
TOWN OF RICHFIELD

8478 Richfield Drive
Marshfield, WI 54449

Monthly Board Minutes January 11, 2026

Josh Sabo called the meeting to order at 7:06pm.

Pledge of Allegiance

Roll call

The following persons were present: Josh Sabo (Chairperson), Bob Tomkowiak (Supervisor #1), Chris Christiansen (Supervisor #2), Paula Rustad (Clerk), Johnathan Dickinson (Treasurer), Bonnie Sabo, Keith Albright, Troy Zupanc, Josh Haebig, Paul Haebig, Gayle Sauer

Minutes from December 14, 2025 Monthly Board Meeting

Chris Christiansen made a motion to approve the December 14, 2025 Monthly Board Meeting minutes. Bob Tomkowiak 2nd motion. Motion carried.

Minutes from December 30, 2025 Special Meeting

Bob Tomkowiak made a motion to approve the December 30, 2025 Special Meeting minutes. Chris Christiansen 2nd motion. Motion carried.

Treasurer's Report

Chris Christiansen made a motion to approve the December 2025 Treasurer's report. Bob Tomkowiak 2nd motion. Motion carried.

Treasurer's Update

The new software is still going well. John did have a few printing issues. John reminded everyone there that taxes are due on January 31st. We did have some discussion as to why taxes went up & it was not due to the town increasing but the school districts.

Meeting Date/Time (Monthly & Special Meetings)

The monthly meeting for February is February 8, 2026, at 7:00pm. No special meetings to schedule at this time. Always watch our website for meeting date changes, agendas & minutes.

Set Date for Internal Audit

The audit of books to be approved by the board will be done at the end of the regular board meeting on February 8th, 2026.

Town Insurance

Workman's Compensation Audit has been received and will be completed by the Clerk. We will also be putting in a request for our Ins Rep to meet with the board before our renewal since we have a new board.

-Review list of individuals covered-The list of current drivers covered was reviewed and updated. The clerk will submit a current list to the insurance company.

Road Maintenance

-Josh shared issues we have been having lately with Waste Management. Pickup was wrong for two days on the calendar and they did not pick up on certain roads. We got pushed back a day due to icy roads earlier in the week, but no communication was given until the morning of the pickup. We will monitor it in the future. When our contract comes due, we will be looking to possibly switch from Waste Management.

-Arpin/Richfield bridge is done for now. More work will be done in the spring. Richfield Wood between Polish and 80 AND Meidl bridges have been ordered. The county will be replacing them & they will probably not be getting done until spring.

Snow Plowing

There have been no complaints for snow plowing. The salting part of the snowplow truck was not working December 24th through January 6th so the county took care of salting. We will look to evaluate in the spring on what needs to be done.

Building Maintenance

-Chris McDaniel was in to fix the lights in the hall.

-Septic was pumped this past week.

-Josh is still looking for stove options.

-The front door heaving is holding well. We will look in the spring at a more permanent solution.

Cemetery Update

Website price has been updated.

Elections

-Wage increases were discussed for election workers. Bob Tomkowiak made a motion to approve the Poll Workers from \$12.50/hr to \$15/hr, the Chief Inspectors from \$15/hr to \$17/hr and the Deputy Election Clerk from \$20/hr to \$22/hr. Chris Christiansen 2nd motion. Motion carried.

-Spring Primary will be held on Tuesday, February 17th.

WTA District Meeting-January 31st

Josh, Chris and Bob will be attending the Wisconsin Towns Association District meeting on January 31.

-Chris and Bob will be attending the Wood County Units meeting on January 16th.

Town Revaluation

We will be having a revaluation this year during the spring. Kurt will be using an interim marketing update method & we will be posting a revaluation notice at that time. Kurt does drive around twice a year looking for property improvements. If we don't do the revaluation, the state will come in and do it for a much larger cost to the Town.

TDS Telecom – Right of Way work

We received notification from TDS about fiber lines they will be working on in the township. We just ask that they return any land as to how they found it and are instructing them to reach out to the county for any special requirements that they may have.

Bid Publication

A copy of last year's bid publication was provided to the board. This will be discussed at next month's meeting.

Town Website

We are working on some changes with the website. Agendas and meeting minutes will be put together, folders by year will be created and the cemetery information has been updated.

Mileage Rate-\$.70/mile to \$.725/mile

Bob Tomkowiak made a motion to approve the new mileage rate of \$0.725/mile retro to January 2026 and to set the annual mileage rate to match the current rate. Chris Christiansen 2nd motion. Motion carried.

Fire Department/EMR Report

Fire Calls for service since 12/14/25 – 4

0 in Richfield;

4 - automatic/mutual aid; residential fire alarm-Town of Marshfield, residential fire alarm-Town of Remington, structure fire-Village of Hewitt, structure fire-Town of Auburndale

First Responder Calls since 12/14/25 – 5

1. One new member application and 1 new member inquiry
2. Wood County Keep the Wreath Green saw 5 red bulbs
3. Bluff Drive House Training Burn – Feb 5
4. February 8, 2026 is the Annual Soup Dinner

2025 Richfield Rural Fire Department Calls for Service Recap

Fire Calls

43 Total Calls for Service

10 Calls in Town of Richfield – 3 structure/chimney fires, 4 accidents

33 Automatic/Mutual Aid Calls

EMR Calls

41 Total Calls for Service

3 of these calls we had no one available to respond

Invoicing

Nothing New

Items Intended for Future Meetings

Joint training in March for elections, Garbage and Recycling, Custodian Wages & add Public Comment for three minutes at the top of the agenda.

Accounts Payable

Chris Christiansen made a motion to pay the bills. Bob Tomkowiak 2nd motion. Motion carried.

Adjournment

Bob Tomkowiak made a motion to adjourn at 8:41pm. Chris Christiansen 2nd motion. Motion carried.

Paula Rustad, Town of Richfield Clerk