

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

August 18, 2025

The regular meeting of the Richfield Township Trustees was called to order by Steve Bettinger at 7:00 p.m. at the Richfield Township Fire Department, 11450 Sylvania Avenue, Berkey, Ohio. All present were asked to rise for the Pledge of Allegiance.

ROLL CALL: Chairman: Steve Bettinger – present
Co-Chairman: Andrew Bick – present
Andrew Lumbrezer - present

ADMINISTRATIVE REPORTS:

The clerk provided copies of the minutes from the August 4, 2025, meeting current Cash Summary Report, Revenue Report, July Bank Reconciliation and Pending Warrants Report.

READING AND APPROVAL OF MINUTES:

Andrew Bick made a motion to approve the August 4, 2025, minutes as presented. Andrew Lumbrezer seconded the motion. Roll call: all voted yes. Motion approved.

PRESENTATION OF THE BILLS:

The attached listings of warrants (14214- 14236) were presented for approval:

Andrew Lumbrezer 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:

Future Meeting Speakers*

A resident inquired about potential speakers for upcoming meetings. Keith Clonch, Administrator, reported that efforts have been made to coordinate with representatives from the Village of Berkey; however, responses have not been forthcoming. Further outreach will include in-person contact with the Mayor of Berkey. Additionally, contact

has been initiated with state officials at ODOT, though the appropriate point of contact has not yet been identified. Consideration is being given to engaging local state representatives who may be able to facilitate communication with the appropriate contact.

****Traffic and Safety Concerns on Central Avenue****

Efforts continue to address ongoing concerns along State Route 20. Administrator, Keith Clonch reported persistent issues with traffic accidents at the intersections of Central Avenue and Kilburn Rd as well as Ozzie's. Law enforcement agencies are currently understaffed, limiting their ability to conduct regular traffic radar patrols. The Board will request that Lucas County deputies increase patrols in these high-incident areas.

****Daycare Parking Lot and Snow Plowing Agreement****

It is understood that a verbal agreement exists between the township and the owner of Little Learners Day Care, permitting the township to use the daycare's parking lot for overflow during hall rentals in exchange for snow plowing services at no cost. For the upcoming winter season, the Board of Trustees has decided to discontinue snow plowing services for Little Learners Day Care, as the town hall will not be rented and additional parking will not be required. The township's Prosecuting Attorney has advised that the township cannot charge for plowing private driveways. A formal letter will be sent to the owner of Little Learners Day Care to notify them that snow plowing services will no longer be provided.

****Metroparks Hall Rental Agreement****

There was discussion regarding the possibility of establishing an agreement with Metroparks to allow township residents to rent the hall at Secor Metropark for free, given that the township provides fire and EMS services to the park. Trustee Lumbrezer reported that the Metroparks contact is expected to follow up regarding this matter.

FIRE:

****Mid-August Fire Department Report****

Provided by Chief Scarborough

August to date, 2024: 5 runs

August to date, 2025: 10 runs

Year to date, 2024: 157 runs

Year to date, 2025: 178 runs (13.3% increase)

One night-time run in August was missed due to insufficient staffing. Currently, five staff members are enrolled in EMT school. The department is also planning to host a firefighter training school in early 2026.

ZONING:

No zoning reports.

FISCAL OFFICER:

Time sheets and the Lucas County Sheriff's reports were submitted to the Trustees for review.

The Sheriff's report provided detailed information on patrol activities, including traffic stops, citations and property checks, with frequent monitoring of the Gibbs Road bridge area.

The State Bank certificate of deposit (CD) will mature on August 20, 2025. Renewal rates are currently 3.5% for any term. STAR Ohio, the State Treasury Asset Reserve of Ohio, offers a rate of 4.6% today. STAR Ohio is a liquid investment vehicle designed for government subdivisions, investing in short-term, high-quality securities to ensure easy access to funds.

Andrew Bick made a motion to transfer the fund balance at State Bank over to Star Ohio. Steve Bettinger seconded the motion. All voted yes. Motion approved.

The Fiscal Officer presented a letter from the Lucas County Health Department regarding their planned relocation to the Catholic Diocese building. The Health Department requested township support for a resolution to approve amendments to the regional combined health district merger agreement, originally ratified in 2023. This amendment is a necessary legal step to formalize ongoing discussions about the Board's planned purchase of the Toledo Catholic Diocese building and the allocation of costs to participating jurisdictions over the next five years. The Board of Health intends to relocate from 635 N. Erie St. to the new location, with Richfield Township's share of the cost being \$3,498.21 per year for five years, based on a \$5 million loan at a 5.35% interest rate. Currently, township residents pay for the health department through property taxes; this would be an additional fee.

The Trustees agreed to table a resolution until further information is gathered, including the financial implications for the township. Administrator Keith Clonch will consult with Matt Heyrman, Lucas County Director of Economic Development.

ADMINISTRATOR:

Fire department is now contracted for automatic mutual aid with Sylvania. Sylvania is our only help that's coming automatically on any fire or any auto accident

TRUSTEE REPORT:

Trustee Bick provided a follow-up report regarding the complaint of noxious weeds on Kilburn Road. One lot has been mowed; removal of noxious weeds on the second lot is still pending.

Trustee Lumbrezer will follow up with Secor Metropark to explore the possibility of allowing township residents to rent the hall at no cost in exchange for the township providing fire and EMS services.

ROADS:

No report.

OLD BUSINESS:

Administrator Keith Clonch reported on the status of the Requests for Proposals (RFPs). Five calls were received from interested consulting firms. TMACOG and the county distributed the RFP to several statewide agencies, it is also posted on the township website.

There was a discussion regarding the status of the town hall. Administrator Clonch noted that, according to regulations, township property must be disposed of through a public auction and bidding process; it cannot be listed with a realtor. The town hall is currently zoned agricultural/residential. Auction fees may be structured as a buyer premium (paid by the buyer) or shared between buyer and seller.

Andrew Lumbrezer made a motion to pursue auctioning the town hall building. Andrew Bick seconded the motion. Roll call: all voted yes. Motion approved.

Administrator Clonch provided an update on the formation of the steering committee for the RFP process. Eight individuals expressed interest in serving, including three non-residents. He emphasized the importance of balanced representation from all areas of the township, noting that the southwest end is currently well represented. Need to pursue representation from the North and East portion of the township.

He recommended the steering committee consist of ten members: one zoning board member, one board of zoning appeals member, one Trustee, and seven community

members, with Administrator Clonch serving as an alternate member to moderate meetings and take notes.

It was recommended that non-residents not be appointed to the steering committee, as decisions regarding the future of the community should be made by township residents. Additionally, it was advised that multiple members of the same family should not serve on the committee, as this could hinder balanced representation.

He further explained that the steering committee's role is to provide recommendations to the consultants, with final decisions to be made by the Trustees. The steering committee is scheduled to begin meeting approximately in mid-September, holding weekly meetings for approximately one month, followed by monthly meetings for an estimated six-month period.

NEW BUSINESS:

There was a discussion regarding the installation of stop signs with flashing red lights on the intersection of Washburn & Richfield Center Road in response to the high number of motorists failing to stop at these intersections. Trustee Bettinger reported that the township had previously sought to install a stop sign with flashing red lights at the intersection of Richfield Center Road and Sylvania Avenue; however, this request was denied by the county.

Andrew Lumbrezer made a motion to move forward with contacting the county for placement of stop signs with red flashing lights on intersection of Richfield Center Rd & Washburn Rd.. Steve Bettinger seconded the motion. Roll call: Bick- No, Bettinger-yes, Lumbrezer-yes. Motion approved.

PUBLIC NOTICE:

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

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. 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 8:40p.m., which was seconded by Andrew Bick: Roll call: all voted yes. Motion approved.

Richfield Township Fiscal Officer

