

RECORD OF PROCEEDINGS
REGULAR TRUSTEE MEETING HELD MARCH 11, 2025

The Fairfield Township Trustees held a Regular Trustee Meeting Tuesday, March 11, 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

A. Fairfield Prevention Coalition – Presentation by Joe Markiewicz
Established in 2004, the Fairfield Prevention Coalition is dedicated to fostering a safe, healthy, and drug-free environment in Fairfield, Ohio. Through collaborative efforts and strategic partnerships within the community, our organization actively combats youth substance abuse.

OLD BUSINESS

- A. Fire Station 211** – **Mrs. Lapensee**, wanted to let you know we went ahead and hired a company to do some Geotech borings on the parking lot to the south of the fire station. Once we get some reports back on that, whether that site would support a new fire station or not, we're just going to use it to rule it out or rule it in.
- Mr. McAbee** – I think we should move forward and out to bid.
- Mr. Berding** - Are we prepared to move forward to build a whole new building or looking to incorporate part of the old building or fixing the roof.
- Mr. McAbee** - I think Option 1 is the only one we can afford.
- Mrs. Hartkemeyer** - I'd like to find out the results of the boring.
- Mr. Berding** - I'm not prepared to tear down and rebuild. I'm not prepared right now to build an extension on it. I would like to get the data of the boring to make my decision.
- Mr. McAbee** - Can we establish a time frame?
- Mr. Berding** - I'm hoping we have more data at our next meeting. In April or May I think we can move forward with the decision.
- Mr. McAbee** - This is a big issue. I don't think there's a bigger issue in the Township. If we get the data next week I think we need to meet next week.
- Mrs. Hartkemeyer** - I think we need to take our time and consider all options.
- Mr. McAbee** - Option 1 buys us at least 10 more years and we have the cash to do it before we spend it on something else.
- Mr. Berding** - Fixing the roof doesn't solve all the problems at that fire

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station. The living quarters are crowded. There are several issues inside of the building. Maybe Option 1 isn't the total solution. Maybe it's a combination of other options. I'm not 100% sold on just putting a band aid on it right now.

Mr. McAbee - I don't know why it would be a band aid. The professionals said this is what you need to fix those issues.

Mr. Goins – Option 1 entails; leaving the roof line as it currently is. It's a replacement of the shingles and to try and address the drainage issues on the roof. The architect wasn't confident in providing a timeline. All the other options include new roof, new roof design and the time frame for that would be about a year.

Mr. Berding - I would still like to get a little more time to make that decision.

Chief Berter - If we did have to vacate we would have to identify a property that we could move the duty crews to. Some of them could relocate to Gilmore Road but we would still keep some on this side of town somewhere. There is a potential that we could still use the bays and house the crews in a trailer. Or we could put up a temporary pole barn for the truck and we would still use a trailer to house the crew for living space.

- B. Electronic Signs – **Mrs. Lapensee**, at the last meeting we discussed replacing the electronic signs at the administration building, police station and fire station. Didn't know how you wanted to handle that.

Mr. Berding – I'm in favor of having them replaced. I'd like to see more than just one quote. I think we need to move forward on this.

Mrs. Hartkemeyer - I'd like to see more quotes. Generally, I like to see three.

Mr. McAbee - I think we need to stop any extra spending.

ITEMS FOR BOARD DISCUSSION – Mrs. Lapensee

- A. Projects for Future –

Mrs. Hartkemeyer – I'd like to see the economic funding in the future, our new comprehensive plan. I'd really like to see some math and data.

Mr. McAbee - We need to have a plan to control our spending. The longer we wait the bigger the levy is going to have to be. I'm not in favor of a levy.

Mr. Berding - I know we have a major project next door, but I think all other projects should be put on hold.

- B. Indigent Burial Process – We recently had a request to pay for a Township indigent burial and when we looked at our policy we say we are going to pay up to \$1,000 for the cremation but we do not make the applicant provide any financial data to prove that their indigent and can't pay for the burial. What we did was drafted a policy that if you came to us to pay for an indigent burial you would have to provide financial data for us to make that decision. We based it on the poverty levels of 2025 and that you can't exceed 150% of those guidelines and that is when you qualify as long as you are under that. You would have to provide financial data and fill out an application and you would have to sign an affidavit.

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- C. Public Records Policy Handbook – updated to include bodycam public records request.
- D. Meal Reimbursements vs Per Diem – Currently we reimburse with a receipt for a meal up to a certain amount. The Fire Department is requesting we go per diem.
Mr. McAbee - I'd like the Board to be notified of any extra travel. I'm ok with being deployed but I'd like to know in advance. I'm ok with the per diem rate.
Mr. Berding - I like the idea of per diem across the board for all employees. I'm in favor of having a per diem for deployment.
- E. Increases for the Part-Time Fire Fighters/Paramedics & EMT's – Chief Berter has requested we change the rates. The average, he found, for paramedics \$21.40 and EMT's \$18.65. He is requesting we move paramedics to \$22.00 and EMT's to \$19.50. As you know we continue to lose part time paramedics and EMT's. Everybody is getting full time employees and paying higher rates, and a lot of people are just not wanting to work two jobs. We're hoping if we increase the rates they will want to stay.
Mrs. Hartkemeyer - How is it going to impact our overall numbers and then I'd like to understand how you're going to fund that with your current funding structure.
Mr. McAbee - If it saves us money on overtime that would be great.
- F. Police Department Equipment – During our staff meeting Chief Chabali talked about his need for additional equipment.
Chief Chabali – Silencers and helmets; police departments are increasingly equipping officers with silencers, or suppressors, to reduce noise exposure and protect hearing, especially in close-quarters scenarios, and to minimize noise for the public. Approximate cost would be \$30,000. The Kevlar helmets I'm actually looking for 6; approximate cost is \$3,500. The ammunition is just a yearly cost of \$6,100.
Mr. Berding - It appears you're going to be asking for around \$42,000.
Mr. McAbee - It seems ok. This is the kind of equipment we should have.
Mrs. Hartkemeyer - I think it's appropriate as well.
- G. Township Calendar – We wanted to go over our calendar, so we'd know what is coming up. This year we will be getting an assessment from Workers Comp that we didn't know about of about \$13,000. Our payment is increasing to \$85,000 this year and next year it will be \$126,000 based on past claims over the last 5 years. Easter Egg Drop is coming up next month April 12th and Spring Clean Up April 26th.

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.

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Motion made by Mr. McAbee, second by Mrs. Hartkemeyer to adopt Consent agenda.
All in favor.

FISCAL OFFICE BUSINESS – Consent Agenda Items

- A. Recommend motion to suspend reading of the minutes of the following meetings:
 - 1. Trustee Regular Meeting, February 11, 2025
- B. Recommend motion to approve the minutes
- C. Recommend motion to approve payment of the bills by the Fiscal Officer
- D. Recommend motion to accept resignation of Darrell Prewitt from the Police Department

RESOLUTIONS – Consent Agenda Items

- A. Resolution No. 25-38 approving open Purchase Order Balances
- B. Resolution No. 25-39 declaring nuisance and ordering abatement on properties

FISCAL OFFICER REPORT – Shelly Schultz, Fiscal Officer, Nothing to report at this time.

ADMINISTRATOR’S REPORT – Kim Lapensee, Administrator, I have several resolutions for your approval:

RESOLUTIONS

- A. ****First Read**** Resolution authorizing the purchase of security cameras from SWOCA in the amount of \$11,576.89
#25-40
Mr. McAbee - As much as I’m in favor of doing this I think we should hold this until we answer some financial questions.
Mr. Goins – There is money available from the Veterans Committee for cameras in that location.
- B. Resolution approving new emergency medical service rates for the Fairfield Township Fire Department #25-41
Motion made by Mr. McAbee, second by Mr. Berding to adopt Resolution #25-41.
All in favor.
- C. Resolution accepting and authorizing the Township Administrator to enter into a grant agreement with the Ohio Department of Natural Resources for a NatureWorks Local Assistance Grant for Heroes Park. #25-42
Motion made by Mr. McAbee, second by Mr. Berding to adopt Resolution #25-42.
Mrs. Lapensee – We applied for money to change over one of the tennis courts into pickleball courts.

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The Township will receive funding assistance with the Heroes Park improvements in the amount of \$34,035 implement and complete the project by the deadline of December 31, 2026.

All in favor.

- D. Resolution establishing an amended Public Records Policy for Fairfield Township #25-43

Motion made by Mr. McAbee, second by Mr. Berding to adopt Resolution #25-43.

All favor.

- E. ****First Read**** Resolution authorizing the renewal of the Lexipol Subscription for the Fire Department in the amount of \$17,436.08. #25-45

- F. Resolution authorizing the purchase of fencing for the Milton Street Park from Monsters Fence LLC in the amount of \$6,375.00 paid from the ARPA Fund 2272.

Motion made by Mr. McAbee, second by Mr. Berding to adopt Resolution #25-46

All in favor.

- G. Resolution approving changes to the Fire Department Policy Manual for Fairfield Township. #25-47

Motion made by Mrs. Hartkemeyer, second by Mr. Berding to adopt Resolution #25-47.

Chief Berter - These are 3 of the required policies that Lexipol recommend.

All in favor.

- H. Resolution authorizing the payment of funds to John R. Jergensen for the 2025 Paving Program in the amount of \$834,623.14 from the RID Fund 4903 #25-48

Motion made by Mr. McAbee, second by Mrs. Hartkemeyer to adopt Resolution #25-48.

All in favor.

COMMITTEE REPORTS

- A. Transportation Improvement District (TID) – Trustee McAbee, met yesterday. There is going to be another project that is part of the North Hamilton Crossing.
- B. Emergency Management Agency (EMA) – Trustee Hartkemeyer, nothing new to report.
- C. Ohio, Kentucky, Indiana Regional Council of Government (OKI) – Trustee Hartkemeyer, OKI has some additional funding available, and they decided to allocate it potentially to local roads.
- D. The Coalition of Large Ohio Urban Township (CLOUT) – Trustee Hartkemeyer, Nothing new to report.

BOARD MEMBERS COMMENTS

Mrs. Hartkemeyer - I was very pleased to represent Fairfield Township at the Regional Economic Development Forum annual meeting last week.

Mr. Berding – We were pleased to take part in State of the Community at Fairfield City Schools and Mrs. Lapensee did a fantastic job representing Fairfield Township

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about all the exciting things going on. I was very happy to see that presentation. Also, Fairfield North Elementary was given a momentum award for their academic progress. There were only 10 schools in the county given that award. Kudos to the principal and staff at North Elementary.

ANNOUNCEMENTS

- Fairfield Township Board of Trustee Meeting – Tuesday, April 8, 2025, 7 PM
- Easter Egg Hunt – Saturday, April 12, 2025, 11 AM – 12:30 PM
- Spring Clean-Up Day – Saturday, April 26, 2025, from 10 AM to 3 PM

Motion made by Mr. Berding, second Mrs. Hartkemeyer 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.

Mr. McAbee - I don't see why we need Executive Session.

YES Mr. Berding, Mrs. Hartkemeyer

NO Mr. McAbee

President convenes Executive Session at 9:10 PM

President resumes regular meeting at 10:02 PM

ROLL CALL

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

- A. Resolution establishing the position of Office Manager and job description and promoting Dianne French to that position #25-35

Motion made by Mr. Berding, second by Mrs. Hartkemeyer to adopt Resolution #25-35.

All in favor.

- B. Resolution to authorize salary increases for the non-union employees #25-44

Motion made by Mr. Berding, second by Mrs. Hartkemeyer to adopt Resolution #25-44.

We have gone into Executive Session over the past several months just to try and get an idea what the effective rates we have here in Fairfield Township and where our neighboring partners are and how they are compensating their employees. We have good employees, and we want to make them feel valued. At this time, we cannot get them to rates that other municipalities and townships have. While we cannot meet the recommendations that the staff came to the Trustees with we feel like this is something for the time being that can satisfy our employees.

YES Mr. Berding, Mrs. Hartkemeyer

NO Mr. McAbee

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ADJOURNMENT

Motion made by Mr. Berding, second by Mrs. Hartkemeyer to adjourn at 10:15 PM.
All in favor.

Minutes submitted by:

Shelly Schultz, Fiscal Officer

Michael Berding, Trustee Chairperson

Shannon Hartkemeyer, Trustee Vice-Chairperson

Joe McAbee, Trustee