
TOWN OF RICHFIELD

8478 Richfield Drive
Marshfield, WI 54449

UNAPPROVED

Monthly Board Minutes July 15, 2026

Josh Sabo called the meeting to order at 7:02pm.

Pledge of Allegiance

Roll call

The following persons were present: Josh Sabo (Chairperson), Bob Tomkowiak (Supervisor #1), Chris Christiansen (Supervisor #2), Josh Haebig (Supervisor #3), Paul Haebig (Supervisor #4), Paula Rustad (Clerk), Johnathan Dickinson (Treasurer)

Minutes from June 14, 2026 Monthly Board Meeting

Bob Tomkowiak made a motion to approve the June 14, 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)

None

Treasurer's Report

Josh Haebig made a motion to approve the June 2026 Treasurer's report. Paul Haebig 2nd motion. Motion carried.

Treasurer's Update

-Discussion was had about the issues that both the treasurer and clerk are having issues with the QuickBooks Online version. Board approved to switch back to desktop if QuickBooks will allow it.
-Move funds to Forward Bank-Chris Christiansen made a motion to move \$200,000.00 from Partner's Bank to Forward Bank. Bob Tomkowiak 2nd motion. Motion carried.

Meeting Date/Time (Monthly & Special Meetings)

The monthly meeting for August is scheduled for Sunday, August 16, 2026, at 7:00pm. This is different than our normal 2nd Sunday of the month due to conflicts. No special meetings are scheduled at this time. Residents are encouraged to check the Town website for updates, agendas, and minutes.

Town Insurance

The towing costs and damages incurred to the plow truck on March 15, 2026, during the severe snowstorm have been paid by the Town. Those expenses will be submitted to insurance for reimbursement.

Garbage & Recycling

- Bid Proposal Review-Josh S updated the Board on discussions from the most recent recycling meeting. Bids were received from all three companies: GFL, Harter's, and Waste Management. All three will be coming in less than what we are currently paying. A special meeting has been scheduled for Wednesday, July 22, during which each company will have 30 minutes to answer any questions that the municipalities have. Those questions were shared & discussed with the board. Josh S and Chris will be attending this meeting. A decision needs to be made in August as a 90-day notice needs to be provided to the current company.
- Richfield & Cameron will be responsible for the Tire Day next April 2027.

Road Maintenance

- Blacktopping Update-Road work has begun on all scheduled roads. Weather permitting, we anticipate completion within the next three weeks. While there have been a few concerns raised by residents, Josh S has addressed them and worked to resolve any issues.
- WI Disaster Funds for April Flooding-We may qualify for funding related to the April flooding. Josh S. is preparing the necessary documents and plans to submit it by the end of the month.
- Other Maintenance discussed
- The grader experienced a flat tire, but fortunately the tire was able to be saved. The tube was removed, and the grader is now back in service. Both the truck and the grader have also been cleaned out.
- Stadt Rd is still holding together at this time. Josh S, Chris and Bob have been monitoring its condition.
- Bob has some excess blacktop available, so we will be applying it to Richfield/Wood and Bluff.
- Bob graded Lincoln Ave. Haas has donated five loads of red granite dense base, and we have purchased an additional five loads for Lincoln Avenue.

Building Maintenance

- Josh S. still needs to reach out to Nikolai regarding the overhead door.
- An update was provided on the fiber installation project, noting that fiber has been run behind the Town Hall and that completion is anticipated by the fall.
- Bob reported that the Highway side floor area has been cleared and noted that the grate located below the area is in poor condition and should look at being replaced.
- Damage to a wall in the hall was observed after hooks that had been installed during a previous rental were removed.
- There is a need for an additional table cart to improve storage and transport of tables. Josh S. will research pricing options. It was also discussed adding carpeting or another protective material to the carts to prevent tables from sliding and to minimize discoloration and wear caused by contact with the cart surfaces.

Cemetery

- Mapping and Marking Cemetery- On June 23, Josh S., Chris, and Josh H. visited the cemetery to complete mapping & marking. Additional work will be need to be completed in the near future.
- A sign will also be installed to prohibit the planting of trees, shrubs, and bushes within the cemetery grounds going forward.
- This information, along with other important cemetery updates and details, will be added to the website soon.
- Transferring Deeds- Josh Haebig made a motion that in the event a current plot owner wants to transfer their plot back to the town, they will be refunded 75% of their purchase price less the recording fee. Chris Christiansen 2nd motion. Motion carried.

Solus Managed Network Replacement

Nothing new. This will be discussed again at next month's meeting.

Wood County WTA Meeting

Next meeting is this Friday, July 17, 2026 in Pittsville. Confirmed that all board members are receiving their monthly magazines & have access online.

Elections

Notice for voting by Absentee Ballot for the August 2026 Partisan Primary Election has been posted on the Town's Website as well as the Town Hall.

Fire Department/EMR Report

Fire Calls for service since 6/14/26 – 8

5 in Richfield; lost hiker, automatic crash notification, 1 vehicle rollover, motorcycle accident, ditch fire
3 - automatic/mutual aid; barn fire in Town of Marshfield, fire at Liberty fire at Village of Auburndale, house fire in Village of Auburndale

Emergency Medical Responder Calls since 6/14/26 – 3

1. Hose testing on August 8
2. Working on calendar raffle sponsors for the upcoming calendar raffle
3. 3 members helped at Farm Tech Days with Ag Rescue Demos this week
4. Interviewed a new EMR candidate. Will be joining the department in August.

Invoicing

None

Items Intended for Future Meetings

No additional items beyond those already noted.

Accounts Payable

Bob Tomkowiak made a motion to pay the bills. Paul Haebig 2nd motion. Motion carried.

Move to closed session pursuant to Wis Stats Sec.19.85(1)(g) to discuss matters of the Town's legal business.

Chris Christiansen made a motion to move into closed session pursuant to Wis Stats 19.85(1)(g) to discuss matters of the Town's legal business. Josh Haebig 2nd motion. Motion carried. Note: Johnathan Dickinson left the meeting at this time.

Move to reconvene back into an open session to possibly take action on the Town's legal business.

Bob Tomkowiak made a motion to reconvene back into an open session. Chris Christiansen 2nd motion. Motion carried.

Adjournment

Josh Haebig made a motion to adjourn at 9:11pm. Paul Haebig 2nd motion. Motion carried.

Paula Rustad, Town of Richfield Clerk