

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

June 19, 2023

The regular meeting of the Richfield Township Trustees was called to order by John Hassen at 7:00 p.m. at the Maintenance Building, 3951 Washburn Rd., Berkey, Ohio. All present were asked to rise for the Pledge of Allegiance.

**ROLL CALL:**

Chairman John Hassen – present  
Co-Chairman Andrew Lumbrezer – present  
Steve Bettinger – absent

**ADMINISTRATIVE REPORTS:**

The clerk provided copies of the minutes from the June 5, 2023 meeting, current Cash Summary Report, Revenue Report, May Bank Reconciliation and Pending Warrants Report.

**READING AND APPROVAL OF MINUTES:**

Andrew Lumbrezer made a motion to approve the June 5, 2023 minutes as presented. John Hassen seconded the motion. Roll call: All voted yes. Motion approved.

**PRESENTATION OF THE BILLS:**

The attached listings of warrants (13199 - 13220) were presented for approval:

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

**PUBLIC COMMENTS:**

A resident voiced concern over residents filling their ponds with well water causing others in the neighborhood to have low water pressure. Ron Smith will contact Lucas County for assistance.

Resident also voiced concern over deep ruts at the corner of Richfield Center Rd & Central Avenue as well as Murd Rd. & Central Avenue. The ruts are deep, could cause an accident if someone were to go into the rut. Trustee Bettinger has called ODOT previously to repair, nothing has been done at this time. The Trustees will contact ODOT again to have this repaired asap.

#### **FIRE:**

Chief Clonch reported pump test were completed on Engine 58, Engine 59. Both failed the pump test.

Repairs needed on Engine 58 including replacing suction strainer, drain valves, discharge valves, tank valves in the amount of \$4309.32.

Repairs needed on Engine 59 include replace pump packing, troubleshoot vacuum leak and temp gauge in the amount of \$2520.61.

#### **EXECUTIVE SESSION:**

John Hassen made a motion to go into executive session at 7:25 p.m to discuss fire department personnel issues. Andrew Lumbrezer seconded the motion. All voted yes. Motion approved.

#### **The regular meeting resumed at 7:35 p.m.**

Chief Clonch discussed the hiring of a full time Deputy Chief.

Andrew Lumbrezer made a motion to hire a Deputy Chief full time for the fire department. John Hassen seconded the motion. All voted yes. Motion approved.

Fiscal Officer will place an ad on the internet.

#### **ZONING:**

Discussion held on the property at 3140 Kilburn Rd, a zoning violation letter was sent certified mail although the letter was not picked up. There has been no improvement to cleaning up the property or the removal of the junk vehicle. A notice will be placed at the property site giving them 14 days to clean up the property and remove the junk vehicle. See attached resolution 61923-01.

#### **OLD BUSINESS:**

Discussion held on the motion made at the last meeting to hire an architect for the drawing of the plans for a new community building. Trustee Lumbrezer advised this should be in a resolution format.

Andrew Lumbrezer made a motion rescind the previous motion to hire an architect for the drawing of a community hall and put into a resolution format. John Hassen seconded the resolution. All voted yes. Motion approved.

**RESOLUTION: 61923-01 AUTHORIZING RICHFIELD TOWNSHIP, LUCAS COUNTY TO HIRE KZF DESIGN IN THE AMOUNT OF \$23,400.00 FOR ARCHITECTURAL SERVICES FOR THE BUILDING OF A NEW COMMUNITY BUILDING.**

**WHEREAS**, the Board of Trustees of Richfield Township, Lucas County, Ohio have determined the old town hall at 3915 Washburn Rd. is in disrepair, building is not handicapped accessible, and the repairs would exceed the cost of a new building.

**WHEREAS**, the Board of Richfield Township Trustees have determined that they need to hire an architectural firm to assess the needs of a new community hall and draw plans to be used for bidding later; and

**WHEREAS**, it is in the best interest of the Township and its residents to enter into a contract with KZF Design to provide an assessment for the needs of a new community hall, and drawing plans

**WHEREAS**, the Board of Township Trustees have received a bid from KZF Design in the amount of \$23,400.00

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Richfield Township, Lucas County, Ohio takes the following action:

**Section 1.** That the Richfield Township Board of Trustees approves the hiring of KZF Design for the assessment, drawings of a new township community building for \$23,400.00.

**Section 2.** That the Township Fiscal Officer is authorized to sign an agreement or necessary paperwork with KFZ Design to provide an assessment, drawings for a new community building.

**Section 3.** That the Fiscal Officer is hereby authorized to expend funds to KZF Design in the amount of \$23,400.00

**Section 4.** It is hereby certified that all formal actions of the Board of Trustees of

Richfield Township, Lucas County, Ohio relating to the adoption of this Resolution were taken in an open meeting of the Board and that all deliberations of the Board were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

**ADOPTED** June 19, 2023

Vote Record: Trustee Hassen – yes, Trustee Lumbrezer – yes, Trustee Bettinger – yes

Discussion on purchasing a new furnace for the townhall, Trustees were in agreement to not purchase a furnace and winterize the building this winter.

**NEW BUSINESS:**

The area around the fire hydrants need to be trimmed; Trustees will inform manintenance employee.

**ROADS:**

No business.

**PUBLIC NOTICE:**

Residents may call Norma Drennan at 419-829-6029/419-283-3424 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 7:42 p.m., which was seconded by John Hassen: Roll call: All voted yes. Motion approved.

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Richfield Township Fiscal Officer

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