

**City of Fairfield
Minutes
Regular Meeting of City Council
February 22, 2021**

Council-Manager Briefing

Police Staffing Update

Mayor Miller called the briefing to order at 6:00 PM. Councilmembers present: Leslie Besl, Dale Paullus, Terry Senger, Tim Abbott, Mark Scharringhausen, Chad Oberson and Bill Woeste.

Staff members present: Don Bennett, Scott Timmer, Alisha Wilson, Steve Wolterman, John Clemmons, Steve Maynard, Amy Mays, Greg Valandingham, Ken Gerold, Adam Sackenheim, Greg Kathman, Tiphany Howard, Ben Mann, Carol Mayhall, Tom Wagner and Randy McCreadie.

Chief Maynard presented the police staffing update. See attached slides.

Business Meeting Call to Order

Prayer/Pledge of Allegiance

Councilmember Abbott led in prayer and Pledge of Allegiance.

Roll Call

Councilmembers present included:

Attendee Name	Title	Status	Arrived
Mark Scharringhausen	Council Member at Large	Present	
Chad Oberson	Council Member at Large	Present	
Bill Woeste	Council Member at Large	Present	
Leslie Besl	Council Member, 1st Ward	Present	
Dale Paullus	Councilmember, 2nd Ward	Present	
Terry Senger	Councilmember, 3rd Ward	Present	
Tim Abbott	Council Member, 4th Ward	Present	
Steve Miller	Mayor	Present	

Agenda Modifications

None.

Executive Session Requests

Councilmember Abbott, seconded by Councilmember Paullus, moved for Executive Session to prepare for, conduct or review negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment; to consider the purchase of property for public purposes; to discuss pending or imminent court action. Motion carried 7-0.

Special Presentations and Citizen Comments

a. Proclamation - Eric Charles Clear

Mayor Miller presented a proclamation and Key to the City to Eric Clear to recognize him for returning a wallet he found containing \$300 and an ID. Mayor Miller thanked Eric for his honesty and integrity when the easy thing to do would have been to keep the money and leave the wallet on the sidewalk.

b. Pam Campbell, owner of Mother Earth, 5158 Pleasant Avenue

Ms. Campbell addressed Council regarding issues with the customers of the vape shops on either side of her store. She stated that she is concerned for the safety of herself and her customers. She also said she is tired of cleaning up the trash that is left in the parking lot. She asked what could be done to improve the situation. Her son, Jason, also stated that he is concerned for kids in the area because there are 4 vape shops in that one strip mall and he worries that kids could be illegally obtaining the product and becoming addicted.

Council requested Development Services Director Greg Kathman and Police Chief Steve Maynard to come up with an action plan to address these issues.

Public Hearing(s)

None.

Approval of Minutes

The Regular Meeting Minutes of February 8, 2021 were approved as written and submitted.

OLD BUSINESS AND REPORTS

Community & Public Relations Committee

Dale Paullus, Chair; Leslie Besl, Vice Chair; Terry Senger, Member

Development Services Committee

Bill Woeste, Chair; Tim Abbott, Vice Chair; Mark Scharringhausen, Member

Parks, Recreation and Environment Committee

Leslie Besl, Chair; Dale Paullus, Vice Chair; Tim Abbott, Member

Public Safety Committee

Mark Scharringhausen, Chair; Terry Senger, Vice Chair; Dale Paullus, Member

Public Works Committee

Chad Oberson, Chair; Mark Scharringhausen, Vice Chair; Bill Woeste, Member

Public Utilities Committee

Terry Senger, Chair; Chad Oberson, Vice Chair; Leslie Besl, Member

Ordinance to amend section 925.08(a)(5) of Ordinance No. 166-84 of the Codified Ordinances of Fairfield, Ohio, relative to the Sanitary Sewer Irrigation Credit program

Recommendation:

It is recommended that City Council authorize an amendment to the City's Summer Sewer Irrigation Credit program under Chapter 925.08(a)(5) of the Codified Ordinances of the City of Fairfield, Ohio.

Councilmember Senger presented the third reading of this ordinance.

ORDINANCE NO. 18-21. APPROVED 7-0.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Terry Senger, Councilmember, 3rd Ward
SECONDER:	Tim Abbott, Council Member, 4th Ward
AYES:	Scharringhausen, Oberson, Woeste, Besl, Paullus, Senger, Abbott

Finance & Budget Committee

Tim Abbott, Chair; Bill Woeste, Vice Chair; Chad Oberson, Member

NEW BUSINESS

Councilmember Besl, seconded by Councilmember Paullus, moved to read all New Business by title only. Motion carried 7-0.

Community & Public Relations Committee

Dale Paullus, Chair; Leslie Besl, Vice Chair; Terry Senger, Member

Simple Motion: Motion to approve the following 2021 Boards/Commissions Appointments effective February 22, 2021: Martin Medler - Planning Commission (partial term ending 3/31/23)

Recommendation:

It is recommended that City Council, via simple motion, appoint the following residents to serve on the various boards and commissions **effective February 22, 2021:**

Martin Medler - Planning Commission (partial term ending 3/31/23)

SIMPLE MOTION NO. 1-21. APPROVED 7-0.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Dale Paullus, Councilmember, 2nd Ward
SECONDER:	Tim Abbott, Council Member, 4th Ward
AYES:	Scharringhausen, Oberson, Woeste, Besl, Paullus, Senger, Abbott

Development Services Committee

Bill Woeste, Chair; Tim Abbott, Vice Chair; Mark Scharringhausen, Member

Ordinance amending Ordinance No. 166-84, the Codified Ordinances of Fairfield, Ohio, Section 1141.02, the City of Fairfield, Ohio, Zoning Map by approving the Revised Concept Plan and Final Development Plan for the Hypershine Carwash portion of the Meijer-Gilmore Road Planned Unit Development.

Recommendation:

It is recommended that City Council have a first reading on this item at the February 22, 2021 meeting, set a joint public hearing for March 8, and await the written recommendation from the Planning Commission.

Councilmember Woeste presented the first reading of this ordinance and set the public hearing date for March 8, 2021.

RESULT:	FIRST READING	Next: 3/8/2021 7:00 PM
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Public Works Committee

Chad Oberson, Chair; Mark Scharringhausen, Vice Chair; Bill Woeste, Member

Ordinance to authorize the Acting City Manager to enter into a one (1) year contract with Prus Construction for the 2021 Concrete Repair and Replacement Program.

Recommendation:

The staff recommends that City Council authorize the City Manager to enter into a one (1) year contract with Prus Construction for the 2021 Concrete Repair and Replacement Work at the unit prices indicated. The recommendation to exercise the year 2 and year 3 option will be determined prior to those construction seasons.

It is further recommended that City Council authorize and direct the preparation of legislation for the appropriation of funding in the amount of \$750,000.00 from the Street Improvement Fund for the 2021 portion of this project.

ORDINANCE NO. 19-21. APPROVED 7-0.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Chad Oberson, Council Member at Large
SECONDER:	Tim Abbott, Council Member, 4th Ward
AYES:	Scharringhausen, Oberson, Woeste, Besl, Paullus, Senger, Abbott

Motion to Suspend Second and Third Readings

Councilmember Oberson presented the first reading of this ordinance.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Chad Oberson, Council Member at Large
SECONDER:	Bill Woeste, Council Member at Large
AYES:	Scharringhausen, Oberson, Woeste, Besl, Paullus, Senger, Abbott

Ordinance to authorize the Acting City Manager to enter into a contract with A & A Safety, Inc. for the 2021 Pavement Marking Application Contract.

Recommendation:

It is recommended that City Council approve legislation for an appropriation in the amount of \$98,000.00 from the Street Improvement Fund, and authorize the City Manager to enter into a contract with A&A Safety of Amelia, Ohio for the 2021 Pavement Marking Application contract.

ORDINANCE NO. 20-21. APPROVED 7-0.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Chad Oberson, Council Member at Large
SECONDER:	Bill Woeste, Council Member at Large
AYES:	Scharringhausen, Oberson, Woeste, Besl, Paullus, Senger, Abbott

Motion to Suspend Second and Third Readings

Councilmember Oberson presented the first reading of this ordinance.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Chad Oberson, Council Member at Large
SECONDER:	Dale Paullus, Councilmember, 2nd Ward
AYES:	Scharringhausen, Oberson, Woeste, Besl, Paullus, Senger, Abbott

Public Utilities Committee

Terry Senger, Chair; Chad Oberson, Vice Chair; Leslie Besl, Member

Ordinance to authorize the Acting City Manager to enter into a contract with Performance Construction for the construction of a new multi-purpose / sludge de-watering facility at the City's Wastewater Treatment Plant and declaring an emergency.

Recommendation:

It is recommended that City Council authorize the City Manager to enter into a contract with Performance Construction (A Division of Aggressive Construction, Inc.), and appropriate total project funding in the amount of \$2,585,000 (\$2,535,000 contractual; \$50,000 non-contractual - various vendors) for the Multi-purpose Facility Project at the City's Wastewater Treatment Plant.

Rules suspension is requested in order to expedite the project.

ORDINANCE NO. 21-21. APPROVED 7-0.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Terry Senger, Councilmember, 3rd Ward
SECONDER:	Chad Oberson, Council Member at Large
AYES:	Scharringhausen, Oberson, Woeste, Besl, Paullus, Senger, Abbott

Motion to Suspend Second and Third Readings

Councilmember Senger presented the first reading of this ordinance.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Terry Senger, Councilmember, 3rd Ward
SECONDER:	Chad Oberson, Council Member at Large
AYES:	Scharringhausen, Oberson, Woeste, Besl, Paullus, Senger, Abbott

Ordinance to authorize the Acting City Manager to enter into a contract with Fishbeck for professional engineering services for construction administration and project management for the City's Wastewater Treatment Plant multi-purpose facility project.

Recommendation:

It is recommended that City Council authorize the City Manager to enter into a contract with Fishbeck and appropriate \$112,300 for construction administration and related engineering services for the City's Wastewater Treatment Plant multi-purpose facility project.

ORDINANCE NO. 22-21. APPROVED 7-0.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Terry Senger, Councilmember, 3rd Ward
SECONDER:	Dale Paullus, Councilmember, 2nd Ward
AYES:	Scharringhausen, Oberson, Woeste, Besl, Paullus, Senger, Abbott

Motion to Suspend Second and Third Readings

Councilmember Senger presented the first reading of this ordinance.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Terry Senger, Councilmember, 3rd Ward
SECONDER:	Tim Abbott, Council Member, 4th Ward
AYES:	Scharringhausen, Oberson, Woeste, Besl, Paullus, Senger, Abbott

Ordinance to authorize the Acting City Manager to enter into a contract with Hazen and Sawyer for professional inspection services during the construction of the City's Wastewater Treatment Plant multi-purpose facility.

Recommendation:

It is recommended that City Council authorize the City Manager to enter into a contract with Hazen and Sawyer and appropriate \$98,900.00 for professional inspection services as related to the City's Wastewater Treatment Plant multi-purpose facility project.

ORDINANCE NO. 23-21. APPROVED 7-0.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Terry Senger, Councilmember, 3rd Ward
SECONDER:	Chad Oberson, Council Member at Large
AYES:	Scharringhausen, Oberson, Woeste, Besl, Paullus, Senger, Abbott

Motion to Suspend Second and Third Readings

Councilmember Senger presented the first reading of this ordinance.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Terry Senger, Councilmember, 3rd Ward
SECONDER:	Tim Abbott, Council Member, 4th Ward
AYES:	Scharringhausen, Oberson, Woeste, Besl, Paullus, Senger, Abbott

Finance & Budget Committee

Tim Abbott, Chair; Bill Woeste, Vice Chair; Chad Oberson, Member

Ordinance to amend Ordinance No. 109-20 entitled “An Ordinance to make estimated appropriations for the expenses and other expenditures of the City of Fairfield, Ohio, during a period beginning January 1, 2021, and ending December 31, 2021.”

Recommendation:

It is recommended that City Council suspend the rules requiring a second and third reading of this Ordinance and adopt the appropriations listed above.

ORDINANCE NO. 24-21. APPROVED 7-0.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Tim Abbott, Council Member, 4th Ward
SECONDER:	Bill Woeste, Council Member at Large
AYES:	Scharringhausen, Oberson, Woeste, Besl, Paullus, Senger, Abbott

Motion to Suspend Second and Third Readings

Councilmember Abbott presented the first reading of this ordinance.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Tim Abbott, Council Member, 4th Ward
SECONDER:	Terry Senger, Councilmember, 3rd Ward
AYES:	Scharringhausen, Oberson, Woeste, Besl, Paullus, Senger, Abbott

Ordinance to amend Ordinance No. 109-20 entitled “An Ordinance to make estimated appropriations for the expenses and other expenditures of the City of Fairfield, Ohio, during a period beginning January 1, 2021, and ending December 31, 2021.”

Recommendation:

It is recommended that City Council suspend the rules requiring a second and third reading of this Ordinance and adopt the appropriations listed above.

ORDINANCE NO. 25-21. APPROVED 7-0.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Tim Abbott, Council Member, 4th Ward
SECONDER:	Terry Senger, Councilmember, 3rd Ward
AYES:	Scharringhausen, Oberson, Woeste, Besl, Paullus, Senger, Abbott

Motion to Suspend Second and Third Readings

Councilmember Abbott presented the first reading of this ordinance.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Tim Abbott, Council Member, 4th Ward
SECONDER:	Terry Senger, Councilmember, 3rd Ward
AYES:	Scharringhausen, Oberson, Woeste, Besl, Paullus, Senger, Abbott

Meeting Schedule

Clerk Wilson read the following meeting schedule:

A. Monday, March 1 - Special Meeting, 6:00 PM

B. Monday, March 8 - Council-Manager Briefing, 6:00 PM; Regular Meeting, 7:00 PM

C. Monday, March 15 - Special Meeting, 6:00 PM

Executive Session of Council (if needed)

Council recessed to Executive Session at 7:40 PM. Open session resumed at 8:00 PM.

Councilmember Abbott, seconded by Councilmember Oberson, moved to amend the agenda to consider the recommendation of the fact finder in negotiations with the IUOE Local 20 bargaining unit. Motion carried 7-0.

Councilmember Abbott, seconded by Councilmember Woeste, moved to reject the Fact Finding Report and Recommendation in 2019-MED-11-1249 City of Fairfield and International Union of Operating Engineers Local 20, and directing the Law Director to submit the Employer Certification of Fact Finding Vote to SERB and the Representative of the IUOE bargaining unit. Motion carried 7-0.

SIMPLE MOTION NO. 2-21. APPROVED 7-0.

14. ADJOURNMENT

The Regular Meeting adjourned at 8:17 PM.

ATTEST:

Clerk of Council

Mayor's Approval

Date Approved _____

Sworn Staffing Update & Dispatch Center Staffing Plan



Chief Stephen B. Maynard

Overview

- Background & Responsibilities
- Current Structure & Staffing
- Workload
- Updated Staffing Proposal
- Budget Impact



Chief Stephen B. Maynard

Background

Public Safety Dispatchers are highly trained professionals, who gather essential information from callers and dispatch the appropriate response team to the scene. Often they are the unsung heroes of the public safety response. They take control of situations that may be chaotic, stressful, confusing, and traumatic. They must be quick-thinking, organized, levelheaded, and confident in their abilities. Dispatchers are the nerve center of a coordinated emergency response and must make split-second decisions in order to ensure the safety of responders and the public.



Chief Stephen B. Maynard

Background Continued

The Dispatch Center, run out of the Police Department, serves as Fairfield's 911 public safety answering point (PSAP), receiving all emergency and non-emergency police, fire and medical calls in the city and dispatching appropriate public safety personnel. Overseen by a sworn police Major. The Center is staffed 24 hours a day, 365 days of the year by a team of trained dispatchers under the direction of a foreman.



Chief Stephen B. Maynard

Dispatcher Roles

- Call Taker – 911 & Administrative/Non - Emergency
- Fire/EMS Dispatcher
- Police Dispatcher
- Administrative Duties
 - * Missing person entries (time sensitive)
 - * Warrant entries (time sensitive)
 - * Quality assurance checks
 - * Frequently training new dispatchers
 - * LEADS entries (stolen articles or vehicles)
 - * Warrant validations



Chief Stephen B. Maynard

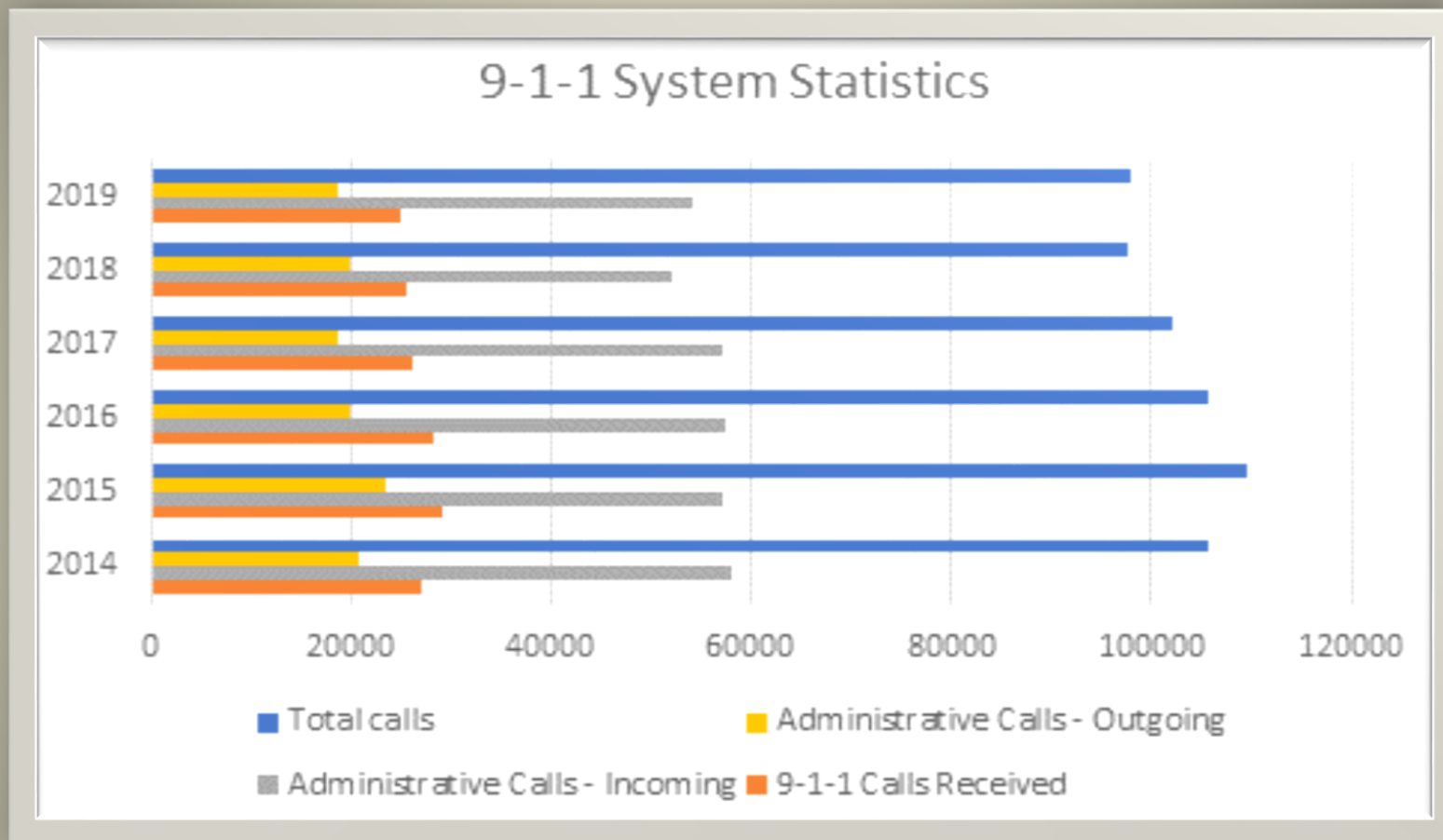
Emergency Medical Dispatch

- In 2015, Emergency Medical Dispatching was added. During these calls, dispatchers properly determine the nature and priority of the call, dispatch the appropriate response, then give the caller instructions to help treat the patient until the responding EMS units arrive.
- Training – 28 hours for initial certification with a minimum of 24 hours continuing education every two years.
- Each EMD call can take the dispatcher anywhere from two minutes additional time to over ten minutes, depending on the call type and assistance needed.



Chief Stephen B. Maynard

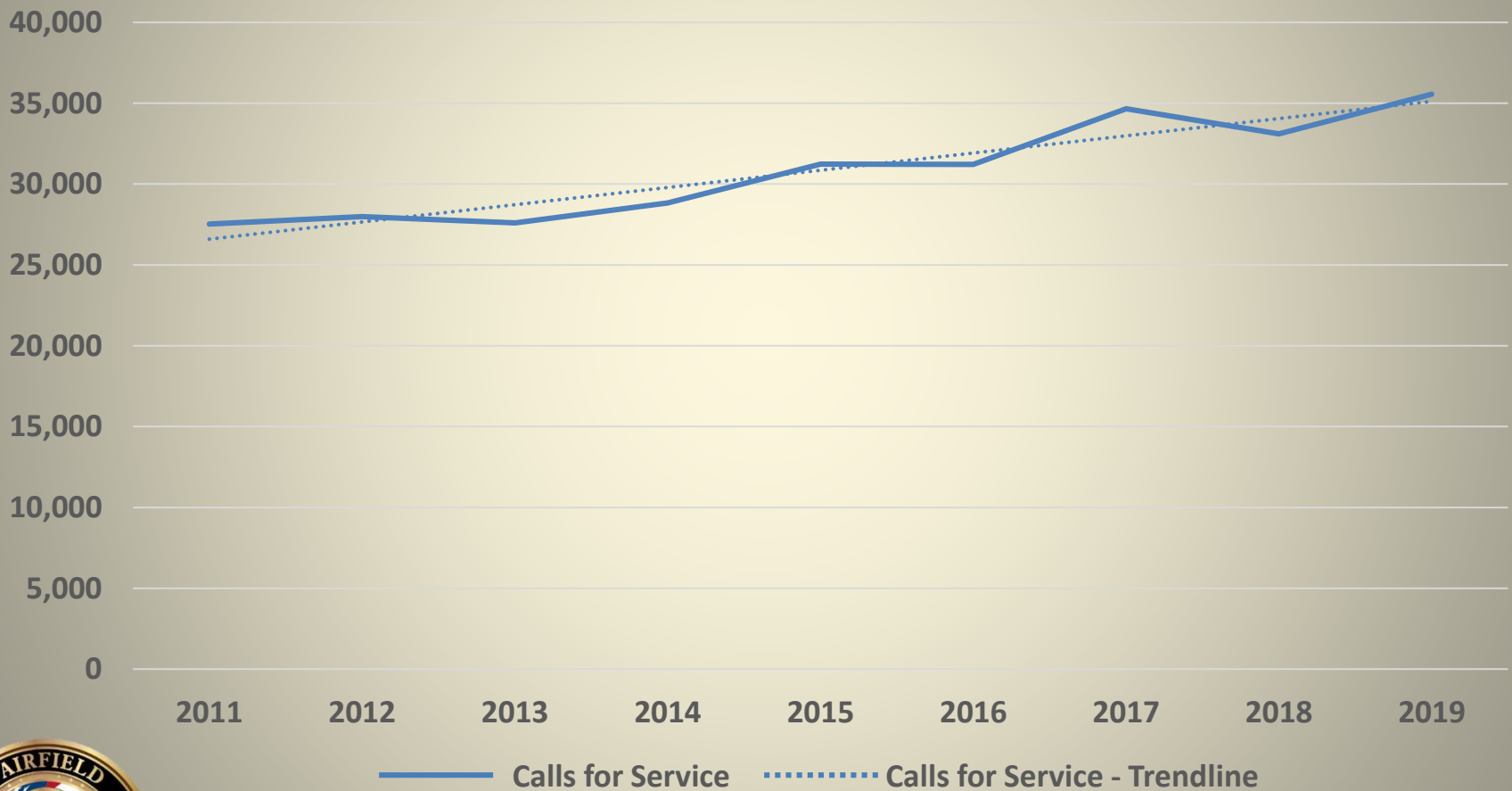
Dispatch Statistics



Chief Stephen B. Maynard

Police Department

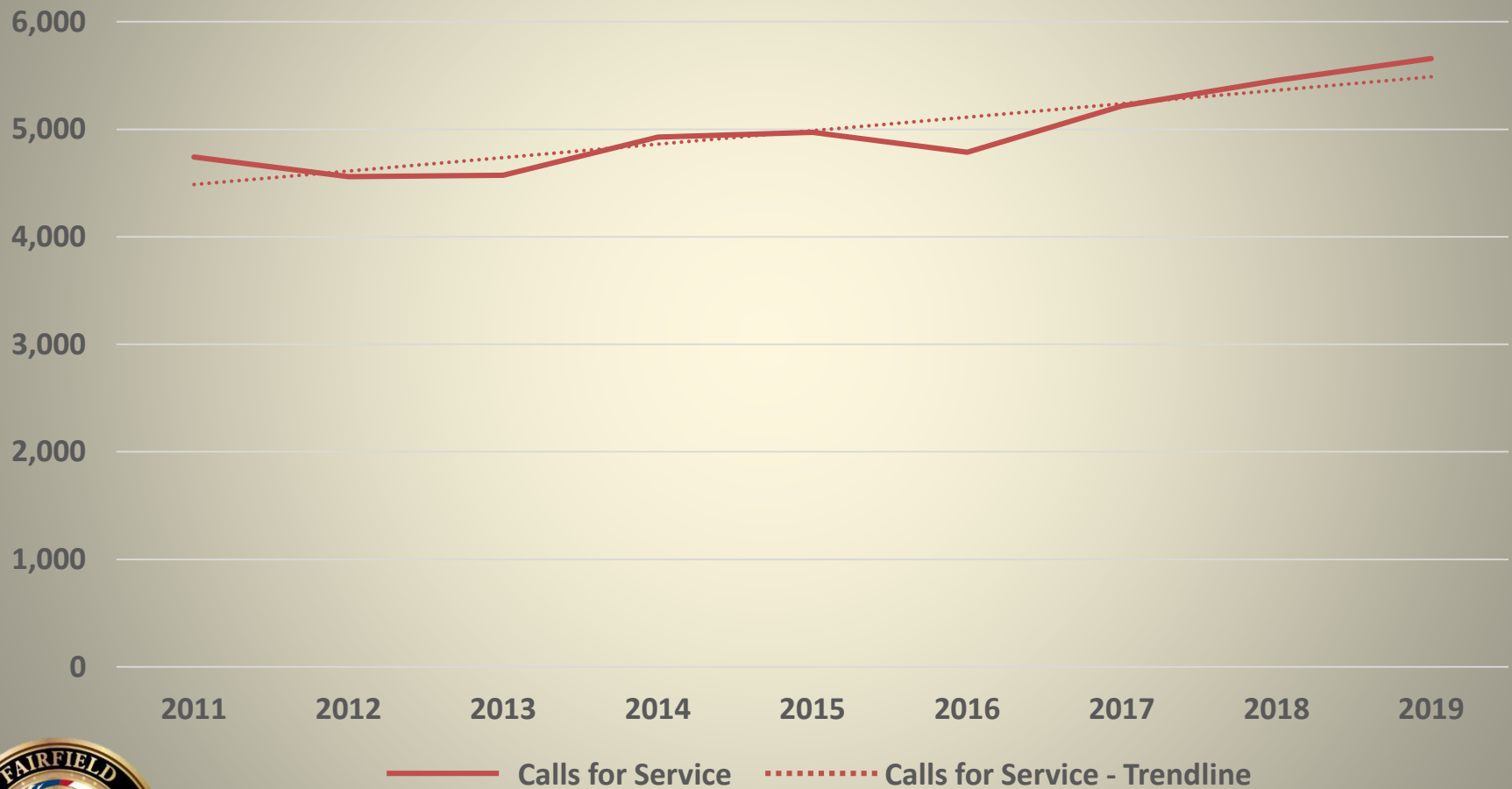
Calls for Service



Chief Stephen B. Maynard

Fire Department

Calls for Service



Chief Stephen B. Maynard

Current Authorized Staffing Levels

- Ten full-time dispatchers.
- Six part-time dispatchers.
- Five/Two schedule with fixed days off, based on seniority.
- Minimum staffing (2) dispatchers.

Staffing levels have been unchanged for decades, while calls for service and responsibilities have increased. Maintaining the part-time dispatch staff has continually been a struggle.



Chief Stephen B. Maynard

Staffing Concerns

- Hiring quality part-time dispatchers is challenging. Most will leave when a full-time opportunity arises.
- Process to hire is time consuming and costly.
- Training is a minimum of five (5) months (full-time).
- Burnout / low morale due to workload & scheduling.
- Leaving for better schedule.



Chief Stephen B. Maynard

Recent Critical Incidents

The following critical incidents only had two dispatchers working in the 9-1-1 center:

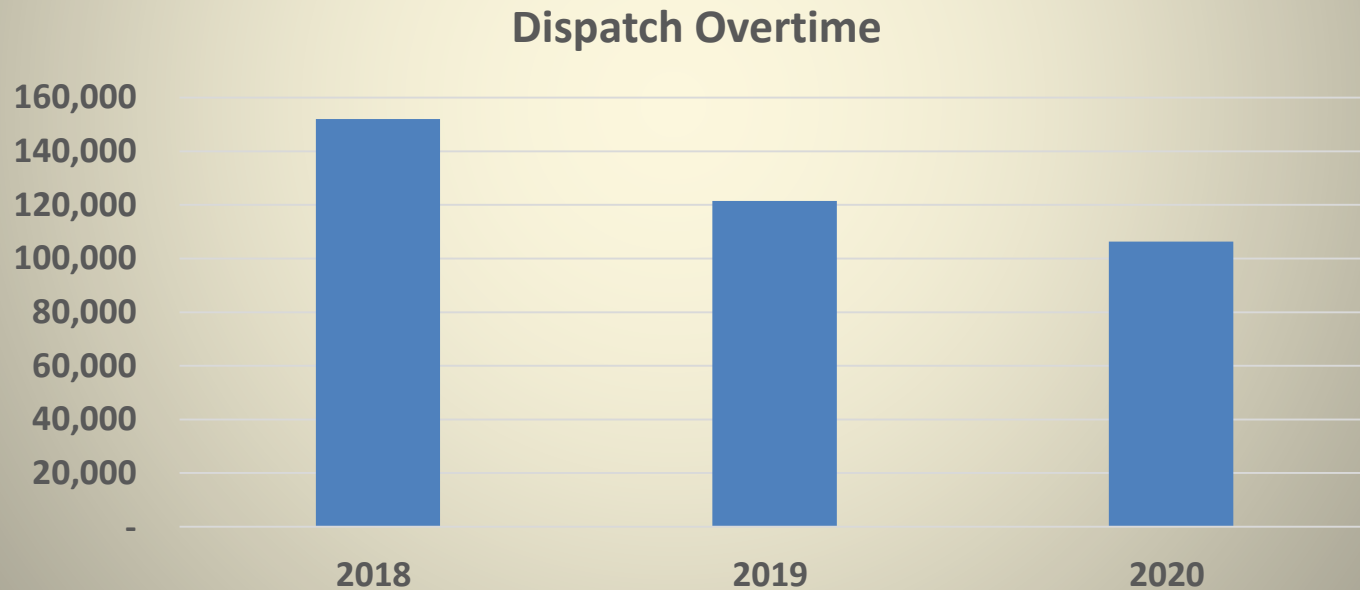
- Structure Fire / Mayday
- Homicide
- Shooting at Mango's Bar



Chief Stephen B. Maynard

Overtime costs

- Due to consistent understaffing, the Center relies heavily on overtime to meet service demands through minimum staffing requirements. Average of \$126,000 per year.



Chief Stephen B. Maynard

Recommendation

- Six (6) additional full-time dispatchers
- Fill (5) initially, allowing the two part-timers to remain; but we will not fill these when they become vacant.
- Transition to a 12 hour shift.



Chief Stephen B. Maynard

Outcomes

- Minimum staffing of (3) dispatchers per shift.
- Improved training opportunities with both police/fire.
- Significant decrease in forced overtime.
- Increased moral and employee retention.



Chief Stephen B. Maynard

Additional long-term savings and considerations

- Time spent on repeated interviews (HR/Police)
- Decrease in background investigations
- Costs associated with the process:
 - Psychological Exams
 - Civil Service Testing
 - Recruitment
 - Training



Chief Stephen B. Maynard

Operating Costs

- Overall budget impact adding (6) additional full time dispatchers.

	2021 Original Budget	Add 6 Full-Time Dispatchers	Difference
<i>Wages</i>	985,328.95	1,191,124.80	205,795.85
<i>Healthcare</i>	178,402.38	236,556.00	58,153.62
<i>Pension</i>	137,946.05	166,757.47	28,811.42
<i>Medicare</i>	14,287.27	17,619.31	3,332.04
<i>Worker's Comp</i>	24,633.22	29,778.12	5,144.90
	1,340,597.86	1,641,835.70	301,237.84
<i>Diversion Counselor:</i>			(127,131.20)
Total Budgetary Impact:			174,106.64



Chief Stephen B. Maynard

Additional Sworn Personnel (Investigators)

- Increase efficiency:
 - Background investigations
 - Case assignments (Cold Cases)
 - Availability to assist patrol shifts
 - Training opportunities



Chief Stephen B. Maynard

Investigations

- Cases assigned to Investigations/Patrol

	2017	2018	2019	2020
Total Cases	608	575	487	350
Detectives	430	317	265	175
Patrol	178 (29%)	258 (45%)	222 (46%)	175 (50%)



Chief Stephen B. Maynard

Investigations

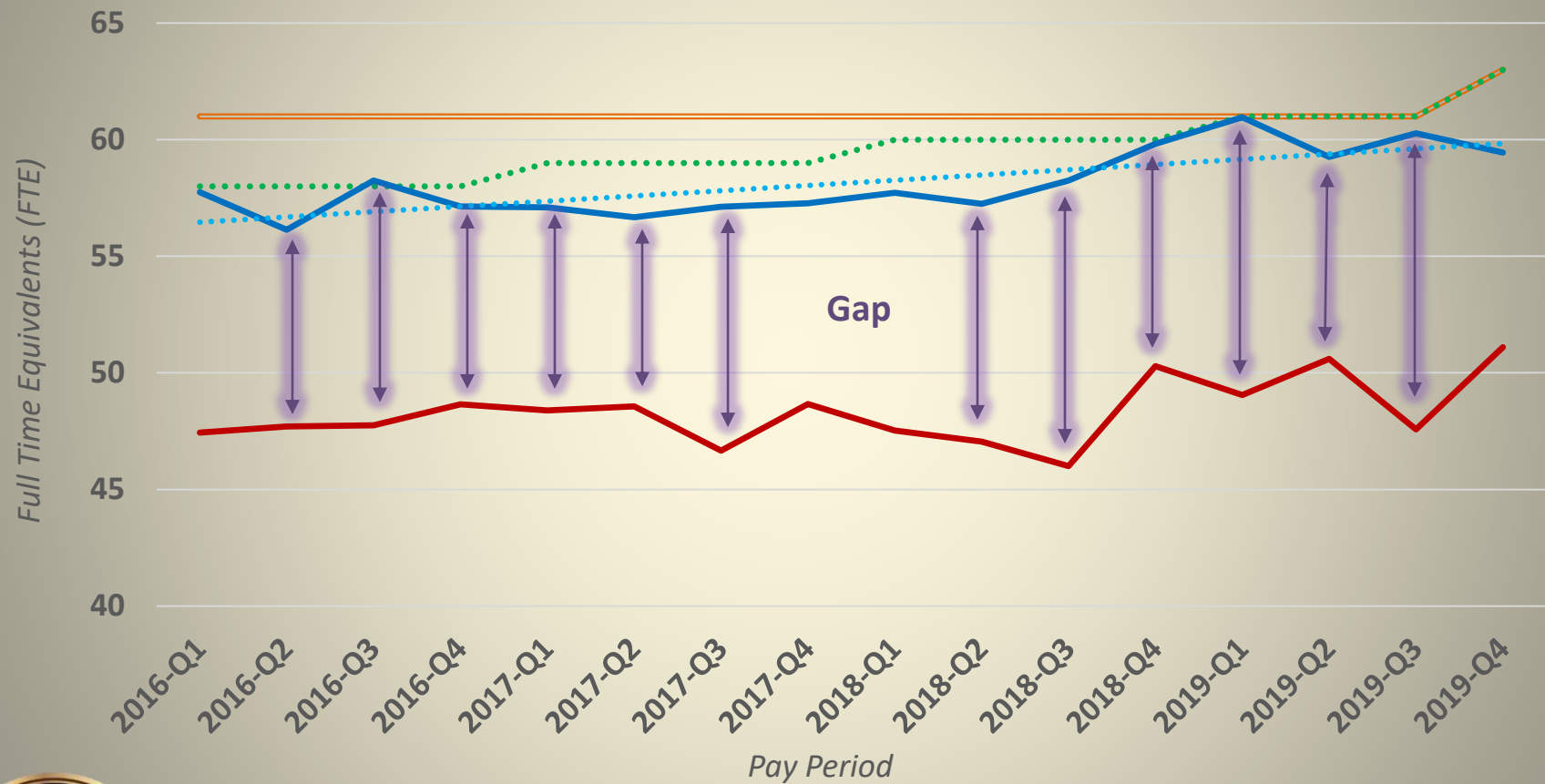
Clearance Rates	2018	2019	2020
Total Cases	575	487	350
Detectives	49.2%	57.1%	66.3%
Patrol	35.1%	37.2%	45.7%



Chief Stephen B. Maynard

Authorized vs. Onboard

City of Fairfield Police Onboard FTE History 2016-2019



Authorized Structure Budgeted FTEs Onboard FTEs Regular Pay Linear (Onboard FTEs)

Chief Stephen B. Maynard

Police Department Historical

	Personnel	Non-Personnel	Total	% Δ	SRO-Reimb
2016	9,635,602.93	641,590.44	10,277,193.37		-
2017	9,765,279.22	664,441.19	10,429,720.41	1.48%	-
2018	10,481,728.45	763,156.56	11,244,885.01	7.82%	-
2019	10,620,057.90	831,516.35	11,451,574.25	1.84%	71,669.58
2020*	10,427,143.72	692,263.82	11,119,407.54	-2.90%	268,494.97



Chief Stephen B. Maynard

Personnel Review

2021 Operating Budget

	# of Employees	Salary & Wages	Benefits & Fringe
FT-EXEMPT			
POLICE COMMAND	4	\$ 522,671	\$ 189,384
JUVENILE DIVERSION COUNSELOR	1	\$ 93,801	\$ 33,330
CALEA ACCREDITATION MANAGER	1	\$ 77,026	\$ 38,276
FOP			
POLICE SERGEANT	10	\$ 1,221,932	\$ 506,746
POLICE OFFICER	49	\$ 4,804,018	\$ 1,924,693
AFSCME			
ACO/CLERK I/CLERK II	8	\$ 462,517	\$ 223,893
DISPATCHER	10	\$ 780,742	\$ 320,597
PART-TIME			
PT DISPATCHER	5	\$ 207,984	\$ 37,334
PT PARK RANGER	3	\$ 119,774	\$ 21,501
PT POLICE SERVICE AIDE	1	\$ 32,760	\$ 5,882
PT RECEPTIONIST	1	\$ 26,520	\$ 4,761
	93	\$ 8,349,745	\$ 3,306,397

February 22, 2021 Proposal

	# of Employees	Salary & Wages	Benefits & Fringe
FT-EXEMPT			
POLICE COMMAND	4	\$ 522,671	\$ 189,384
JUVENILE DIVERSION COUNSELOR	-	\$ -	\$ -
CALEA ACCREDITATION MANAGER	1	\$ 77,026	\$ 38,276
FOP			
POLICE SERGEANT	10	\$ 1,221,932	\$ 506,746
POLICE OFFICER	51	\$ 5,000,100	\$ 1,971,084
AFSCME			
ACO/CLERK I/CLERK II	8	\$ 462,517	\$ 223,893
DISPATCHER	16	\$ 1,249,187	\$ 405,914
PART-TIME			
PT DISPATCHER	-	\$ -	\$ -
PT PARK RANGER	3	\$ 119,774	\$ 21,501
PT POLICE SERVICE AIDE	1	\$ 32,760	\$ 5,882
PT RECEPTIONIST	1	\$ 26,520	\$ 4,761
	95	\$ 8,712,488	\$ 3,367,444
Proposed Increase:	2	\$ 362,743	\$ 61,047
Full-Time:	7		
Part-Time:	(5)		



Chief Stephen B. Maynard

Overall Budget Impact

2021 Approved Personnel Budget	11,751,378.00	
2 Additional Officers	249,679.73	
Full-Time Dispatch	301,237.84	
Diversion Counselor	(127,131.20)	
Proposed Budget	12,175,164.37	
Budget Impact	423,786.37	3.61%
2019-School Resource Officer Agreement	(268,494.00)	
Adjusted Impact	155,292.37	1.32%



Chief Stephen B. Maynard