

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

November 4, 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 October 21, 2024 meetings, current Cash Summary Report, Revenue Report, and Pending Warrants Report.

**READING AND APPROVAL OF MINUTES:**

Steve Bettinger made a motion to approve the October 21, 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 (13853- 13864) 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:**

No public comments

**FIRE:**

There will be a Fire Chief's badge pinning ceremony on November 6th at 6:00 p.m. at the fire station as Deputy Chief Pete Scarborough has been promoted to Fire Chief as of 11/1/24

replacing Chief Clonch who will be moving into his new role as Administrator/Safetly Public Director.

Large field fire on Bancroft between Fulton Lucas and Lathrop Rd. today. Fire brought under control this afternoon.

### **ZONING:**

One permit issued for an addition to a garage.

Discussion on noxious weeds at a resident's home, unable to locate a phone number to call owner. A certified letter will be sent to the owners notifying them of the violation.

### **ROADS:**

Resident on Miller Rd requested his driveway to barn be filled in with stone due to a large dip after road was recently paved.

### **OLD BUSINESS:**

Harding Township Fire & EMS Emergency Services Contract Addendum with Richfield Township was presented/signed. Addendum necessary due to expiration of the Temporary Agreement with Harding Township and Springfield Township and is being entered into as a STOP GAP Agreement as allowed under Ohio Revised Code – Section 9.60.

### **NEW BUSINESS:**

Trustees reviewed time sheets and police reports.

Keith Clonch, Adm\*inistrator attended the Lucas County Economic Development meeting on Monday, October 28, 2024.

Discussion on the VFFDF annual renewal of board members. Fiscal Officer will reach out to Cheif Scarborough for his input.

Discussion on job description for Keith Clonch Administrator. Administrator job description is found under ORC 505.03.1, currently in process of developing a detailed job description.

### **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 8:25 p.m., which was seconded by Andrew Lumbrezer: Roll call: all voted yes. Motion approved.

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Richfield Township Fiscal Officer

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