
TOWN OF RICHFIELD

8478 Richfield Drive
Marshfield, WI 54449

Monthly Board Minutes April 14, 2025

Dave Steinmetz called the meeting to order at 7:00pm.

Pledge of Allegiance

Roll call

The following persons were present: Dave Steinmetz (Chairperson), Chris McDaniel (Supervisor #1), Andrew Woltmann (Supervisor #2), Paula Rustad (Clerk), Johnathan Dickinson (Treasurer), Josh Sabo, Keith Albright, Bob Tomkowiak, John Weidman, Christopher Christiansen

Minutes from March 10, 2025, Monthly Board Meeting

Chris McDaniel made a motion to approve the March 10th, 2025 Monthly Board Meeting minutes. Andrew Woltmann 2nd motion. Motion carried.

Minutes from March 20, 2025, Special Board Meeting

Andrew Woltmann made a motion to approve the March 20th, 2025 Special Board Meeting minutes. Chris McDaniel 2nd motion. Motion carried.

Treasurer's Report

Andrew Woltmann made a motion to approve the March 2025 Treasurer's report. Chris McDaniel 2nd motion. Motion carried.

Meeting Date/Time

The monthly meeting for May is Sunday, May 11th, 2025, at 7:00pm. Going forward the board would like to keep the meetings to every 2nd Sunday of the month at 7:00pm but may need to adjust accordingly due to town board members' personal schedules.

Town Insurance

No new updates except we did receive a refund of \$724.00 from the Workmen's Comp audit.

Road Maintenance

Dave got a call from a resident on Weber Rd. about it needing to be graded. The county will be starting to work on projects and asked about doing our three roads. Ward Blvd will be black topped by the county. We need to reach out to Neiman's prior to getting it black topped. Regarding potholes, we usually get material from the county. There was a suggestion to use Perma patch that will last longer, so we may want to look at that for an option.

Ader Lane Gravel- We need to reach out to Mike Krohn regarding it. This will stay on the agenda until the project is complete.

Hourly wages for Hwy. Employees. This will be looked at by the new Town Board. There were a few complaints that were addressed. One on Klondike Drive about plowing digging up the side of the road, and another on Puff Creek Blvd. where our mailbox has been hit six times but conversation did not get completed as that resident hung up.

JJ's Brush Cutting Service LLC bid for 2025. We have received a bid now from JJ's Brush Cutting Service LLC so the new board will need to look at that along with a bid we received from Kafka for dust proofing.

Building Maintenance

Dave did not look at the overhead door because it possibly could be because of frost. Keith said that he has been able to get the roller to stay in but we will need to reach out to Door Works if we have any future issues.

The paper towel dispenser will need to be replaced as the towel for it has been discontinued. Josh Sabo will work at getting new dispensers.

Cemetery Update

We will need to reach out to the Funeral Home to help assist us with plots in the East section, row 7.

ARPA Funds Update-Due 4/30/25

Chris will work with Paula to get the report submitted by 4/30/25.

Board of Review

The Board of Review meeting is all set, Josh and Paula will work together to get the required training taken. According to the UW Extension website we can use the 2023 video that we have, but we do have to order/download a handbook.

Elections

Our April election went well. We had a 63% turnout. Kudos to our Elections crew as we were one of the few municipalities that did not have to hand tally the votes.

Certified Maps

The certified map was reviewed, and Dave will sign off.

Annual Meeting Agenda

The new board will be taking over at the annual meeting. Dave did receive a letter from MAPS stating that we will no longer be working with them effective April 30th unless we decide to take cats. He will get information for the new board from South Wood County.

Updating signers at Partners Bank, effective 4/15/25

Chris McDaniel made a motion to add the following as the primary signers for the town, Josh Sabo, Chairperson, Paula Rustad, Clerk & Jonathan Dickinson, Treasurer. Additional signers would be Robert Tomkowiak, Supervisor 1 and Christopher Christensen, Supervisor 2. Dave Steinmetz & Chris McDaniel are to be removed. Andrew Woltmann 2nd motion. Motion carried.

Fire Department/EMR Report

Chief Josh Sabo reported the following for March 2025:

Fire Calls for service since 3/10/25 – 7

2 in Richfield; SV Pallet fire and chimney fire
5 - automatic/mutual aid; structure fire in Town of Wood, chimney fire in Town of Arpin, structure fire in Town of Cameron, vehicle in shed on fire in Town of Hansen(cancelled), oven fire in Village of Arpin(cancelled)

First Responder Calls since 3/10/25 – 3

1. Keep the Forest Green campaign started March 1, has 5 red trees on it so far
2. SV Pallet thermal imaging camera insurance claim

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Invoicing

Nothing New

Items Intended for Future Meetings.

Set up a new category for EMS grant and Animal Control.

Accounts Payable

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

Adjournment

Chris McDaniel made a motion to adjourn at 8:24pm. Andrew Woltmann 2nd motion. Motion carried.

Paula Rustad, Town of Richfield Clerk