

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

September 21, 2026

The regular meeting of the Richfield Township Trustees was called to order by Vicky Loeffler-Berneisel at 7:00 p.m. at the Richfield Township Maintenance Building at 3951 Washburn Rd., Berkey, OH. All present were asked to rise for the Pledge of Allegiance.

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

ADMINISTRATIVE REPORTS:

The clerk provided copies of the minutes from the September 8, 2026 regular meeting, August Bank Reconciliation and current Cash Summary Report, Revenue Report, and Pending Warrants Report.

READING AND APPROVAL OF MINUTES:

Kim Ronau made a motion to approve the August 17, 2026 public hearing minutes as presented. Vicky Loeffler-Berneisel seconded the motion. Roll call: all voted yes. Motion approved.

Vicky Loeffler-Berneisel made a motion to approve the September 8, 2026 regular meeting minutes as presented. Kim Ronau seconded the motion. Roll call: Andrew Bick-absent, Kim Ronau-yes, Vicky Loeffler-Berneisel-yes. Motion approved.

PRESENTATION OF THE BILLS:

The attached listings of warrants (14682 - 14) were presented for approval:

Kim Ronau made a motion to approve payment of the attached listing of invoices and the corresponding pending warrants. Vicky Loeffler-Berneisel seconded the motion. Roll call: Andrew Bick-absent, Kim Ronau-yes, Vicky Loeffler-Berneisel-yes. Motion approved.

PUBLIC COMMENTS:

Status Update: Zoning and Land Use Plan Books & Grant Funding

Plan Books: All contractual obligations have been fulfilled. Final documents have been transmitted to the printer, and copies will be delivered upon completion of printing.

Grant Funding: The grant remains on track. The mid-period report has been submitted, with the final report and all remaining work due by the end of October. Outstanding invoices from Crossroads will be submitted for reimbursement as they are received.

FIRE:

No formal report was submitted this period. Engine 58 has returned to service. Battery testing returned satisfactory results; a short in a wiring harness was identified and repaired, and the batteries have held their charge since the repair.

ZONING:

Zoning Inspector Zach Mikolajczyk

The Zoning Board met on September 14, 2026, and approved three permits: a new shed, a pond, and a pole barn.

FISCAL OFFICER:

Fiscal Officer's Report – Linda Decker

Minutes circulated for signature; August bank reconciliation presented for signature.

Administrative and Fiscal Update Service Cancellations

Phone line 419-829-2222 has been canceled, as it is no longer in service.

The Gibbs Road light has been canceled following a report from the Lucas County Sheriff's Office indicating the light has no meaningful effect on the bridge. Deputies noted that when apprehending individuals in the area, the bridge remains nearly blacked out, with only cruiser headlights illuminating people or vehicles.

Revenue and Assessments

Levy funds have been received. The deduction spreadsheet reflected \$5,000 in election expenses, compared to the customary \$300 per year. The Board of Elections confirmed a clerical data error, which is now being corrected.

The health department assessment increased by \$4,000 this cycle, attributed to their relocation to a new building. Historically, this charge has increased by approximately \$2,000 annually.

Spending Guidance Given current fiscal constraints, fire department spending should be limited to essentials only — salaries, utilities, and necessary repairs — with no discretionary purchases. The general fund is similarly strained. It is recommended that the sheriff's contract be placed on hold and reevaluated in 2027.

TRUSTEE REPORTS:

Trustee Kim Ronau:

- A Metro Parks representative will present on planned ditch work at the October 19 meeting.

- Road Maintenance Supervisor Dan Walters resigned, effective immediately, on September 21, 2026.
- Kim Ronau made a motion to accept the resignation of Dan Walters, Road Maintenance Supervisor effective September 21, 2026, Vicky Loeffler-Bernheisel seconded. Roll call: Andrew Bick- absent; Kim Ronau - yes; Vicky Loeffler-Bernheisel - yes. Motion approved.

Trustee Vicky Loeffler-Bernheisel:

Website Updates The Lucas County Engineers road document has been added, along with the land use plan, zoning text, and map, plus additional resources.

Preserve Ohio Cemetery Cleanup Portal The Township has signed up for the Preserve Ohio cemetery cleanup portal. The platform allows organizations such as the VFW and Catholic War Veterans to view a wish list of volunteer tasks, including headstone washing and planting.

Lucas County Meeting — Sirens Attended Monday's Lucas County meeting with Anita Lopez. The County advised that sirens will not be repaired, as they are being phased out. The Township could purchase and maintain its own units, though this would likely require an additional activation contract with Lucas County. The County is exploring additional funding options.

Lucas County Alerts As an alternative, Lucas County Alerts is being promoted, this is a configurable email and cell phone alert system for tornadoes, major disasters, and snow levels. QR code cards are available, and a brochure and volunteer-assisted sign-up session will be planned in the near future. Residents are also encouraged to configure emergency contacts and a medical ID on their phones, including medications, organ donor status, and health conditions, for use by first responders.

Trustee Bick:

Absent.

ADMINISTRATOR: Bill Consolo

No report.

OLD BUSINESS:

No old business.

NEW BUSINESS:

Cemetery Sexton, Facility & Maintenance Worker job descriptions presented for review and approval.

Kim Ronau made a motion to approve the resolution adopting the cemetery sexton job position. Vicky Loeffler-Bernheisel seconded the motion. Roll call: Bick-absent, Ronau-yes, Loeffler-Bernheisel – yes. Motion approved. See attachment.

Kim Ronau made a motion to approve the resolution adopting the Facility & Maintenance job position. Vicky Loeffler-Bernheisel seconded the motion. Roll call: Bick-absent, Ronau-yes, Loeffler-Bernheisel – yes. Motion approved. See attachment.

Land Use Plan and Zoning Books Discussion was held regarding pricing of the new land use plan and zoning books for residents. The books will also be available online. The Fiscal Officer will obtain printing quotes to ensure the purchase price covers the cost of printing.

Tabled Items The 2027 purse bingo event and the new volunteer application were tabled due to the absence of Interim Fire Chief Ryan Sedlock.

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
- . Rubbish Contractor information for garbage pickup
10. Community Links.

There being no further business Kim Ronau made a motion to adjourn at 7:20 p.m., which was seconded by Vicky Loeffler-Bernheisel: Roll call: Bick-absent, Ronau-yes, Loeffler-Bernheisel-yes. Motion approved.

Richfield Township Fiscal Officer

Payment Listing

UAN v2026.3

9/9/2026 to 9/21/2026

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
246-2026	05/03/2026	05/03/2026	EW	OHIO PUBLIC EMPLOYEES DEFERRED CC	\$110.00 *	V
246-2026	09/09/2026	09/09/2026	EW	OHIO PUBLIC EMPLOYEES DEFERRED CC	-\$110.00	V
437-2026	08/11/2026	08/10/2026	EP	Daniel L Johnson	\$10.88 *	V
437-2026	09/09/2026	09/09/2026	EP	Daniel L Johnson	-\$10.88	V
464-2026	08/18/2026	08/18/2026	EW	OHIO PUBLIC EMPLOYEES DEFERRED CC	\$30.00 *	V
464-2026	09/09/2026	09/09/2026	EW	OHIO PUBLIC EMPLOYEES DEFERRED CC	-\$30.00	V
501-2026	09/09/2026	09/09/2026	EW	PUBLIC EMPLOYEES RETIREMENT SYSTE	\$2,067.42	C
502-2026	09/09/2026	09/09/2026	EW	PUBLIC EMPLOYEES RETIREMENT SYSTE	\$2,179.85	O
503-2026	09/09/2026	09/09/2026	CH	SCHOOL DISTRICT INCOME TAX PROGRAI	\$0.03	C
504-2026	09/09/2026	09/09/2026	CH	STATE OF OHIO	\$0.09	C
505-2026	09/09/2026	09/09/2026	CH	Ohio Deferred Compensation	\$80.00	C
506-2026	09/20/2026	09/20/2026	EP	Derek Braithwaite	\$136.12	O
507-2026	09/20/2026	09/20/2026	EP	Jeshua D Drouillard	\$295.32	O
508-2026	09/20/2026	09/20/2026	EP	Tanner S Glass	\$572.36	O
509-2026	09/20/2026	09/20/2026	EP	Katelyn Greiner	\$400.30	O
510-2026	09/20/2026	09/20/2026	EP	Kimberly S Greiner	\$368.80	O
511-2026	09/20/2026	09/20/2026	EP	Kevin P Kross	\$559.82	O
512-2026	09/20/2026	09/20/2026	EP	Trevor L Linnenkugel	\$199.65	O
513-2026	09/20/2026	09/20/2026	EP	JOHN LUMBREZER	\$133.87	O
514-2026	09/20/2026	09/20/2026	EP	Lucas Parmelee	\$1,344.68	O
515-2026	09/20/2026	09/20/2026	EP	Joseph E Santiago	\$569.87	O
516-2026	09/20/2026	09/20/2026	EP	Ryan E Sedlock	\$1,697.08	O
517-2026	09/20/2026	09/20/2026	EP	Daniel William Walters	\$920.05	O
518-2026	09/20/2026	09/20/2026	EP	Jennifer Willey	\$271.10	O
520-2026	09/20/2026	09/20/2026	CH	Verizon	\$100.87	O
521-2026	09/21/2026	09/21/2026	CH	Zachary Mikolajczyk	\$400.00	O
14682	09/19/2026	09/19/2026	AW	Juan Martinez	\$1,800.00	O
14683	09/19/2026	09/19/2026	AW	Bound Tree Medical, LLC	\$1,419.42	O
14684	09/19/2026	09/19/2026	AW	NAPA AUTO PARTS	\$49.89	O
14685	09/19/2026	09/19/2026	AW	BUCKEYE BROADBAND	\$148.97	O
14686	09/19/2026	09/19/2026	AW	Triotech	\$63.00	O
14687	09/19/2026	09/19/2026	AW	MCI	\$29.08	O
14688	09/19/2026	09/19/2026	AW	Charter Communications	\$335.78	O
14689	09/19/2026	09/19/2026	AW	Lowe's Buisness Account	\$86.35	O
14690	09/20/2026	09/20/2026	AW	TOLEDO EDISON	\$1,161.03	O
14691	09/20/2026	09/20/2026	AW	Daniel Walters	\$322.54	O
14692	09/20/2026	09/20/2026	AW	Triotech	\$337.50	O
Total Payments:					\$17,899.96	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$17,899.96	

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

Payment Listing

UAN v2026.3

9/9/2026 to 9/21/2026

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.