
TOWN OF RICHFIELD

8478 Richfield Drive
Marshfield, WI 54449

Monthly Board Minutes March 10, 2024

Dave Steinmetz called the meeting to order at 6:30 pm.

Pledge of Allegiance

Roll call

The following persons were present: Dave Steinmetz (Chairperson), Chris McDaniel (Supervisor #1), Andrew Woltmann (Supervisor #2), Paula Rustad (Clerk), Josh Sabo, Keith Albright

Minutes from February 6, 2024, Closed Board Meeting

Andrew Woltmann made a motion to approve the February 6, 2024, Closed Board Meeting minutes. Chris McDaniel 2nd motion. Motion carried.

Minutes from February 12, 2024, Monthly Board Meeting

Chris McDaniel made a motion to approve the February 12, 2024, Monthly Board Meeting minutes. Andrew Woltmann 2nd motion. Motion carried.

Minutes from February 26, 2024, Closed Board Meeting

Chris McDaniel made a motion to approve the February 26, 2024, Closed Board Meeting minutes. Andrew Woltmann 2nd motion. Motion carried.

Treasurer's Report

Chris McDaniel questioned some outstanding checks. After All was one but does have history of holding checks. Paula will check with Tammi & reach out to After All if needed.

Andrew Woltmann made a motion to approve the February 2024 Treasurer's report. Chris McDaniel 2nd motion. Motion carried.

Treasurer's Position

Interviews are scheduled at a closed meeting on Sunday, April 7th, 2024, with first one starting at 6:30pm.

Meeting Date/Time

The monthly meeting for April has been set for Monday, April 8th, 2024, at 6:30pm and May has been set for Monday, May 13th, 2024, at 8:00pm. Future meeting dates and times will be discussed at the next meeting.

941s

Paula let the board know that the 941s for February were sent 5 days late so a fee of 2% may be imposed.

Town Insurance

The election machines have been updated with Rural Ins. Also, the Workman's Comp audit has been completed and submitted.

Clear Cutting

There has been talk from certain residents about requesting zoning in the township. They have been invited to bring their concerns to our monthly or annual meeting.

Road Maintenance

Puff Creek and Ward Boulevard estimate was discussed again.

Chris McDaniel made a motion to approve the 2 mile estimate of \$227,000.00 from Wood County Highway for Puff Creek Boulevard. Andrew Woltmann 2nd motion. Motion carried.

Ward Boulevard was discussed to at least do the 1st half south of County Rd N. A conversation will need to happen about the large trucks going in & out of there and tearing up the road.

Other roads discussed were Richfield Wood needing work and Bluff Drive coming out of the park. Bluff Drive will be looked at for next project of pulverizing & paving so that location will be part of bid publication published.

Dave was approached about early brushing from JJ's Brushing. Dave will ask for a bid to do a double cut two times a year versus once a year.

Chris brought up inventory on 6 to 20 foot bridges in the township. It has to be done whether we do it ourselves or hire someone to do it. For each one identified, we qualify for a program where we would get \$100. The second half, which is inspections will have to be done by the county. Chris has volunteered to do the inventory. This can also tie into inventory of culverts as well. Form of intent will be completed by Dave and sent to the Highway Commissioner at the County & to the Wisconsin Town's Association by April 15, 2024.

Agricultural Roads Improvement Program (ARIP) was discussed. It is very much like the LRIP program but can only be used for roads with agricultural use. Chris would like to apply for it using Ward Blvd as our road.

Dave is planning to attend the Damage Assessment training through Emergency Management on March 19th. New this year is the app for surveys.

There were 8 tires located on the south side of Klondike between Washington and County A that Chris took care of. Richfield is in charge of the tire recycling on Saturday, April 27th. Discussion was had about residents outside of our five townships that bring tires, and they are not accepting tractor or truck tires.

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 April 8, 2024. Bid to be published is as follows:

- 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 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. Bidding is to be by the ton. Billing to Town Residents to be done by winner of the bid.
- Blacktopping - 1 mile more or less. Location will be Bluff Drive from Arpin Richfield Road to Bethel Road.

Building Maintenance

Keith brought up that the westside door has folded up twice on him. Dave will reach out to Doorworks to look at.

Beaver Creek Nursery & Landscaping sent us a list of services they provide. We are in the last year of our five-year contract with them.

Cemetery Update

No new updates.

ARPA Funds

No new updates.

Open Book Date

Chris McDaniel made a motion to have Open Book on Wednesday, May 8, 2024 from 4:00pm - 6:00pm. Andrew Woltmann 2nd motion. Motion carried.

Board of Review Date

Andrew Woltmann made a motion to have Board of Review on Wednesday, May 15, 2024 from 6:30pm to 8:30pm. Chris McDaniel 2nd the motion. Motion carried.

Elections

Bonnie will have 5 workers the day of the election as this is expected to be a higher than normal turnout with the school board. Working all day will be Sandi Schill, Linda Heeg, Mary Lou Herman and Carol Cegielski. Closing out that 5th spot will be Kim Fieweger (a new poll worker) working 6:45am– 2:00pm, Carmen Reis will work 2:00pm-6:30pm and then Tirzah Draeger will take over until they are done closing out.

Clerk Training in Green Bay-July 14-July 19, 2024

Paula spoke about taking the clerk training in Green Bay. It has been decided to do the training in person. Registration ends in June so Paula will look into the cost of hotel and bring back information to next meeting.

Annual Meeting Agenda

Annual Meeting Agenda was reviewed & discussed. Items to remove are Town Ordinances and Oath of Offices.

Mileage Rate

Chris McDaniel made a motion to approve the new mileage rate of \$0.67/mile retro to January 2024 and to set the annual mileage rate to match the current rate. Andrew Woltmann 2nd motion. Motion carried.

This item will be added to the agenda in January of every year so if there is a change in the rate, it can be discussed and approved right away at the beginning of the year.

Marshfield Fire & Rescue

Notification from Marshfield Fire and Rescue regarding critical care was discussed. There have been no changes in the services they provide to us. An email has been sent back to them that we acknowledge notification per their request.

Fire Department Report

Chief Josh Sabo reported the following for February 2024:

Fire Calls for service February – 7

6 in Richfield; burning complaint at SV Pallet(unfounded), fire alarm at Bethel Place, garage fire on Cth T, structure fire on Sth 80, 1 car crash on Cth A & Park Ln-canceled, possible chimney fire on Puff Creek Blvd
1 automatic aid; possible fire in Remington canceled right away, controlled burn.

1. 8188 Cth EE live fire training burn was held on March 7; 11 agencies and over 60 participants in attendance, everything went well.
2. Soup Dinner – Great turn out! Made almost \$8,500 to go towards the purchase of more LDH.

Extrication Equipment-did make an offer to area FDs. No takers at this time so Josh & Chris will now go to Wisconsin Surplus to set up for bidding along with possibly some other fire department items.

First Responders Report

Chief Josh Sabo reported the following for February 2024:

First Responder Calls February – 4

Note: Fire Department & First Responder Reports will now be listed as one item on the agenda going forward.

Invoicing

No updates as Tammi was not present at meeting

Items intended for future meetings.

None at this time

Accounts Payable

Chris McDaniel made a motion to pay the bills. Andrew Woltmann 2nd motion. Motion carried.

Adjournment

Andrew Woltmann made a motion to adjourn at 8:48pm. Chris McDaniel 2nd motion. Motion carried.