

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

December 1, 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 November 17, 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 November 17, 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 (14348-14367) 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:**

Town Hall Discussion

- Trustee Bick reported receiving an email from an interested party regarding the potential purchase of the town hall. Any sale must be conducted either through a public auction or via sealed bid awarded to the highest bidder, in accordance with applicable procedures.
- Trustee Bick expressed support for selling the building.
- Trustee Lumbrezer expressed support for demolishing the building, noting that, at the last Trustee meeting, a majority of attendees voted in favor of demolition.

**ROADS:**

No report.

**ADMINISTRATOR:**

No report.

**NEW BUSINESS:**

No new business.

**OLD BUSINESS:**

Resident Communication Texting Options — Bid Summary (Presented by Administrator Keith Clonch)

1. Lucas County Texting Program
  - Annual fee: \$4,050.00
  - Includes: Unlimited texting and administrators
  
2. Text My Gov
  - Annual fee: \$2,500.00
  - One-time setup fee: \$750.00
  - Includes: Limited texting, up to 25,000 texts per year

The texting service would provide a communication tool to all residents who opt in to the program. As a comparison, a one-time postcard mailing to residents would cost approximately \$1,000.00.

Zoning Steering Committee — Update (Administrator Keith Clonch)

- The committee is drafting the community survey and has incorporated feedback from members.
- The final survey draft is expected to be completed by Friday, December 5, 2025.
- Distribution is planned for December 2025, with results anticipated in January 2026.
- The survey will be distributed broadly, including to area partners such as local schools.

**PUBLIC NOTICE:**

The following information can be viewed on the Richfield Township website at: [www.richfieldtp.com](http://www.richfieldtp.com).

1. Trustee minutes

**Payment Listing**

12/2/2025 to 12/15/2025

| Payment Advice #                | Post Date  | Transaction Date | Type | Vendor / Payee                         | Amount       | Status |
|---------------------------------|------------|------------------|------|--|--------------|--------|
| 583-2025                        | 12/04/2025 | 12/04/2025       | EW   | TREASURER OF STATE OF OHIO             | \$489.68     | O      |
| 584-2025                        | 12/04/2025 | 12/04/2025       | EW   | SCHOOL DISTRICT INCOME TAX PROGRAI     | \$104.95     | O      |
| 585-2025                        | 12/04/2025 | 12/04/2025       | EW   | OHIO PUBLIC EMPLOYEES DEFERRED CO      | \$50.00      | O      |
| 586-2025                        | 12/04/2025 | 12/04/2025       | EW   | IRS                                    | \$3,869.39   | O      |
| 587-2025                        | 12/06/2025 | 12/06/2025       | CH   | KEY BANK                               | \$55.00      | C      |
| 588-2025                        | 12/06/2025 | 12/06/2025       | CH   | WebCemeteries / Vast Data Concepts LLC | \$1,668.00   | C      |
| 589-2025                        | 12/14/2025 | 12/14/2025       | EP   | JAMES D CROOKS                         | \$44.52      | O      |
| 590-2025                        | 12/14/2025 | 12/14/2025       | EP   | Jeshua D Drouillard                    | \$559.30     | O      |
| 591-2025                        | 12/14/2025 | 12/14/2025       | EP   | Tanner S Glass                         | \$203.17     | O      |
| 592-2025                        | 12/14/2025 | 12/14/2025       | EP   | Katelyn Greiner                        | \$559.30     | O      |
| 593-2025                        | 12/14/2025 | 12/14/2025       | EP   | Adam L Grine                           | \$228.34     | O      |
| 594-2025                        | 12/14/2025 | 12/14/2025       | EP   | Kevin P Kross                          | \$600.68     | O      |
| 595-2025                        | 12/14/2025 | 12/14/2025       | EP   | Lucas Parmelee                         | \$1,225.70   | O      |
| 596-2025                        | 12/14/2025 | 12/14/2025       | EP   | Herbert K Scarborough                  | \$1,317.91   | O      |
| 597-2025                        | 12/14/2025 | 12/14/2025       | EP   | Wendy Waisner                          | \$410.14     | O      |
| 598-2025                        | 12/14/2025 | 12/14/2025       | EP   | Daniel William Walters                 | \$1,575.71   | O      |
| 599-2025                        | 12/14/2025 | 12/14/2025       | EP   | Hannah E Wilson                        | \$180.66     | O      |
| 601-2025                        | 12/15/2025 | 12/15/2025       | EP   | Ryan E Sedlock                         | \$1,535.64   | O      |
| 14299                           | 10/08/2025 | 10/08/2025       | AW   | WebCemeteries / Vast Data Concepts LLC | \$1,668.00 * | V      |
| 14299                           | 12/06/2025 | 12/06/2025       | AW   | WebCemeteries / Vast Data Concepts LLC | -\$1,668.00  | V      |
| 14368                           | 12/06/2025 | 12/06/2025       | AW   | David J Noonan                         | \$240.00     | O      |
| 14369                           | 12/06/2025 | 12/06/2025       | AW   | Lucas County Treasurer                 | \$354.11     | O      |
| 14370                           | 12/06/2025 | 12/06/2025       | AW   | VERIZON WIRELESS                       | \$320.91     | O      |
| 14371                           | 12/06/2025 | 12/06/2025       | AW   | ProMedica 360Health - Toledo           | \$835.00     | O      |
| 14372                           | 12/06/2025 | 12/06/2025       | AW   | Telesystem                             | \$433.30     | O      |
| 14373                           | 12/14/2025 | 12/14/2025       | AW   | TOLEDO EDISON                          | \$126.25     | O      |
| 14374                           | 12/14/2025 | 12/14/2025       | AW   | Capital One                            | \$2,246.53   | O      |
| 14375                           | 12/14/2025 | 12/14/2025       | AW   | Andrew Lumbrezer                       | \$447.50     | O      |
| 14376                           | 12/14/2025 | 12/14/2025       | AW   | Traffic Stop Uniform Supply            | \$900.43     | O      |
| 14377                           | 12/14/2025 | 12/14/2025       | AW   | Cody Pence                             | \$480.00     | O      |
| 14378                           | 12/14/2025 | 12/14/2025       | AW   | Juan Martinez                          | \$600.00     | O      |
| 14379                           | 12/14/2025 | 12/14/2025       | AW   | Scott Rhodus                           | \$240.00     | O      |
| 14380                           | 12/14/2025 | 12/14/2025       | AW   | NAPA AUTO PARTS                        | \$4.30       | O      |
| 14381                           | 12/14/2025 | 12/14/2025       | AW   | Heidelberg Materials                   | \$136.44     | O      |
| 14382                           | 12/14/2025 | 12/14/2025       | AW   | LYONS LP GAS CO., INC.                 | \$1,973.86   | O      |
| 14383                           | 12/14/2025 | 12/14/2025       | AW   | Daniel Walters                         | \$308.60     | O      |
| 14384                           | 12/14/2025 | 12/14/2025       | AW   | NAPA AUTO PARTS                        | \$3.69       | O      |
| 14385                           | 12/14/2025 | 12/14/2025       | AW   | PROMEDICA PHYSICIANS CORP              | \$436.00     | O      |
| 14386                           | 12/14/2025 | 12/14/2025       | AW   | Triotech                               | \$63.00      | O      |
| Total Payments:                 |            |                  |      |  | \$23,160.01  |        |
| Total Conversion Vouchers:      |            |                  |      |  | \$0.00       |        |
| Total Less Conversion Vouchers: |            |                  |      |  | \$23,160.01  |        |

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,