
TOWN OF RICHFIELD

8478 Richfield Drive
Marshfield, WI 54449

Monthly Board Minutes November 11, 2024

Dave Steinmetz called the meeting to order at 6:37 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

Approval of the 2025 Budget

Chris McDaniel made a motion to approve the 2025 Budget as adopted at the Budget Hearing which was held before the monthly board meeting. Andrew Woltmann 2nd motion. Motion carried.

Minutes from October 6, 2024, Special Board Meeting

Andrew Woltmann made a motion to approve the October 6th, 2024, Special Board Meeting minutes. Chris McDaniel 2nd motion. Motion carried.

Minutes from October 13, 2024, Budget Meeting

Chris McDaniel made a motion to approve the October 13th, 2024 Budget Meeting minutes. Andrew Woltmann 2nd motion. Motion carried.

Minutes from October 14, 2024, Monthly Board Meeting

Andrew Woltmann made a motion to approve the October 14th, 2024 Monthly Board Meeting minutes. Chris McDaniel 2nd motion. Motion carried.

Minutes from October 27, 2024, Special Board Meeting

Chris McDaniel made a motion to approve the October 27th, 2024, Special Board Meeting minutes. Andrew Woltmann 2nd motion. Motion carried.

Treasurer's Report

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

Meeting Date/Time

The monthly meeting for December is set for Sunday, December 8th, 2024, at 6:30pm. The January meeting will be decided at next meeting. Future meeting dates and times will be discussed at each meeting.

Town Insurance

Rural Insurance Workman's Comp policy contract was reviewed and discussed.

Chris McDaniel made a motion to approve the Rural Mutual Workman's Comp policy for the Town of Richfield for 2025. Andrew Woltmann 2nd motion. Motion carried.

Road Maintenance

Dave will get in touch with Wood County Sheriff's Department as we have a good idea who is spinning tires on Fox Lane. Dave was in touch with Randy at the County regarding masting. The tree on Bluff Drive has been taken care of.

Culvert on Arpin Richfield was taken care of but Dave is still waiting to hear back from Arpin. Also culverts at the town hall will be put up for sale. Chris has not been able to get in touch with anyone from the county regarding the bridge inventory project so Dave will be reaching out.

Arpin Richfield & Richfield Wood will be getting new zebra signs. Keith will be filling in some potholes and will be taking the snowplow in for maintenance as it is not holding a battery charge.

ARPA funds update

Chris McDaniel made a motion to allocate the remaining ARPA funds of \$149,274.95 to be used for the paving of Puff Creek Blvd which has been completed. Andrew Woltmann 2nd the motion. Motion carried.

Building Maintenance

Chris bought some lightbulbs from Menards for the Town Hall. The now require us to have a QR code for our tax exempt. The clerk has a copy of it if anyone on the Board is need of it.

Cemetery Update

No new updates

Elections

Update per Deputy Election Clerk, Bonnie Sabo

Very busy day, 2 minor incidents with voters that were handled.

Printed Poll Book was at 989, we ended with a total number of 994 so this is where everyone calls this over 100% turn out. I believe this is the most we have ever had. We did 106 EDR's that day (again I think a record number) - so even if you want to make adjustments to that turnout number with more registrations, we would still be over 90%.

As busy as we were, when the polls closed at 8 PM, we were able to clean up & reconcile by 9:15 PM. We have an amazing crew of poll workers.

Trent Miner at the courthouse was impressed with our paperwork Wednesday morning and said we did a great job.

Bonnie finished uploading the election information in WisVote on Friday, 11/8/24 - this means if anyone looks up their voting records on MyVote - it will show that they participated in the Nov 5, 2024 General Election.

Statement of Assessment-First Notice of Non-Compliance

This was discussed. We will probably be hearing from our Assessor in the next year regarding next steps.

Tax Collection Letter

The letter being sent out with tax bills was given to the board and approved.

Chris McDaniel made a motion to approve the \$297.00 for garbage & recycling to be added to the tax bills for 2024 as a Special Charge. Andrew Woltmann 2nd motion. Motion carried.

Tax Collection Bond

Andrew Woltmann made a motion to approve a tax collection bond in the amount of the township tax apportionment from Wood County. Chris McDaniel 2nd the motion. Motion carried.

Tax Collection Sites

There are two options for tax payments to be collected, (1) Partners Bank in Marshfield, or (2) Mail to Treasurer. They are listed on the letter that will be sent with all tax bills.

Fire Department/EMR Report

Chief Josh Sabo reported the following for October 2024:

Fire Calls for service since 10/14/24 – 4

- 1 in Richfield; burning plastic smell in residence
- 3 automatic/mutual aid; wildland fire in Town of Cary (Pittsville), shed fire in Town of Cameron, RIT request in Town of Sigel(cancelled)

First Responder Calls since 10/14/24 – 2(one was cancelled while enroute)

1. We have an application to join dept. as EMR, will be interviewing this month
2. Will be deciding at our December FD meeting on Thermal Imaging purchase with calendar raffle funds
3. November 18 doing multi-agency training at burn house on Bluff Drive
4. Applied for FAP (Funding assistance program) grant for EMR expenses

Chief Sabo also shared that he spoke with the Chief & Deputy Chief at the Marshfield Fire Department regarding ambulance services. They stated they would support us billing them if we provide service to them (i.e. drive ambulance).

Township Loan for Fire Department SCBAs

Loan has been closed and funds deposited into town checking account.

Invoicing

Received two from Fire Department, will get deposited.

Items intended for future meetings.

Remove ARPA & Township Loan from the agenda. Andrew inquired about use of town land to be possibly discussed at a future meeting.

Accounts Payable

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

Adjournment

Andrew Woltmann made a motion to adjourn at 8:13pm. Chris McDaniel 2nd motion. Motion carried.