
TOWN OF RICHFIELD

8478 Richfield Drive
Marshfield, WI 54449

Monthly Board Minutes June 17, 2021

Call to Order

Dave Steinmetz called the meeting to order at 7:32pm.

Pledge of Allegiance

Roll call

The following persons were present: Tammi Pernsteiner (Treasurer & Interim Clerk), Dave Steinmetz (Chairperson), Chris McDaniel (Supervisor #1), Jack Pernsteiner (Supervisor #2), Josh Sabo (Fire Chief), Keith Albright (Resident).

Minutes from May 10, 2021 Monthly Board Meeting

Chris McDaniel made a motion to approve the May 10, 2021 monthly board minutes. Jack Pernsteiner 2nd the motion. Motion carried 2-0.

Minutes from May 26, 2021 BOR Meeting

Jack Pernsteiner made a motion to approve the May 26, 2021 BOR meeting minutes. Chris McDaniel 2nd the motion. Motion carried 2-0.

Treasurer's Report

Chris McDaniel made a motion to approve May's Treasurer Report. Jack Pernsteiner 2nd the motion. Motion carried 2-0.

Fire Chief's report

Fire calls = 4 call in May. One new Fire Dept member – Will Dieringer. Planning in process for fall raffle fundraiser to occur on October 16th, 2021

First Responder's report

5 calls for May

Road Maintenance

Road permits – what format to use and discussion of what to charge. Also discussed was Class B road postings.

Haas Agreement – Dave will get something in writing from Haas explaining what they will contribute to road maintenance

Ditches on Washington & Stadt – was discussed

Puff Creek Road – patching was discussed

Richfield Wood Road – Dave will get estimate on wedging it

Crack filling – Chris McDaniel made a motion to approve Lakes Asphalt maintenance estimate. Jack Pernsteiner 2nd the motion. Motion carried 2-0.

Building Maintenance

Barn swallows were removed from the peak of the Town Hall entrance.

Clerk ad

Sending out a postcard to our township residents with information regarding the available Clerk position was discussed.

Hall rental

What to charge non-profits was discussed.

Cemetery update

Discussion pertained to upkeep of documents and grounds keeping.

Purchase orders

Developing a purchase order system was discussed.

Accounts payable – deadline to receive bills

Jack Pernsteiner made a motion for the 5th of each month be the last day to receive bills to be paid. All other bills received after that day will be paid the following month. Chris McDaniel 2nd the motion. Motion carried 2-0.

Town's Attorney

Chris McDaniel made a motion to proceed with Gamoke as our Town Attorney. Jack Pernsteiner 2nd the motion. Motion carried 2-0.

ARPA funds

Chris McDaniel made a motion to nominate Dave Steinmetz as our Authorized Representative for the ARPA local fiscal recovery funds program. Jack Pernsteiner 2nd the motion. Motion carried 2-0.

Managed Forest Law – was discussed.

Invoicing – all culverts so far for 2021 have been invoiced.

Items for future meetings – was discussed.

Accounts Payable

Chris McDaniel made a motion to approve/pay monthly bills. Jack Pernsteiner 2nd the motion. Motion carried 2-0.

Adjournment

Jack Pernsteiner made a motion to adjourn at 11:06pm. Chris McDaniel 2nd the motion. Motion carried 2-0.

Tammi Pernsteiner, Interim Clerk