RICHFIELD TOWNSHIP
LUCAS COUNTY, OHIO
BOARD OF RICHFIELD TOWNSHIP TRUSTEES REGULAR MEETING MINUTES

June 1, 2026

The regular meeting of the Richfield Township Trustees was called to order by Andrew Bick at 7:00 p.m. at the Richfield Township Fire Department at 11450 W Sylvania Ave, Berkey, OH. All present were asked to rise for the Pledge of Allegiance.

ROLL CALL: Chairman Andrew Bick – present
Co-Chairman Vicky Loeffler-Bernheisel – present
Kim Ronau – present

ADMINISTRATIVE REPORTS:

The clerk provided copies of the minutes from the May 18, 2026 meeting, current Cash Summary Report, Revenue Report, and Pending Warrants Report.

READING AND APPROVAL OF MINUTES:

Kim Ronau made a motion to approve the May 18, 2026 minutes as presented. Vicky Loeffler seconded the motion. Roll call: all voted yes. Motion approved.

PRESENTATION OF THE BILLS:

The attached listings of warrants (14573– 14588) were presented for approval:

Vicky Loeffler-Bernheisel made a motion to approve payment of the attached listing of invoices and the corresponding pending warrants. Kim Ronau seconded the motion. Roll call: all voted yes. Motion approved.

PUBLIC COMMENTS;

Lucas County Sherriff Coverage:

- Current Sheriff Coverage: Township has no formal written contract with the Lucas County Sheriff but allocates up to 60 hours/month at $75/hour (includes vehicle), for a maximum annual cost of $54,000 if fully used, though the hours are not consistently fully utilized.
- Alternatives Reviewed: A county assessment model for a shared full-time deputy ($115,000–$120,000/year) and a Village of Berkey contract ($100,000/year) were both discussed and determined to be too costly, so the township retained the current part-time/allocated-hours approach.
- Service Implications: If paid coverage is reduced or eliminated, the sheriff would still

respond to life-threatening 911 emergencies, but response times and starting location are uncertain; non-emergency calls may not receive a response, and residents could be required to file reports at the station.

- Jurisdiction: Without a formal contract, village police (e.g., Berkey) do not have jurisdiction in the township; a contract would be required both to grant authority and to compensate them for coverage.

- **Board concerns:**
  - Questioned how to measure the need for sheriff coverage given low incident volume but potential risk/liability.
  - Noted low actual coverage hours (about 12 hours over two weeks in some reports).
  - Discussed possibly reducing allocated hours (from 60 to around 40 hours/month) if they are not being fully used.
- **Budget impact:**
  - Sheriff expenses are paid from the General Fund. Police vehicle is paid from road fund.
  - Unspent sheriff funds stay in the General Fund, carry over, and can be reappropriated for other needs.
- **Follow-up:**
  - Sheriff hours and funding will be revisited at the fall budget meeting as part of fiscal year planning.

FIRE:

Fire Department Report – Interim Chief Ryan Sedlock

The fire levy (1.75 mills) approved by residents is expected to generate about $128,000–$130,000 annually starting in March 2027, helping support core operations. Current spending has focused on mission-critical communications upgrades, apparatus tires, and maintenance,

Training remains centered on basic firefighting skills and vehicle familiarization.

The department is transitioning to ESO digital scheduling and asset tracking, which will replace paper time sheets.

In the process of upgrading Brush 58, with heavier-duty rear racking, radio installation, and other functional improvements. Routine and corrective maintenance continues on other vehicles.

Actively pursuing the following grants:

- AFG (Assistance to Firefighters Grant): Application in process for a new engine ($925,000).
- SAFER Grant: Township is pursuing this for staffing support.
- Ohio EMS Grant: Application submitted for about $3,500 in EMS equipment.
- A grant-writing firm is being used:
  - Base fee $700+ per grant, plus a success-based fee up to $3,500–$4,000 on large

awards.
- Smaller grants cost $400–$500 to prepare.

Call volume increased in May. Night coverage is limited, on average only covering three nights per week. Few EMT's/Paramedics live in the township, making it hard to guarantee a transport capable crew overnight.

ZONING:

Zoning Inspector Zach Mikolajczyk reported the following:

- **Zoning Code & Land Use Plan:**
  - New zoning code and land use plan approved by the Zoning Commission.
  - Plan to submit to Lucas County Plan Commission within five days.
    - County review window estimated at 20–40 days.
    - After review, another public meeting will be scheduled for township residents.
    - Thanks, given to the steering committee and zoning commission members for significant work.

- Activity Since Last Meeting:
  - Two new construction inquiry calls.
  - One complaint inspected; one additional complaint received at this meeting to be investigated.
  - Working on SharePoint setup for 2026 zoning information.

FISCAL OFFICER:

Time sheets were provided to the Trustees for their review.

Sheriff Activity Reports
- Report received from Lucas County Sheriff for the prior two weeks:
  - 27 hours worked.
  - 14 traffic stops.
  - 6 citations, 10 warnings.
- Reports are public records and available for public review if desired.

Cybersecurity – Falcon Forge
- Scheduled call with Falcon Forge on June 2nd.
- Objective: review cybersecurity items and schedule required training with administrative staff.

Harding Township Billing / Revenue
- Issue with addresses and coding on Harding Township EMS/fire billing. Will need to correct, resubmit before Harding releases payment.
- Expect another check for second-quarter runs around July.

Current Fire Fund Expenditures (Last Two Weeks). Fiscal Officer provided invoices to Trustees for their review and approval.

- Total Fire Fund spending: $25,476
  - Includes Salaries: $6,267
  - Expenses include the following:
    - Tires for apparatus $6000.00
    - Finley Fleet repair and welding $811.
    - Property insurance (14,000 total) – allocated across roads, general, and fire to minimize impact on Fire Fund. Fire Department share is $2000.00.
    - ESO software for digital time sheet system (approximately $4500.00). Fire Chief will hold on ordering.
    - Triotech: $9879.00 (Association has chipped in $2500.00) for updating of MDT's.

TRUSTEE REPORTS:

Trustee Ronau reported the following:

Attended the Memorial Day services at Wolfinger Cemetery and noted the presence of weeds and poison ivy on the mound that will need to be removed, as well as the need for mosquito control in the area.

She further noted that the veteran's group has been providing services at multiple local cemeteries, with well-conducted ceremonies that include a 21-gun salute and taps performed by local residents Kathy Brock and her daughter.

Kim Ronau made a motion to donate $100.00 to the Veterans at the Catholic War Vets for their volunteer contributions at the Memorial Day Services. Vicky Loeffler-Bernheisel seconded the motion. Roll call: all voted yes. Motion approved.

She extended appreciation to all volunteers who assisted at the station and at the Toledo Trap and Skeet youth event, including the 4-H youth who planted flowers at the fire station and maintenance building, and the volunteer firefighters who, outside their regular shifts, provided hands-on CPR demonstrations, allowed children to tour the medic unit, and instructed them on how to properly place a 911 call.

Trustee Loeffler-Bernheisel – no report.

Trustee Bick reported attended the Memorial Day service at Wolfinger Cemetery and extended thanks to all of the volunteers who participated in and supported the service.

ADMINISTRATOR Bill Consolo:

No report.

NEW BUSINESS:

- **Payroll Certification**: Fiscal Officer reviewed payroll certification form allowing elected official pay to be split between funds instead of all coming out of General Fund.
- Signatures/Choices:
  - Trustee Bick signed to split salary between funds.
  - Trustee Loeffler-Bernheisel and Trustee Ronau requested that their salaries be paid entirely from the General Fund (did not elect the split).
- If an official does not sign for the split, their full salary is charged to the General Fund.

Fire Department Night Stipends / Budget Discussion:

Proposal (Interim Chief Ryan Sedlock)

- Night stipend proposal: proposed increasing night stipends to $75 (at-home) and $125 (on-station), approx. $200/night total, to improve coverage.
- Estimated cost: About $18,000–$19,000 per quarter $72,000/year), versus $36,000/year under the current structure.
- Budget concerns: Fiscal Officer, questioned whether personnel projections fully include wages/benefits; noted rising repair costs and a possible fire fund deficit this year.
- Operational need: Many nights remain unstaffed; few EMTs/paramedics live in the township, limiting transport-capable coverage; volunteers prefer funds go to night coverage rather than higher drill pay.
- Long-term goal: Transition from stipends to hourly pay and build toward 24/7 coverage once levy revenue is fully available.
- Action: No vote taken; proposal tabled for further budget review and to be revisited at the next meeting.

OLD BUSINESS:

No old business.

The following information can be viewed on the Richfield Township website at: www.richfieldtwp.com.

1. Trustee minutes
2. Zoning minutes
3. Zoning including: fees, applications, complaint forms, and the zoning book.
4. Meeting dates and times
5. Contact information for Trustees, Zoning Board and Board of Zoning Appeals.
6. Wolfinger Cemetery information including cemetery fees, rules & regulations.
7. Fire and Rescue
8. Roads and Maintenance
9. Rubbish Contractor information for garbage pickup
10. Community Links.

There being no further business Kim Ronau made a motion to adjourn at 8:05 p.m., which was seconded by Vicky Loeffler-Bernheisel: Roll call: Ronau-yes, Loeffler-Bernheisel – yes, Bick – absent. Motion approved.

Richfield Township Fiscal Officer

Vicky Loeffler-Bernheisel

Kim Ronau

Payment Listing

5/19/2026 to 6/1/2026

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
277-2026	05/24/2026	05/24/2026	EP	Andrew Bick	$860.15	O
278-2026	05/24/2026	05/24/2026	EP	William Consolo	$192.83	O
279-2026	05/24/2026	05/24/2026	EP	LINDA S DECKER	$1,466.33	O
280-2026	05/24/2026	05/24/2026	EP	Vicky Loeffler Bernheisel	$955.50	O
281-2026	05/24/2026	05/24/2026	EP	Kim M Ronau	$959.05	O
283-2026	05/27/2026	05/27/2026	CH	Verizon	$81.43	O
284-2026	05/31/2026	05/31/2026	EP	Derek Braithwaite	$45.28	O
285-2026	05/31/2026	05/31/2026	EP	Robert H Briggs	$209.08	O
286-2026	05/31/2026	05/31/2026	EP	Jeshua D Drouillard	$277.01	O
287-2026	05/31/2026	05/31/2026	EP	Tanner S Glass	$554.24	O
288-2026	05/31/2026	05/31/2026	EP	Katelyn Greiner	$208.32	O
289-2026	05/31/2026	05/31/2026	EP	Jeremiah Johnson	$144.91	O
290-2026	05/31/2026	05/31/2026	EP	Kevin P Kross	$195.96	O
291-2026	05/31/2026	05/31/2026	EP	Trevor L Linnenkugel	$365.65	O
292-2026	05/31/2026	05/31/2026	EP	JOHN LUMBREZER	$133.61	O
293-2026	05/31/2026	05/31/2026	EP	Jeffrey D Mason	$351.59	O
294-2026	05/31/2026	05/31/2026	EP	Zachary R Mikolajczyk	$457.49	O
295-2026	05/31/2026	05/31/2026	EP	Lucas Parmelee	$1,424.93	O
296-2026	05/31/2026	05/31/2026	EP	Joseph E Santiago	$135.86	O
297-2026	05/31/2026	05/31/2026	EP	Ryan E Sedlock	$1,541.81	O
298-2026	05/31/2026	05/31/2026	EP	Wendy Waisner	$497.96	O
299-2026	05/31/2026	05/31/2026	EP	Daniel William Walters	$1,096.84	O
300-2026	05/31/2026	05/31/2026	EP	Jennifer Willey	$181.15	O
302-2026	06/01/2026	06/01/2026	CH	Zachary Mikolajczyk	$200.00	O
14567	05/16/2026	05/16/2026	AW	Fresh Start Lawn Care & Junk Removal LLC	$958.98 *	V
14567	05/19/2026	05/19/2026	AW	Fresh Start Lawn Care & Junk Removal LLC	-$958.98	V
14573	05/19/2026	05/19/2026	AW	Fresh Start Lawn Care & Junk Removal LLC	$890.00	O
14574	05/22/2026	05/22/2026	AW	LINDA Decker	$500.93	O
14575	05/22/2026	05/22/2026	AW	Hylant Administrative Services	$14,950.00	O
14576	05/22/2026	05/22/2026	AW	Triotech	$9,879.00	O
14577	05/22/2026	05/22/2026	AW	Falcon Forge AI LLC	$5,700.00	O
14578	05/27/2026	05/27/2026	AW	Findlay Fleet Repair & Welding LLC	$811.89	O
14579	05/27/2026	05/27/2026	AW	Kim Ronau	$104.38	O
14580	05/27/2026	05/27/2026	AW	LUCAS COUNTY FIRE CHIEF'S ASSOCIATI(	$40.00	O
14581	06/01/2026	06/01/2026	AW	Juan Martinez	$1,380.00	O
14582	06/01/2026	06/01/2026	AW	Scott Rhodus	$240.00	O
14583	06/01/2026	06/01/2026	AW	Richard Feltner	$240.00	O
14584	06/01/2026	06/01/2026	AW	VERIZON WIRELESS	$220.71	O
14585	06/01/2026	06/01/2026	AW	Pneu-Matic Engineering, Inc.	$204.00	O
14586	06/01/2026	06/01/2026	AW	Lucas County Sheriff's Office	$420.00	O
14587	06/01/2026	06/01/2026	AW	Wex Bank	$897.61	O
14588	06/01/2026	06/01/2026	AW	Daniel Walters	$322.52	O

Total Payments:	$48,379.04
Total Conversion Vouchers:	$0.00
Total Less Conversion Vouchers:	$48,379.04

Payment Listing

5/19/2026 to 6/1/2026

Type: AM - Accounting Manual Warrant, AW - Accounting Warrant, IM - Investment Manual Warrant, IW - Investment Warrant, PM - Payroll Manual Warrant, PR - Payroll Warrant, RW - Reduction of Receipt Warrant, SW - Skipped Warrant, WH - Withholding Warrant, WM - Withholding Manual, WS - Special Warrant, CH - Electronic Payment Advice, IL - Investment Loss, EP - Payroll EFT Voucher, CV - Payroll Conversion Voucher, SV - Payroll Special Voucher, EW - Withholding Voucher, POS ADJ - Positive Adjustment, NEG ADJ - Negative Adjustment, POS REAL - Positive Reallocation, NEG REAL - Negative Reallocation

Status: O - Outstanding, C - Cleared, V - Voided, B - Batch

* Asterisked amounts are not included in report totals. These transactions occurred outside the reported date range but are listed for reference.