
TOWN OF RICHFIELD

8478 Richfield Drive
Marshfield, WI 54449

UNAPPROVED

Monthly Board Minutes February 10, 2026

Josh Sabo called the meeting to order at 7:05pm.

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), Keith Albright

Minutes from January 11, 2026 Caucus Meeting

Bob Tomkowiak made a motion to approve the January 11, 2026 Caucus Meeting minutes. Chris Christiansen 2nd motion. Motion carried.

Minutes from January 11, 2026 Monthly Board Meeting

Bob Tomkowiak made a motion to approve the January 11, 2026 Monthly Board Meeting minutes. Chris Christiansen 2nd motion. Motion carried.

Public Comment Period (Limit: 3 minutes per speaker. State your name and address. Comments should be addressed to the Board, not individuals)

No Public Comments

Treasurer's Report

Bob Tomkowiak made a motion to approve the January 2026 Treasurer's report. Chris Christiansen 2nd motion. Motion carried.

Treasurer's Update

Tax season is officially closed overall it went well and the new software worked great it simplified a lot of things.

Bob Tomkowiak made a motion to increase wages for the Treasurer to \$8100.00/year or \$675.00/month plus meetings effective immediately. Chris Christiansen 2nd motion. Motion carried.

Meeting Date/Time (Monthly & Special Meetings)

The monthly meeting for March is March 8, 2026, at 7:00pm. No special meetings are scheduled at this time. Residents are encouraged to check the Town website for updates, agendas, and minutes.

Town Insurance

The Town's insurance representative is unable to attend evening meetings in 2026 due to a rotating review schedule; Richfield is not scheduled until 2027. The Board may explore alternative options next year.

The policy for 03/01/2026–03/01/2027 was reviewed.

Transportation Resolution

Chris Christiansen made a motion to adopt Resolution # 26-1, TOWN BOARD RESOLUTION SUPPORTING A COMPREHENSIVE AND SUSTAINABLE TRANSPORTATION FUNDING SOLUTION. Bob Tomkowiak 2nd motion. Motion carried.

Road Maintenance

- A speed limit sign at Eisenhower and Lincoln was dropped off and needs to be reinstalled.
- The Washington and Klondike speed limit sign has also been knocked down.
- Dead-end signage is needed on Hegglund Lane and on Lincoln Ave. south of County Road N, with an additional sign on Woehrle Lane. Wood County will install these in the spring.
- Chris will research sealant options for town roads.
- The Board discussed sealing around the post near the highway by the Town Hall; Wood County may be able to apply crack sealant.
- A full Board road review will take place in the spring.
- Road and bridge aid programs were discussed.

Garbage & Recycling

The most recent meeting was canceled. Ongoing issues with Waste Management continue, including damaged dumpsters and failure to replace cans as promised.

Building Maintenance

- The new stove has been installed and is functioning properly. The old stove will be placed outside for free pickup.
- Door sweeps on the west doors need adjustment.
- Bob replaced the doorstops.
- Custodian Wages and Town Hall Rental Fee will be discussed at next month's board meeting.

Cemetery Update

No new updates.

Elections

- Public test for the Spring Primary was conducted earlier this evening.
- The Spring Primary will be held Tuesday, February 17th.
- A joint election training session with the Town of Arpin will be held in March.

Bid Publication

Bids publication was discussed and updated. Will be published in the Marshfield News Herald and will be opened at next monthly board meeting on March 8th, 2026. Bid to be published is as follows:

This notice is hereby given that the Town of Richfield is accepting the following bids.

Bids to be mailed to the Town of Richfield (8478 Richfield Drive, Marshfield, WI 54449) and will be opened at the Regular Monthly Meeting, March 8, 2026, 7:00pm at the Richfield Town Hall (8478 Richfield Drive, Marshfield, WI 54449). **Proof of insurance is to be included with all bids.** The board has the right to accept or reject any and or all bids. Residence request delivery will correspond with township delivery.

- Roadside mowing - approximately 40 miles. 1 swath early July and a complete mowing of 3 swaths in late August.
- Decomposed granite – 1,000 yards more or less to be delivered anywhere in the township. The price is to be the same for residents. Bidding is to be by the yard. Billing to Town Residents to be done by winner of the bid.
- Underlayment crushed aggregate base course to state spec. Bid 3/4 inch and 1 1/4 inch to be delivered anywhere in the township and the price to be the same for residents. The bidding is to be by the ton. Billing to Town Residents to be done by winner of the bid.
- Mowing for Richfield Cemetery & Town Hall-Mowing at cemetery to include leveling & seeding when needed.

Any questions, please contact Josh Sabo at 715-650-3610.

Open Book Date

Waiting to hear back from Kurt on Open Book Dates-will discuss at next month's meeting

Board of Review Date

Waiting to hear back from Kurt on Board of Review Date-will discuss at next month's meeting

Board of Review Training Requirement

Josh, Bob, and Chris have completed the required Board of Review training for 2026. Affidavits were signed

WTA District Meeting-January 31st -Update

Josh provided an update on topics discussed at the Wisconsin Towns Association District Meeting.

Fire Department/EMR Report

Fire Calls for service since 1/11/26 – 5

- 2 in Richfield; semi rollover at 10/80 roundabout, car vs deer on Cth T north of Cth EE
- 3 - automatic/mutual aid; grain roaster explosion-Town of Rock, RIT request for structure fire-Town of Seneca, barn fire-Town of Cary

First Responder Calls since 1/11/26 – 6

1. Bluff Drive House Training Burn – will not be happening
2. Soup Dinner – went great, cooked 40 Nesco's of soup, sold 550 qt. of soup, raised of \$8,000
3. Honeywell SCBA update – the 8 departments have decided to discontinue legal action against Honeywell due to the cost of such action

Invoicing

Nothing New

Items Intended for Future Meetings

No additional items beyond those already noted.

Accounts Payable

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

Board Audit of Records

Chris Christiansen made a motion to approve the Board Audit of Records for the town. Bob Tomkowiak 2nd motion. Motion carried.

Adjournment

Bob Tomkowiak made a motion to adjourn at 9:27pm. Chris Christiansen 2nd motion. Motion carried.

Paula Rustad, Town of Richfield Clerk