

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

November 3, 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 Maintenance Building, 3951 Washburn Rd., 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 October 20, 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 October 20, 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 (14303- 14322) 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 COMMENT:

No public comments.

FIRE:

Chief Scarborough has presented a preliminary draft of the 2026 budget, which indicates the department is facing a projected shortfall of \$25,000, necessitating the implementation of cost-reduction strategies. The fire department's annual operating budget is \$375,000, sourced from \$300,000 in tax levies, \$50,000 from the Harding

Township contract, and \$25,000 from additional revenues. The current fire department fund balance stands at \$123,623.

Presently, the department operates with a staffing model that covers 8:00 a.m. to 6:00 p.m., seven days a week, with two personnel on duty during daytime hours. To address the budgetary shortfall, it has been proposed to reduce coverage to five days a week during the winter months (spanning approximately 25 weeks), relying on volunteer response for weekend calls. This adjustment is estimated to yield savings of \$1,000 per week, effectively bridging the anticipated funding gap. During summer months, when paid staff are more likely to take vacation and volunteer availability may fluctuate, the department would revert to a seven-day staffing schedule.

To address the projected budget shortfalls, the township is considering several options, including placing a levy on the spring ballot or identifying alternative sources of revenue, forming a joint fire district or potentially contracting for additional coverage. Should these measures prove insufficient, a permanent reduction of daytime staffing to five days per week is also under consideration.

As part of the immediate cost-saving initiatives, the nighttime shift has been eliminated for the remainder of 2025, resulting in an estimated savings of approximately \$36,000. The plan is to maintain this adjustment through 2026. However, repairs and maintenance present an ongoing financial challenge, primarily due to the department's aging equipment. Currently, only three apparatuses meet operational standards, while both fire trucks each over twenty-five years old require increasingly costly repairs. Repair expenses have escalated by about \$50,000 annually compared to three years prior.

Additionally, the annual Lucas County 911 service fee, totaling approximately \$23,000 and due in December, has been requested by the Chief to be allocated from the general fund.

Staffing challenges were a key topic of discussion, with a noted 10% incident miss rate in October attributed to inadequate staffing levels and limited volunteer availability particularly during nighttime hours.

Feather Party funds, generating between \$14,000 and \$17,000 annually, are maintained in a separate association fund and cannot be allocated to the fire department's operating expenses. Instead, these proceeds are used by the association to purchase essential items for the department, such as medical equipment and supplies.

Keith explained that the fire department currently lacks staff certified as mechanics with specialized training for fire apparatus, making it necessary to outsource all repairs. Compliance with National Fire Protection Association (NFPA) standards further requires certified personnel—an expense the department is unable to absorb at this time.

ZONING:

No zoning report.

FISCAL OFFICER:

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

The sheriff's report for this period indicated that no citations were issued and no traffic stops were conducted. Routine patrol checks were carried out at several locations, including Ozzie's, the church, the maintenance building, and along Gibbs Road.

TRUSTEE REPORT:

Trustee Bick reported the sale of one cemetery grave site to a non-resident at a price of \$2,500.

Trustee Lumbrezer stated that the township is currently evaluating several options for the future of the town hall, including demolition, sale of the property as-is, or repurposing the site as green space. A grant is available to help offset the costs of demolition, and electric service to the building will be discontinued this month. Trustee Lumbrezer emphasized the importance of community input in this decision. A vote to determine the preferred course of action will be held at a future meeting.

ROADS:

Trustee Bettinger reported that Dan has been engaged in berming operations on Murd and Washburn Roads.

ADMINISTRATOR:

The township has received calls from neighboring jurisdictions expressing concerns about activity and increased traffic issues on Gibbs Road. In response, the sheriff's office has continued routine patrols, but it was noted that additional traffic may help deter unwanted behavior. Sylvania Township has offered for their police to utilize Gibbs Road as a turnaround point, and residents are being encouraged to increase their use of the road as an added preventative measure.

The township is working in partnership with the engineer's office to clear out 10 Mile Creek, a project designed to improve visibility, thereby enhancing overall safety in the area.

Consideration has also been given to installing a security camera from the county at Gibbs Road, with an associated annual cost of \$2,500 and a \$250 installation fee.

However, it was noted that previous attempts to place cameras on site have resulted in the equipment being destroyed.

Keith presented a \$50,000 contract with Crossroads Community Planning to support the township's zoning and land use initiatives, with project completion anticipated by June 30, 2026. The first meeting involving the steering committee and trustees is scheduled for November 17, 2025, at 6:00 p.m. Crossroads plans to conduct a comprehensive community survey and host a town hall in January 2026 to gather public feedback, streamline zoning regulations, and advance the development of a land use plan with improved enforcement and community involvement.

Additionally, through ongoing meetings with Lucas County representative Karen Poore, the township has learned of an opportunity to utilize the same financial planning contractor previously engaged by Crossroads to provide projections for TIFs, JEDDs, and other forms of development revenue. The county is extending a grant offer to all local jurisdictions to work with the Montrose Group, a firm specializing in such financial analyses.

NEW BUSINESS:

No new business..

OLD BUSINESS:

The Village of Berkey has expressed interest in partnering with the township on the land use planning initiative, and Crossroads may be able to incorporate Berkey into the project for a reasonable additional cost.

Regarding resident communication, TextMyGov has offered to extend a discount on its text messaging service; however, the township is also evaluating the county's text messaging system as a more cost-effective alternative.

Lastly, the township will defer any development projects involving Sylvania Township until the new land use plan has been finalized and adopted

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.richfieldtp.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 7:55 p.m., which was seconded by Andrew Bick: Roll call: all voted yes. Motion approved.

Richfield Township Fiscal Officer

Payment Listing

10/21/2025 to 11/3/2025

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
530-2025	10/30/2025	10/30/2025	EP	Stephen B Bettinger	\$898.01	O
531-2025	10/30/2025	10/30/2025	EP	Andrew Bick	\$844.63	O
532-2025	10/30/2025	10/30/2025	EP	Keith Clonch	\$829.23	O
533-2025	10/30/2025	10/30/2025	EP	LINDA S DECKER	\$1,427.55	O
534-2025	10/30/2025	10/30/2025	EP	Andrew Lumbrezer	\$864.63	O
536-2025	11/03/2025	11/02/2025	EP	Tanner S Glass	\$203.17	O
537-2025	11/03/2025	11/02/2025	EP	Katelyn Greiner	\$201.93	O
538-2025	11/03/2025	11/02/2025	EP	Adam L Grine	\$228.34	O
539-2025	11/03/2025	11/02/2025	EP	Lucas Parmelee	\$1,248.16	O
540-2025	11/03/2025	11/02/2025	EP	Herbert K Scarborough	\$1,317.91	O
541-2025	11/03/2025	11/02/2025	EP	Ryan E Sedlock	\$1,535.64	O
542-2025	11/03/2025	11/02/2025	EP	Daniel William Walters	\$1,341.57	O
543-2025	11/03/2025	11/02/2025	EP	Hannah E Wilson	\$180.66	O
545-2025	11/02/2025	11/02/2025	EW	IRS	\$2,812.21	O
546-2025	11/02/2025	11/02/2025	EW	OHIO PUBLIC EMPLOYEES DEFERRED CO	\$50.00	O
547-2025	11/02/2025	11/02/2025	EW	SCHOOL DISTRICT INCOME TAX PROGRAI	\$96.67	O
548-2025	11/02/2025	11/02/2025	EW	TREASURER OF STATE OF OHIO	\$340.15	O
549-2025	11/03/2025	11/02/2025	EW	PUBLIC EMPLOYEES RETIREMENT SYSTE	\$2,742.58	O
550-2025	11/03/2025	11/02/2025	EW	Ohio Police & Fire Pension Fund	\$5,971.20	O
551-2025	11/03/2025	11/03/2025	CH	Ohio Bureau of Workers Compensation	\$283.71	O
14287	09/30/2025	09/30/2025	AW	Traffic Stop Uniform Supply	\$93.70 *	V
14287	10/23/2025	10/23/2025	AW	Traffic Stop Uniform Supply	-\$93.70	V
14303	10/23/2025	10/23/2025	AW	Christopher Bunker	\$240.00	O
14304	10/23/2025	10/23/2025	AW	Cody Pence	\$240.00	O
14305	10/23/2025	10/23/2025	AW	Hunter Baum	\$240.00	O
14306	10/23/2025	10/23/2025	AW	Daniel Walters	\$308.60	O
14307	10/23/2025	10/23/2025	AW	LINDA Decker	\$439.94	O
14308	10/23/2025	10/23/2025	AW	MCI	\$28.93	O
14309	10/23/2025	10/23/2025	AW	Bound Tree Medical, LLC	\$761.67	O
14310	10/23/2025	10/23/2025	AW	Triotech	\$299.25	O
14311	10/23/2025	10/23/2025	AW	BUCKEYE BROADBAND	\$148.97	O
14312	10/23/2025	10/23/2025	AW	Verizon	\$88.51	O
14313	10/23/2025	10/23/2025	AW	TOLEDO EDISON	\$741.83	O
14314	10/23/2025	10/23/2025	AW	TREASURER of LUCAS COUNTY	\$5.50	O
14315	10/23/2025	10/23/2025	AW	LINDA Decker	\$439.94	O
14316	11/02/2025	11/02/2025	AW	Findlay Fleet Repair & Welding LLC	\$448.19	O
14317	11/02/2025	11/02/2025	AW	ProMedica 360Health - Toledo	\$520.00	O
14318	11/02/2025	11/02/2025	AW	Four County Career Center	\$9,200.00	O
14319	11/02/2025	11/02/2025	AW	VERIZON WIRELESS	\$320.91	O
14320	11/02/2025	11/02/2025	AW	Daniel Walters	\$308.60	O
14321	11/02/2025	11/02/2025	AW	ARS Refuse Service	\$110.50	O
14322	11/02/2025	11/02/2025	AW	OHIO TOWNSHIP ASSOCIATION	\$250.00	O
14323	11/02/2025	11/02/2025	AW	Andrew Lumbrezer	\$1,118.75	O
14324	11/02/2025	11/02/2025	AW	Joseph Navarre	\$540.00	O
14325	11/02/2025	11/02/2025	AW	Hunter Baum	\$240.00	O
14326	11/02/2025	11/02/2025	AW	Scott Rhodus	\$480.00	O

Payment Listing

10/21/2025 to 11/3/2025

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
14327	11/02/2025	11/02/2025	AW	Lucas County Sheriff's Office	\$420.00	O
14328	11/02/2025	11/02/2025	AW	Habib Howard	\$240.00	O
14329	11/02/2025	11/02/2025	AW	InfoStream Solutions	\$50.00	O
14330	11/02/2025	11/02/2025	AW	Wex Bank	\$547.98	O
14331	11/03/2025	11/03/2025	SW	Skipped Warrants 14331 to 14331 Series 2	\$0.00	V
14332	11/03/2025	11/03/2025	AW	Capital One	\$2,909.23	O
Total Payments:					\$45,011.55	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$45,011.55	

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

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.