

**RECORD OF PROCEEDINGS**  
**REGULAR TRUSTEE MEETING HELD JULY 9, 2024**

The Fairfield Township Trustees held a Regular Trustee Meeting Tuesday, July 9, 2024, at the Administration Building, 6032 Morris Road, Fairfield Township, OH 45011, for conducting Township business. Meeting was called to order by Mrs. Hartkemeyer at 7:03 PM.

**ROLL CALL**

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

**ITEMS FOR BOARD DISCUSSION**

**A. Fairfield Prevention Coalition –**

**Mrs. Vonderhaar** - 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. The Fairfield Prevention Coalition has requested a donation. They are also going to other townships. It depends on what the Board would like to do. I made a recommendation of \$10,000. This money would come from the settlement we've received from OneOhio.

**Mr. Berding** – I'm in agreement. This would be good usage of those funds. \$10,000 is a reasonable amount.

**Mr. McAbee** – We can have a resolution at the next meeting.

**B. Roundabout Landscaping**

**Mrs. Vonderhaar** – I did drive around and look at other roundabouts. Liberty Township has just plain grass. We saw very simple with just grass to very elaborate. Chuck's estimate comes in at \$60,000. The Board will have to decide.

**Mr. Berding** - With the target competition date being early August we will have to decide something.

**Mr. Goins** - We don't necessarily have to do this landscaping right now. We can postpone until Fall or next year. The Board liked the idea of the lesser option of just the grass. We did want to revisit it since the proximity to Heroes Park is so close and it would be a good location to have a little more appeal.

**Mrs. Hartkemeyer** - I think \$60,000 is a lot and I'd like to see some more quotes and incorporate Fairfield Township in some way.

**Mr. Goins** - What is a good number to target? I think it would be helpful to have a budget in mind and a rough timeline.

**Mr. Berding** - I feel right now we should stick with grass until people are used to driving this.

**C. Veterans Memorial Update**

**Mrs. Vonderhaar** – We've been working with Del and he's started working on the QR codes. Footers have been put in for the 2 monuments. We've started work on etching for 2 benches. Barney Landry and the Berding's have bought one. We've also started to plan the Veterans Day Parade and events.

**D. Insurance Update**

**Mrs. Vonderhaar** – I did provide information from the broker. From everything

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I've seen this is a very similar package to what we have. We're actually saving 9%.

E. Steering Committee Members for Vision Plan

**Mr. Goins** – The first step is appointing committee members for the steering committee. I provided a list of recommended members to the Board. At this point I'd love to see a motion approving these recommended members so we can start actually meeting.

**Motion** made by Mr. Berding, second by Mrs. Hartkemeyer to appoint 7 committee members to the Vision Steering Committee.

All in favor

F. Pickleball Update

**Mrs. Vonderhaar** - We're not much further than we were before. We're still holding out the ODNR Grant. I really think that is the way to go to start here at Heroes Park and put in the 4 courts like discussed. Then the Board can decide if they'd like to add to the 2<sup>nd</sup> park.

G. Fire Department Deputy Chief & increased Full-Time Staffing

**Chief Berter** – We are 23 short and we simply can't keep up; I'm asking for 6. We've applied for the SAFER Grant in the past and I really don't have too much detail about this since I wasn't involved in it. We can certainly look into this for next year. We want 14 per day. Eleven is the minimum. There is 5 per building plus the shift captain for a total of 11. The goal and what we budget for is a total of 14. We don't have part timers and we can't keep.

The assistant chief position vacated when Matt left. In 2022 we took our training captain and put him on shift. The training captain was replaced with a captain of fire prevention. The deputy fire chief would be a consolidation of these 2 positions. In the fire service the deputy chief is more of an operation or a hands-on administrative spot. The assistant chief is more focused on administrative duties. The training responsibilities for this deputy chief would be to develop and maintain department training and safety programs, be responsible for overall management of fire and EMS training, training development, be responsible that we are meeting state requirements and documentation.

**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 Mrs. Hartkemeyer, second by Mr. Berding to adopt Consent agenda.

All in favor.

- A. Recommend motion to suspend reading of the minutes of the following meeting: Trustee Regular Meeting June 18, 2024
- B. Recommend motion to approve the minutes.
- C. Recommend motion to approve payment of the bills by the Fiscal Office

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All in favor.

**RESOLUTIONS – Consent Agenda Items**

- A. Resolution No. 24-100 approving open purchase order balances
- B. Resolution No. 24-101 declaring nuisance and ordering abatement on properties
- C. Resolution No. 24-102 authorizing renewal on dental, vision & vol life with Humana
- D. Resolution No. 24-103 appointing full-time Police Officer Travis Prater
- E. Resolution No. 24-104 appointing full-time Police Officer Nesh Mahat
- F. Resolution No. 24-105 appointing full-time Police Officer Ashtyn Fath
- G. Resolution No. 24-106 appointing full-time Police Officer Deyonte Tipton

**FISCAL OFFICE BUSINESS – CONSENT AGENDA**

**Ms. Schultz** – In a meeting on March 19<sup>th</sup> a motion was made to begin the process of negotiating a contract with CDA to begin the repairs on the fire station. We have since negotiated a contract with them. Since the motion wasn't really clear I was going to ask the Board for another motion that said we could contract with CDA not to exceed an amount of \$40,000.00.

**Mrs. Hartkemeyer** - Let's put this on the August agenda. There seems to be some due diligence we need to do. Are we comfortable moving forward with this tonight?

**Mrs. Vonderhaar** – Yes, we've reviewed it. We've had several meetings. The architect has been involved. Chief Berter, Ken Geis and Chuck have been involved. We are ready to move forward. I would recommend that we pass it and move forward. At that point the Board will have a better understanding of the options. The more critical piece is getting them hired and getting the process started.

**Mr. Berding** - Due to the fact that legal has reviewed this and doesn't have a problem with the contract and falls under the scope of work that we want them to do and a fact that we've approved the company that we want to work with and the fact that our fire headquarters are deteriorating is my option that we should move forward.

**Motion** made by Mr. Berding, second by Mr. McAbee to move forward with contract to work with CDA not to exceed \$40,000.00.

All in favor.

Our JEDD payment last month was more than average \$97,000.00. I wanted to explain they hold a retainer for the year and once that year is closed they refund us what is not used. \$25,000.00 of that was a once-a-year refund.

Also, I did misspeak we do have the opioid money appropriated. So, if you would like to move forward I have \$15,000.00 in that account.

Lastly, fraud training is required for all employees. New employees have to do this within 30 days.

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RESOLUTION TO AMEND THE 2024 PERMANENT APPROPRIATIONS #24-107

**Mrs. Vonderhaar** - This is appropriating for both parks and the ARPA Funds.  
**Motion** made by Mr. Berding, second by Mrs. Hartkemeyer to adopt Resolution #24-107.  
All in favor.

**\*\*SECOND READ\*\***

RESOLUTION APPROVING BONDED RUBBER SURFACING &  
FREESTANDING EQUIPMENT CONTRACT FOR THE SHAFER'S RUN PARK  
AT A COST NOT TO EXCEED \$118,000.00 #24-94

**Motion** made by Mr. Berding, second by Mrs. Hartkemeyer to adopt Resolution #24-94.

YES – Mr. Berding  
YES – Mrs. Hartkemeyer  
NO - Mr. McAbee

RESOLUTION AUTHORIZING THE ADMINISTRATOR TO SIGN THE  
CONTRACT WITH ANTHEM FOR HEALTHCARE BENEFITS #24-108

**Motion** made by Mr. McAbee, second by Mr. Berding to adopt Resolution #24-108.  
All in favor.

RESOLUTION AUTHORIZING THE ADMINISTRATOR TO SIGN THE  
CONTRACT WITH THE STANDARD COMPANY FOR SHORT TERM  
DISABILITY, BASIC LIFE AND AD&D INSURANCE #24-109

**Motion** made by Mr. Berding, second by Mr. McAbee to adopt Resolution #24-109.  
All in favor.

RESOLUTION AUTHORIZING THE ADMINISTRATOR TO EXECUTE A  
SALT CONTRACT WITH THE BUTLER COUNTY ENGINEER'S OFFICE FOR  
THE 2024 & 2025 SNOW & ICE CONTROL SEASON #24-110

**Mrs. Vonderhaar** - Price is \$92.12/ton.  
**Motion** made by Mr. McAbee, second by Mr. Berding to adopt Resolution #24-110.  
All in favor.

RESOLUTION ADOPTING THE FISCAL YEAR 2025 TAX BUDGET,  
ATTACHED HERETO AND MADE A PART OF THIS RESOLUTION BY  
REFERENCE #24-111

**Motion** made by Mr. Berding, second by Mrs. Hartkemeyer to adopt Resolution #24-111.  
All in favor.

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**COMMITTEE REPORTS**

TID – Trustee McAbee – No report

EMA – Trustee Hartkemeyer – Meeting this past week to approve a new purchasing policy.

OKI – Trustee Hartkemeyer – Not meeting this month due to summer break.

CLOUT – Trustee Hartkemeyer – Meeting coming up in a few weeks.

OTHER – Board Member Comments

**ANNOUNCEMENTS**

- Movie Night at the Park – Wednesday, July 17, 2024, 7:30 – 9:00 PM at Heroes Park
- Butler County Fair – July 21 – 27 at Butler County Fairgrounds
- Touch A Truck/Safety Day – Saturday, August 3, 2024, 10:00 AM – 1:00 PM at Bridgewater Falls Lifestyle Center
- First Day of School – Fairfield City Schools – Thursday, August 8, 2024
- City of Fairfield/Fairfield Township JEDD Meeting – Monday, August 12, 2024, 9:00 AM at Fairfield Township Administration Building
- Fairfield Township Board of Trustees Meeting – Tuesday, August 13, 2024, 7:00 PM

**EXECUTIVE SESSION**

1. **ORC 121.22 (G) (1)** to consider the discipline, appointment, employment, or compensation of a public employee or official; and

**ORC 121.22 (G) (4)** to discuss collective bargaining sessions with public employees concerning their compensation and other terms and conditions of employment.

**Motion** made by Mrs. Hartkemeyer, second by Mr. Berding to go into executive session

All in favor.

- President convenes executive session at 8:00 PM
- President resumes regular meeting at 8:52 PM

**ROLL CALL**

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

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**ADJOURNMENT**

**Motion** made by Mr. McAbee, second by Mr. Berding to adjourn at 8:52 PM.  
All in favor.

Minutes submitted by:

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Shelly Schultz, Fiscal Officer

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Shannon Hartkemeyer, Trustee Chairperson

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Michael Berding, Trustee Vice-Chairperson

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Joe McAbee, Trustee