

**RECORD OF PROCEEDINGS**  
**SPECIAL TRUSTEE MEETING HELD AUGUST 27, 2024**

The Fairfield Township Trustees held a Special Trustee Meeting Tuesday, August 27, 2024, at the Administration Building, 6032 Morris Road, Fairfield Township, OH 45011, for conducting Township business. Meeting was called to order by Mrs. Hartkemeyer at 8:30 AM.

**Motion** made by Mrs. Hartkemeyer, second by Mr. Berding to appoint Dianne French Clerk Pro Tem.  
All in favor.

**ROLL CALL:** Clerk Pro Tem, Dianne French

Trustee Chairperson, Shannon Hartkemeyer	Present
Trustee Vice Chairperson, Michael Berding	Present
Trustee, Joe McAbee	Present

**PLEDGE OF ALLEGIANCE**

**RESOLUTIONS**

RESOLUTION AUTHORIZING THE CREATION OF A FULL-TIME DEPUTY CHIEF POSITION IN THE FIRE DEPARTMENT #24-117

**Chief Berter** - This is a replacement for the assistant chief position. Essentially a name change. The duties will be mainly training but will have daily operations on the fire side.

**Mrs. Hartkemeyer** - I think your ask was for 6 but only 3 of those are new.

**Motion** made by Mrs. Hartkemeyer, second by Mr. Berding to adopt Resolution #24-117.

All in favor.

RESOLUTION AUTHORIZING THE CREATION OF THREE FULL-TIME FIREFIGHTER/PARAMEDIC POSITIONS IN THE FIRE DEPARTMENT #24-118

**Chief Berter** - Increasing our full-time numbers essentially stops the bleeding.

**Mrs. Hartkemeyer** - I'd like to commend Chief Berter for putting together a fantastic presentation.

**Mr. McAbee** - These are new positions we are hiring for. Three additional positions for lieutenants.

**Motion** made by Mr. McAbee, second by Mr. Berding to adopt Resolution #24-118.

All in favor.

**Mrs. Hartkemeyer** – This is another process improvement. We like to get our information in different ways. Depending on what your needs are I've asked staff to come up with this form. You can just fill this out. Staff wants to give us materials that we need. This form provides some clarification.

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**EXECUTIVE SESSION**

1. **ORC 121.22 (G) (1)** to consider the discipline, appointment, employment, or compensation of a public employee or official; and

**Motion** made by Mrs. Hartkemeyer, second by Mr. Berding to go into executive session

All in favor.

- President convenes executive session at 8:40 AM
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- President resumes regular meeting at 8.59 AM

**ROLL CALL**

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

**Motion** made by Mr. Berding, second by Mrs. Hartkemeyer to appoint Chuck Goins Clerk Pro Tem.

All in favor.

RESOLUTION APPROVING EMPLOYMENT AGREEMENT FOR TOWNSHIP ADMINISTRATOR JULIE VONDERHAAR #24-126

**Motion** made by Mr. Berding, second by Mr. McAbee to adopt Resolution #24-126.

YES – Mrs. Hartkemeyer, Mr. Berding

ABSTAIN – Mr. McAbee

RESOLUTION AUTHORIZING PAY RAISES FOR EMPLOYEES AS ATTACHED IN EXHIBIT A 6%. #24-127

**Motion** made by Mr. McAbee, second by Mr. Berding to adopt Resolution #24-127.

All in favor.

**ADJOURNMENT**

**Motion** made by Mr. Berding, second by Mr. McAbee to adjourn at 8:59 AM.

All in favor.

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Minutes submitted by:

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Shelly Schultz, Fiscal Officer

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Shannon Hartkemeyer, Trustee Chairperson

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Michael Berding, Trustee Vice-Chairperson

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Joe McAbee, Trustee