**Minutes of the Regular Council Meeting**

**March 18, 2019**

Mayor Shelton called the meeting to order. All stood and recited the Pledge of Allegiance to the flag. Those present were Robert Ernst, Sharon Lally, Don Kessel, Virginia Cammeresi and Russell Riffle. Dan Dockery was absent.

**Reading of the Minutes**

Mayor Shelton stated the February minutes had errors. February minutes will be approved at the next council meeting.

**Reading of the Bills and Bank Reconciliation**

Mayor Shelton asked for the reading of the bills and bank reconciliation. Mr. Riffle stated the February bills have been paid and bank statement has been reconciled. Mayor Shelton explained the $350,000 adjustment made on the February bank reconciliation had to do with the JED zone changing to Quick Books.

Mr. Riffle made a motion to approve the bills and seconded by Ms. Lally. All members present voted Aye.

**Communications** – Letter from Paul Hartinger, Hamilton County CIT Coordinator & Law Enforcement Liaison. He thanked Chief Bronson for supporting the Crisis Intervention Team training, and said Officer Caleb Kaminsky represented the Fairfax Police Department well.

**Committee Reports –** Mrs. Cammeresi reported that Chandra Buswell talked with the company who provides the rides for the festival, and the festival would be held on August 16/17. Next meeting on April 3.

**Mayor’s Monthly Report**

$10,552.01 was received in Mayors Court fines, forfeitures and fees for the month of
February, 2019. The mayor asked for a motion to approve the Mayor’s Monthly Report. Mr. Kessel made a motion to accept the Mayor’s Monthly Report, seconded by Ms. Lally. All present voted Aye. The Monthly Report has been approved.

**Fire Department’s Annual Report**

**Stats**

Total runs 2031

Station 47 (GM) 1192

Station 66 (Fairfax) 839

Fairfax 272 EMS

 100 Fire

**Staffing**

Staffing will continue to be a challenge given the current shortage of paramedic/firefighters willing to work part time. (It’s worth noting that it is a 2-year commitment to complete basic fire training, basic EMT and paramedic school. A college level anatomy and physiology course is also a required prerequisite for paramedic school). Our current daily staffing consists of two full time and two part time firefighters at each station. Being dependent on part timers for 50% of our staffing is not sustainable and alternative solutions need to be explored.

Our fulltime staff experienced some changes in 2018. Rick Himmelhaver retired and Bryan Schmidlap resigned to take a position with another fire department. Fortunately, the department had many excellent choices from the part time ranks and hired Jeremy Hoop and Andrew McKee to fill those positions.

**Administration**

An outside HR firm was hired (HR Elements) in early 2018 and conducted a comprehensive revive of all administrative policy’s and procedures. With their assistance, numerous policy’s and procedures were updated bringing the District into compliance with all applicable federal and state standards. They have also served as advisers on disciplinary actions, hiring, performance improvement and best practices. Our intent in the future is to have them conduct in house sensitivity training at each station.

Firefighter Brian Timmers successfully wrote a grant through the Ohio Bureau of Workman’s Compensation for Personal Protective Equipment. We were awarded close to $20,000 and purchased new protective hoods and gloves for every member of the department.

Captain Casey Ballman wrote a FEMA grant for new radios and MDC’s. The grants will be awarded in 2019. Captain Ballman is also currently working on a SAFER grant that would assist with funding for additional fulltime staff.

New software and tablets were purchased this year for conducting fire safety inspections. This new system allows our inspectors to take photos of any violations, complete reports in a neat professional manner and email each report to the business owner eliminating paper reports.

**Training**

Unfortunately, when budgets get tight, training dollars are the first to be reduced. This greatly diminished our ability to send our firefighters to outside training. We relied heavily on the expertise of our staff to conduct numerous in-house training sessions to maintain our skills and satisfy many of the continuing education requirements.

Our training officer Captain Rob Young has done an excellent job creating and implementing our training program on such a small budget and has reached out to neighboring departments to share the cost of some more costly courses.

We were able to send Captain Mike Rackley and FF Brian Timmers to Fire Investigation Class. They have subsequently joined the Hamilton County Fire Investigation Team.

**Operations**

After Golf Manor joined the District, it was clear that we could reduce our fleet of vehicles there by reducing associated cost such as insurance, fuel and maintenance. Two staff vehicles and a fire truck were sold for a total of approximately $30,000.

In 2016, Golf Manor Fire was awarded a FEMA grant for SCBA’s and face pieces. Enough units were purchased that we were able to outfit both stations with the new SCBA’s. We also utilized a refund from the BWC to purchase additional face pieces allowing each firefighter to be issued their own face piece.

The District implemented a fee schedule for conducting plans review and site inspections on all permitted new construction and renovations. Assistant Chief Timmers in charge of this program.

**Objectives for 2019**

1. Secure additional funding (2 mil levy)
2. Hire additional full-time firefighter
3. Hire part time fiscal officer
4. Mandatory daily fitness for all staff
5. Mandatory annual physical for all full-time staff
6. Conduct review of operational SOG’s and update

**Administrator’s Report**

**Community Reinvestment Application – Chrysler** The Village of Fairfax has received a CRA application from Chrysler for tax abatement on the property located at 3700 Red Bank Road. They are able to apply for a tax abatement on the new building on the property, but not the land. The total amount they will invest in the development is approximately $14,000,000. They have requested a 100% tax abatement on the new building for a period of 15 years. Our CRA is set up so that abatements up to 50% need approval by Council, but anything over that amount must receive school district approval.

Chrysler provided an Estimated Property Tax Generation sheet and the top portion shows the amount of real estate tax that is currently generated is $17,109 per year on the vacant land. Of that amount, the school district receives $12,752.

The bottom portion of the sheet shows the new estimated investment amount. A 100% abatement has been requested on the $7,481,250. However, you will see that the land value increases to over $3 million and that would be subject to full property tax. The total amount collected, even with a 100% abatement is $149,982 per year, of which $111,785 would go to the school district. After the abatement period, the school would then collect the full amount so their annual taxes would increase $350,000+ per year.

The school has 45 days to approve or deny the abatement request once the notice is sent to them. I intend to send out this notice tomorrow, assuming that council does not have any issues with me doing so.

Although the abatement mostly affects the school district, this project is estimated to bring in about 75 new employees to the Village at an annual payroll of $4.3 million. A revenue sharing agreement is required for any tax abatements that generate more than $1 million in new payroll annually. Fairfax and the Mariemont School Board would have to negotiate such an agreement to share in the $75,000 in new income taxes. We could certainly propose an agreement that would provide Fairfax with a high percentage of those funds since the Village will be providing police and fire/ems services, as well as infrastructure services to that area. We could propose a 90/10 split; an 85/15 split, or whatever council feels is appropriate. This agreement does not have to be completed by the time the CRA legislation is approved if the abatement goes forward, but does have to be completed within 6 months of any abatement or state law requires that the revenue sharing automatically becomes a 50/50 split between the municipality and the school district.

Resolution 3-2019 and Ordinances No. 14 and 15-2019 all have to do with the creation of an ESID (Energy Special Improvement District) in the Village of Fairfax. The DeBra-Kuempel company has formally petitioned that the Village create such a district. This program will allow for DeBra, and future companies in the Village, to apply for funds that would be used to pay for energy efficient improvements to new or existing buildings. The state statute requires that all municipalities must legally create the District, although the Village will not have any direct involvement in the payment of assessment for these energy improvements. The one thing that the Village must do is to appoint two members to the ESID Review Board that would meet once a year to make sure the items contained in an ESID agreement are being performed. The resolution lists my name as Council’s appointment to the Board and Mayor Shelton as the other appointee, which is automatic, by statute. If council wishes to discuss/change my appointment, that can be discussed this evening.

I have copies of the Cooperative Agreement and Special Assessment Agreement that Mr. Abes worked on with the attorneys for PACE. If Mr. Abes has anything else to add, he can do so at this time.

The residential street projects will start again soon. The planning and repaving of Elder, Grace, Roberts by Prus, including the correction of some of the curbs will be done starting at the end of the month or April. One of the new streets that will be on the list for this year is Nightingale Court. There are two storm sewers that are experiencing deterioration and small sink holes have developed in the planting strip which are protected by cones. Tim King will work with Mr. Huskey and myself on determining what other streets should be added to the list for this year. I should have more information to provide at the April ECC meeting.

**Police Chief Report** – Thanks for coming to the CPA meeting. Court will be held twice a month to split up the case load. Cameras at the Regency will have to be replaced because of a wiring issue that caused a surge to the cameras.

**New Business:**

**Resolution R3-2019**

Resolution R3-2019 A Resolution Approving a Petition for the Creation of Energy Special Improvement District Special Assessments for Special Energy Improvement Projects and a Plan for Public Improvements; Approving the Public Improvements; Approving the Necessity of Acquiring, Constructing, and Improving Certain Public Improvements and the Village of Fairfax, Ohio in Cooperation with the Village of Fairfax, Ohio Energy Special Improvement District Declaring an Emergency

Mayor Shelton asked for a motion to suspend the three readings. Ms. Lally made a

motion to adopt the resolution, seconded by Mr. Ernst. All present voted Aye. Motion was adopted.

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motion to adopt the resolution, seconded by Mr. Ernst. All present voted Aye. Motion was adopted.

**Resolution R4-2019**

Authorizing the Drawing of Warrants in Payment of Amounts Due Upon Contracts or Orders for Three Thousand Dollars or More Pursuant to a “Then and Now” Certificate, in Conformance with Revised Code Section 5705.41 (D)(1)

Mayor Shelton asked for a motion to adopt the resolution. Ms. Lally made a

motion to adopt the resolution, seconded by Mr. Ernst. All present voted Aye. Motion was adopted

**Ordinance 14-2019**

An Ordinance Determining to Proceed with the Acquisition, Construction, and Improvement of Certain Public Improvements in the Village of Fairfax, Ohio in Cooperation with the Village of Fairfax Ohio Energy Special Improvement District Declaring an Emergency

Mayor Shelton asked for a motion to suspend the three readings. Ms. Lally made a motion to suspend the three readings, seconded by Mr. Kessel. All present voted Aye. The motion was passed.

Mayor Shelton asked for a motion to adopt the ordinance. Ms. Lally made a

motion to adopt the ordinance, seconded by Mr. Kessel. All present voted Aye. Motion was adopted.

**Ordinance 15-2019**

Levying Special Assessments for the Purpose of Acquiring, Constructing, and Improving Certain Public Improvements in the Village of Fairfax, Ohio in Cooperation with the Village of Fairfax, Ohio Energy Special Improvement District Declaring an Emergency

Mayor Shelton asked for a motion to suspend the three readings. Ms. Lally made a motion to suspend the three readings, seconded by Mr. Ernst. All present voted Aye. The motion was passed.

Mayor Shelton asked for a motion to adopt the ordinance. Ms. Lally made a

motion to adopt the ordinance, seconded by Mr. Ernst. All present voted Aye. Motion was adopted.

**Ordinance 16-2019**

Amending Ordinances No. 44-2018 and 1-2019, Modifying the Compensation for the Position of Zoning Official for the Village of Fairfax Declaring an Emergency

Mayor Shelton that this ordinance be tabled.

**Ordinance 17-2019**

To Provide for the Current Expenditures and Other Expenses of the Village of Fairfax, Ohio during the Fiscal Year Ending December 31, 2019 with a Transfer of Funds from Jed Zone Fund, Dues and Fees (Jed Zone Reserve Fee) to Jed Zone Fund, Unappropriated and from Jed Zone Fund, Dues and Fees (Jed Zone Escrow Fee) to Jed Zone Fund, Unappropriated and from Jed Zone Fund, Dues and Fees (Jed Zone Col. Twsp Fees) to Jed Zone Fund, Unappropriated and from Jed Zone Fund, Dues and Fees (Jed Zone Village of Fairfax) to Jed Zone Fund, Unappropriated and from Jed Zone Fund, Dues and Fees (Jed Zone: Frx Operating Expenses) to Jed Zone Fund, Unappropriated and from Jed Zone Fund, Operating Supplies and Materials (Jed Zone) to Jed Zone Fund, Unappropriated and from Jed Zone Fund, Other – Other (Jed Zone) to Jed Zone Fund, Unappropriated Declaring an Emergency

Mayor Shelton asked for a motion to suspend the three readings. Ms. Lally made a motion to suspend the three readings, seconded by Mr. Kessel. All present voted Aye. The motion was passed.

Mayor Shelton asked for a motion to adopt the ordinance. Ms. Lally made a

motion to adopt the ordinance, seconded by Mr. Riffle. All present voted Aye. Motion was adopted.

**Old Business:**

**Ordinance 4-2019**

Amending Ordinance No. 23-2004, as amended, creating the position of Civilian Police Clerk, Confirming the Appointment of a Civilian Clerk

2nd READING

**Ordinance 5-2019**

Repealing Ordinance 16-2018 and further modifying the compensation schedules for positions of Police Chief, Lieutenant, Sergeant and Patrol Officer of the Village of Fairfax and Establishing work periods for said positions

2nd READING

**Ordinance 6-2019**

2019 Amending Ordinance 6-2017, Providing for a Labor and Custodian Force for the Village of Fairfax, Establishing Classifications of Labor and Custodian Force and Rates of Compensation Therefor and Establishing Other Terms and Conditions of Employment for Said Positions

2nd READING

**Ordinance 7-2019**

Amending Ordinance 9-1999, as Amended, Creating the Position of Full Time Tax Clerk Employed in the Administration of the Village Income Tax

2nd READING

**Ordinance 8-2019**

Amending Ordinance 5-2014, creating the position of Tax Administrator for the Village of Fairfax

2nd READING

**Ordinance 9-2019**

2019 Amending Ordinance 37-1999, Creating the Position of Full Time Assistant to the Clerk-Treasurer and Administrator employed in the Administration of the Village Fiscal Department

2nd READING

**Ordinance 10-2019**

Amending Ord. 33-1995, as Amended, Confirming the Appointment of Village Administrator for the Village of Fairfax

2nd READING

**Five minutes for audience questions/comments:**

None.

**ADJOURN:**

Mayor Shelton requested a motion to adjourn.

Motion to Adjourn: Mr. Riffle

Motion was seconded: Ms. Lallly

The meeting was adjourned.

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Carson Shelton, Mayor Barb Blankemeyer, Clerk-Treasurer