

Minutes Special Trustee Meeting Meetings

Held July 6, Year 2017

The Fairfield Township Trustees held a Special Trustee Meeting Thursday, July 6, 2017, at the Administration Building, 6032 Morris Road, Hamilton, OH 45011. Meeting was called to order by Mrs. Berding, President of Board, at 6:31 PM.

ROLL CALL

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

Motion made by Mrs. Berding, second by Mr. McAbee to name Mrs. Hartkemeyer as Fiscal Officer Pro Temp. All in favor.

PLEDGE OF ALLEGIANCE was honored.

NEW BUSINESS

Motion made by Mrs. Berding, second by Mrs. Hartkemeyer to go to Executive Session at 6:33 P.M. pursuant to Ohio Revised Code 121.22 (G)(1) to discuss the employment and compensation of public employees and to interview potential Police Chief candidates.

AFTER THE EXECUTIVE SESSION A RESOLUTION REGARDING THE ADMINISTRATOR'S CONTRACT.

ROLL CALL VOTE

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

Trustees reconvened at 8:56 PM

ROLL CALL

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

RESOLUTION TO APPROVE INSURANCE RENEWAL #17-71A
Resolution to authorize the Administrator to sign the renewal contract with Humana for healthcare.

Motion made by Mrs. Berding, second by Mr. McAbee to adopt Resolution #17-71A as amended.

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

Motion made by Mr. McAbee to table Resolution #17-72 due to the fact it was not advertised that action would be taken at this meeting, and his concern about the secret process in dealing with this resolution. **Mr. Barbieri** – Law Director stated that in his opinion the notice was reasonable and that action may be taken at this meeting. Motion failed due to no second.

RESOLUTION APPROVING EMPLOYMENT AGREEMENT OF ADMINISTRATOR #17-72

Resolution approving employment agreement of Township Administrator Julie Vonderhaar.

Motion made by Mrs. Berding, second by Mrs. Hartkemeyer to adopt Resolution #17-72.

YES – Mrs. Hartkemeyer, Mrs. Berding

NO - Mr. McAbee

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Motion made by Mrs. Berding, second by Mr. McAbee to adjourn at 9:07 PM
All in favor.

Minutes submitted by:

Nancy A. Bock
Nancy A. Bock, Fiscal Officer

Susan Berding
Susan Berding, President

Joe McAbee
Joe McAbee, Trustee

Shannon Hartkemeyer
Shannon Hartkemeyer, Trustee

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Held July 6 FAIRFIELD TOWNSHIP, Year 2017
AMENDED RESOLUTION NO. 17-71A

RESOLUTION TO AUTHORIZE THE ADMINISTRATOR TO SIGN RENEWAL CONTRACTS FOR HEALTHCARE BENEFITS

WHEREAS: Fairfield Township currently provides healthcare benefits to its employees and officials; and

WHEREAS: These benefits are due for renewal on August 1, 2017; and

WHEREAS: The Board of Trustees believes that renewing these benefits as set forth in the June 29, 2017 correspondence from Margaret J. Howsel of Assured Partners which is attached hereto, incorporated herein by reference and designated Exhibit A, will benefit the health, safety and welfare of Fairfield Township employees and officials;

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

SECTION 1: The Board of Trustees hereby authorizes the Administrator to sign renewal contracts for healthcare for all Fairfield Township full time employees and elected officials that participate along with their covered family members as set forth in Exhibit A.

SECTION 2: The Trustees of Fairfield Township do hereby dispense with the requirement that this resolution be read on two separate days, pursuant to RC 504.10, and do authorize 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.

Effective: July 6, 2017

Board of Trustees

Vote of Trustees

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

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AUTHENTICATION

This is to certify that this is a resolution which was duly passed, and filed with the Fairfield Township Fiscal Officer, this 17 day of July, 2017.

ATTEST:

Nancy A Bock
Nancy Bock, Fairfield Township Fiscal Officer

APPROVED AS TO FORM:

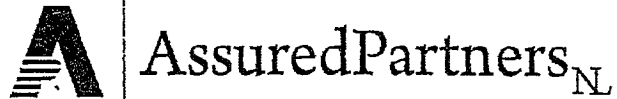
L. E. Barbieri
Lawrence E. Barbieri, Township Law Director

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Held July 6, Year 2017

5095 East Galbraith Road, Suite 5000
Cincinnati, OH 45236
P 513.624.1762

www.assuredptrnl.com



June 29, 2017

Julie Vonderhaar
Administrator
Fairfield Township
6032 Morris Road
Hamilton, OH 45011

RE: 2017 Group Benefit Renewal Recommendation

Julie:

We were able to negotiate with both Humana and Dental Care Plus this year for your August 1 renewals and I am extremely happy with our final recommendations:

- The current Humana medical option is being eliminated in 2017, however, Humana has mapped your group to a very similar option, which we recommend implementing effective August 1. The initial renewal received from Humana was an increase of 19.1%. We requested and received a "no shop" offer from Humana for a 12% increase. In addition, we obtained an offer from Humana for 1% off the medical increase of 12% for every line of coverage we moved to Humana. We requested quotes from Humana for dental, vision, life, voluntary life and short-term disability for consideration.
- Dental Care Plus's initial proposed increase was 5%, which we negotiated to 2%. Based on issues with the Humana dental network in your area, we recommend keeping the dental with DCP effective August 1.
- The current vision plan rates are in a rate guarantee with Vision Care Plus-Avesis, however, the move to Humana and small increase in rates is recommended to receive an additional 1% off the medical rates effective August 1.
- Your Basic Life and AD&D with Reliance Standard will increase slightly at renewal on August 1. Humana was able to match both the Basic Life and AD&D benefits and the current rates. We recommend moving this plan to Humana and receiving another 1% off the medical rates effective August 1.
- Reliance Standard is renewing the Voluntary Life rates at current, but we recommend moving the plans with the Basic Life/AD&D to Humana. This will impact the medical rates by another 1% for August 1.
- The short-term disability plan with The Standard came up for renewal on May 1 with a rate change from \$0.328 to \$0.379. Because we plan to shop the plan with Humana at renewal, we allowed the renewal and recommend moving the plan to Humana for August 1, with another 1% off the medical rates.

Julie, the potential increase to billed premium for all plans to which the Township contributes is 7.2% overall. This does not include the Humana Go365 wellness incentive that, based on incentives from 8/1/16 to 6/1/17, would average about \$1,275 per month. The Township's portion of that incentive would offset the increase by almost 35%.

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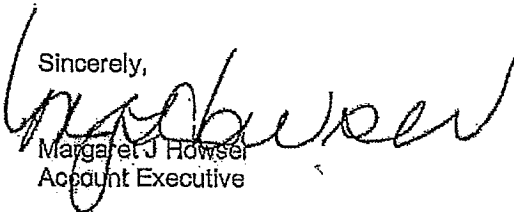
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I have included a current premium versus recommended premium exhibit summarizing the monthly costs and annual totals. In addition, I took the liberty of updating a draft Open Enrollment Announcement for employees and will order Humana and Dental Care Plus packets once we have the Trustees' final approval.

If you have any questions on these recommendations or need anything additional from me, please let me know. Thank you!

Sincerely,



Margaret J. Howse
Account Executive



Assured
NEACE LUKENS

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**FAIRFIELD TOWNSHIP
RESOLUTION NO. 17-72**

**RESOLUTION APPROVING EMPLOYMENT AGREEMENT OF TOWNSHIP
ADMINISTRATOR JULIE VONDERHAAR**

WHEREAS, Ohio Revised Code Section 505.031 authorizes boards of township trustees to appoint a township administrator who shall be the administrative head of the township under the direction and supervision of the board; and

WHEREAS, Ohio Revised Code Section 505.032 sets out the powers and duties of the township administrator, to be performed under the direction of the board of trustees; and

WHEREAS, Julie Vonderhaar has served as Township Administrator pursuant to an Agreement which has now expired.

WHEREAS, the Board of Trustees desires to enter into a new Employment Agreement appointing Julie Vonderhaar Township Administrator, and Julie Vonderhaar desires to agree to such Employment Agreement.

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

SECTION 1: The Board of Trustees hereby approves the Employment Agreement of Julie Vonderhaar to serve as Township Administrator which is attached hereto, incorporated herein and designated Exhibit A.

SECTION 2: 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 3: 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 4: That the Board by a majority vote hereby dispenses with the requirement that this Resolution be read on two separate days and hereby authorizes the adoption of the Resolution upon its first reading.

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

Effective: July 6, 2017

Board of Trustees
Shannon Hartkemeyer: Shannon Hartkemeyer
Susan Berding: Susan Berding
Joe McAbee: _____

Vote of Trustees
yes
yes
No

RECORD OF PROCEEDINGS

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AUTHENTICATION

This is to certify that this is a resolution which was duly passed, and filed with the Fairfield Township Fiscal Officer, this 17 day of July, 2017.

ATTEST:

Nancy A. Bock
Nancy Bock, Fairfield Township Fiscal Officer

APPROVED AS TO FORM:

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

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**EMPLOYMENT AGREEMENT BETWEEN
JULIE VONDERHAAR
&
THE FAIRFIELD TOWNSHIP BOARD OF
TRUSTEES**

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ARTICLE 1

EMPLOYMENT AGREEMENT

The intent of this Agreement is to ensure an efficient and uninterrupted level of service to Fairfield Township as well as provide security, commitment and severance to the position of Township Administrator (Administrator). This Agreement does not confer any additional right or interest that is not permitted by the Ohio Revised Code. Moreover, this Board and subsequent Boards shall retain the right to terminate the employment of the Administrator, with or without cause and without a hearing at any time. This Agreement is entered into by and between the Board of Trustees of Fairfield Township (Board) and Julie Vonderhaar (Administrator) this 6th day of July 2017. The term of this Agreement will be one year.

ARTICLE II

DUTIES

The Administrator shall, under the direction of the Board of Trustees:

- (1) Assist in the administration, enforcement and execution of the policies and resolutions of the Board;
- (2) Supervise and direct the activities and the affairs of the divisions of township government under the control or jurisdiction of the Board;
- (3) Attend all meetings of the Board at which the Administrators' attendance is required;
- (4) Recommend measures for adoption to the Board;
- (4) Prepare and submit to the Board such reports as are required by the Board, and as the Administrator considers advisable;
- (5) Perform all duties as set forth in Ohio Rev. Code § 505.032;
- (6) The Board may assign to the Administrator, with due consideration to proper compensation, any office, position or

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duties under its control; such office, position and duties shall be performed under the direction and supervision of the Board and to be in addition to those set forth in this section.

ARTICLE III

TERMS AND CONDITION

- (1) The Administrator shall receive an annual salary of at least \$80,000 through July 1, 2018. On or near, July 1, 2018, and subsequent years beyond July 1, 2018, the Administrator may receive a salary increase or bonus to be determined by the Board of Trustees.
- (2) The Administrator may be reimbursed, at the direction of the Board of Trustees, for the purchase of equipment and services used in the performance of her duties.
- (3) The Administrator shall receive all benefits consistent with other full-time exempt employees as set forth in the Township Policy and Procedure Manual. In addition, the Administrator will receive a monthly car allowance of \$250.00.
- (4) If the Board of Trustees reduces any Provision of this Article (III Terms and Conditions), the Administrator may exercise all rights set forth in Article IV (1), Termination and Severance.

ARTICLE IV

TERMINATION AND SEVERANCE

- (1) If the Administrator is removed from office without cause and without a hearing during the term of this Agreement, the Board as severance shall: compensate the Administrator a sum based upon 2 months of pay as Township Administrator; payment of all accrued but unused sick hours; payment of all accrued but unused vacation hours; all based upon the final annual salary or the highest annual salary, whichever is greater.

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- (2) The Administrator shall be required to give the Board at least 30 calendar days' notice of her intent to voluntarily terminate her employment. Upon voluntary separation from employment, or termination with cause from Fairfield Township the Administrator shall be paid all unused but accrued vacation, personal and holiday pay.

ARTICLE V

MISCELLANEOUS

- (1) If any provision of this Agreement is held to be invalid, unenforceable or void, this shall not affect the validity or enforceability of the remainder of the Agreement.
- (2) This Agreement supersedes and replaces all previous Agreements or contracts.

ARTICLE VII

MODIFICATIONS

It is assumed that the composition of the Board of Trustees may change during the duration of this Agreement or future modifications to this Agreement. Therefore, the Board and the Administrator may mutually elect to modify the terms and conditions of this Agreement at any time.

ARTICLE VII

DURATION

This Agreement is for a term of 1 year. However, the Board or the Administrator may terminate this Agreement at any time consistent with the Termination and Severance (Article IV) provisions of this Agreement.

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ARTICLE VIII
BINDING EFFECT

This Agreement shall be binding on the Board and the Administrator and the successors, assigns and heirs respectively.

Executed this 6th day of July, 2017.

Shannon Hartkemeyer
Shannon Hartkemeyer, Trustee

Julie Vonderhaar
Julie Vonderhaar, Administrator

Susan Berding
Susan Berding, Trustee

Approved as to form:

L.S. Barbieri
Lawrence Barbieri
Law Director

Joseph McAbee, Trustee

Nancy A. Bock
Nancy Bock, Fiscal Officer

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July 27, 2017

Mr. McAbee refused to sign this Resolution and the contract when presented to him.

Nancy A. Bock
Nancy A. Bock

Fiscal Officer