
TOWN OF RICHFIELD

UNAPPROVED

8478 Richfield Drive
Marshfield, WI 54449

Monthly Board Minutes August 10, 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), Johnathan Dickinson (Treasurer)

Minutes from July 20, 2025, Monthly Board Meeting

Bob Tomkowiak made a motion to approve the July 20th, 2025 Monthly Board Meeting minutes. Chris Christiansen 2nd motion. Motion carried.

Minutes from July 24, 2025, Special Board Meeting

Bob Tomkowiak made a motion to approve the July 24th, 2025 Special Board Meeting minutes. Chris Christiansen 2nd motion. Motion carried.

Treasurer's Report

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

Meeting Date/Time

The monthly meeting for September is Sunday, September 14th, 2025, at 7:00pm. All town board meetings will now be set for the 2nd Sunday of the month at 7:00pm unless otherwise stated.

Town Insurance

No new updates.

Road Maintenance

Bob did not get the brushing done due to the weather and other projects but he will try to get out there in the next couple of weeks. He did get some brushing done by the town hall though.

Ward Blvd. Update -Ward Blvd. was blacktopped but it is not shouldered yet. Josh will reach out to the County to find out when that is happening.

Bethel Rd. Update-Bethel Rd. has also been blacktopped but is not shouldered so Josh will reach out to American Asphalt to find out when that is happening.

Town Loan

The board talked about taking out a loan to help pay for roads this year and every year then after. Next year we will look at getting newer roads sealed. Josh will reach out to Farell again regarding permapatch. We will be checking with Partners Bank and Forward Bank for loan rates and it will be discussed at our next meeting. We will also be discussing the possibility of raising the levy limit and looking into LRIP funds.

Building Maintenance

There was mold growing in the wood lockers on the fire station side so they were replaced with metal ones. Mold is still being found so the board talked about getting two dehumidifiers. Bob Tomkowiak made a motion to purchase two 50 pint dehumidifiers to be used in the fire station. Chris Christiansen 2nd motion. Motion carried.

Cemetery Update

Cemetery Plots purchased were discussed and approved.

Elections

No new updates.

Reappointment of Clerk & Treasurer

It was decided that beginning next April, 2026, the clerk & treasurer positions will be up for reappointment, generally for two years but term is at the discretion of the board. This is so that the terms are opposite of the Town Board elections.

Fire Department/EMR Report

Fire Calls for service since 7/20/25 – 4

- 1 in Richfield; tree on powerline on Bethel Rd
- 3 - automatic/mutual aid; RIT request to Marshfield-cancelled, fire alarm to Pittsville-cancelled, RIT request to Stratford-cancelled

First Responder Calls since 7/20/25 – 4

- 1. Calendar Raffle Fundraiser tickets are available
- 2. ISO audit on August 12

Invoicing

Nothing new.

Items Intended for Future Meetings.

Fee/Salary/Pay Rates for tractor use, Treasurer's Update to be added to agenda

Accounts Payable

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

Adjournment

Bob Tomkowiak made a motion to adjourn at 8:17pm. Chris Christiansen 2nd motion. Motion carried.

Paula Rustad, Town of Richfield Clerk