

**RICHFIELD TOWNSHIP  
LUCAS COUNTY, OHIO  
BOARD OF RICHFIELD TOWNSHIP TRUSTEES  
SPECIAL MEETING FOR ZONING TOPICS**

September 18, 2025

The special meeting of the Richfield Township Trustees was called to order by Steve Bettinger at 4:00 p.m. at the Richfield Township Maintenance Building 3951 Washburn Rd., Berkey, Ohio 43504. 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

Chairman Steve Bettinger opened the meeting. This meeting is being held to select the applicants for the zoning, land use plan steering committee.

Assistant Prosecutor John Borell contacted to obtain a legal opinion regarding the inclusion of the Village of Berkey in the grant-funded project. Mr. Borell reviewed the grant submission, associated guidelines, and the RFP, confirming that the Village of Berkey was not referenced at any stage. The grant was awarded exclusively to Richfield Township.

According to the legal opinion provided by the Assistant Prosecutor, the grant application from the State Department of Development specifies that funds may only be used to review and update the Township's zoning resolution, land use plan, including the Village of Berkey would violate the grant conditions, and therefore, grant funds cannot be used for this purpose.

Once a consulting firm is retained, the Village may contact the firm directly to determine the fee for developing its own land use plan.

The Board of Trustees will appoint members to the steering committee. The committee will be composed of the following:

- One member from the Zoning Board
- One member from the Board of Zoning Appeals
- One township trustee

- Seven community members who live in the township

The Zoning Board has recommended Todd Lenert to serve as its representative on the steering committee. To date, only one member of the Board of Zoning Appeals has applied to serve on the committee.

The Board held a discussion regarding the selection of a Township Trustee to serve as the representative on the steering committee.

Steve Bettinger made a motion to appoint Andrew Bick as the township trustee representative for the steering committee. Andrew Lumbrezer seconded the motion. Roll call: Lumbrezer-yes, Bick-abstained, Bettinger-yes. Motion approved.

A request was made by a resident to receive the list of applicants. The resident was instructed to submit the request in writing. The list will be provided with all personal information redacted to protect privacy.

The trustees unanimously agreed not to appoint any alternate members to the steering committee.

Administrator Keith Clonch read aloud the names of all applicants for the steering committee which included:

- Jazmin Todd
- Josh Meyer (BZA member)
- Tim Clancy
- Todd Lenart (Zoning Bd. Member)
- Mary Pahl
- Travis Garlick
- Ben Eisel
- William Buckenmeyer
- Jennifer Willey
- Eddie Fritsch
- Kathy Brock
- Carol Eisel
- Karen Winn
- Barb Huff

At the recommendation of Trustee Bick, the Board proceeded with a vote on the candidates without group discussion. Each trustee independently reviewed the list of applicants and submitted their individual votes to the Fiscal Officer. The Fiscal Officer then tallied the votes and reported the results accordingly.

Trustee Bick: Todd Lenart (Zoning Bd. Member), Josh Meyer (BZA Member), 7 community members: Jazmin Todd, Tim Clancy, Mary Pahl, Travis Garlick, Eddie Fritsch, Kathy Brock, Carol Eisel

Trustee Lumbrezer: Todd Lenart (Zoning Bd. Member), Josh Meyer (BZA Member), 7 community members: Jazmin Todd, Tim Clancy, Mary Pahl, Travis Garlick, Eddie Fritsch, Kathy Brock, Carol Eisel

Trustee Bettinger: Todd Lenart (Zoning Bd. Member), Josh Meyer (BZA Member), 7 community members: Jazmin Todd, Tim Clancy, Mary Pahl, Travis Garlick, Eddie Fritsch, Kathy Brock, Carol Eisel

The votes for steering committee applicants were tallied as follows:

Todd Lenart 3 votes  
Josh Meyer 3 votes  
Jazmin Todd 3 votes  
Tim Clancy 3 votes  
Mary Pahl 3 votes  
Travis Garlick 3 votes  
Eddie Fritsch 3 votes  
Kathy Brock 3 votes  
Carol Eisel 3 votes

Andrew Lumbrezer made a motion to appoint the following individuals to the zoning/land use plan steering committee, as read by the Fiscal Officer: Todd Lenart (Zoning Bd. Member), Josh Meyer (BZA Member), 7 community members: Jazmin Todd, Tim Clancy, Mary Pahl, Travis Garlick, Eddie Fritsch, Kathy Brock, Carol Eisel for the zoning/land use plan steering committee. Steve Bettinger seconded the motion. Bettinger -yes, Bick-yes, Lumbrezer-yes.. Motion approved.

Administrator Keith Clonch will contact all applicants to inform them of the selection results. He will also notify Karen Poore at Lucas County to coordinate the scheduling of meetings.

The Steering Committee will review all submitted proposals and forward their recommendations to the Board of Trustees for a final vote. The Consultant will be responsible for organizing both steering committee meetings and future townhall community meetings. All residents will be notified in advance of these townhall meetings.

A resident requested a written explanation regarding the selection of committee members. She was advised to submit her request in writing.

The Board discussed the hiring of Karen Poore from Lucas County to serve as moderator for the steering committee. Some residents expressed a preference for the moderator to be a township resident. It was noted that, at a previous trustee meeting, the Administrator had requested volunteers from within the township to serve as moderator; however, no volunteers came forward.

The moderator will serve as a neutral facilitator, guiding discussions to ensure they remain focused and efficient. Community members are encouraged to bring information or requests to any member of the steering committee.

Future townhall meetings will be organized by the consultant to gather feedback from the community.

After updates or revisions are made based on input from steering committee and community, the Board of Trustees will review and vote on the proposed changes. If the Trustees do not agree with the updates, the proposals will be returned to the steering committee for further consideration.

The overall timeline for this process will be determined by the consultant hired for the project.

There being no further business Andrew Bick made a motion to adjourn at 4:27 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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