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

October 5, 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 Sylvania Avenue, Berkey, Ohio. 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 September 21, 2026 meeting, October 1, 2026 special meeting, September bank reconciliation, current Cash Summary Report, Revenue Report, and Pending Warrants Report.

READING AND APPROVAL OF MINUTES:

Kim Ronau made a motion to approve the September 21, 2026 minutes as presented. Vicky Loeffler-Bernheisel seconded the motion. Roll call: all voted yes. Motion approved.

Kim Ronau made a motion to approve the October1, 2026 minutes as presented. Vicky Loeffler-Bernheisel seconded the motion. Roll call: all voted yes. Motion approved.

PRESENTATION OF THE BILLS:

The attached listings of warrants (14693– 14725) 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-Bernheisel seconded the motion. Roll call: all voted yes. Motion approved.

PUBLIC COMMENTS;

A resident raised concerns about detour and road signage near the Sylvania Avenue roundabout and bridge closure, including traffic being directed onto local roads and speeding on Brint Road. The trustees discussed the county's responsibility for detour routes and noted the concerns.

Jen Willey, representing the fire department, announced the following upcoming events:

- Trunk or Treat: Sunday, October 25, from 3:00 to 5:00 p.m. at the fire station.
- Feather Party: Friday, November 20, at the fire station. Doors open at approximately 6:30 p.m., and the event begins at 7:00 p.m.
- Metamora Feather Party: The department plans to support Metamora's event on Tuesday, November 24.

Volunteers are welcome and encouraged to participate.

ZONING:

Zoning Inspector's Report

Zoning Inspector Zach Mikolajczyk reported that permits had been issued for a pole barn and a pond on the same property. Two additional new-home projects have inquired about expanding their outbuildings and will proceed through the review process.

The Zoning Board is also developing updated permit applications, a formal zoning complaint form, and a revised fee schedule.

FISCAL OFFICER:

The fiscal officer presented bank reconciliations, direct-deposit information, and the sheriff's report. Deputies recorded 22 hours during the prior two weeks, including one citation, 16 warnings, and one motorist assist.

Amounts and rates determined by the county Budget Commission presented to the trustees for their review along with the request an advance of collected taxes.

Kim Ronau made a motion to accept the amounts and rates determined by the county Budget Commission, authorizing the necessary tax levies. Vicky Loeffler-Bernheisel seconded the motion. Roll call: all voted yes. Motion approved

Kim Ronau made a motion to approve the request on advance of collected taxes. Vicky Loeffler-Bernheisel seconded the motion. Roll call: all voted yes. Motion approved

See attached: Resolution 100526-01 Resolution accepting the amounts and rates as determined by the budge commission and authorizing the necessary tax levies and certifying them to the county auditor.

See attached: Resolution 100526-02 Resolution request for advance of taxes collected. Accept the amounts and rates determined by the county Budget Commission and authorize the necessary tax levies.

Amounts approved by Budget Commission Inside 10 M. Limitation:

General Fund: $162,000.00
Road Fund: $59,000.00

Levies outside the 10 Mill limitation:

Fire Fund: 7.75 mills total. Estimate of levies: $420,400.00

The fiscal officer discussed Crossroads-related purchase orders and grant expenses. The grant report is complete and will be sent to Steering Committee leads Tim Clancy and Travis Garlick for review. It is due October 31, 2026.

TRUSTEE REPORTS:

Trustee Ronau reported:

Metro Parks, Cemetery, and Maintenance Updates

- Metro Parks: A representative is expected to provide an update on ditch projects at the next meeting. Trustees also discussed residents' concerns about a proposed turning lane near the park.
- Cemetery and maintenance building: Trustees noted recent cemetery maintenance and discussed a hazardous tree near the cemetery fence on the Metro Parks side.
- Maintenance building roof: Trustees reviewed a repair estimate of approximately $9,000 and discussed the need to address the leaking roof.
- Volunteer recognition: Trustees thanked Bill Consolo, Tina Tipping, Vicky Loeffler-Bernheisel, and Doug and Kim Ronau for helping clean up and mow the cemetery and plant flowers.

Trustee Loeffler-Bernheisel reported:

Website and Employment Updates

- Website and domain: The township will contact GoDaddy to discuss options for a .gov domain and website.
- Job openings: The township announced openings for two positions: cemetery sexton and maintenance worker. Job descriptions are available on the township website.

Trustee Bick:

Thanked all the volunteers who helped clean up the cemetery.

ADMINISTRATOR:

Maintenance building garage door: The administrator reported the garage door opener is not working, it may still be under warranty and will contact the provider.

FIRE:

Leaks were reported in the dormitory area. Repairs to leaks in the bay area cost $1,800. Trustee Ronau and the administrator will investigate the dormitory leaks.

Information was also presented about Logan Griffey, a new applicant to the volunteer fire department. His preliminary background check and drug screening have been completed.

Kim Ronau made a motion to hire Logan Griffey as a volunteer fire fighter with a one year probationary period and completion of a physical. Vicky Loeffler-Bernheisel seconded the motion. Roll call: all voted yes. Motion approved.

Purse Bingo Fundraiser

Trustees discussed plans for a Purse Bingo fundraiser in March.

Andrew Bick moved to approve the event at the fire department, subject to obtaining the required permits and completing the necessary paperwork.Vicky Loeffler-Bernheisel seconded the motion. Roll call: all voted yes. Motion approved.

Fire Station Internet Service

The trustees discussed internet service at the fire station. The past interim fire chief reported that the station has new internet service through Spectrum. The fiscal officer will confirm that the Telesystem/Buckeye service has been discontinued.

NEW BUSINESS:

Reviewed Fire Chief job description.

Kim Ronau made a motion to approve the Fire Chief job description. Vicky Loeffler-Bernheisel seconded the motion. Roll call: all voted yes. Motion approved.

The trustees announced that Andrew Lumbrezer had been appointed acting fire chief at the prior special meeting.

OLD BUSINESS:

Kim Ronau made a motion to pause Lucas County Sherrif coverage on October 31, 2026 due to financial considerations with plans to revisit again in 2027. Vicky Loeffler-Bernheisel seconded the motion. Roll call: all voted yes. Motion approved.

EXECUTIVE SESSION:

Vicky Loeffler Bernheisel made a motion to go into executive session at 8:05 pm to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official. Kim Ronau seconded the motion. Roll call: all voted yes. Motion approved.

Kim Ronau made a motion to end the execuvie session at 8:41 pm. Vicky Loeffler-Bernheisel seconded the motion . Roll call: all voted yes. Motion approved.

Regular meeting resumed.

Andrew Bick made a motion to set the pay for the acting fire chief at $28.00 per hour. Kim Ronau seconded the motion. Roll call: all voted yes. Motion approved.

PUBLIC NOTICE:

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 8:45 p.m., which was seconded by Vicky Loeffler-Bernheisel: Roll call: Ronau-yes, Loeffler-Bernheisel – yes, Bick – yes. Motion approved.

Richfield Township Fiscal Officer

RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR

(BOARD OF TOWNSHIP TRUSTEES)

REVISED CODE, SECS. 5705.34-5705.35

The Board of Trustees of ***Richfield Township****, Lucas County, Ohio, met in* regular *session on the* 5 *day* October *of 20*26*, at the office of* Richfield Township 3951 Washburn Rd. Berky, OH *with the following members present:*

Andrew J. Bair

Valeeffa-Bandasel

Kim Ronau

Mr/Mrs. Kim Ronau *moved the adoption of the following Resolution:*

WHEREAS, The Budget Commission of Lucas County, Ohio, has certified its action thereon to this Board together with an estimate by the County Auditor of the rate of each tax necessary to be levied by this Board, and what part thereof is without, and what part within, the ten mill limitation; therefore, be it

RESOLVED, By the Board of Trustees of ***Richfield, Township****, Lucas County, Ohio, that the amounts and rates, as determined by the Budget Commission in its certification, be and the same are hereby accepted; and be it further*

RESOLVED, That there be and is hereby levied on the tax duplicate of said Township the rate of each tax necessary to be levied within and without the ten mill limitation as follows:

SCHEDULE A
SUMMARY OF AMOUNTS REQUIRED FROM GENERAL PROPERTY TAX APPROVED BY BUDGET COMMISSION AND COUNTY AUDITOR'S ESTIMATED TAX RATES

FUND	Amount Approved by Budget Commission Inside 10 M. Limitation	Amount to Be Derived from Levies Outside 10 M. Limitation	County Auditor's Estimate of Tax Rate to be Levied	
			Inside 10 M. Limit	Outside 10 M. Limit
	Column I	Column II	III	IV
1. General Fund	**162,000**		**2.30**	
4. Road and Bridge Fund (Outside Muni)	**59,000**		**1.00**	
5. Cemetery Fund				
7. Lighting Fund				
8. Garbage and Waste Disposal District				
9. Police District Fund				
10. Fire District Fund		**420,400**		**7.75**
11. Road District Fund				
12. Park Levy Fund				
13. Zoning Fund				
14. Miscellaneous Funds				
15. Bond Retirement Fund*		**0**		**0.00**
TOTAL	**221,000**	**420,400**	**3.30**	**7.75**

*Current rate and 2018 bond debt payment is listed. Actual amount and rate will be determined in December.

CERTIFICATE OF COPY
ORIGINAL ON FILE

The state of Ohio, Lucas County, ss.

I, Linda Decker *Fiscal Officer of the Board of Township Trustees of* ***Richfield Township****, in said County, and in whose custody the Files and Records of said Board are required by the laws of the State of Ohio to be kept, do hereby certify that the foregoing is taken and copied from the original* Richfield Township Board of Trustees Regular Minutes.

now on file with said Board, that the foregoing has been compared by me with said original document, and that the same is a true and correct copy thereof.

WITNESS my signature, this 5 *day of* October, *20* 24

Linda Decker

Fiscal Officer of the Board

Richfield Township,

Lucas County, Ohio

SCHEDULE B

LEVIES OUTSIDE 10 MILL LIMITATION, EXCLUSIVE OF DEBT LEVIES

FUND	Maximum Rate Authorized to Be Levied	Co. Auditor's Est. of Yield of Levy (Carry to schedule A, Column II)
GENERAL FUND:		
Current Expense Levy authorized by voters on , 20 not to exceed years		
SPECIAL LEVY FUNDS:		
Levy authorized by voters on , 20 not to exceed years		
Bond Levy authorized by voters on **Expired 2022 Tax Year** not to exceed 3 years	**0.00**	**0**
Fire Levy authorized by voters on not to exceed years	**2.50**	**112,500**
	3	**157,000**
Levy authorized by voters on , 20 not to exceed years	**0.5**	**27,500**
	1.75	**123,400**
Levy authorized by voters on , 20 not to exceed years		
Total	**7.75**	**420,400**

and be it further

RESOLVED, That the Fisal Officer of this Board be and he is hereby directed to certify a copy of this Resolution to the county Auditor of Said County

Mr/Mrs. Vicky Loeffler-Bernheisel *seconded the Resolution and the roll being called upon its adoption the vote resulted as follows:*

Mr/Mrs. Andrew Bick - yes

Mr/Mrs. Kim Ronay - yes

Mr/Mrs. Vicky Looffler-Bernheisel, - yes

Adopted the 5 *day of* October, 20 26

Fiscal Officer of the Board of Township Trustees of

Richfield Township,

Lucas County, Ohio

Print Form

REQUEST FOR ADVANCE OF TAXES COLLECTED

MUNICIPALITIES, SCHOOL DISTRICTS, TOWNSHIPS

Rev. Code Sec. 321.34

To the Auditor of Lucas County, Ohio:

Toledo, Ohio, 1 October 5, 2026

YOU ARE HEREBY REQUESTED to issue your warrant upon the County Treasurer of said County, in favor of 3 Linda Decker as 4 Fiscal Officer of 5 Richfield Township in said County for all monies available Dollars, of the current collection of taxes assessed and collected for and in behalf of said 6 Richfield Township which shall be held and treated as an advance payment on the current collection of taxes due said 6 Richfield Township at the ensuing settlement, 2 2026 as provided by law.

Pursuant to a Resolution adopted by the 7 Board of Richfield Township Trustees adopted 1 October 5, 2026 Resolution No. _____

Andrew J. Bird
(President of Board - City Treasurer)

Linda Decker
Clerk

1. Month, Day, Year.
2. Year.
3. Name of Official.
4. Clerk or Treasurer.
5. School District, Township, or the City or Village.
6. District, Township, or Municipality.
7. Board of Education of said School District, Board of Trustees of said Township, or, Council of said Municipality.

Payment Listing

9/22/2026 to 10/5/2026

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
522-2026	09/24/2026	09/24/2026	EP	Andrew Bick	$862.05	C
523-2026	09/24/2026	09/24/2026	EP	William Consolo	$191.34	C
524-2026	09/24/2026	09/24/2026	EP	LINDA S DECKER	$1,469.38	C
525-2026	09/24/2026	09/24/2026	EP	Vicky Loeffler Bernheisel	$957.46	C
526-2026	09/24/2026	09/24/2026	EP	Kim M Ronau	$960.83	C
528-2026	09/24/2026	09/24/2026	EW	IRS	$4,493.82	C
529-2026	09/24/2026	09/24/2026	EW	OHIO PUBLIC EMPLOYEES DEFERRED CO	$110.00	C
530-2026	09/24/2026	09/24/2026	EW	OHIO PUBLIC EMPLOYEES DEFERRED CO	$30.00	O
531-2026	09/24/2026	09/24/2026	EW	SCHOOL DISTRICT INCOME TAX PROGRAI	$206.34	C
532-2026	09/24/2026	09/24/2026	EW	TREASURER OF STATE OF OHIO	$572.28	C
533-2026	09/24/2026	09/24/2026	EW	Michigan Department of Treasury	$201.39	O
534-2026	09/24/2026	09/24/2026	EW	Michigan Department of Treasury	$121.55	O
535-2026	09/24/2026	09/24/2026	EW	Michigan Department of Treasury	$117.96	O
536-2026	09/24/2026	09/24/2026	EW	Michigan Department of Treasury	$138.93	O
537-2026	09/24/2026	09/24/2026	EW	Michigan Department of Treasury	$107.75	O
538-2026	10/01/2026	10/02/2026	CH	Ohio Bureau of Workers Compensation	$372.27	O
539-2026	10/01/2026	10/02/2026	CH	Ohio Auditor of State	$365.50	O
540-2026	10/01/2026	10/02/2026	CH	STATE OF OHIO	$1.10	C
541-2026	10/01/2026	10/02/2026	CH	SCHOOL DISTRICT INCOME TAX PROGRAI	$0.40	C
542-2026	09/30/2026	10/02/2026	EW	OHIO PUBLIC EMPLOYEES DEFERRED CO	$80.00	C
543-2026	10/02/2026	10/02/2026	CH	KEY BANK	$68.75	C
544-2026	10/04/2026	10/04/2026	EP	Derek Braithwaite	$68.06	O
545-2026	10/04/2026	10/04/2026	EP	Jeshua D Drouillard	$199.65	O
546-2026	10/04/2026	10/04/2026	EP	Tanner S Glass	$391.19	O
547-2026	10/04/2026	10/04/2026	EP	Katelyn Greiner	$400.30	O
548-2026	10/04/2026	10/04/2026	EP	Kimberly S Greiner	$191.37	O
549-2026	10/04/2026	10/04/2026	EP	Jeremiah Johnson	$562.20	O
550-2026	10/04/2026	10/04/2026	EP	Kevin P Kross	$785.75	O
551-2026	10/04/2026	10/04/2026	EP	JOHN LUMBREZER	$66.93	O
552-2026	10/04/2026	10/04/2026	EP	Christian D Maley	$119.80	O
553-2026	10/04/2026	10/04/2026	EP	Curtis L Menke	$68.06	O
554-2026	10/04/2026	10/04/2026	EP	Zachary R Mikolajczyk	$436.48	O
555-2026	10/04/2026	10/04/2026	EP	Lucas Parmelee	$1,344.68	O
556-2026	10/04/2026	10/04/2026	EP	Joseph E Santiago	$569.87	O
557-2026	10/04/2026	10/04/2026	EP	Jennifer Willey	$204.19	O
14693	09/30/2026	09/30/2026	AW	Crossroads Community Planning, LLC	$4,000.00	V
14693	09/30/2026	09/30/2026	AW	Crossroads Community Planning, LLC	-$4,000.00	V
14694	09/30/2026	09/30/2026	AW	Crossroads Community Planning, LLC	$100.00	V
14694	09/30/2026	09/30/2026	AW	Crossroads Community Planning, LLC	-$100.00	V
14695	09/30/2026	09/30/2026	AW	Tim Clancy	$500.00	V
14695	09/30/2026	09/30/2026	AW	Tim Clancy	-$500.00	V
14696	09/30/2026	09/30/2026	AW	Travis Garlick	$500.00	V
14696	09/30/2026	09/30/2026	AW	Travis Garlick	-$500.00	V
14697	09/30/2026	09/30/2026	AW	Edwina Fritsch	$380.20	V
14697	09/30/2026	09/30/2026	AW	Edwina Fritsch	-$380.20	V
14698	09/30/2026	09/30/2026	AW	Mary Pahl	$380.20	O

Payment Listing

9/22/2026 to 10/5/2026

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
14698	10/07/2026	10/07/2026	AW	Mary Pahl	-$380.20 *	V
14699	09/30/2026	09/30/2026	AW	Carol Eisel	$380.20	O
14699	10/07/2026	10/07/2026	AW	Carol Eisel	-$380.20 *	V
14700	09/30/2026	09/30/2026	AW	jazmin Todd	$380.20	O
14700	10/07/2026	10/07/2026	AW	jazmin Todd	-$380.20 *	V
14701	09/30/2026	09/30/2026	AW	Todd Lenart	$380.20	O
14701	10/07/2026	10/07/2026	AW	Todd Lenart	-$380.20 *	V
14702	09/30/2026	09/30/2026	AW	Karen Winn	$380.20	O
14702	10/07/2026	10/07/2026	AW	Karen Winn	-$380.20 *	V
14703	09/30/2026	09/30/2026	AW	Joshua Meyer	$380.20	O
14703	10/07/2026	10/07/2026	AW	Joshua Meyer	-$380.20 *	V
14704	09/30/2026	09/30/2026	AW	Barb Huff	$380.20	O
14704	10/07/2026	10/07/2026	AW	Barb Huff	-$380.20 *	V
14705	09/30/2026	09/30/2026	AW	Ben Eisel	$380.20	O
14705	10/07/2026	10/07/2026	AW	Ben Eisel	-$380.20 *	V
14706	09/30/2026	09/30/2026	AW	Bill Buckenmeyer	$380.13	O
14706	10/07/2026	10/07/2026	AW	Bill Buckenmeyer	-$380.13 *	V
14707	09/30/2026	09/30/2026	AW	Crossroads Community Planning, LLC	$4,000.00	O
14708	09/30/2026	09/30/2026	AW	Crossroads Community Planning, LLC	$100.00	O
14709	09/30/2026	09/30/2026	AW	Tim Clancy	$500.00	O
14710	09/30/2026	09/30/2026	AW	Travis Garlick	$500.00	O
14711	09/30/2026	09/30/2026	AW	Edwina Fritsch	$380.20	O
14711	10/07/2026	10/07/2026	AW	Edwina Fritsch	-$380.20 *	V
14712	10/02/2026	10/02/2026	AW	KEY BANK	$68.75	V
14712	10/02/2026	10/02/2026	AW	KEY BANK	-$68.75	V
14713	10/03/2026	10/02/2026	AW	Wex Bank	$723.58	O
14714	10/03/2026	10/02/2026	AW	Verizon	$220.71	O
14715	10/03/2026	10/02/2026	AW	OHIO PUBLIC RISKS INSURANCE AGENCY	$1,340.00	O
14716	10/03/2026	10/02/2026	AW	ARS Refuse Service	$54.43	O
14717	10/03/2026	10/02/2026	AW	Juan Martinez	$600.00	O
14718	10/04/2026	10/04/2026	PR	JAMES D CROOKS	$1,695.60	V
14718	10/04/2026	10/04/2026	PR	JAMES D CROOKS	-$1,695.60	V
14719	10/04/2026	10/04/2026	PR	JAMES D CROOKS	$1,695.60	V
14719	10/05/2026	10/05/2026	PR	JAMES D CROOKS	-$1,695.60	V
14720	10/04/2026	10/04/2026	AW	Telesystem	$438.66	O
14721	10/04/2026	10/04/2026	AW	JIM CROOKS	$32.00	O
14722	10/04/2026	10/04/2026	AW	Juan Martinez	$720.00	O
14723	10/04/2026	10/04/2026	AW	MOTOROLA, INC.	$510.00	O
14724	10/05/2026	10/05/2026	PR	JAMES D CROOKS	$432.21	O
14725	10/05/2026	10/05/2026	AW	Lucas County Sheriff's Office	$480.00	O
				Total Payments:	$31,291.15	
				Total Conversion Vouchers:	$0.00	
				Total Less Conversion Vouchers:	$31,291.15	

Type: AM - Accounting Manual Warrant, AW - Accounting Warrant, IM - Investment Manual Warrant, IW - Investment Warrant, PM -

Payment Listing

9/22/2026 to 10/5/2026

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.