

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

October 6, 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 September 15, 2025, and September 18, 2025 meeting current Cash Summary Report, Revenue Report, August Bank Reconciliation and Pending Warrants Report.

**READING AND APPROVAL OF MINUTES:**

Andrew Lumbrezer made a motion to approve the September 15, 2025, minutes as presented. Andrew Bick seconded the motion. Roll call: all voted yes. Motion approved.

Andrew Bick made a motion to approve the September 18, 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 (14270- 14298) were presented for approval:

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

**PUBLIC COMMENTS:**

Ben Eisel introduced himself as a candidate for the Soil and Water Conservation District Committee. He outlined his ongoing conservation initiatives and provided details regarding the upcoming special election.

Dave Turk addressed the board and attendees to express concerns about previous zoning enforcement and encouraged the current trustees as well as future trustees to take decisive action in the forthcoming term.

The board discussed the status of the township hall, noting that they are awaiting pricing proposals from auctioneers, which are expected by the next meeting. Winterization of the building is currently underway.

#### **FIRE:**

The fire department is organizing the annual Feather Party, scheduled for November 21, 2025. Volunteers are needed to assist with the event. Interested individuals are encouraged to contact Denise Farley, Jen Wiley, Keith Clonch, or Fire Chief Pete Scarborough for more information or to volunteer.

#### **ZONING:**

The Board discussed the Secor Metro Parks ditch restoration project and the associated requirement for approval from the Lucas County Engineer's Office. The Trustees determined that no further review by Richfield Township is necessary. However, the Township requests to be notified of any road closures related to the project and emphasizes the importance of addressing drainage issues resulting from backups within the park.

#### **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 20 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 concentrated on Richfield Center Road and Washburn Road, as well as Sylvania Avenue and Richfield Center Road. Six traffic stops were conducted, resulting in five citations and one warning for traffic violations.

The Lucas County Health Department submitted two reports regarding septic and leach field inspections, which were provided to the Trustees for review. The property at 4201 received recommendations from the Health Department, and further research is required.

The Fiscal Officer attended a recent training session on the state mandated Cyber Security Policy.

Additionally, information was presented regarding the state-mandated cybersecurity policy for local governments, as established by Ohio House Bill 96 (HB 96) and Ohio Revised Code Section 9.64 (ORC 9.64), effective September 30, 2025. This legislation

requires entities to implement a comprehensive cybersecurity program, provide employee training, and report incidents to the state. Additional training sessions will be scheduled for employees in the near future.

See attached Resolution 100625-01 Adopting a Cybersecurity Policy.

#### **TRUSTEE REPORT:**

Trustee Lumbrezer spoke with representatives from Secor Metroparks regarding the township's request for discounted or complimentary use of the rental hall in exchange for providing fire services to the park. The Park indicated that they are unable to fulfill this request, as offering such a benefit would require extending it to all residents of Lucas County. However, non-profit organizations utilizing the hall are eligible to receive a discount.

The Trustees also discussed the issue of graffiti on Gibbs Road. Trustee Lumbrezer has contacted the Lucas County Sheriff's Office to notify them of the situation, requesting additional coverage at the site.

#### **ROADS:**

The Gibbs Road bridge project has been completed; however, within one day, the road and guardrails were covered with graffiti. The Trustees expressed concerns regarding the recurring graffiti issue and emphasized the need for enhanced law enforcement action.

The Board discussed the possibility of contacting the Lucas County Sheriff's Department to request the use of temporary flock cameras, which would record vehicle license plates, as well as the implementation of community watch programs to deter crime and improve response times. Keith will follow up with the Sheriff's Office to obtain additional information on the availability of the flock cameras.

It was noted that previous efforts to address the issue—including the installation of cameras (which were subsequently destroyed) and signage (which was also vandalized)—have been unsuccessful. The option of closing the road was previously considered; however, Lucas County did not permit this due to the necessity of maintaining access for the fire department.

#### **ADMINISTRATOR:**

Keith Clonch, Administrator is working with TMACOG to identify available grant opportunities and has identified a potential grant that could benefit both the Village of Berkey and the Township for the development of a community park. In order to maximize the potential grant amount of \$50,000.00 for park improvements, a partnership with the Village of Berkey is necessary. Keith will further investigate this opportunity and proceed with the grant application. The deadline for submission is December 5, 2025.

Keith discussed the Recycle Ohio grant, which provides \$5,000.00 for tire and paint recycling, with a submission deadline of December 5th. Keith Clonch will pursue this grant for the year 2026.

Andrew Bick made a motion to authorize Keith Clonch, Administrator, to pursue the Recycle Ohio grant for tire and paint recycling. The motion was seconded by Steve Bettinger. Roll call: all voted yes. Motion approved.

#### **NEW BUSINESS:**

Administrator Keith Clonch presented a proposal for implementing the Text My Gov text messaging system to enhance communication with township residents. The system offers features such as severe weather alerts, the ability for residents to opt in for various types of messages, and unlimited texting, providing quicker, more reliable communication.

Several alternative platforms were considered, but they charged fees per text message. Mr. Clonch successfully negotiated a one-time setup fee of \$250.00 (reduced by \$500.00) and an annual fee of \$1,500.00 for Text My Gov. The Trustees unanimously agreed to move forward with the program. A Zoom meeting will be scheduled for a presentation to the Trustees at the next regular meeting.

It was also noted that the township no longer has operational weather sirens, and the cost to replace them is estimated at \$50,000.00.

#### **OLD BUSINESS:**

Steering committee member Travis Garlick provided an update on the committee's progress. During the first meeting, five proposals were reviewed; two were eliminated—one from Missouri due to lack of experience in Ohio, and another for exceeding the budget. The committee organized, prioritized, and scored all proposals, and developed a list of questions for the remaining three vendors.

At the second meeting, the committee reviewed responses to the submitted questions and eliminated one additional vendor. The two finalists, Crossroads and Zone Co., will be invited to the next scheduled steering committee meeting for in-person interviews. The date, time, and location of this meeting will be determined after consulting with committee members.

Fiscal Officer will advertise the steering committee meetings to increase public awareness and participation.

Trustee Bick proposed expanding the steering committee to include additional members, specifically those previously excluded due to residency outside the township, as well as residents of the Village of Berkey. The Trustees unanimously agreed, emphasizing the importance of broad community input.

It was noted that while Village of Berkey residents may participate in the committee, the vendor will be unable to assist with their zoning or land use plan unless a separate fee is paid, in accordance with grant requirements.

Andrew Bick made a motion to contact previously excluded individuals and offer them the opportunity to join the steering committee. Andrew Lumbrezer seconded the motion. All voted yes. Motion approved.


**PUBLIC NOTICE:**



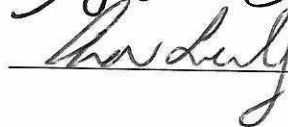
Residents may call Norma Drennan at 419-829-6029 or 419-283-3424 to rent the town hall.

The following information can be viewed on the Richfield Township website at: [www.richfieldtwp.com](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 8:12 p.m., which was seconded by Andrew Bick: Roll call: all voted yes. Motion approved.

  
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Richfield Township Fiscal Officer

  
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**Payment Listing**

9/16/2025 to 10/6/2025

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
482-2025	09/21/2025	09/21/2025	EP	JAMES D CROOKS	\$171.66	O
483-2025	09/21/2025	09/21/2025	EP	Tanner S Glass	\$203.17	O
484-2025	09/21/2025	09/21/2025	EP	Katelyn Greiner	\$201.93	O
485-2025	09/21/2025	09/21/2025	EP	Adam L Grine	\$228.34	O
486-2025	09/21/2025	09/21/2025	EP	Lucas Parmelee	\$1,248.16	O
487-2025	09/21/2025	09/21/2025	EP	Ryan E Sedlock	\$1,535.64	O
488-2025	09/21/2025	09/21/2025	EP	Daniel William Walters	\$1,470.94	O
490-2025	09/21/2025	09/21/2025	EP	Herbert K Scarborough	\$1,317.91	O
492-2025	09/21/2025	09/21/2025	EP	Stephen B Bettinger	\$898.01	O
493-2025	09/21/2025	09/21/2025	EP	Andrew Bick	\$844.63	O
494-2025	09/21/2025	09/21/2025	EP	Keith Clonch	\$829.23	O
495-2025	09/21/2025	09/21/2025	EP	LINDA S DECKER	\$1,427.55	O
496-2025	09/21/2025	09/21/2025	EP	Andrew Lumbrezer	\$864.63	O
498-2025	09/30/2025	09/30/2025	CH	Ohio Bureau of Workers Compensation	\$282.39	O
499-2025	10/02/2025	10/02/2025	EW	IRS	\$2,739.06	O
500-2025	10/02/2025	10/02/2025	EW	OHIO PUBLIC EMPLOYEES DEFERRED CO	\$50.00	O
501-2025	10/02/2025	10/02/2025	EW	SCHOOL DISTRICT INCOME TAX PROGRAI	\$104.10	O
502-2025	10/02/2025	10/02/2025	EW	TREASURER OF STATE OF OHIO	\$351.02	O
503-2025	10/02/2025	10/02/2025	EW	PUBLIC EMPLOYEES RETIREMENT SYSTE	\$2,415.46	O
504-2025	10/02/2025	10/02/2025	EW	Ohio Police & Fire Pension Fund	\$4,065.99	O
505-2025	10/05/2025	10/05/2025	EP	Tanner S Glass	\$203.17	O
506-2025	10/05/2025	10/05/2025	EP	Katelyn Greiner	\$382.96	O
507-2025	10/05/2025	10/05/2025	EP	Adam L Grine	\$395.91	O
508-2025	10/05/2025	10/05/2025	EP	Lucas Parmelee	\$1,248.16	O
509-2025	10/05/2025	10/05/2025	EP	Herbert K Scarborough	\$1,317.91	O
510-2025	10/05/2025	10/05/2025	EP	Ryan E Sedlock	\$1,535.64	O
511-2025	10/05/2025	10/05/2025	EP	Wendy Waisner	\$400.79	O
512-2025	10/05/2025	10/05/2025	EP	Daniel William Walters	\$1,425.87	O
513-2025	10/05/2025	10/05/2025	EP	Hannah E Wilson	\$180.66	O
515-2025	10/06/2025	10/06/2025	CH	Verizon	\$81.24	O
14270	09/22/2025	09/22/2025	AW	David Turk	\$195.00	O
14271	09/22/2025	09/22/2025	AW	Don Reideler	\$220.00	O
14272	09/22/2025	09/22/2025	AW	DOUGLAS A. RONAU	\$205.00	O
14273	09/22/2025	09/22/2025	AW	Daniel Walters	\$80.00	O
14274	09/22/2025	09/22/2025	AW	Thomas Maxon	\$145.00	O
14275	09/22/2025	09/22/2025	AW	Todd Lenart	\$20.00	O
14276	09/22/2025	09/22/2025	AW	Verizon	\$81.24	V
14276	10/06/2025	10/06/2025	AW	Verizon	-\$81.24	V
14277	09/22/2025	09/22/2025	AW	Four County Career Center	\$20.00	O
14278	09/22/2025	09/22/2025	AW	Pavement Technology	\$10,218.00	O
14279	09/22/2025	09/22/2025	AW	ABCO PRINTING PLUS, LLC	\$209.13	O
14285	09/30/2025	09/30/2025	SW	Skipped Warrants 14280 to 14285 Series 2	\$0.00	V
14286	09/30/2025	09/30/2025	AW	ARS Refuse Service	\$110.50	O
14287	09/30/2025	09/30/2025	AW	Traffic Stop Uniform Supply	\$93.70	O
14287	10/23/2025	10/23/2025	AW	Traffic Stop Uniform Supply	-\$93.70 *	V
14288	09/30/2025	09/30/2025	AW	VERIZON WIRELESS	\$329.36	O

**Payment Listing**

9/16/2025 to 10/6/2025

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
14289	10/02/2025	10/02/2025	AW	Wex Bank	\$508.58	O
14290	10/02/2025	10/02/2025	AW	InfoStream Solutions	\$50.00	O
14291	10/06/2025	10/06/2025	SW	Skipped Warrants 14291 to 14291 Series 2	\$0.00	V
14292	10/06/2025	10/06/2025	AW	Daniel Walters	\$617.20	O
14293	10/06/2025	10/06/2025	AW	Telesystem	\$426.09	O
14294	10/06/2025	10/06/2025	AW	Capital One	\$1,618.90	O
14295	10/06/2025	10/06/2025	AW	Cody Pence	\$240.00	O
14296	10/06/2025	10/06/2025	AW	Juan Martinez	\$720.00	O
14297	10/06/2025	10/06/2025	AW	Hunter Baum	\$240.00	O
14298	10/06/2025	10/06/2025	AW	Lucas County Sheriff's Office	\$360.00	O
Total Payments:					\$45,048.59	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$45,048.59	

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.