

RECORD OF PROCEEDINGS

045

Minutes

Regular Trustee Meeting

Meetings

Held

February 14

. Year 2018

The Fairfield Township Trustees held a Regular Trustee Meeting Wednesday, February 14, 2018, at the Administration Building, 6032 Morris Road, Hamilton, OH 45011, for conducting Township business. Meeting was called to order by Mrs. Berding, President of Board, at 6:30 PM.

ROLL CALL

Mrs. Berding	Present
Mr. McAbee	Present
Mrs. Hartkemeyer	Present

PAUSE FOR MOMENT OF SILENCE TO REMEMBER THE POLICE OFFICERS WHO RECENTLY LOST THEIR LIVES IN THE LINE OF DUTY.

PLEDGE OF ALLEGIANCE

PRESENTATIONS

Auditor's First Quarter Update – Julie Joyce-Smith – Property tax bills are due February 28, 2018, they were mailed out the end of January. In the past we had little success with developing a device to detect skimmers. Recently a developer in Florida has designed an app for android phones that uses blue tooth signal to detect skimmers. The app is only available on android but apple is working on it also. The app is free or you can get an upgraded app for \$0.99. Residents have until April 1, 2018 to contest property values and until March 5, 2018 to apply for property to be classified agricultural value.

OLD BUSINESS

Air Conditioning and Furnace Update

Mrs. Vonderhaar – stated she needs more time to get additional quotes together and will have these ready for the next meeting.

ITEMS FOR BOARD DISCUSSION

Motion made by Mrs. Berding, second by Mrs. Hartkemeyer to amend the agenda to discuss 2 additional items.

ROLL CALL

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

Trustee Berding discussed 2 openings that people can apply for. One is at the Board of Health and this is open to the public, applications are due by February 19, 2018. The second is in the Public District 10, these have to be elected officials. I will make copies of the application process for each elected official.

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ADMINISTRATOR'S REPORT

Mrs. Vonderhaar - I have been working with Mr. Geis on the progress of Story Point which is set to start accepting patient in 2019. I have also been working with Habitat for Humanity on ways to improve the 5 points area. Been working with the Fire and Police Departments on staffing. Working on the Firehouse project which the Trustees decided this would be discussed at the next meeting so the public is made aware of the plans.

Fire Department

Chief Thomas – Presented monthly report and his annual report. A digital copy of the annual report is on the website. I have talked to Vogelpohl about the breathing apparatus equipment and the fire fighters are being fitted for their masks.

Trustee McAbee – asked the Chief if he had an estimate for fixing the life squad, chief said he is still working on it. Problem being if I take it to the place close to us with a quote, it can void the warranty. It looks like it will be April time frame before they can get it in the shop.

Police Department

Chief Chabali – January was a record month with 140 arrests. Outstanding issues are still one missing person without any leads. We had a drug bust with 30 grams of heroin. The new windows have been installed and has definitely helped with the draft.

We now have 5 solid candidates for a Police Officer position, 2 are being processed the other 3 are on reserve.

We are sending officers to the funeral this Friday for the officers that recently lost their lives in the line of duty.

Service Department

Jeff Bennett – Lots of activity with snow events. I am working on the Durapatch list to be ready by April 1, 2018. The dog park benches have been assembled.

Trustee Berding – Stated the Service Department has done an excellent job with snow removal. Thank you!

Trustee McAbee – Asked Mr. Bennett to present a list of Durapatch areas as soon as possible.

Zoning Department

Chuck Goins - 13 permits were approved for the month of January. The application for the apartments has been withdrawn a second time. There is still a meeting tomorrow but it's in regards to a use variance on Tylersville Road. The applicant has applied for a variance to have 2 family homes built on 5 acres.

We are working on identifying more areas for the Hardest Hit Fund.

In January Max & Erma's was bought out by a new owner and they are making that location a MacKenzie River Pizza.

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COMMUNICATION

Candy Marcum, 487 Hyde Park Drive, presented a case that her mother's property has water issues. There currently is water a few inches deep in her driveway and her mother cannot get in and out of her house when it freezes. This has been an ongoing issue for 3 years and Ms. Marcum cannot get resolutions from anyone. She is asking the Board to take action. She stated she feels it could be one of 2 reasons, the moving of a fire hydrant or the repaving of the road. She feels she has not received any help from anyone in the Township.

Robert Jordan, 956 Stahlheber Road, he is the brother of Candy and stated the same concerns as Candy. Robert discussed the ways he has went about trying to get the Township and Butler County to work with him to resolve this water issue.

Trustee Berding – Stated she will work on this issue and have something to report at the next meeting.

FISCAL OFFICERS REPORTS

Mrs. Schultz – received year-end report from Wayne Bastin for 2017.
Trustee McAbee asked for a copy. Copies will be given.

Motion made by Mrs. Berding, second by Mr. McAbee to suspend the reading of the minutes of the Regular Trustee Meeting, January 24, 2018.
 YES – Mrs. Berding, Mr. McAbee, Mrs. Hartkemeyer

Motion made by Mrs. Berding, second by Mr. McAbee to approve the minutes of the Regular Trustee Meeting, January 24, 2018.
 YES – Mrs. Berding, Mr. McAbee, Mrs. Hartkemeyer

Motion made by Mrs. Hartkemeyer, second by Mr. McAbee to accept the financial reports as submitted by the Fiscal Officer Shelly Schultz.
 YES – Mrs. Berding, Mr. McAbee, Mrs. Hartkemeyer

Motion made by Mr. McAbee, second by Mrs. Hartkemeyer to approve payment of the bills.
 YES – Mrs. Berding, Mr. McAbee, Mrs. Hartkemeyer

RESOLUTION TO APPROVE PAYMENT TO CAREWORKSCOMP OF \$6,719.00
 #18-27

Resolution to approve payment to CareWorksComp in the amount of \$6,719.00
Motion made by Mrs. Berding, second by Mr. McAbee to adopt Resolution #18-27
 YES – Mrs. Berding, Mr. McAbee, Mrs. Hartkemeyer

RESOLUTION TO APPROVE CONTRACT WITH DATASERV FOR UPGRADE OF PHONE SYSTEM
 #18-28

Resolution to approve contract with DataServ for upgrade services of our Cisco phone system at a cost of \$40,620.00.

Resolution has been tabled until February 28 meeting.

RESOLUTION TO RE-APPOINT JASON AUSTERMAN AS MEMBER OF THE FTZC
 #18-29

Resolution to re-appoint Jason Austerman as a member of the Fairfield Township Zoning Commission for a five-year term, effective immediately and the term expires January 31, 2013.

Motion made by Mr. McAbee, second by Mrs. Hartkemeyer to adopt Resolution #18-29
 YES – Mrs. Berding, Mr. McAbee, Mrs. Hartkemeyer

RECORD OF PROCEEDINGS

048

Minutes Regular Trustee Meeting Meetings

Held February 14, Year 2018

RESOLUTION TO APPROVE PURCHASE ORDER LIST #18-30

Resolution to approve open purchase order balances.

Motion made by Mr. McAbee, second by Mrs. Berding to adopt Resolution #18-30

YES – Mrs. Berding, Mr. McAbee, Mrs. Hartkemeyer

RESOLUTION TO APPROVE PURCHASE AND REPLACEMENT OF CEILING
TILES FOR FIRE DEPARTMENT #18-31

Resolution to approve purchase and replacement of existing ceiling tiles in Station 1 Fire Department from DeGeorge Ceilings and Flooring at a total cost of \$7,500.00.

Motion made by Mrs. Hartkemeyer, second by Mr. McAbee to adopt Resolution #18-31.

YES – Mrs. Berding, Mr. McAbee, Mrs. Hartkemeyer

RESOLUTION TO APPROVE CONTRACT WITH NIGHT OWL CLEANING
SERVICS, LLC #18-32

Resolution to approve contract with Night Owl Cleaning Services LLC for the Police Department and Administration Buildings.

Motion made by Mrs. Berding, second by Mrs. Hartkemeyer to adopt Resolution #18-32

YES – Mrs. Berding, Mr. McAbee, Mrs. Hartkemeyer

RESOLUTION TO AUTHORIZE PAYMENT FOR INDIGENT CREMATION TO
BROWN DAWSON FLICK FUNERAL HOME IN THE AMOUNT OF \$500.00 #18-33

Resolution to authorize payment for the indigent cremation of a Township resident to Brown Dawson Flick Funeral Home in the amount of \$500.00

Motion made by Mr. McAbee, second by Mrs. Hartkemeyer to adopt Resolution #18-33

YES – Mrs. Berding, Mr. McAbee, Mrs. Hartkemeyer

TOWNSHIP SCHEDULE

- Offices closed to observe Presidents Day Holiday, Monday, February 19, 2018
- Fairfield Township Zoning Appeals Board – Thursday, February 15, 2018 7:00 P.M.
- Fairfield Township Board of Trustees Meeting – Wednesday, February 28, 2018, 6:30 PM.

BOARD COMMENTS

Trustee Berding – Chief Chabali and I have been working with the Opiate Task Force and there have been some improvements to that plan.

Chief Chabali – We are in the process of forming a team of officers that would follow up with opiate cases to try to get the person additional help.

EXECUTIVE SESSION

Motion made by Mrs. Berding, second by Mrs. Hartkemeyer to enter Executive Session, in accordance with ORC 121.22 G (8), to consider confidential information related to the marketing plans, specific business strategy, of an applicant for economic development assistance, or to negotiations with other political subdivisions.

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Minutes Regular Trustee Meeting Meetings

Held February 14, Year 2018

ROLL CALL

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

Adjourned into executive session at 7:45 PM

Trustee's reconvened at 8:11 PM

ROLL CALL

Mrs. Berding	Present
Mr. McAbee	Present
Mrs. Hartkemeyer	Present

No action will be taken as a result of executive session.

Motion made by Mrs. Berding, second by Mrs. Hartkemeyer to adjourn at 8:12 P.M.
All in favor.

ROLL CALL

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

Minutes submitted by:

Shelly Schultz
Shelly Schultz, Fiscal Officer

Susan Berding
Susan Berding, President

Joe McAbee
Joe McAbee, Trustee

Shannon Hartkemeyer
Shannon Hartkemeyer, Trustee

RECORD OF PROCEEDINGS

050

Minutes Regular Trustee Meeting Meetings

Held February 14, Year 2018

FAIRFIELD TOWNSHIP
RESOLUTION NO. 18-27

RESOLUTION TO APPROVE PAYMENT TO CAREWORKSCOMP IN THE AMOUNT OF \$6,719.00.

WHEREAS: CareWorksComp is Fairfield Township's third party administrator for Ohio Bureau of Workers' Compensation claims; and

WHEREAS: Fairfield Township has qualified for the 2019 OHIO TOWNSHIP ASSOCIATION Workers' Compensation Group Rating program; and

WHEREAS: In addition to premium savings, joining a CareWorksComp administered group rating program gives access to the industry leader in workers' compensation.

WHEREAS: The projected discount is 48% with an Annual Group Premium Savings of \$27,870.00.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees of Fairfield Township, Butler County, Ohio, as follows;

SECTION 1: The Board hereby approves the payment of \$6,719.00 to CareWorksComp, 5500 Glendon Court, Dublin, OH 43016, for services as set forth in the Agreement attached hereto as Exhibit "A".

SECTION 2: The Board hereby dispenses with the requirement that this resolution be read on two separate days, pursuant to RC 504.10, and authorizes the adoption of this resolution upon its first reading.

SECTION 3 This resolution is the subject of the general authority granted to the Board of Trustees through the Ohio Revised Code and not the specific authority granted to the Board of Trustees through the status as a Limited Home Rule Township.

SECTION 4: That it is hereby found and determined that all formal actions of this Board concerning and relating to the passage of this Resolution were taken in meetings open to the public, in compliance with all legal requirements including §121.22 of the Ohio Revised Code.

SECTION 5: This resolution shall take effect at the earliest period allowed by law.

Adopted: February 14, 2018

<u>Board of Trustees</u>	<u>Vote of Trustees</u>
Susan Berding: <u>Susan Berding</u>	<u>YES</u>
Shannon Hartkemeyer: <u>Shannon Hartkemeyer</u>	<u>YES</u>
Joe McAbee: <u>Joe McAbee</u>	<u>YES</u>

AUTHENTICATION

This is to certify that this is a resolution which was duly passed, and filed with the Fairfield Township Fiscal Officer this 14th day of Feb, 2018.

ATTEST:

Shelly Schultz
Shelly Schultz, Fairfield Township Fiscal Officer

APPROVED AS TO FORM:

L.E. Barbieri
Lawrence E. Barbieri, Township Law Director

Minutes Regular Trustee Meeting Meetings

Held February 14, Year 2018

**FAIRFIELD TOWNSHIP
RESOLUTION NO. 18-29**

**RESOLUTION TO RE-APPOINT JASON AUSTERMAN AS A MEMBER OF THE
FAIRFIELD TOWNSHIP ZONING COMMISSION FOR A FIVE YEAR TERM, EFFECTIVE
IMMEDIATELY AND THE TERM EXPIRES JANUARY 31, 2023.**

WHEREAS: Jason has served on the Fairfield Township Zoning Commission and his term expires January 31, 2018; and

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees of Fairfield Township, Butler County, Ohio, as follows;

SECTION 1: The Board hereby re-appoints Fairfield Township resident Jason Austerman to the Fairfield Township Zoning Commission for a five year term, effective immediately and the term will expire on January 31, 2023, by the terms of the Zoning Commission having been established by Resolution No. 97-13.

SECTION 2: The Board hereby dispenses with the requirement that this resolution be read on two separate days, pursuant to RC 504.10, and authorizes the adoption of this resolution upon its first reading.

SECTION 3 This resolution is the subject of the general authority granted to the Board of Trustees through the Ohio Revised Code and not the specific authority granted to the Board of Trustees through the status as a Limited Home Rule Township.

SECTION 4: That it is hereby found and determined that all formal actions of this Board concerning and relating to the passage of this Resolution were taken in meetings open to the public, in compliance with all legal requirements including §121.22 of the Ohio Revised Code.

SECTION 5: This resolution shall take effect at the earliest period allowed by law.

Adopted: February 14, 2018

Board of Trustees

Vote of Trustees

Susan Berding:	<u>Susan Berding</u>	<u>YES</u>
Shannon Hartkemeyer:	<u>Shannon Hartkemeyer</u>	<u>YES</u>
Joe McAbee:	<u>Joe McAbee</u>	<u>YES</u>

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Shelly Schult
Shelly Schultz, Fairfield Township Fiscal Officer

APPROVED AS TO FORM:

L. E. Barbere
Lawrence E. Barbieri, Township Law Director

Minutes

Regular Trustee Meeting

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February 14

, Year 2018

**FAIRFIELD TOWNSHIP
RESOLUTION NO. 18-30**

RESOLUTION TO APPROVE OPEN PURCHASE ORDER BALANCES.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees of Fairfield Township, Butler County, Ohio, as follows;

SECTION 1: The Board hereby approves the Open Purchase Order Balances, attached hereto as Exhibit "A" .

SECTION 2: The Board hereby dispenses with the requirement that this resolution be read on two separate days, pursuant to RC 504.10, and authorizes the adoption of this resolution upon its first reading.

SECTION 3 This resolution is the subject of the general authority granted to the Board of Trustees through the Ohio Revised Code and not the specific authority granted to the Board of Trustees through the status as a Limited Home Rule Township.

SECTION 4: That it is hereby found and determined that all formal actions of this Board concerning and relating to the passage of this Resolution were taken in meetings open to the public, in compliance with all legal requirements including §121.22 of the Ohio Revised Code.

SECTION 5: This resolution shall take effect at the earliest period allowed by law.

Adopted: February 14, 2018

Board of Trustees

Vote of Trustees

Susan Berding: Susan Berding

Yes

Shannon Hartkemeyer: Shannon Hartkemeyer

Yes

Joe McAbee: Joe McAbee

Yes

AUTHENTICATION

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ATTEST:

Shelly Schultz
Shelly Schultz, Fairfield Township Fiscal Officer

APPROVED AS TO FORM:

L. E. Barbieri
Lawrence E. Barbieri, Township Law Director

Minutes Regular Trustee Meeting Meetings

Held February 14, Year 2018

**FAIRFIELD TOWNSHIP
RESOLUTION NO. 18-31**

**RESOLUTION TO APPROVE PURCHASE AND REPLACEMENT OF EXISTING CEILING
TILES IN STATION I FIRE DEPARTMENT FROM DEGEORGE CEILINGS AND FLOORS
AT A TOTAL COST OF \$7,500.00.**

WHEREAS: Three proposals were received for the job and the Fire Chief recommended DeGeorge Ceilings & Flooring, Inc.; and

WHEREAS: Existing ceiling tiles will be hauled away and replaced with Class A rated acoustical ceiling tiles and will be purchased out of Fund No. 2281230323;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees of Fairfield Township, Butler County, Ohio, as follows;

SECTION 1: The Board hereby approves the purchase and replacement of existing ceiling tiles in Station I Fire Department from DeGeorge Ceilings and Floors, 3675 Symmes Road, Hamilton, OH 45015, at a total cost of \$7,500.00, attached hereto as Exhibit "A".

SECTION 2: The Board hereby dispenses with the requirement that this resolution be read on two separate days, pursuant to RC 504.10, and authorizes the adoption of this resolution upon its first reading.

SECTION 3 This resolution is the subject of the general authority granted to the Board of Trustees through the Ohio Revised Code and not the specific authority granted to the Board of Trustees through the status as a Limited Home Rule Township.

SECTION 4: That it is hereby found and determined that all formal actions of this Board concerning and relating to the passage of this Resolution were taken in meetings open to the public, in compliance with all legal requirements including §121.22 of the Ohio Revised Code.

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Adopted: February 14, 2018

Board of Trustees

Vote of Trustees

Susan Berding:	<u>Susan Berding</u>	<u>YES</u>
Shannon Hartkemeyer:	<u>Shannon Hartkemeyer</u>	<u>YES</u>
Joe McAbee:	<u>Joe McAbee</u>	<u>YES</u>

AUTHENTICATION

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ATTEST:

Shelly Schultz
Shelly Schultz, Fairfield Township Fiscal Officer

APPROVED AS TO FORM:

L.E. Barbieri
Lawrence E. Barbieri, Township Law Director

Minutes Regular Trustee Meeting Meetings

Held February 14, Year 2018

**FAIRFIELD TOWNSHIP
RESOLUTION NO. 18-32**

**RESOLUTION TO APPROVE CONTRACT WITH NIGHT OWL CLEANING SERVICES, LLC
FOR THE POLICE DEPARTMENT AND ADMINISTRATION BUILDINGS.**

WHEREAS: Three quotes were received and the Police Chief and Administrator believe Night Cleaning Services, LLC to be the most responsible bidder; and

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees of Fairfield Township, Butler County, Ohio, as follows;

SECTION 1: The Board hereby approves the contract with Night Owl Cleaning Services, LLC for the Police Department and Administration Buildings at a cost of \$285 per/month with a one time detailed cleaning fee of \$1,450.00 for the Police Department, attached hereto as Exhibit "A", and \$275 per/month and an additional \$125.00 quarterly to do detailed cleaning and a once a year fee of \$400 for extra detailed cleaning as attached hereto as Exhibit "B".

SECTION 2: The Board hereby dispenses with the requirement that this resolution be read on two separate days, pursuant to RC 504.10, and authorizes the adoption of this resolution upon its first reading.

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Adopted: February 14, 2018

Board of Trustees

Susan Berding: Susan Berding
Shannon Hartkemeyer: Shannon Hartkemeyer
Joe McAbee: Joe McAbee

Vote of Trustees

YES
YES
YES

AUTHENTICATION

This is to certify that this is a resolution which was duly passed, and filed with the Fairfield Township Fiscal Officer this 14th day of FEB, 2018.

ATTEST:

Shelly Schultz
Shelly Schultz, Fairfield Township Fiscal Officer

APPROVED AS TO FORM:

L. E. Barbieri
Lawrence E. Barbieri, Township Law Director

Minutes Regular Trustee Meeting Meetings

Held February 14, Year 2018

**FAIRFIELD TOWNSHIP
RESOLUTION NO. 18-33**

**RESOLUTION TO AUTHORIZE PAYMENT FOR THE INDIGENT CREMATION
OF A TOWNSHIP RESIDENT TO BROWN DAWSON FLICK FUNERAL HOME
IN THE AMOUNT OF \$500.00.**

WHEREAS: The resident, who was deceased in the Township and did not qualify for public assistance or reside in a county home, is eligible for aid with burial expense pursuant to RC 5101.52;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees of Fairfield Township, Butler County, Ohio, as follows;

SECTION 1: The Board hereby authorizes the payment for the Indigent Cremation of a Township resident (Linda S. Combs) to Brown Dawson Flick Funeral Home, 330 Pershing Avenue, Hamilton, OH 45011, in the amount of \$500.00, paid from Fund No. 1000 and included herein as Attachment A.

SECTION 2: The Board hereby dispenses with the requirement that this resolution be read on two separate days, pursuant to RC 504.10, and authorizes the adoption of this resolution upon its first reading.

SECTION 3 This resolution is the subject of the general authority granted to the Board of Trustees through the Ohio Revised Code and not the specific authority granted to the Board of Trustees through the status as a Limited Home Rule Township.

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SECTION 5: This resolution shall take effect at the earliest period allowed by law.

Adopted: February 14, 2018

Board of Trustees

Susan Berding: Susan Berding

Shannon Hartkemeyer: Shannon Hartkemeyer

Joe McAbee: Joe McAbee

Vote of Trustees

YES

YES

YES

AUTHENTICATION

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ATTEST:

Shelly Schultz
Shelly Schultz, Fairfield Township Fiscal Officer

APPROVED AS TO FORM:

L. E. Barbieri
Lawrence E. Barbieri, Township Law Director