

**ORGANIZATIONAL/REGULAR MEETING
JANUARY 5, 2026**

Meeting location: 6699 Buffham Rd, Seville OH 44273

Oath of Office to Joseph Doty- sworn in by Jim Likley

Fiscal Officer, Tera Seiwerth, opens meeting at 6:31 pm.

Pledge of Allegiance

Roll call: Joe Doty, Jim Likley, Kent Patterson

Others in attendance: Julie Carr, Tera Seiwerth, Chief Hall, Asst Chief Young

Tera asks for nominations for Board Chairman.

Doty makes a motion to nominate Jim Likley as board chairman.

Patterson seconded the motion. Likley accepted the nomination.

Roll Call- Doty- aye, Patterson- aye, Likley- aye. Motion passed.

Meeting turned over to Chairman Likley

Moment of reflection

Nominations for Vice Chairman

Likley makes a motion to nomination of Doty as vice chairman.

Patterson seconded the motion. Doty accepts the nomination.

Roll Call- Doty- aye, Patterson- aye, Likley- aye. Motion passed.

Minutes to be Approved

Dec. 15, 2025 minutes have been reviewed.

Doty made a motion to approve the minutes of December 15, 2025

Patterson seconded the motion.

Roll Call- Doty- aye, Patterson- aye, Likley- aye. Motion passed.

CHIEFS' REPORT

Total number of incidents for the month: 49

Mutual aid given: 13

Mutual aid received: 8

Day shift calls: 35

Night shift calls: 14

Missed calls: No missed calls.

Other Updates:

Breakfast with Santa was a success.

5 personnel attended shop with a cop.

Westfield Fire and Rescue District

Ended 2025 with 648 runs. Year prior was 591 runs.

Trustees were given the 2025 annual report for review for the next meeting.

Comments from the floor

None at this time, Likley did share questions can be asked throughout the meeting as well.

OLD BUSINESS

Patterson shared he attended a meeting at the recycling center and discussed additional funding available to apply for since a recycling center is located in the township. These funds can be used for anything, including the fire department needs. Patterson recognized that we have an impact on roads mostly. Up to 25 cents per ton is available as future funding to the township.

Mike Schmidt said this should be around \$85,000 as that is what is owed to the township based on the contract, the grant sounds like something different. Likley said this is a great opportunity to look into. Likley said that Patterson is on this board, Doty is the alternate and suggested they look into what all options are available to the township. Patterson said he will try to get more information by the next meeting.

NEW BUSINESS

Trustees discuss allowing the Fiscal Officer to pay bills outside the regular meeting schedule for the purpose of avoiding late fees or penalties. Payments may be in the form of a warrant or electronic. In the event of this occurrence the payment shall be approved at the next regular meeting.

Likley made a motion to approve.

Doty seconded the motion.

Roll Call- Doty- aye, Patterson- aye, Likley- aye. Motion passed.

Village Presentation

Likley will be attending the village meeting in January and will be presenting the following information below. He asked the board if they agreed with the following that he would be presenting. Patterson asked if Likley has already had discussions with the village and that they haven't had discussions as a board yet on what has been decided on that the township is going to ask for. Likley said it is his intention to be on the ballot in November and hopes the board agrees. Patterson said the township has voiced they don't want this and how long do we continue to make them want it. Likley said we have a \$125,000 carryover and funds are needed. We need to provide information and do our due diligence. This is up to the residents.

Westfield Fire and Rescue District

The Board of Trustees recognizes that any future success of Westfield Fire and Rescue support will in part come from providing valuable information to our residents. To that goal.

Discussion and work have already begun on developing a 5-year operating Budget Plan with funding needs for long-term equipment replacement schedules.

The most cost-efficient means to provide improved communication to our residents is through the Township website westfieldtownship.org. To meet that objective, changes are already being discussed with website designer to enable the posting of monthly run reports of Fire and EMS calls on both day and night shift coverage.

Revenue received by taxes, contract, billing, grants and donations. Donations received over the years have provided 10s of thousands of dollars in both financial assistance and tangible items to help make the department complete. Those donations will be recognized with appreciation.

Monthly expense reports will be posted to show how tax dollars are being spent.

Meeting agendas, to inform the public of future topics before the Board for discussion and decisions. These, along with the already posted approved meeting minutes will hopefully provide the information our residents deserve and need moving forward.

As we start the new year, Westfield Fire and Rescue have a financial carryover from 2025 of \$125,000. While that continues to be very lean start fiscally, we also recognize our personnel are the most valuable part of the department. So, we were able to provide a cost-of-living increase of 2.8% to Chief Hall salary. Members' pay rate levels were discussed with department members as to the future of our financial direction and goals.

The commitment by the members of Westfield Fire and Rescue to serve this community is reflected by the fact that there have been no missed calls for service in over three years.

The fact that 24 – 7 coverage is the normal operation and not the exception of the department with all part-time members except Chief Hall. That members are in house ready to respond from 8pm to 8am at the reduced hourly rate. These coverage levels allow for an average response time of 6 minutes. This quick response when minutes count has and will make a difference in the outcome of every emergency call that comes in.

It is our intension to be on the ballot in November to ask township residents for additional funding to the department's needs. We also recognize the hurdles of that success but are optimistic that with improved information, communication and transparence that a majority of the residents can and will be supportive of these valuable services to our community.

Westfield Fire and Rescue District

As our efforts to develop and provide information come together we will share those updates to ensure transparency and build confidence by our actions.

Board approved of presentation to the Village

Resolution WFRD 2026-01

FOR OPEN MEETINGS UNDER SUNSHINE LAW

Likley made a motion to approve the Resolution.

Patterson seconded the motion.

Roll Call- Doty- aye, Patterson- aye, Likley- aye. Motion passed.

Resolution WFRD 2026-02

OPEN RECORDS MISSION STATEMENT, STATEMENT OF PRINCIPLES AND POLICY

Likley made a motion to approve the Resolution.

Doty seconded the motion.

Roll Call- Doty- aye, Patterson- aye, Likley- aye. Motion passed.

Resolution WFRD 2026-03

TO PARTICIPATE IN THE ADVANCE OF REAL ESTATE TAX COLLECTION FOR THE YEAR 2026

Likley made a motion to approve the Resolution.

Patterson seconded the motion.

Roll Call- Doty- aye, Patterson- aye, Likley- aye. Motion passed.

Resolution WFRD 2026-04

TO ESTABLISH HEALTH, DENTAL, VISION AND LIFE INSURANCE PARAMETERS

Likley shared this resolution was originally covered on the township side 2025-18. But there was not a resolution offered for the fire side.

Likley made a motion to approve the Resolution.

Patterson seconded the motion.

Roll Call- Doty- aye, Patterson- aye, Likley- aye. Motion passed.

Resolution WFRD 2026-05

ACCIDENT AND SICKNESS INSURANCE PROCURED AND PROVIDED

Likley made a motion to approve the Resolution.

Doty seconded the motion.

Roll Call- Doty- aye, Patterson- aye, Likley- aye. Motion passed.

Westfield Fire and Rescue District

WFRD Personnel Polices Handbook Provided for review. Likley said he had given this handbook to Chief and Asst Chief to review. This was last approved in 2014/2015 and Likley says this could be reviewed again and amended if needed. Doty asked if everyone signs off on this when hired at the fire department. Chief said he wasn't even aware this was available. Doty asked for this to be reviewed as soon as possible. Chief said harassment and drug/alcohol policies are electronically acknowledged by every employee yearly through Lexipol training. Next steps are that Chief will provide suggestions after review of the handbook. Trustees and prosecutors will review after that.

Executive Session at 7:00

For employee Contract, Appointments and Compensation.

Likley made a motion to enter executive session with the F.O. Tera Seiwerth
Patterson seconded the motion.

Roll Call- Doty- aye, Patterson- aye, Likley- aye. Motion passed.

7:10 Likley made a motion to come out of executive session.

Doty seconded the motion.

Roll Call- Doty- aye, Patterson- aye, Likley- aye. Motion passed.

WFRD Employee Appointment, Salary, Hourly Rate and Benefits

Fire Chief Jeff Hall- \$62,000 Annual Salary/change of a 2.8% increase retroactive to beginning of the year 2026. \$1,736 annually. This helps cover the increase in insurance premiums and a little bit more. Likley shared that Chief Hall is the best Chief this department has ever seen and wishes they could provide more. Pay rates for the rest of department will stand as is.

Likley made a motion to approve the 2.8% pay raise for Chief Hall ~~annual fees and dues~~.

Patterson seconded the motion.

Roll Call- Doty- aye, Patterson- aye, Likley- aye. Motion passed.

Assistant Chief Dave Young **\$5.00** plus Hourly Rate

Lieutenant Chris Blair **\$ 2.00 plus** hourly cert. rate

Lieutenant Chris Gore **\$ 2.00 plus** hourly cert. rate

Night Shift Rate \$4.17 per hour

On Call Rate \$2.00 per hour

Westfield Fire and Rescue District

Certification Pay Rates – no changes

Benefits Package as established in WFRD Personnel Policy Handbook.

Appointments For 2026 for Firefighters Dependents Fund:

Legislative Authority Trustee Likley

Legislative Authority Trustee Patterson

Fire Dept. Chief Hall

Fire Dept. Assistant Chief Young

Chairperson: Trustee Likley

Board Secretary: Julie Carr

Elected Board Member: Jack Franz

Likley made a motion to approve the board members listed above.

Doty seconded the motion.

Roll Call- Doty- aye, Patterson- aye, Likley- aye. Motion passed.

Chief will look into how other fire departments pay for this and will get back to the board. Tera will then send this information to the proper departments.

Annual Fee \$ Dues & Fees Paid

Wayne Co. Fire & Rescue Assoc.	\$ 20.00
Medina Co. Fire Chiefs Assoc.	\$100.00
Ohio State Firefighters Assoc.	\$100.00
Ohio Fire Chiefs Assoc.	\$100.00
Int'l Assoc. of Fire Chiefs	\$235.00
Medina Co. Fireman's Assoc.	\$127.00
Misc Fees	<u>\$200.00</u>

Westfield Fire and Rescue District

TRAVEL EXPENSES

IRS per mile rate for 2026 72.5 cents

Patterson made a motion to approve the per milage rate

Doty seconded the motion.

Roll Call- Doty- aye, Patterson- aye, Likley- aye. Motion passed.

Per Diem rate \$40.00

Reimbursement of travel expenses as established in Personnel Policy Handbook.

Doty made a motion to approve travel expenses as listed.

Patterson seconded the motion.

Patterson added the \$40 does not include any alcohol.

Roll Call- Doty- aye, Patterson- aye, Likley- aye. Motion passed.

Fiscal Officer's report:

Review following reports (2025)

Revenue Status, Appropriation Status, Fund Status, Cash Summary by Fund (YTD)

Cash Flow YTD by Fund & Receipt Listing Dec 2025

Fund Status (2025)

Primary checking status \$15,842.32

Savings status \$123,080.45

Payment listing total \$20,787.88

Doty made a motion to approve the payment listing of \$20,787.88.

Patterson seconded the motion.

Roll Call- Doty- aye, Patterson- aye, Likley- aye. Motion passed.

Money received for December: \$7,830

Trustees asked for more information about money received from CGS- Chief shared this is a contractor for Medicare. Doty asked about the difference in reports. One is year end, the other is monthly.

Doty asked about the Clara Weiss fund. Chief explained this is a yearly \$1,000 check.

Likley asked about payments that have gone out but have not cleared the bank account yet.

Tera explained warrants are physical checks that are still out. Likley wants to know what can be done about the checks that are still outstanding from over 4 to 5 years ago. Tera said she will do research as this may need to be processed as unclaimed funds.

Westfield Fire and Rescue District

Tera is still working on the temporary budget and year end reports.

Likley suggested that Chief only comes to the first meeting of the month to share his report. Board agrees.

Likley shared he is looking at a 5 year forecast for the fire department. Tera is very familiar with this and will be working on this with support of the Chief.

NEXT REGULAR TRUSTEES MEETING January 19, 2026 @ 6:30 pm. Likley shared this is a holiday, but everyone agreed they can attend on the 19th.

SPECIAL MEETING Appropriations, 5 Year budget plan will be set in February.

MOTION TO ADJOURN

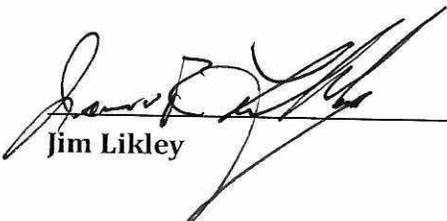
Likley made a motion to adjourn at 7:30pm

Doty seconded the motion.

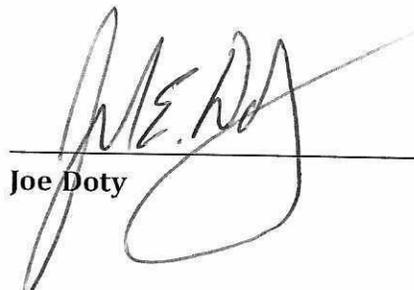
Roll Call- Doty- aye, Patterson- aye, Likley- aye. Motion passed.

Minutes prepared by Township Administrator, Julie Carr.

Signed:



Jim Likley



Joe Doty



Kent Patterson

Date Approved 1/19/2024