

Minutes

Regular Trustee Meeting

Meetings

Held *October 9*

2019, Year

The Fairfield Township Trustees held a Regular Trustee Meeting Wednesday, October 9, 2019, at the Administration Building, 6032 Morris Road, Fairfield Township, OH 45011, for conducting Township business. Meeting was called to order by Mrs. Hartkemeyer, President of Board, at 6:30 PM.

ROLL CALL

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

INVOCATION: Pastor Cecil Day, Lighthouse Church

PLEDGE OF ALLEGIANCE

OLD BUSINESS

Parks Update – Mrs. Hartkemeyer – I would like to thank the Veterans group for all their work. I saw the mockup of the veterans’ memorial and it’s outstanding. They have done a wonderful job.

Veterans Group Update – We want to thank the Board of Trustees for approving the site at the Millikin park for the Veterans memorial and naming the park Heroes Park. This is very appreciated and will help us with raising awareness and future fund raising. Discussion occurred regarding the location of the Veterans Memorial and the playground.

Mrs. Hartkemeyer - Expressed concern about the playground being too close to the ballfields. She asked the Board and the Veterans Committee to walk out to the park and see the layout where the ground has been measured off. After returning, the Board determined there is a location problem being too close to the ball fields. Mrs. Hartkemeyer suggested editing the master plan and shifting things around, don’t feel the position of the playground will be safe. Conversation took place between Fred Valerius, Ralph Terbruggen and the entire Board. It was determined further discussion will take place on this issue.

FISCAL OFFICERS REPORTS

Ms. Schultz – the reports for September were in your box. If you have any questions, please let me know.

Motion made by Mrs. Hartkemeyer, second by Mrs. Berding to suspend the reading of the minutes of the Regular Trustee Meeting, September 25, 2019.
YES – Mrs. Hartkemeyer, Mr. McAbee, Mrs. Berding

Motion made by Mrs. Hartkemeyer, second by Mrs. Berding to approve the minutes of the Regular Trustee Meeting, September 25, 2019.

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

Motion made by Mrs. Hartkemeyer, second by Mrs. Berding to approve payment of the bills by the Fiscal Officer.

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

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ADMINISTRATOR'S REPORT

Mrs. Vonderhaar – Nothing to report at this time unless there are any questions.
Mr. McAbee – Is there a process we can move forward with to get the lot out of the land bank so we can move on with the park?
Mrs. Vonderhaar – I have emailed Kathy Dudley at the County, she is working on getting the information for us. I will follow up with her.

DEPARTMENTAL REPORTS

Fire Department

Chief Thomas – I submitted my written report. Couple things I would like to bring to your attention. We are still 395 calls ahead of last year, basically one extra months' worth of calls. Last month we had a fatal fire on Parrish Avenue, I would like to thank all the departments that assisted us, our department did a great job considering the circumstances.

Police Department

Captain Lanier - I submitted our monthly report. Currently we are seeking to fill 4 positions. We have several candidates currently in the process.

Service Department

Jeff Bennett – You have the monthly activity report, nothing to reports unless you have any questions.

Zoning Department

Chuck Goins – You have my monthly report. The Zoning Commission met about the Community Health Alliance, they have pulled their application. The Zoning Commission approved the final PUD for Sherwin Williams. The next Zoning Commission meeting is October 16, for a zone change from R1 to R1-A, located adjacent to the Woodberry subdivision.

RESOLUTION TO APPROVE THE OPEN PURCHASE ORDER BALANCES

Resolution to approve open purchase order balances.

#19-129

Motion made by Mr. McAbee, second by Mrs. Hartkemeyer to adopt Resolution #19-129

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

RESOLUTION AUTHORIZING THE TOWNSHIP TO ENTER INTO A COMMERCIAL CARD ACCOUNT AGREEMENT WITH HUNTINGTON NATIONAL BANK

#19-130

Resolution authorizing the Township to enter into a commercial card account agreement with Huntington National Bank.

Motion made by Mrs. Berding, second by Mrs. Hartkemeyer to adopt Resolution #19-130

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

Minutes *Regular Trustee Meeting* Meetings

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RESOLUTION AUTHORIZING PURCHASE AND INSTALLATION OF THREE IN-CAR CAMERA SYSTEMS & SOFTWARE FROM WATCHGUARD FOR THE NEW POLICE VEHICLES, IN THE TOTAL AMOUNT OF \$28,035.00 #19-131
Resolution to authorize the purchase of (3) in-car camera systems and software equipment for the (3) three new Police Departments SUV's from WatchGuard, in the total amount of \$28,035.00.

Motion made by Mr. McAbee, second by Mrs. Berding to adopt Resolution #19-131
YES – Mrs. Hartkemeyer, Mr. McAbee, Mrs. Berding

RESOLUTION AUTHORIZING INSTALLATION OF EQUIPMENT FOR THE THREE NEW POLICE DEPARTMENT VEHICLES FROM P & R COMMUNICATIONS SERVICE INC., IN THE AMOUNT OF \$52,797.00 #19-132

Resolution to authorize installation of equipment for the (3) three new police department SUV'S from P & R Communications Service, Inc., in the total amount of \$52,797.00.
Motion made by Mrs. Berding, second by Mr. McAbee to adopt Resolution #19-132
YES – Mrs. Berding, Mr. McAbee, Mrs. Hartkemeyer

RESOLUTION AUTHORIZING ADMINISTRATOR TO EXECUTE A CONTRACT WITH PERFECTION GROUP, INC., FOR A SPLIT SYSTEM REPLACEMENT OF THE HEATING & AIR CONDITIONER UNIT AT THE ADMINISTRATION BUILDING, AT A TOTAL COST OF \$44,168.00 #19-133

Resolution to authorize the Administrator to execute a contract with Perfection Group, Inc, in the amount of \$44,168.00, for a split system replacement of the furnace and air conditioning unit at the Administration building.

Motion made by Mrs. Berding, second by Mr. McAbee to adopt Resolution #19-133
YES – Mrs. Berding, Mr. McAbee, Mrs. Hartkemeyer

RESOLUTION DECLARING NUISANCE AND ORDERING ABATEMENT ON THE PROPERTIES LISTED #19-134

Resolution declaring nuisance and ordering abatement on the properties listed below and further authorizing the Zoning Administrator to initiate complaint.

Motion made by Mr. McAbee, second by Mrs. Hartkemeyer to adopt Resolution #19-134

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

TOWNSHIP SCHEDULE

- Fairfield Township Board of Trustees Meeting, Wednesday, October 23, 2019 at 6:30 PM.
- Treat Street at Bridgewater Falls, Saturday, October 26, 2019 – 2:00 PM-4:00 PM.
- Trick or Treat – Thursday, October 31st, 2019, from 6:00 PM to 8:00 PM.

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BOARD MEMBER COMMENTS

Trustee McAbee – I attended the OKI annual banquet in Northern Kentucky today, the speaker was Congressman Massie. It was great to hear him speak and share his thoughts. There were about 400 people in attendance. I stopped by the open house for the schools at the Fire Station, residents were asking questions. Glad to be able to hear some of the comments and concerns going on in the school district.

Trustee Hartkemeyer – On behalf of American Heritage Girls Troup AG3130 out of the Church of Christ on Symmes Road, we want to thank the Township for allowing us to use this building. We had around 20 moms and daughters making fleece blankets, which will be delivered to the Veterans on October 26.

EXECUTIVE SESSION

Motion made by Mrs. Hartkemeyer, second by Mrs. Berding to enter Executive Session, in accordance with ORC 121.22 G (1) to consider the appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee and for 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 negotiation with other political subdivisions

ROLL CALL

Mrs. Hartkemeyer	Yes
Mr. McAbee	No – ORC 121.22 G (8)
Mrs. Berding	Yes

Adjourned into executive session at 7:53 PM

Trustee’s reconvened at 8:30 PM

ROLL CALL

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

RECORD OF PROCEEDINGS

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Motion made by Mr. McAbee, second by Mrs. Hartkemeyer to approve Mark Sons request for a voluntary disability separation as requested in his correspondence of October 8, 2019.

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

Motion made by Mrs. Hartkemeyer, second by Mrs. Berding to adjourn at 8:35 P.M. All in favor.

ROLL CALL

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

Minutes submitted by:

Shelly Schultz
Shelly Schultz, Fiscal Officer

Shannon Hartkemeyer
Shannon Hartkemeyer, President

Joe McAbee, Trustee

Susan Berding
Susan Berding, Trustee

Minutes Regular Trustee Meeting Meetings

Held October 9, 2019, Year

FAIRFIELD TOWNSHIP
RESOLUTION NO. 19-129

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: October 9, 2019

Board of Trustees

Shannon Hartkemeyer Shannon Hartkemeyer

Joe McAbee: Joe McAbee

Susan Berding Susan Berding

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 9th day of October, 2019.

ATTEST:

Shelly Schultz
Shelly Schultz, Fairfield Township Fiscal Officer

APPROVED AS TO FORM:

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

Minutes

Meetings

Regular Trustee Meeting

Held

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Shannon Hartkemeyer, Trustee
Joe McAbee, Trustee
Susan Berding, Trustee
Shelly Schultz, Fiscal Officer
Julie Vonderhaar, Administrator

**FAIRFIELD TOWNSHIP
RESOLUTION NO. 19-130**

**RESOLUTION AUTHORIZING THE TOWNSHIP TO ENTER INTO A COMMERCIAL CARD
ACCOUNT AGREEMENT WITH HUNTINGTON NATIONAL BANK.**

WHEREAS: The Fairfield Township Board of Trustees desires to enter into a Commercial Card Account Agreement with Huntington National Bank in order to accept credit cards for payments of Township services; and

WHEREAS: The Board, having reviewed the Township's policy on credit card use, finds it to be in the best interest of the health, safety, and welfare of the residents of Fairfield Township that the Township be authorized to enter into a Commercial Card Account with Huntington National Bank.

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

SECTION 1: The Board does hereby authorize entering into a Commercial Card Account Agreement with Huntington National Bank in the form of the Agreement attached hereto as Exhibit "A", subject to modifications approved by the Township Law Director on terms not adverse to the Township.

SECTION 2: The Board does hereby authorize that the Township Administrator be authorized to execute the Commercial Cards Account Agreement and related documents with Huntington National Bank substantially in the form attached hereto as Exhibit "A", subject to modifications approved by the Township Law Director as authorized herein.

SECTION 3: 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 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 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 6: This resolution shall take effect at the earliest period allowed by law.

Adopted: October 9, 2019

Board of Trustees

Vote of Trustees

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

yes
yes
yes

RECORD OF PROCEEDINGS

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Minutes

Regular Trustee Meeting Meetings

Held

October 9, 2019, Year

Page 2 Res No. (19-130)

AUTHENTICATION

This is to certify that this is a resolution which was duly passed, and filed with the Fairfield Township Fiscal Officer this 9th day of October, 2019.

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 October 9, 2019, Year

FAIRFIELD TOWNSHIP
RESOLUTION NO. 19-131

RESOLUTION TO AUTHORIZE THE PURCHASE OF THREE IN-CAR CAMERA SYSTEMS AND SOFTWARE EQUIPMENT FOR THE THREE NEW POLICE DEPARTMENT SUV'S FROM WATCHGUARD, IN THE TOTAL AMOUNT OF \$28,035.00.

WHEREAS: It has been determined there exists a need to purchase in-car camera systems and software equipment for the three new police department SUV's; and

WHEREAS: The cost for the three in-car camera systems and software equipment totals \$28,035.00; and

WHEREAS: The in-car camera systems and software will be purchased out of Fund No. 2191;

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 three in-car camera systems and software equipment for the three new Police Department SUV's from WatchGuard, in the total amount of \$28,035.00, as set forth on the attached 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: October 9, 2019

Board of Trustees

Shannon Hartkemeyer: Shannon Hartkemeyer

Joe McAbee: Joe McAbee

Susan Berding: Susan Berding

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

Minutes Regular Trustee Meeting Meetings

Held October 9, 2019, Year

FAIRFIELD TOWNSHIP
RESOLUTION NO. 19-132

RESOLUTION TO AUTHORIZE INSTALLATION OF EQUIPMENT FOR THE THREE NEW POLICE DEPARTMENT SUV'S FROM P & R COMMUNICATIONS SERVICE, INC., IN THE TOTAL AMOUNT OF \$52,797.00.

WHEREAS: The Police Chief has recommended outfitting of the three new Police Department vehicles with various pieces of new equipment as the old equipment cannot be retrofitted to the new vehicles; and

WHEREAS: The Board has received a quote from P & R Communications Service, Inc. for the installation of such equipment at a total cost of \$52,797.00; and

WHEREAS: This will be purchased out of Fund No. 2191:

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 installation of equipment for the three new Police Department SUV's by P & R Communications Service, Inc., in the total amount of \$52,797.00, as set forth on the attached 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: October 9, 2019

Board of Trustees

Vote of Trustees

Shannon Hartkemeyer: Shannon Hartkemeyer

yes

Joe McAbee: Joe McAbee

yes

Susan Berding: Susan Berding

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

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FAIRFIELD TOWNSHIP
RESOLUTION NO. 19-133

RESOLUTION TO AUTHORIZE THE ADMINISTRATOR TO EXECUTE A CONTRACT WITH PERFECTION GROUP, INC., IN THE AMOUNT OF \$44,168.00, FOR A SPLIT SYSTEM REPLACEMENT AND INSTALLATION OF THE HEATING AND AIR CONDITIONING UNIT AT THE ADMINISTRATION BUILDING.

WHEREAS: The existing heating and air conditioning system at the Administration Building has failed to operate; and

WHEREAS: The existing system is 40 (forty) years old and the service company recommends its replacement; and

WHEREAS: The selected bid provides the lowest, best bid, for the desired job; and

WHEREAS: This will be purchased out of Fund No. 1000;

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 a contract with Perfection Group, Inc., in the amount of \$44,168.00, for replacement of a heating and air conditioning unit at the Administration Building, 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: October 9, 2019

Board of Trustees

Shannon Hartkemeyer: Shannon Hartkemeyer

Joe McAbee: Joe McAbee

Susan Berding: Susan Berding

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 9th day of October, 2019.

RECORD OF PROCEEDINGS

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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 *October 9,* *2019,* Year

FAIRFIELD TOWNSHIP
RESOLUTION NO. 19-134

RESOLUTION DECLARING NUISANCE AND ORDERING ABATEMENT ON THE
PROPERTIES LISTED BELOW AND FURTHER AUTHORIZING THE ZONING
ADMINISTRATOR TO INITIATE COMPLAINT.

WHEREAS: Uncontrolled vegetation, unsecured property, and/or refuse, junk and debris were reported at the properties listed below; and

- 5547 Wanda Way – Junk Vehicle
- 6282 Old Stone Court - High Grass
- 7607 Schroeder Court – Commercial Vehicle
- 6884 Beagle Drive – Recreational Vehicle
- 6884 Beagle Drive – Junk Vehicle

WHEREAS: The Ohio Revised Code Section 505.87 provides that, at least seven days prior to providing for the abatement, control or removal of any vegetation, garbage, refuse or debris, or securing the property, the Board of Trustees shall notify the owner of the land and any holders of liens of record upon the land; and

WHEREAS: The Ohio Revised Code Section 505.87 provides that, if the Board of Trustees determines within twelve consecutive months after a prior nuisance determination that the same owner's maintenance of vegetation, garbage refuse, or other debris on the same land in the township constitutes a nuisance, at least four days prior to providing for the abatement, control or removal of the nuisance, the Board must send notice of the subsequent nuisance determination to the landowner and to any lienholders of record by first class mail; and

WHEREAS: In accordance with Ohio Revised Code Section 505.87, the Township Trustees have the authority to contract to abate the nuisances and have the costs incurred assessed to the property tax bills;

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

SECTION 1: That this Board specifically finds and hereby determines that the uncontrolled growth of vegetation and/or the refuse and debris on each of the said properties listed above constitute a nuisance within the meaning of Ohio Revised Code Section 505.87, and the Board directs that notice of this action be given to owners of the said property and lienholders in the manner required by Ohio Revised Code Section 505.87.

SECTION 2: That this Board hereby orders the owners of said property to remove and abate the nuisances within seven days after notice of this order is given to the owners and lienholders of record, and within four days after notice of this order is given to the owners and lienholders of record for properties previously determined to be a nuisance. If said nuisances are not removed and abated by the said owners, or if no agreement for removal and abatement is reached between the Township and the owners and lienholders of record within four or seven days after notice is given, the Zoning Administrator shall cause the nuisances to be removed, and the Township shall notify the County "Auditor to assess such cost plus administrative expense to the property tax bills for the said parcel, as provided in Ohio Revised Code Section 505.87.

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SECTION 3: The Board hereby dispense 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 4: 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 5: 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 6: This resolution shall be declared an emergency and shall take effect at the earliest period allowed by law and to facilitate remediation of the nuisance throughout the growing season.

Adopted: October 9, 2019

Board of Trustees

Shannon Hartkemeyer: Shannon Hartkemeyer

Joe McAbee: Joe McAbee

Susan Berding: Susan Berding

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 9th day of October, 2019.

ATTEST:

Shelly Schultz
Shelly Schultz, Fairfield Township Fiscal Officer

APPROVED AS TO FORM:

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