

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

May 20, 2024

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

**ROLL CALL:**

Chairman Andrew Lumbrezer – present  
Co-Chairman Steve Bettinger – present  
Andrew Bick – present

**ADMINISTRATIVE REPORTS:**

The clerk provided copies of the minutes from the May 6, 2024 meetings, current Cash Summary Report, Revenue Report, April Bank Reconciliation and Pending Warrants Report.

**READING AND APPROVAL OF MINUTES:**

Steve Bettinger made a motion to approve the May 6, 2024 minutes as presented. Andrew Bick seconded the motion. Roll call: All voted yes. Motion approved.

**PRESENTATION OF THE BILLS:**

The attached listings of warrants (13637- 13660) were presented for approval:

Andrew Bick made a motion to approve payment of the attached listing of invoices and the corresponding pending warrants. Steve Bettinger seconded the motion. Roll call: All voted yes. Motion approved.

**PUBLIC COMMENTS:**

Hylant Insurance representative Laurie Manning provided updates on the 2024 insurance policy. There was an 5% property value increase. The premium for 2024-2025 is \$13,907.00.

Discussion on the liability risk in renting out the townhall which does not meet ADA requirements. Ms. Manning explained the township is not at risk, there is no liability issues in renting out the hall.

**FIRE:**

The gator utility vehicle has been delivered. A partial grant was received for the purchase of the skid unit which will be used with the utility vehicle. Discussion on the purchase of a trailer for transporting the utility vehicle. Estimates will be obtained for the trailer.

**ZONING:**

Zoning Inspector Dan Walters reported the following zoning issues:

- Received complaints on the number of vehicles, repairs being done at a residence home.
- Prairie plants located at a resident's yard, overgrown.

Mr. Walters spoke to the resident in regards to the cars, zoning laws regarding vehicles as well as operating a business out of your home.

The Prairie plants are protected grasslands; therefore, nothing legally can be done.

An email was received regarding Sassy Acres on State Rt. 20, the property owners are in the process of fixing the building up to sell agriculturally appropriate products.

**ROADS:**

Trustee Bettinger reported the sealcoating has been completed on the roads within Wolfinger Cemetery.

**OLD BUSINESS:**

Trustee Lumbrezer discussed the rental of the townhall during warmer weather. The Trustees agreed to allow rentals beginning immediately to the end of October.

**CEMETERY:**

Continued discussion on two cemetery programs.

- Web Cemeteries: \$7134.00 includes software set up, data import of old records, satellite mapping, sales app, 8 hours of training, unlimited users. Annual maintenance fee: \$1668.00.
- CIMS Cemetery Software, \$7000.00 includes software set up, 2 hours of training, one user. Additional cost for importing old records: \$6000.00, each additional

user: \$975.00, additional training \$1500.00, mapping \$1200.00. Annual maintenance fee \$1200.00.

Andrew Bick made a motion to purchase the Web Cemetery program for \$7134.00 with a yearly maintenance fee of \$1668.00. Andrew Lumbrezer seconded the motion. All voted yes. Motion approved.

**NEW BUSINESS:**

Trustees reviewed time sheets and police reports.

Trustee Bick reported the flags for Memorial Day have been ordered for Wolfinger Cemetery.

**PUBLIC NOTICE:**

Residents may call Norma Drennan at 419-829-6029/419-283-3424 to rent the town hall.

The following information can be viewed on the Richfield Township website at:

[www.richfieldtwp.com](http://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. Town hall rental rules and fees
9. Roads and Maintenance
10. Rubbish Contractor information for garbage pickup
11. Community Links.

There being no further business Andrew Bick made a motion to adjourn at 9:25 p.m., which was seconded by Steve Bettinger: Roll call: all voted yes. Motion approved.

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Richfield Township Fiscal Officer

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