

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

September 2, 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 18, 2025, meeting current Cash Summary Report, Revenue Report and Pending Warrants Report.

READING AND APPROVAL OF MINUTES:

Andrew Lumbrezer made a motion to approve the August 18, 2025, minutes as presented. Andrew Bick seconded the motion. Roll call: all voted yes. Motion approved.

PRESENTATION OF THE BILLS:

The attached listings of warrants (14237- 14247) were presented for approval:

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

PUBLIC COMMENTS:

Sandy Witt (volunteer fire fighter) proposed a “Designer Purse Bingo” fundraiser for March 6 or 27, expecting 150 attendees and \$50 tickets, with potential earnings of \$6,000-\$8,000. The fundraiser will include dinner, side raffles, and, contingent upon obtaining the appropriate licensing, the service of alcoholic beverages.

Trustee Lumbrezer confirmed with Hylant Insurance that serving alcohol at the event is permissible, provided the necessary licensing is secured. Additionally, the purchase of a one-day insurance policy may be required.

Andrew Bick made a motion to pursue the Designer Purse Bingo event to be held at the fire station in March, 2026. Steve Bettinger seconded the motion. Roll call: all voted yes. Motion approved.

Shannon Jones, Lucas County Health Department Deputy Health Commissioner and her colleague David Welsh, Chief of Staff, presented information on the health department.

Ms. Jones provided an overview of offerings including travel immunizations, Women, Infants, and Children (WIC) services, issuance of birth and death certificates, environmental health services, and communicable disease prevention and control.

Public health staff conduct a wide range of activities in the community, including school building inspections; campground, septic, sewage, and well inspections; pool and spa inspections (at hotels and apartments); bathing beach inspections; and the permitting of septic systems and wells. These services extend beyond the immediate community to other areas of Lucas County, encompassing locations where residents may shop, dine, or engage in recreational activities such as swimming or fishing.

The department's staff of 125 serves a population of 425,979 across five cities, six villages, and eleven townships. On average, 250 individuals visit the public health building daily to access services. The department manages, coordinates, or offers over 100 services and programs from its downtown facility. However, parking remains inadequate for both staff and visitors.

Shannon described the current state of the health department's building, highlighting its outdated infrastructure and the need for significant repairs. In 2024, operations were suspended for two days in January and one day in August due to extreme building temperatures, resulting in an estimated loss of \$30,000 in revenue and productivity for each day of closure. Renovations to the building would exceed \$10 million.

The Lucas County Regional Board of Health has submitted a contingent offer to purchase the building at 1933 Spielbusch Avenue from the Diocese of Toledo. They are seeking a \$5 million loan over five years. The proposal includes a \$2.5 million purchase and \$2.1 million renovation. All jurisdictions would pay a portion based on their populations. Richfield Townships yearly portion would be \$3498.21 over a five year period.

Benefits & Services to the community include safety, convenience, accessible location and ample free parking.

The Health Department is asking the township to pass a resolution to approve amendments to the regional combined health district merger agreement. The Trustees were in agreement to table the resolution.

FIRE:

Currently, five members are enrolled in EMT school, with an anticipated completion date of October 2025. Plans to host a fire training class after the beginning of the year remain on schedule.

The total number of incidents has increased by 2% year-to-date compared to 2024, which is consistent with trends observed throughout the year. In August, staffing shortages resulted in the department being unable to respond to 15% of emergency incidents; these calls were handled by neighboring agencies.

A report was provided detailing the percentage of crew involvement for each firefighter.

ZONING:

No zoning reports.

FISCAL OFFICER:

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

During the two-week reporting period, the Sheriff's Office provided 16 hours of service. Property checks were conducted at Ozzie's, the Township Maintenance Building, Gibbs Road Bridge, and Christ the Word Church. Traffic patrols were focused on Richfield Center Road and Washburn Road, as well as Sylvania Avenue and Richfield Center Road. Two warnings were issued for traffic violations.

The State Bank certificate of deposit (CD) was closed, and the funds were transferred to Star Ohio.

The estimated cost for 911 services in 2026 is \$22,412.93, with payment due on December 1, 2025.

ADMINISTRATOR:

Eight inquiries have been received regarding the current RFP. Proposals are due in two weeks and will be reviewed at the next scheduled meeting on September 15, 2025.

The Lucas County Auditor's Office is offering a title lock program designed to protect property owners from title fraud. This service provides alerts to property owners if an attempt is made to transfer or mortgage their property without consent. The program is available free of charge to all residents.

TRUSTEE REPORT:

Trustee Lumbrezer reported that road signs purchased with grant funds are currently being installed throughout the township by Road Maintenance Supervisor Dan Walters.

Metroparks will hold a meeting on September 3, 2025, to discuss and vote on the possibility of allowing Richfield Township residents to use their hall at a discounted rate.

ROADS:

No report.

OLD BUSINESS:

Administrator Clonch provided an update on the formation of the steering committee for the RFP process, noting that additional applications to join the committee have been received. The decision regarding the selection of committee members has been tabled until the next scheduled meeting on September 15, 2025.

A resident inquired about her exclusion from the committee. It was recommended that committee members be property owners residing in the township or active business owners. Final approval of committee members will be made by the Board of Trustees. Residents are considered to have the most vested interest and input regarding the future of the community. The administrator will serve as the moderator and liaison for the steering committee, providing updates to the Board.

Discussion was held regarding the land use plan. The township has received a grant for this purpose. Should the Village of Berkey wish to participate, it would be required to contribute financially, as township funds cannot be used for another entity. The plan is to dissolve the current land use plan and develop a stand-alone plan for the township. The prosecuting attorney has played an instrumental role in drafting the RFP and is fully informed of the plans.

Town hall auction was tabled until further information obtained on auctioneers. Building will be winterized.

Road Maintenance Supervisor Dan Walters reported that the Lucas County Engineer's Office will not permit the installation of stop signs with flashing red lights at township intersections.

NEW BUSINESS:

No new business.

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 8:10 p.m., which was seconded by Steve Bettinger: Roll call: all voted yes. Motion approved.



Richfield Township Fiscal Officer

Payment Listing

8/19/2025 to 9/2/2025

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
430-2025	08/20/2025	08/20/2025	EW	PUBLIC EMPLOYEES RETIREMENT SYSTE	\$2,364.46	O
431-2025	08/20/2025	08/21/2025	EW	Ohio Police & Fire Pension Fund	\$3,959.05	O
432-2025	08/25/2025	08/24/2025	EP	Stephen B Bettinger	\$898.01	O
433-2025	08/25/2025	08/24/2025	EP	Andrew Bick	\$844.63	O
434-2025	08/25/2025	08/24/2025	EP	Keith Clonch	\$829.23	O
435-2025	08/25/2025	08/24/2025	EP	LINDA S DECKER	\$1,427.55	O
436-2025	08/25/2025	08/24/2025	EP	Jeshua D Drouillard	\$201.93	O
437-2025	08/25/2025	08/24/2025	EP	Tanner S Glass	\$203.17	O
438-2025	08/25/2025	08/24/2025	EP	Katelyn Greiner	\$382.96	O
439-2025	08/25/2025	08/24/2025	EP	Kevin P Kross	\$523.55	O
440-2025	08/25/2025	08/24/2025	EP	Andrew Lumbrezer	\$864.63	O
441-2025	08/25/2025	08/24/2025	EP	JOHN LUMBREZER	\$135.52	O
442-2025	08/25/2025	08/24/2025	EP	Lucas Parmelee	\$1,248.16	O
443-2025	08/25/2025	08/24/2025	EP	Joseph E Santiago	\$269.63	O
444-2025	08/25/2025	08/24/2025	EP	Herbert K Scarborough	\$1,317.91	O
445-2025	08/25/2025	08/24/2025	EP	Ryan E Sedlock	\$1,535.64	O
446-2025	08/25/2025	08/24/2025	EP	Wendy Waisner	\$55.41	O
447-2025	08/25/2025	08/24/2025	EP	Jennifer Willey	\$91.85	O
449-2025	08/26/2025	08/25/2025	EP	Daniel William Walters	\$1,720.85	V
449-2025	08/26/2025	08/25/2025	EP	Daniel William Walters	-\$1,720.85	V
451-2025	08/26/2025	08/25/2025	EP	Daniel William Walters	\$1,386.62	O
453-2025	08/26/2025	08/25/2025	EP	Wendy Waisner	\$400.79	O
455-2025	08/21/2025	08/25/2025	EW	IRS	\$4,766.60	O
456-2025	08/28/2025	08/28/2025	CH	Verizon	\$77.73	O
457-2025	09/01/2025	09/01/2025	CH	STATE OF OHIO	\$762.00	O
477-2025	08/31/2025	09/09/2025	EW	IRS	\$3,123.48	O
14237	08/28/2025	08/28/2025	AW	ARS Refuse Service	\$110.50	O
14238	09/01/2025	09/01/2025	AW	Cody Pence	\$240.00	O
14239	09/01/2025	09/01/2025	AW	Joseph Navarre	\$240.00	O
14240	09/01/2025	09/01/2025	AW	Scott Rhodus	\$240.00	O
14241	09/01/2025	09/01/2025	AW	David J Noonan	\$480.00	O
14242	09/01/2025	09/01/2025	AW	Overcashier & Horst	\$220.00	O
14243	09/01/2025	09/01/2025	AW	VERIZON WIRELESS	\$359.13	O
14244	09/01/2025	09/01/2025	AW	Summit Fire and Security	\$717.37	O
14245	09/02/2025	09/02/2025	AW	Daniel Walters	\$308.60	O
14246	09/02/2025	09/02/2025	AW	InfoStream Solutions	\$50.00	O
14247	09/02/2025	09/02/2025	AW	Andrew Lumbrezer	\$447.50	O
Total Payments:					\$31,083.61	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$31,083.61	

Type: AM - Accounting Manual Warrant, AW - Accounting Warrant, IM - Investment Manual Warrant, IW - Investment Warrant, PM - Payroll Manual Warrant, PR - Payroll Warrant, RW - Reduction of Receipt Warrant, SW - Skipped Warrant, WH - Withholding Warrant, WM - Withholding Manual, WS - Special Warrant, CH - Electronic Payment Advice, IL - Investment Loss, EP - Payroll EFT Voucher, CV - Payroll Conversion Voucher, SV - Payroll Special Voucher, EW - Withholding Voucher, POS ADJ - Positive Adjustment, NEG ADJ - Negative Adjustment, POS REAL - Positive Reallocation, NEG REAL - Negative Reallocation

Payment Listing

8/19/2025 to 9/2/2025

Status: O - Outstanding, C - Cleared, V - Voided, B - Batch

* Asterisked amounts are not included in report totals. These transactions occurred outside the reported date range but are listed for reference.