

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

December 17, 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 December 2, 2024 meetings, current Cash Summary Report, Revenue Report, November Bank Reconciliation and Pending Warrants Report.

**READING AND APPROVAL OF MINUTES:**

Andrew Bick made a motion to approve the December 2, 2024 minutes as presented. Steve Bettinger seconded the motion. Roll call: All voted yes. Motion approved.

**PRESENTATION OF THE BILLS:**

The attached listings of warrants (13904- 13926) were presented for approval:

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

**PUBLIC COMMENTS:**

No public comments.

**FIRE:**

Chief Scarborough reported everything is going well at the department. The night shift volunteer coverage continues to go well.

Discussion on fire department/EMS salaries for 2025. Chief Scarborough presented a spread sheet outlining the proposed increases.

Andrew Lumbrezer made a motion to increase the salaries at the fire department as follows:

<b>Dayshift Pay Rates (hourly)</b>	<b>Overnight Pay Rates (flat rate)</b>	<b>Per Run Pay (per event) Two Hr. Minimum Stipend</b>
FF1/EMT-B \$20.00	Probationary N/A	Probationary \$8.00
FF1/EMT-P \$21.00	FF1/EMR \$50.00	FF1/EMR \$10.00
FF2/EMT-B \$22.00	FF1/EMT-B \$50.00	FF1/EMT-B \$10.00
FF2/EMT-P \$23.00	FF1/EMT-P \$55.00	FF1/EMT-P \$11.00
	FF2/EMT-B \$55.00	FF2/EMT-B \$11.00
	FF2/EMT-P \$60.00	FF2/EMT-P \$12.00
	EMT or FF only \$40.00	
<b>Officer Per Run Pay</b>	<b>Hourly Stipend</b>	
Lieutenant rate + \$2.00	Probationary \$4.00	
Captain rate + \$3.00	FF1/EMR \$5.00	
Asst Chief rate + 4.00	FF1/EMT-B \$5.00	
	FF1/EMT-P \$5.50	
	FF2/EMT-P \$6.00	
	EMT or FF only \$4.00	

Steve Bettinger seconded the motion. Roll call: all voted yes. Motion approved.

**ZONING:**

No zoning reports.

**ADMINISTRATOR:**

Keith Clonch, Administrator received a resume from Ashley Ricker for the Zoning Board Member/Secretary open position. Keith spoke to Ashley about the position, she is interested in becoming involved in township government and is qualified.

Andrew Lumbrezer made a motion to appoint Ashley Ricker to the Richfield Township zoning board effective January 1, 2025. Steve Bettinger seconded the motion. Roll call: all voted yes. Motion approved.

Discussion on Chief Scarborough's salary for 2025. Deputy Chief Pete Scarborough was promoted to the role of Fire Chief in November, 2024 with no increase in salary. Keith recommended increasing Chief Scarborough's salary \$5000.00 a year effective 1/1/25.

Andrew Lumbrezer made a motion to increase Chief Scarborough's salary by \$5000.00 per year effective 1/1/2025. Andrew Bick seconded the motion. Roll call: all voted yes. Motion approved.

### **ROADS:**

No report.

### **OLD BUSINESS:**

No old business.

### **NEW BUSINESS:**

Trustees reviewed time sheets and police reports.

The 2024 bridge report was presented to the Trustees for their review.

Meeting dates/times for 2025 was discussed. The Trustees were in agreement to keep the meeting dates/times the same for 2025. Meetings will be held the 1st and 3rd Monday of every month at 7:00 p.m. at the Richfield Township Maintenance Building at 3951 Washburn Rd., Berkey, OH. If the meeting date falls on a legal holiday it will be moved to the following Tuesday at 7:00 p.m.

The Richfield Township Zoning Board will continue to meet the 2nd Monday of every month at 7:00 p.m. at the Richfield Township Maintenance Building at 3951 Washburn Rd., Berkey, OH.

### **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 Lumbrezer made a motion to adjourn at 7:30 p.m., which was seconded by Steve Bettinger: Roll call: all voted yes. Motion approved.

\_\_\_\_\_  
Richfield Township Fiscal Officer

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

