
TOWN OF RICHFIELD

8478 Richfield Drive
Marshfield, WI 54449

Monthly Board Minutes July 16, 2023

Dave Steinmetz called the meeting to order at 6:29 pm

Pledge of Allegiance

Roll call

The following persons were present: Dave Steinmetz (Chairperson), Chris McDaniel (Supervisor #1), Tammi Pernsteiner (Treasurer), Paula Rustad (Clerk), Josh Sabo, Keith Albright

Minutes from June 12, 2023 Monthly Board Meeting

Chris McDaniel made a motion to approve the June 12th, 2023 monthly board meeting minutes. Dave Steinmetz 2nd motion. Motion carried.

Treasurer's Report

Dave Steinmetz made a motion to approve the June 2023 Treasurer's report. Chris McDaniel 2nd motion. Motion carried.

Town Insurance

Dave Steinmetz is still working on it. This has been tabled until next month.

Clerk Salary

Dave Steinmetz made a motion that the annual salary of the clerk be \$13,500.00 plus meetings minus any hours submitted by the Deputy Election Clerk per year. Chris McDaniel 2nd motion. Motion carried.

Treasurer Appointment

Chris McDaniel made a motion to appoint Tammi Pernsteiner as Treasurer with an annual salary of \$6966.00 plus meetings per year. Dave Steinmetz 2nd motion. Motion carried.

Open Records Request/Ordinance/Resolution Ordinance

Dave Steinmetz made a motion to adopt Ordinance #12, Adopting Notice of Records Access. Chris McDaniel 2nd motion. Motion carried.

Dave Steinmetz made a motion to adopt Ordinance #13, Notice of Records Access. Chris McDaniel 2nd motion. Motion carried.

Chris made a motion to adopt Resolution 1-2023, Resolution Setting Fees for Records. Dave Steinmetz called for roll call vote for noticing a quorum for the Resolution 1-2023, Resolution Setting Fees for Records. Dave Steinmetz-yes, Chris McDaniel-yes, Andrew Woltmann-absent. Dave Steinmetz 2nd motion. Motion carried.

Road Maintenance

Intersection of S Washington & Richfield Dr was discussed. Rodney Feltz is filling the ditch. Dave Steinmetz spoke with him to discuss with the town board first as the original discussion was that it was supposed to be temporary. The decision was made to let it be for now & watch it, but the question was brought up as to what happens if it floods. Complaint regarding Ward Blvd (County N-Bluff Dr) was discussed. The decision was made to patch what we can at this time & relook at it next year. Complaint regarding current work on Puff Creek was discussed. Potholes on Richfield Dr were also discussed. Keith Albright will be out the next couple of days to fill holes. Project on Arpin/Richfield (Spruce Rd to County N) will start July 24th. There was brief discussion on coming up with a long-term plan for fixing roads.

Chris McDaniel made a motion to go with the Wood County Hwy Dept's bid of \$8600.00 to replace the culvert on Thompson Rd and approximate bid of \$3000.00 to replace the culvert on Richfield Wood. Dave Steinmetz 2nd motion. Motion carried.

Building Maintenance

Cameras were looked at and it was found that both in the corner were not working. Chris McDaniel will be meeting with Sam Draeger to look at them. Use of parking lot by contractors was discussed. It was requested that they park on the far east side of the building. Dave Steinmetz received a proposal from Don Nikolai to fix the garage door. Decision was made to go ahead with it.

Cemetery Update

Dave Steinmetz received a call from Marshfield Monument for two residents who have stones to place but do not have plots. He will be working with them to get set up. Also, Dave responded to the lady from Florida three times that left a message on the clerk's phone. She has not returned his calls.

ARPA Funds Update

No new updates

Lawyer Update

Discussion was made regarding how wording of lawyer's questions and responses were. Dave Steinmetz signed the Curtin Discovery Papers, and the Clerk is to email back to Elizabeth Reeth the next day. Lawyer will be pushing to get done.

Meeting Date/Time Change

Due to availability of board members, the next monthly board meeting was decided to be on Wednesday, August 16, 2023, at 6:30pm. Discussion of consistent meeting & time will be discussed at the next meeting.

Recycling Service

Dave Steinmetz has not heard anything regarding discussion of getting rid of the fuel surcharge on the bills. Dave will work on it & it will be resolved next month.

Survey Maps

Survey maps were shared & reviewed.

Bank Signature Card

Chris McDaniel made a motion to add Paula Rustad to the signature card for the checking held at Partners Bank. Dave Steinmetz 2nd motion. Motion carried.

Shared Revenue

Chris McDaniel shared information regarding the Supplemental Shared Revenue Payments. Our township will be receiving \$57,042.00 in additional shared revenue known as Supplemental County & Municipal Aide. More discussion at future meetings.

Al Becker Jr family donation

No discussion-leave on agenda for one more month.

Fire Chief's report

Fire calls for service since last meeting = 7 (0 in Richfield, 7 automatic aid (4 cancelled before enroute/on scene))

October Calendar Raffle tickets should be printed by the end of the week.

July 22 hosting an MCI training at Trinity Lutheran Church & School-scenario is a tornado hit the school.

Fire Department has items on WI Surplus, auction ends July 24 starting at 10am.

First Responder report

First Responder calls since last meeting = 8

Invoicing

Invoicing of fire numbers is in progress.

Items intended for future meetings

Nothing new added.

Accounts Payable

Dave Steinmetz made a motion to pay bills. Chris McDaniel 2nd motion. Motion carried.

Adjournment

Chris McDaniel made a motion to adjourn at 8:44pm. Dave Steinmetz 2nd motion. Motion carried.

Paula Rustad, Clerk