
TOWN OF RICHFIELD

8478 Richfield Drive
Marshfield, WI 54449

Monthly Board Minutes August 12, 2024

Dave Steinmetz called the meeting to order at 8:01 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), Johnathan Dickinson (Treasurer), Josh Sabo, Keith Albright, Bob Tomkowiak

Minutes from July 7, 2024, Monthly Board Meeting

Chris McDaniel made a motion to approve the July 7, 2024, Monthly Board Meeting minutes. Dave Steinmetz 2nd motion. Motion carried.

Minutes from July 11, 2024, Special Board Meeting

Andrew Woltmann made a motion to approve the July 11, 2024, Special Board Meeting minutes. Chris McDaniel 2nd motion. Motion carried.

Treasurer's Report

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

Meeting Date/Time

The monthly meeting for September has been set for Monday, September 9th, 2024, at 8:00pm and October has been set for Monday, October 14th, 2024, at 8:00pm. Future meeting dates and times will be discussed at each meeting.

Town Insurance

No new updates

Road Maintenance

Puff Creek should be done. Dave has not received any calls for complaints or compliments regarding it.

Arpin Richfield was discussed. It was suggested to put in a larger culvert on the Town of Arpin's side. The county will take the one that is currently there out and put a big one in. Arpin can take care of the one on the north side that is collapsing.

Meidl Drive is being dust proofed by the county & Schneider. Discussion was had on charging residents for dust proofing as it is not required for the town to do it.

Dave still needs to talk to Randy regarding cleanup. Keith will make a note on areas that need attention. Keith also wanted to discuss Richfield Wood, west of Polish. The culvert and the road end at the same point so it should be looked at as it just drops off. A warning sign should be put up so Keith will check with county about signs.

ARPA Funds

No new updates

Permits

The Right of Way permit to be discussed at the next meeting.

Zoning Questions & Concerns

We cannot have a nonbinding referendum as we originally thought due to recent changes in Act 12. We could look into sending out a survey but based on discussions with neighboring municipalities, it will not be an accurate count. It is up to the board if we want to have zoning so a lot of discussion was had that it will cost time, money, resources, etc. to set up and facilitate. Nothing can be done for at least a year and will not change any current situations that are going on.

Chris McDaniel made a motion that the Town of Richfield is not proceeding with a Comprehensive Zoning Plan. Andrew Woltmann 2nd motion. Motion carried.

It was suggested that the pallet factory build a “berm” to help with the noise complaints. Also, a question was also asked about a resident wanting to increase the size of their pond. They should reach out to the county as the county handles those.

Clear Cutting

No new updates.

Building Maintenance

Dave took care of spraying and pulling weeds at the town hall.

The mop closet was discussed as there was mold found at the bottom of the door. Sandi Schill cleaned it the best that she could. We think it’s because of mops being hung on the door to dry so a sign will be hung on the door that only brooms are placed on the rack on the door.

There was also mold found in the lockers of the fire department so Dave will have House of Heating out to look at what they would suggest to remedy the issue.

Cemetery Update

Chris was out at the cemetery to record where the current burials are placed. He made note of the following things:

1. Plants & other décor are pushing the size of each burial plot.
2. We should place more benchmarks
3. Flag pole has insufficient footing
4. Locating with GPS would be more beneficial than manually measuring with a tape measure.

Paula will continue to work through the current lists to get the paperwork side of things consistent & more organized.

Solus Renewal Agreement.

The agreement was reviewed and discussed. Next year we will look into what other options are out there. Andrew Woltmann made a motion to continue with the approved Solus IT Support contract with a direct payment of \$60.00/month. Chris McDaniel 2nd motion. Motion carried.

Elections

Kathy Meidl has been trained for elections. Reminder to get out & vote.

Clerk Training

Paula attended the Clerk Training in Green Bay and gave a report. Would like to update the way items are currently being handled so will present those to the board as they come up.

City of Marshfield Invoice

The invoice received for an uncollectable ambulance balance was discussed & ok'd to pay with the rest of the invoices.

Fire Department/EMR Report

Chief Josh Sabo reported the following for July 2024:

Fire Calls for service since 7/7/24 – 3

- 1 in Richfield; Swift water rescue at North Wood County Park
- 2 automatic aid; structure fire in Town of Cary and structure fire in Village of Arpin

First Responder Calls since 7/7/24 - 12

1. Calendar raffle tickets are available, be sure to get one!
2. Purchased 1000 feet of LDH with fundraiser account funds (\$7,240)
3. Engine 2 and Squad 1 modifications complete
4. Parking on road in front of station

Chris will speak with the residents about parking on the road before the town decides to put up “no parking” signs.

SCBA Purchase

We will be looking into getting a loan so Dave will talk further with Partner's Bank. A special meeting to further discuss is scheduled for Wednesday, August 21, 2024, at 8pm.

Chris McDaniel made a motion to approve the purchase of 15 MSA packs for \$136,230.00 from MacQueen as presented in the proposal. Andrew Woltmann 2nd motion. Motion carried.

Invoicing

All caught up.

Items intended for future meetings.

None.

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 10:16pm. Andrew Woltmann 2nd motion. Motion carried.

Paula Rustad, Town of Richfield Clerk