
TOWN OF RICHFIELD

8478 Richfield Drive
Marshfield, WI 54449

Monthly Board Minutes May 11, 2025

Josh Sabo called the meeting to order at 7:00pm.

Pledge of Allegiance

Roll call

The following persons were present: Josh Sabo (Chairperson), Bob Tomkowiak (Supervisor #1), Chris Christiansen (Supervisor #2), Paula Rustad (Clerk), Keith Albright, Joel Ponshock

Minutes from April 14, 2025, Monthly Board Meeting

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

Minutes from April 30, 2025, Special Board Meeting

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

Discuss posting draft of minutes prior to next meeting's approval

The board agreed that this would be fine to do within 7-10 days after the meeting and stamped unapproved.

Treasurer's Report

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

Meeting Date/Time

The monthly meeting for June is Sunday, June 8th, 2025, at 7:00pm.

Town Insurance

No new updates.

Road Maintenance

Ader Lane Gravel- Ader Lane was reviewed during the road review and it will be tabled until next month so that Josh has a chance to talk to Mike Krohn.

Hourly Wages for Hwy Employees-Josh made a motion to increase wages for primary highway employee to \$25.00/hr and secondary highway employee to \$20.00/hr effective immediately. Chris Christiansen 2nd motion. Motion carried. Keith will take the excess salt/sand that is in the truck and spread on the roads.

JJ's Brush Cutting Service LLC Bid for 2025.-Bob Tomkowiak made a motion to approve the bid from JJ's Brush Cutting Service, LLC to mow roadside grass at \$75 per hour and for cutting roadside brush at \$90.00 an hour. Chris Christiansen 2nd motion. Motion carried.

Dust Control-We received a bid from Kafka Dustbuster Plus, LLC. It was rejected by the board and the town will continue to go with the County for dust control.

Road Review-Josh provided and discussed a report put together of all the roads in the Township that have potholes needing to be filled, roads needing to be sealed, and some needing more attention. Keith will go out and start to fill the potholes using a list provided by Josh. We will try the permapatch so Chris will take care of getting that.

Wood County Highway Local Forum-Josh gave a brief update.

Building Maintenance

Keith will reach out to get the highway door looked at as the roller is kicked out again. There are more lights out in the hall so Josh will reach out to Chris McDaniel to replace lights as he has done in the past. Some damage done during plowing at the town hall was also discussed.

Lawn Mowing

Josh and Bob both received estimates from two new companies for lawn mowing at the town hall & cemetery, but it was decided not to go with them. Bob Tomkowiak made a motion to accept the Beaver Creek Nursery & Landscaping LLC estimate at \$104.00 per mowing. Chris Christiansen 2nd motion. Motion carried.

Cemetery Update

Paula will reach out to the Funeral Home to help assist us with plots in the East section, row 7. Josh will be reaching out to Marshfield Monument to discuss some alternative options. Also, discussion of cemetery plot cost will be added to next month's agenda.

Animal Control

We are no longer with MAPS effective April 30th, 2025 for animal control because we have decided not to take cats. We are still looking into South Wood County or possibly Clark County.

ARPA Funds Update-Due 4/30/25

Paula worked with Chris McDaniel to submit the ARPA Funds Reporting. We will need to do this annually for at least the next two years but there will be nothing further to discuss so this will be removed from the agenda.

Board of Review

The Board of Review meeting is on Wednesday, May 14th 2025 from 6:30 pm to 8:30 pm. Paula has taken the required BOR training and Josh plans to do before the meeting.

Elections

No new updates.

Easement on Land Owned by Town of Richfield on Heggelund Ln

Joel Ponshock was present to discuss the easement with the board. Chris Christiansen made a motion to approve the easement as presented on Heggelund Lane. Bob Tomkowiak 2nd motion. Motion carried.

Fire Department/EMR Report

Chief Josh Sabo reported the following for March 2025:

Fire Calls for service since 4/14/25 – 5

0 in Richfield

5 - automatic/mutual aid; structure fire in Babcock (no response-fire out), 3 RIT requests that we were canceled on, RIT request for Forte explosion/fire

First Responder Calls since 4/14/25 – 4

1. Keep the Forest Green campaign started March 1, has 8 red trees on it so far
2. New gear lockers are installed
3. All items from the DNR grant are in service; 30-nomex hoods, 6-water back can packs, 20-dual cert wildland coveralls
4. Hose testing on May 19
5. We will be participating in the Auburndale School Ducks Trip ladder truck/flag request on May 14

Invoicing

Nothing new as Treasurer not present.

Items Intended for Future Meetings.

Town Website

Accounts Payable

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

Adjournment

Chris Christiansen made a motion to adjourn at 8:54pm. Bob Tomkowiak 2nd motion. Motion carried.

Paula Rustad, Town of Richfield Clerk