

**RECORD OF PROCEEDINGS
REGULAR TRUSTEE MEETING HELD MARCH 10, 2021**

The Fairfield Township Trustees held a Regular Trustee Meeting Wednesday, March 10, 2021, at the Administration Building, 6032 Morris Road, Fairfield Township, OH 45011, for conducting Township business. Meeting was called to order by Mrs. Berding, Trustee Chairperson, at 7:02 PM.

ROLL CALL

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

INVOCATION: Pastor Mark Wilson, North Fairfield Baptist Church

PLEDGE OF ALLEGIANCE

ITEMS FOR BOARD DISCUSSION

- Full Time Administrative Assistant – Fire Department

Mrs. Vonderhaar – In 2013 there was a part time position available but at the time there were some budget issues, and this was put on hold. Chief Thomas and Assistant Chief Matt Schumann have been taking care of phone calls, paperwork, etc. This position would be very similar to the police clerk. This would free up a great deal of time for Chief and Assistant Chief. Chief has asked if you would consider a full-time position with a starting salary of \$18.00 per hour.

Mr. McAbee - I'd like to see some numbers. Do we want to jump to full time?

Mrs. Berding – I'd like to see some more detailed job description. Does this require full or part time?

Mrs. Hartkemeyer - I'd like more information on this too; job description, types of duties, estimated cost, where salary would be allocated from and I would like to know if this is going to be full time or part time.

Mrs. Berding – We can discuss next meeting.

Mr. McAbee - Have we been able to order benches for park?

Mrs. Vonderhaar - I have priced them out but haven't ordered. Do you know how many and where you'd like to place?

Mr. McAbee - I think we should move on this; maybe a couple, two or three.

FISCAL OFFICER'S RECOMMENDATIONS AND REPORTS

Ms. Schultz – Fund summary for the month of February; monthly revenue \$300,000 and monthly expenses about \$1.3 Million. Majority were payments from the project fund for Police and Service Building. The purchase order still has \$366k on it.

Mrs. Berding – Next meeting can we have the final numbers for the Service Building?

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Motion made by Mrs. Berding, second by Mr. McAbee to suspend the reading of the minutes of the Regular Trustee Meeting, January 27, 2021.

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

Motion made by Mrs. Berding second by Mr. McAbee to approve the minutes of the Regular Trustee Meeting, January 27, 2021.

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

Motion made by Mrs. Berding, second by Mr. McAbee to suspend the reading of the minutes of the Regular Trustee Meeting, February 10, 2021.

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

Motion made by Mrs. Berding second by Mr. McAbee to approve the minutes of the Regular Trustee Meeting, February 10, 2021.

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

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

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

ADMINISTRATOR’S REPORT

Mrs. Vonderhaar – Congratulations to the Board. It’s a beautiful project and you all had that vision. Spring Clean up will be in tandem with the Rock the Block. We are able to secure all the vendors.

RESOLUTION TO APPROVE OPEN PURCHASE ORDER BALANCES #21-41

Resolution to approve open purchase order balances.

Motion, made by Mrs. Berding, second by Mr. McAbee to adopt Resolution #21-41.

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

RESOLUTION TO APPOINT GARRETT HAWKINS AS A FULL-TIME SERVICE DEPARTMENT EMPLOYEE, AT AN HOURLY RATE OF \$21.64, EFFECTIVE HIRE DATE MARCH 10, 2021, WITH A 12-MONTH PROBATIONARY PERIOD

#21-42

Resolution to appoint Garrett Hawkins as a full-time Service Department employee, at an hourly rate of \$21.64, effective hire date March 10, 2021, with a 12-month probationary period.

Motion, made by Mrs. Berding, second by Mr. McAbee to adopt Resolution #21-42.

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

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*****TABLED*****

RESOLUTION AUTHORIZING THE ADMINISTRATOR TO APPLY FOR THE
ODNR CLEAN OHIO TRAILS GRANT #21-43

Motion, made by Mrs. Hartkemeyer, second by Mr. McAbee to table Resolution #21-43.
YES – Mrs. Berding, Mr. McAbee, Mrs. Hartkemeyer

RESOLUTION TO APPROVE ADDITIONAL PARKING SPACES AT THE
FAIRFIELD TOWNSHIP ADMINISTRATION BUILDING FOR PARKING AT THE
HEROES' PARK #21-44

Resolution to approve additional parking spaces at the Fairfield Township
Administration building for parking at The Heroes' Park.

Motion, made by Mrs. Hartkemeyer, second by Mrs. Berding to adopt Resolution #21-44.

Mrs. Berding - This is something we talked about last Fall. This will be adding up to
29 additional parking spaces.

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

RESOLUTION AUTHORIZING THE BUTLER COUNTY ENGINEER TO MANAGE
THE PRINCETON ROAD CULVERT REPLACEMENT #21-45

Resolution authorizing the Butler County Engineer to manage the Princeton Road
Culvert Replacement.

Motion, made by Mr. McAbee, second by Mrs. Berding to adopt Resolution #21-45.

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

RESOLUTION DECLARING NUISANCE AND ORDERING ABATEMENT ON
THE PROPERTIES LISTED BELOW AND FURTHER AUTHORIZING THE
ZONING ADMINISTRATOR TO INITIATE COMPLAINT #21-46

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. Berding to adopt Resolution #21-46.

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

ANNOUNCEMENTS

- Zoning Commission Meeting – Wednesday, March 17, 2021 at 7 PM – This will be for Johnson's Market.
- Fairfield Township Board of Trustees Meeting – Wednesday, March 24, 2021 at 7 PM

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BOARD MEMBER COMMENTS

Mr. McAbee - Ribbon cutting was very nice for the Public Works Building. This is something we've needed for a long time. What should we do with the old building?

Mrs. Berding - I was able to stop by Laser Imaging and Design and see the new granite for the Veterans Park. It is amazing. They will be very large and prominent.

EXECUTIVE SESSION

Motion made by Mrs. Berding, second by Mrs. Hartkemeyer to enter Executive Session, in accordance with:

1. ORC 121.22 G (1) To consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee.
2. ORC 121.22 G (8) To consider confidential information related to the marketing plans or specific business strategy for economic development assistance, or to negotiations with other political subdivisions respecting requests for economic development assistance.

ROLL CALL

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

Adjourned into executive session at 7:46 PM

Trustee's reconvened at 8:09 PM

No action will be taken as a result of Executive Session.

ROLL CALL

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

Motion made by Mrs. Berding, second by Mr. McAbee to adjourn at 8:10 P.M.
All in favor.

ROLL CALL

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

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Minutes submitted by:

Shelly Schultz, Fiscal Officer

Susan Berding, Trustee Chairperson

Shannon Hartkemeyer, Trustee Vice Chairperson

Joe McAbee, Trustee

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