

Minutes Work Session Meetings

Held December 13, Year 2017

The Fairfield Township Trustees held a Work Session Wednesday, December 13, 2017, at the Administration Building, 6032 Morris Road, Hamilton, OH 45011, for the purpose of conducting Township business. Meeting was called to order by Mrs. Berding, president of Board, at 6:00 p.m.

ROLL CALL

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

APPROPRIATIONS REVIEW FOR 2018

Mrs. Vonderhaar – Stated Nancy Bock started to work on appropriations so I went through her calculations to make sure I understood and made notes to help you understand the calculations. I spent time with each department head and talked through their needs for 2018. We are looking at adding full time personnel in both the police and fire departments. Been looking at a new furnace and air conditioning service provider for all our buildings. I have looked at leasing new printers and a plotter and updating our phone system. I have built these items into our appropriations.

Mrs. Hartkemeyer – Would be interested in hearing about variations between last year to this year. Maybe go department by department to hit the highlights.

Mrs. Vonderhaar – One of the highlights in the general fund is paving. The paving behind the fire house came in very high and checking to make sure this is correct. Another highlight, upgrading the printers and leasing a plotter, this will be a change but not a significant hit to the budget. The air conditioning and furnace contract is already built into the contract, not a significant change, just an improvement. One item we did add in the Service Department is the retro fit to the 4 beds and a service truck with dump capabilities to replace the old one. This has been added under the motor vehicle and general fund. This is the largest change.

Fire and Police stayed similar, the change came in with the use of the Safety Service Levy. Also, increase Police Department by 2 full time employees and Fire Department by 6 full time employees.

Chief Thomas - We looked at expenditures to date through this year comparing what was actually spent versus what was appropriated. The biggest change we made was in the salary account. Last year we budgeted 1.6; this year we increased to 1.85 with the anticipation of new full time positions. We made a similar change in the EMS account. We are not anticipating buying any new vehicles. We are looking at hiring 6 full time employees and eliminating 2 – 24-hour part time positions. The first year cost will be \$471,000.00 for salaries and benefits.

Mr. McAbee – Why are we not budgeting money for the Fire Station? Where are we on the building, location and construction? Will the building be built this year?

Mrs. Vonderhaar - This has been noticed in the RFQ, in the Journal and will be in the Enquirer tomorrow, we are accepting submittals until December 28. The location is a Board decision. We have discussed somewhere on the land we purchased, possibly the corner of Hamilton Mason and Gilmore.

Ken Geis – We are moving forward with this project. We are accepting proposals until the end of the year on this project. I believe it is possible this project could be completed in 2018. We have different funding available to the Board.

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Mr. McAbee – Are we budgeting any money from the TIF account for the new Fire Station? I would like to see this project be our focus for 2018. We need to pick a location and use the TIF money to get started.

Mrs. Vonderhaar – I have not, I would like the Boards direction on that. I have built in a bond of 4 million.

Mrs. Berding – We can look at making a decision on the location late January early February.

Mrs. Hartkemeyer – Would like to see a financial menu put together by Ken Geis and Julie Vonderhaar on the different financing options available.

Chief Chabali – In the total Police salary and benefits we have kept the Sergeant position open since August, we will be filling that tonight. We have 2 vacant officer positions which we have been filling with overtime. We are looking at purchasing rifles and cruiser cams and/or body cams. We have two contractors that are looking at remodeling our building.

Jeff Bennett – We would like to retro fit 4 of our plow trucks with new hydraulic systems, dump bodies and new electrical systems. I believe we can get 80,000 to 100,000 miles out of these trucks. We are looking at \$150,000.00 to \$160,000.00 and we will have a complete new line of trucks. On the request for a new dump truck we need a larger truck than 2.5 tons. Discussed paving issues for 2018.

Mrs. Vonderhaar – Received a quote for sealing the walking paths, basketball courts and parking lots for our 2 parks and Police, Fire and Administration lots. The bid is for \$25,000, which has been built in the budget.

I have reached out to Wayne Bastin and he is giving me an engagement letter about closing out the books for the Township and the CIC. Should receive his quote next week and will forward to the Board.

Motion made by Mrs. Berding, second by Mrs. Hartkemeyer to adjourn work session at 6:51 p.m. All in favor.

Minutes submitted by:

Patty K. Moore
Patty K Moore, Deputy Fiscal Officer

Susan Berding
Susan Berding, President

Joe McAbee
Joe McAbee, Trustee

Shannon Hartkemeyer
Shannon Hartkemeyer, Trustee