

Fairfield Township, Butler County Community Improvement Corporation (CIC)
Quarterly Meeting
Tuesday, March 19, 2024, 8:30 AM

MINUTES

Called to order at 8:30 AM by Chuck Goins, President

Motion made by Mr. Goins, second by Mrs. Hartkemeyer to appoint Dianne French Clerk Pro Tem.

All in favor.

ROLL CALL:

Mrs. Vonderhaar	Present
Mr. Goins	Present
Ms. Schultz	Absent
Mr. Berding	Present
Mrs. Hartkemeyer	Present
Mr. McAbee	Present
Mr. Oler	Absent
Mr. Philpot	Absent

Pledge of Allegiance

Motion made by Mrs. Hartkemeyer, second by Mrs. Vonderhaar to accept the resignation of Michael Oler from the CIC Board.

All in favor.

Motion made by Mr. Berding, second by Mrs. Hartkemeyer to approve the CIC Meeting Minutes from December 12, 2023.

YES – Mr. Goins, Mr. McAbee, Mrs. Hartkemeyer, Mr. Berding, Mrs. Vonderhaar, Mr. Philpot
Absent – Ms. Schultz

NEW BUSINESS

- Approve meeting dates for 2024 – June 11, September 10 and December 10.

Motion made by Mr. Berding, second by Mr. Goins to move June 11 meeting to June 18.
All in favor.

- Land Bank Update – Chuck Goins

Currently Land Bank is not assisting us anymore. There are some staffing issues. They have currently gotten away from assisting townships with that process. They are exploring other options for securing other blighted land. Staff will look at different options.

- Habitat for Humanity/Neighborhood Housing Services Update – Chuck Goins

At the next CIC meeting the Neighborhood Housing Services will be prepared to receive a number of properties from CIC. This is for construction of single family homes.

- Financial Update – Chuck Goins (per attached, no updates).

Motion made by Mr. McAbee, second by Mr. Berding to appoint Joseph Statzer as member of the CIC Board.

All in favor.

Motion made by Mr. Berding, second by Mrs. Hartkemeyer to appoint Mr. Goins as Executive Director of CIC Board.

All in favor.

Mr. Goins - I'd like to briefly discuss about specifically the executive director position and the president position. Historically staff members have been appointed to executive director position. And that makes the most sense. Currently I'm appointed president of the board. Through some discussions with some local professionals on this matter since the administrator does sign legal documents representing the board of trustees, specifically for property transfers and to avoid conflicts it would make sense for an elected official to hold this seat. Through conversation with Julie, she and I would be fine with me being the executive director on this board and it would also make sense to clearly avoid any conflicts would be to have Julie step down from the CIC Board.

Lawrence E. Barbieri, Assistant Law Director – This is a common practice and I think would make sense. It makes it a little bit difficult if she is signing something on behalf on the board and also signing on behalf of the CIC board.

Motion made by Mr. Berding, second by Mrs. Hartkemeyer to appoint Mr. Goins as Executive Director.

All in favor.

Motion made by Mr. Berding, second by Mr. Goins to appoint Shannon Hartkemeyer as President of CIC Board.

All in favor.

Motion made by Mr. Berding, second by Mr. McAbee to appoint Mr. Philpot as Vice President of CIC Board.

All in favor.

Motion made by Mr. Goins, second by Mr. McAbee to appoint Ms. Shultz as Treasurer/Secretary of CIC Board.

All in favor.

Motion made by Mrs. Hartkemeyer, second by Mr. Goins to adopt the Fairfield Township Public Records Policy for year 2024.

Mr. Goins - This is accepting what the Fairfield Township's records policy is as the same for the CIC board.

Lawrence E. Barbieri, Assistant Law Director - The bylaws for the CIC actually state that.

All in favor.

Motion made by Mr. Goins, second by Mr. Berding to accept resignation of Mrs. Vonderhaar.

All in favor.

Motion made by Mr. Goins, second by Mr. Philpot to adjourn at 8:44 AM
All in favor.

ROLL CALL

Mrs. Vonderhaar	Yes
Mr. Goins	Yes
Ms. Schultz	Absent
Mr. Berding	Yes
Mrs. Hartkemeyer	Yes
Mr. McAbee	Yes
Mr. Philpot	Yes

President declares meeting adjourned 8:44 AM