

# RECORD OF PROCEEDINGS

071

Minutes

Regular Trustee Meeting

Meetings

Held

March 14

, Year 2018

The Fairfield Township Trustees held a Regular Trustee Meeting Wednesday, March 14, 2018, at the Administration Building, 6032 Morris Road, Fairfield Township, 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

**INVOCATION:** Pastor Cecil Day, Lighthouse Baptist Church

## PLEDGE OF ALLEGIANCE

## PROMOTION

RESOLUTION TO PROMOTE DETECTIVE JAMISON MAYS TO SERGEANT  
#18-41

Resolution to approve promotion of Police Officer Jamison Mays to Sergeant's position, effective immediately.

**Motion** made by Mrs. Hartkemeyer, second by Mr. McAbee to adopt Resolution #18-41  
YES – Mrs. Berding, Mr. McAbee, Mrs. Hartkemeyer

## PRESENTATIONS

Captain Lanier spoke about the history of Jamison Mays, his positions in the past and his accomplishments.

Oath of Office for Police Sergeant Jamison Mays presented by Trustee Berding, Board President.

## ITEMS FOR BOARD DISCUSSION

### Median Landscaping

**Trustee Berding** – Butler Tech's bid for median landscaping came in at \$17,000.00. This includes plants and materials only; labor would be free. I don't think we should spend this much for only one median.

**Trustee Hartkemeyer** – Would like to get quotes on all (4) medians but break out the quotes separately, then we can make a decision.

**Trustee Berding** – Most of the medians are in the JEDD area. Would like to find out if we could work something out with the JEDD and split the cost with the City of Hamilton. Would like to discuss with Butler Tech scaling down the design to make it more affordable.

**Trustee McAbee** – I am okay with the Butler Tech quote if they can get it finished by the end of the school year. Since they are not charging any labor cost we will not be able to beat this price with any other landscaping company. Like the idea this would require very little maintenance. We can use the TIF dollars to take care of this.

The **Board** decided they will proceed with getting quotes for all (4) medians, then make a decision.

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, Year 2018

## ADMINISTRATOR'S REPORT

**Mrs. Vonderhaar** - I am continuing to work with Habitat for Humanity.

The RFP's for the new firehouse is due to be returned by 3/23 for Board consideration.

Andy Brossart was present and gave a presentation on the possible cost of issuing a bond to pay for the firehouse.

## DEPARTMENTAL REPORTS

### Fire Department

**Chief Thomas** – Stated his monthly report was submitted last week. This month there was only one additional call from last year this same period. Chief has been working with Dan Hare and the HR Department to develop a recruitment plan.

### Police Department

**Chief Chabali** - Stated last month they had 121 arrests which is trending up from this period last year. We are 83 arrests ahead of last year already. Update on new hires, one candidate did psychological test today but results aren't back yet. By the next Trustee meeting Chief hopes to have 2 ready to be hired. Trustee McAbee asked about Chiefs plans to work to bring police presence into the schools. Chief said they are in constant communication with the schools. Trustee Berding said there was a school board meeting the next night at which time this issue would be a big topic of discussion.

### Service Department

**Jeff Bennett** – Stated he has been working on the Dura Patch list. He also stated the plan was to retro-fit 3 snow plow trucks but he doesn't think the vendor can get all 3 done in time. Mr. Bennett recommends we do 2 this year and one next year. Next meeting, we need to have a resolution to approve the Dura Patch not to exceed \$45,000.00.

**Trustee McAbee** - asked about the timeline of completing repairs that are so bad right now on Gilmore Road. Mr. Geis agreed to contact the County and see if he could get the road repairs/changes to Gilmore moved up to this year from 2019. He suggested if we pay up front and don't get reimbursed until 2019 we would have a better chance of the County moving up the date.

### Zoning Department

**Chuck Goins** – there were 19 new permits issued in the month of February. The Fairfield Township Zoning Appeals Board denied the request on Tylersville land to build 2 family homes.

**Trustee McAbee** suggested to Mr. Goins that he look at some 5 Points properties that have trash all over their property.

**Mrs. Vonderhaar** – Showed a live working spreadsheet she and Mr. Geis created that would allow us to put in the number of new hires for police and fire by year, it will calculate when we would be in deficit spending.



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**FISCAL OFFICERS REPORTS**

Minutes from February 28, 2018 meeting have been tabled until revisions to minutes that Trustee McAbee requested have been sent out to all Trustees.

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

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

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

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

**RESOLUTION TO AUTHORIZE THE PURCHASE ORDER LIST #18-42**

Resolution to approve open purchase order balances.

**Motion** made by Mrs. Berding, second by Mrs. Hartkemeyer to adopt Resolution #18-42

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

**RESOLUTION TO ADOPT THE 2018 PERMANENT APPROPRIATIONS**

#18-43

Resolution adopting the 2018 permanent appropriations budget by attached fund totals for fiscal year commencing January 1, 2018.

**Motion** made by Mrs. Hartkemeyer, second by Mr. McAbee to adopt Resolution #18-43

The **Board** had a lengthy discussion about the appropriations. The only change to the permanent appropriations was to reduce the Litter Management Grant contracted services line by \$8,500.00. Fiscal Officer will make the \$8,500.00 change and permanent appropriations will be adjusted in the future as needed for any additional changes. The only other change was to move the \$4,000,000.00 appropriated for the Firehouse to show \$3,500,000.00 coming out of the TIF Fund and the additional \$500,000.00 from the general fund.

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

**RESOLUTION TO AUTHORIZE ADMINISTRATOR TO ENTER INTO CONTRACT WITH STANDARD LIFE FOR SHORT TERM DISABILITY INSURANCE COVERAGE**

#18-44

Resolution authorizing Administrator to execute contract with Standard Company for short term disability insurance coverage.

**Motion** made by Mrs. Hartkemeyer, second by Mr. McAbee to adopt Resolution #18-44

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

**RESOLUTION TO AUTHORIZE HIRING OF TWO FULL TIME POLICE OFFICERS**

#18-45

Resolution authorizing the creation of two (2) full-time police officer positions.

**Motion** made by Mrs. Hartkemeyer, second by Mr. McAbee to adopt Resolution #18-45

**Trustee McAbee** – Questioned after these (2) positions we will still be short 10 officers?

**Chief Chabali** – Stated according to the staffing study that is correct.

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

Minutes Regular Trustee Meeting Meetings  
Held March 14, Year 2018

RESOLUTION TO AUTHORIZE HIRING OF SIX FULL TIME  
FIREFIGHTER/PARAMEDICS #18-46  
Resolution authorizing the creation of six (6) full-time Firefighter/Paramedic positions.  
**Motion** made by Mrs. Hartkemeyer, second by Mr. McAbee to adopt Resolution #18-46  
**Trustee McAbee** – These have to be Firefighter/Paramedic positions. This does not increase our staff. We need to move to a permanent funding source.  
**Trustee Hartkemeyer** –Discussion was held about the need for a future tax levy. We have until 2027 before we would need to go to the voters.  
YES – Mrs. Berding, Mr. McAbee, Mrs. Hartkemeyer

RESOLUTION TO AUTHORIZE PURCHASE OF FIRE DEPARTMENT TURNOUT  
GEAR #18-47  
Resolution authorizing purchase of fifteen (15) sets of turnout gear for the Fire Department from Phoenix Safety Outfitters at a total cost of \$35,025.00.  
**Motion** made by Mr. McAbee, second by Mrs. Hartkemeyer to adopt Resolution #18-47  
YES – Mrs. Berding, Mr. McAbee, Mrs. Hartkemeyer

TOWNSHIP SCHEDULE

- Fairfield Township Board of Trustees Meeting – Wednesday, March 28, 2018, 6:30 PM.
- Easter Egg Hunt – Saturday, March 24, 2018, 1:00 PM.

BOARD MEMBER COMMENTS

**Trustee Hartkemeyer** - Attended the opening of the new Mexican Restaurant, El Rancho Nuevo on Menards Blvd. If you have not been, please plan on going for lunch or dinner soon. The restaurant is beautiful and the food is delicious. Very happy they choose Fairfield Township for their beautiful restaurant.

**Trustee Berding** – I was in Washington DC last week with Butler Tech for the purpose of talking to some of our legislators. Butler Tech met with some of our legislators and the meetings went very well. I am very proud that Butler Tech is here in our backyard and they had such a successful meeting.

EXECUTIVE SESSION

**Motion** made by Mrs. Berding, second by Mr. McAbee to enter Executive Session, in accordance with ORC 121.22 G (3), to discuss pending or imminent litigation with the Township attorney, also ORC 121.22 G (4) to discuss collective bargaining session with public employees regarding their compensation.

ROLL CALL

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



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075

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, Year 2018

Adjourned into executive session at 9:06 PM

Trustee's reconvened at 9:44 PM

## ROLL CALL

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

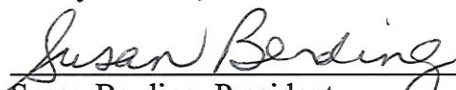
**Motion** made by Mrs. Hartkemeyer, second by Mrs. Berding to adjourn at 9:44 P.M.  
All in favor.

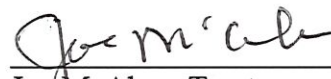
## ROLL CALL

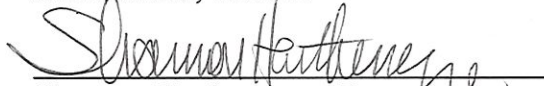
Mrs. Berding	Yes
Mr. McAbee	Yes
Mrs. Hartkemeyer	Yes

Minutes submitted by:

  
Shelly Schultz, Fiscal Officer

  
Susan Berding, President

  
Joe McAbee, Trustee

  
Shannon Hartkemeyer, Trustee

# RECORD OF PROCEEDINGS

076

Minutes

Regular Trustee Meeting

Meetings

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March 14

, Year 2018

## FAIRFIELD TOWNSHIP

### RESOLUTION NO. 18-41

#### **RESOLUTION TO APPROVE PROMOTION OF POLICE OFFICER JAMISON MAYS TO SERGEANT'S POSITION, EFFECTIVE IMMEDIATELY.**

**WHEREAS:** The Police Chief has expressed the need to fill the position of Sergeant to oversee the Investigation Section; and

**WHEREAS:** The Sergeant's assessment was conducted on November 11, 2017, by the Ohio Association of Chiefs of Police (OACP); and

**WHEREAS:** The OACP final official report was provided to Police Chief Chabali on November 16, 2017; and

**WHEREAS:** Based on his strong placement on the Assessment and subsequent interview, Detective Jamison M. Mays has been recommended for promotion to Sergeant.

**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 promotion of Police Officer Jamison M. Mays to Sergeant's position, effective immediately, and specifically finds that he has the qualifications previously specified by the Township for that position. He will serve a one year probationary period as Sergeant from the date of his appointment at an hourly rate of \$35.71 per/hr. The job description for Sergeant is 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:** March 14, 2018

#### **Board of Trustees**

Susan Berding:

*Susan Berding*

Shannon Hartkemeyer:

*Shannon Hartkemeyer*

Joe McAbee:

*Joe m' alee*

#### **Vote of Trustees**

YES

YES

YES

# RECORD OF PROCEEDINGS

077

Minutes

Regular Trustee Meeting

Meetings

Held

March 14

, Year 2018

Page 2 (Res. No. 18-41)

## AUTHENTICATION

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

### ATTEST:

Shelly Schultz

Shelly Schultz, Fairfield Township Fiscal Officer

### APPROVED AS TO FORM:

L. E. Barbieri

Lawrence E. Barbieri, Township Law Director



# RECORD OF PROCEEDINGS

078

Minutes

Regular Trustee Meeting

Meetings

Held

March 14

, Year 2018

## **FAIRFIELD TOWNSHIP RESOLUTION NO. 18-42**

### **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:** March 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 March, 2018.

#### **ATTEST:**

Shelly Schultz

Shelly Schultz, Fairfield Township Fiscal Officer

#### **APPROVED AS TO FORM:**

L. E. Barbieri

Lawrence E. Barbieri, Township Law Director



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Regular Trustee Meeting

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Year 2018

**FAIRFIELD TOWNSHIP  
RESOLUTION NO. 18-43**

**RESOLUTION ADOPTING THE 2018 PERMANENT APPROPRIATIONS BUDGET BY  
ATTACHED FUND TOTALS FOR FISCAL YEAR COMMENCING JANUARY 1, 2018.**

**WHEREAS:** The Permanent Appropriations must be approved no later than the end of March 2018; and

**WHEREAS:** The Board has reviewed and approved Temporary Appropriations which have been used to establish the Permanent Appropriations; and

**WHEREAS:** The Board at this time desires to approve Permanent Appropriations for Fairfield Township;

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

**SECTION 1:** The Board hereby adopts the Permanent Appropriations Budget for fiscal year commencing January 1, 2018, a copy of which is attached as Exhibit A and made a part of this resolution by reference.

**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:** March 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 March, 2018.

**ATTEST:**

*Shelly Schultz*

Shelly Schultz, Fairfield Township Fiscal Officer

**APPROVED AS TO FORM:**

*L. E. Barbieri*

Lawrence E. Barbieri, Township Law Director

# RECORD OF PROCEEDINGS

080

Minutes

Regular Trustee Meeting

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March 14

, Year 2018

## FAIRFIELD TOWNSHIP RESOLUTION NO. 18-44

### RESOLUTION AUTHORIZING ADMINISTRATOR TO EXECUTE CONTRACT WITH STANDARD COMPANY FOR SHORT TERM DISABILITY INSURANCE COVERAGE.

**WHEREAS:** At this time Humana is eliminating their Short Term Disability Plan from its offerings; and

**WHEREAS:** The Board wishes to continue to offer the Short Term Disability Plan to Fairfield Township employees; and

**WHEREAS:** The account executive with Assured Partners has recommended the Township implement the Short Term Disability Plan coverage with the Standard Company;

**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 Administrator to execute the contract with the Standard Company for Short Term Disability Insurance coverage, which is 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.

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

**Adopted:** March 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



# RECORD OF PROCEEDINGS

081

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Regular Trustee Meeting

Meetings

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March 14

, Year 2018

## FAIRFIELD TOWNSHIP RESOLUTION NO. 18-45

### RESOLUTION AUTHORIZING THE CREATION OF TWO (2) FULL-TIME POLICE OFFICER POSITIONS.

**WHEREAS:** Increased staffing of the Police Department will contribute to the health, safety, and welfare of the residents of Fairfield Township; and

**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 creation of two (2) full-time police officer positions for the Police Department.

**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: March 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 March, 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 March 14, Year 2018

FAIRFIELD TOWNSHIP  
RESOLUTION NO. 18-46

RESOLUTION AUTHORIZING THE CREATION OF SIX (6) FULL-TIME  
FIREFIGHTER/PARAMEDIC POSITIONS.

**WHEREAS:** Increased staffing of the Fire Department will contribute to the health, safety, and welfare of the residents of Fairfield Township; and

**WHEREAS:** The creation of the full-time positions will reduce the authorized part-time position by two (2) per day;

**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 creation of six (6) full-time Firefighter/Paramedic Positions for the Fire Department.

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

Adopted: March 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

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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



# RECORD OF PROCEEDINGS

083

Minutes

Regular Trustee Meeting

Meetings

Held

March 14

, Year 2018

## FAIRFIELD TOWNSHIP RESOLUTION NO. 18-47

### RESOLUTION AUTHORIZING PURCHASE OF FIFTEEN (15) SETS OF TURNOUT GEAR FOR THE FIRE DEPARTMENT FROM PHOENIX SAFETY OUTFITTERS AT A TOTAL COST OF \$35,025.00.

**WHEREAS:** The Fire Chief advised this request which follows the Township's turnout gear replacement schedule of (15) sets per year as well as outfitting several additional new hires; and

**WHEREAS:** State Bid Pricing has been used and, the turnout gear will be purchased out of Fire Fund No. 2111-220-251;

**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 purchase of fifteen (15) complete sets of Turnout Gear for the Fire Department at \$2,335.00 per/set from Phoenix Safety Outfitters, at a total cost of \$35,025.00, 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.

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

Adopted: March 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 March, 2018.

#### ATTEST:

Shelly Schultz  
Shelly Schultz, Fairfield Township Fiscal Officer

#### APPROVED AS TO FORM:

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

Minutes \_\_\_\_\_ Meetings

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