
TOWN OF RICHFIELD

8478 Richfield Drive
Marshfield, WI 54449

Monthly Board Minutes September 13, 2021

Call to Order

Dave Steinmetz called the meeting to order at 7:30pm.

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), Sue Weister (Resident), Tirzah Draeger (Resident), Dan Hansen (Building Inspector)

Minutes from July 21, 2021 Special Board Meeting

Jack Pernsteiner made a motion to approve the July 21, 2021 special board meeting minutes. Chris McDaniel 2nd the motion. Motion carried.

Minutes from August 18, 2021 Monthly Board Meeting

Chris McDaniel made a motion to approve the August monthly board meeting minutes. Jack Pernsteiner 2nd the motion. Motion carried.

Treasurer's Report

Jack Pernsteiner made a motion to approve the August Treasurer Report. Chris McDaniel 2nd the motion. Motion carried.

Fire Chief's report

Fire calls = 3 calls in August. Cancer Awareness shirt campaign went well. Fall raffle is underway. Craft & Vendor event & Fire prevention rally is October 16 11-4. September 26 is Fire fighter appreciation. October 22 & 23 is Ag Rescue Training. Ladder Truck 7 passed inspection. Fire Fighter gear is being replaced with half of the department's gear getting replaced this year and the other half next year.

First Responder's report

4 calls for August

Road Maintenance

Road permits – Dave Steinmetz talked with Town of Lincoln and no permits are needed unless trucks are overweight. Discussed being hard to enforce the overweight trucks.

Paving will get started possibly end of September. Chip sealing will be done next week. Wedging by Kasner is taking more loads than anticipated.

Cemetery Update

Jack Pernsteiner gave an update on the cemetery.

Building Maintenance

Dave Steinmetz has not heard back from Nikolai and will be contacting him again.

ARPA funds update

The funds will stay in our General account for the time being. It will be separated out on the Treasurer's report.

Town Clerk - hire for position

Chris McDaniel made a motion to appoint Sue Weister as our Town Clerk and for her to start on September 15, 2021. Jack Pernsteiner 2nd the motion. Motion carried.

Town Clerk training

Chris McDaniel made a motion to pay Tirzah Draeger & Tammi Pernsteiner the Town labor rate of \$12.50/hour to train our new appointed Clerk, Sue Weister. Jack Pernsteiner 2nd the motion. Motion carried.

Town Hall rental contract

Dave Steinmetz created a Town Hall rental contract that will be reviewed by the Board and discussed next month.

Lawyer update – West Heggelund Lane

No update to report.

Bethel update

No update to report.

Building Inspector update

Dan discussed right-away for utility space/ditches, ordinances and process of condemning a home. Also discussed examples of comprehensive zoning.

Driveway applications- was discussed

Town Ditches - was discussed.

Town Ordinances – was discussed.

Set budget meeting

Jack made a motion to Set budget meeting to October 13, 2021 at 7pm. Chris 2nd the motion. Motion carried.

Set budget hearing

Chris made a motion to Set budget hearing to November 8, 2021 at 7pm. Jack 2nd the motion. Motion carried.

Propane contract

Chris McDaniel made a motion to sign Cooper Propane contract option one for 1500 gallons @ \$1.59/gallon. Jack Pernsteiner 2nd the motion. Motion carried.

Snow plowing - was discussed.

Invoicing – was discussed.

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.

Adjournment

Chris McDaniel made a motion to adjourn at 10:57pm. Jack Pernsteiner 2nd the motion. Motion carried.

Tammi Pernsteiner, Interim Clerk