be allowed to present their investment options at the May meeting.
6. We will be replacing all the corporation signage with new signs because the logos on the current signs are fading and are not holding up to the powers of the sun.
7. I will be out of the office on Thursday and Friday and return on Monday.
8. All the plants and seeds have been ordered for the Milton Park project. Once they receive all the materials, they hope to start next week. Jeff will rockhound the area this week to prepare for the seed.
9. We continue to have vandalism at the parks in the restrooms. Last month someone smashed all the tops of the toilet tanks to the ground at the restrooms at Heroes Park and this past week, they vandalized the restrooms at Shaffer's Run by defecating in the urinal and then smashing it all over the walls. In our staff meeting, PW indicated that the door locks are not functioning properly. We will get in contact with a company to come take a look at the doors to see what needs to be done to fix the strikes on the doors so that they latch properly at night and reopen in the morning. All restrooms continue to be cleaned by Cintas on Monday mornings with regular checks by the PW department during the week (3 times).
10. No thru trucks – Mrs. Hartkemeyer asked that we investigate enforcing the no thru truck signs that have been posted on Vinnedge. To enforce the signs, we need to know if we passed a resolution or could pass a resolution that indicates where truck traffic is supposed to occur. Do any of you recall us doing this?
11. Georgetown Road – Jeff has indicated that Georgetown Road is starting to slough off on one side due to excessive water. He is going to investigate how we can mitigate the sloughing.



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12. We did receive our health insurance renewal for 2025 which was 4.5%. We did ask our health broker to get other bids to see if we can get a cheaper rate. We also have asked Sherill Morgan to see if it would be cheaper or more cost effective for us to be self-insured. Lisa Stamm is looking into that for us.
13. Natural Gas Aggregation – Rich let us know that there were two errors that were discovered with AEP that impacted several people in the community. (1) People that were on the previous program (expired in Oct 2024) that were not dropped and were on the current program – 57 accounts, and (2) People that were on the current program (\$0.5894 per ccf) but paying the previous rate (\$0.839 per ccf) – 245 accounts. They are mailing out letters to those affected – May 16<sup>th</sup> – and they will receive a check in the mail a couple of weeks later for the difference of each of those errors.
14. The police department will be gathering quotes to upgrade the sump pump at their building as well as fixing a potential water leak.
15. We are in the process of gathering quotes to fix the turf at Heroes Park. The turf is torn on the slopes surrounding the giant pipe the kids can crawl through. We have received one quote so far from Gametime in the amount of \$21,240.00.

### **COMMITTEE REPORTS**

- A. Transportation Improvement District (TID) – Trustee McAbee, No meeting this week.
- B. Emergency Management Agency (EMA) – Trustee Hartkemeyer, meeting was this afternoon. EOC was activated 2 times recently. They continue to have additional upcoming training.
- C. Ohio, Kentucky, Indiana Regional Council of Government (OKI) – Trustee Hartkemeyer, they are doing autonomous vehicle testing. The 250th anniversary of the United States will be celebrated with a river-themed festival called "America's River Roots" in Cincinnati, Covington, and Newport from October 8-12, 2025.
- D. The Coalition of Large Ohio Urban Township (CLOUT) – Trustee Hartkemeyer, nothing to report.

### **BOARD MEMBERS COMMENTS**

**Mrs. Hartkemeyer** - I've noticed that our oval signs have been replaced. Thank you. Happy National Police Week.

**Mr. Berding** – Our 2 new monuments were placed at our Veterans Memorial.

### **ANNOUNCEMENTS**

- Armed Forces Day Remembrance – Friday, May 16, 2025, 5:30 PM at the Veterans Memorial.

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- Memorial Day Observation – Monday, May 26, 2025, the Township offices will be closed.
- Milton Park Ribbon Cutting – Tuesday, June 17, 2025, 6:30 PM at Milton Park, 2025 Milton Street.
- Fairfield Township Board of Trustees Meeting – Tuesday, June 17, 2025, 7:00 PM at the Administration Building.
- Vision Planning Work Session – Tuesday, June 17, 2025, 7:00 PM at the Administration Building.
- Public Hearing for the Tax Budget – Tuesday, June 17, 2025, 7:10 PM at the Administration Building.
- Public Hearing for the Permissive Motor Vehicle License Tax – Tuesday, June 17, 2025, at 7:15 PM at the Administration Building.

**ADJOURNMENT**

**Motion** made by Mr. Berding, second by Mrs. Hartkemeyer to adjourn at 10:18 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