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# TOWN OF RICHFIELD

8478 Richfield Drive  
Marshfield, WI 54449

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## Monthly Board Minutes October 15, 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), Andrew Woltmann (Supervisor #2), Tammi Pernsteiner (Treasurer), Paula Rustad (Clerk), Josh Sabo, Keith Albright, Bob Tomkowiak, Ryan Van Asten

### Minutes from September 11, 2023, Monthly Board Meeting

Andrew Woltmann made a motion to approve the September 11<sup>th</sup>, 2023 monthly board meeting minutes. Chris McDaniel 2<sup>nd</sup> motion. Motion carried.

### Minutes from October 1, 2023, Special Board Meeting

Chris McDaniel made a motion to approve the October 1<sup>st</sup>, 2023 special board meeting minutes. Andrew Woltmann 2<sup>nd</sup> motion. Motion carried.

### Treasurer's Report

Andrew Woltmann made a motion to approve the September 2023 Treasurer's report. Chris McDaniel 2<sup>nd</sup> motion. Motion carried.

### Town Insurance

Dave submitted paper work, just waiting to hear back.

### Road Maintenance

The county took care of the patching that needed to be done. Work needed to be done in front of the town hall, so they paved it over. Recommended to be mastic to protect that area. It will cost approximately \$2000.00 so Dave is going to have the county do it.

Thompson Rd and Hegg Lund Ln have been taken care of.

Brushing-Received a note from J.J.'s Brush Cutting Service, LLC that some areas are too thick so brushing will need to be done. Dave will reach out to them to discuss and Bob will reach out to Scott Heeg to discuss his area.

Bridge Report-Inspection report for Richfield Dr over Puff Creek was reviewed. Dave will reach out to the county to get more information and explanation. Brush on all 4 corners has been removed since report per Keith.

### Building Maintenance

House of Heating put the AC Unit in, the fire department door has been fixed by Dave, and Keith fixed the maintenance door. Dave will check on the furnace as it appears not to be working properly.

### **Cemetery Update**

No new updates.

### **ARPA Funds Update**

Plans to earmark funds for Puff Creek, will look into getting bids in January. Chris also recommended that we add bids in the spring for crack filling & chip sealing.

### **Junk Cars in Yards**

Residence on Klondike & County Rd T has been accumulating multiple vehicles in the last 6 months was presented and addressed. The town cannot dictate what someone has on their property, but the DNR does have rules in place as to how many cars you can have on your property. We have helped in the past get the homeowner in contact with another party for these types of situations.

### **LRIP**

Paula presented documentation needed for LRIP reimbursement filing and will be working with Chris to get it submitted.

### **Lawyer Update**

No new update.

### **Meeting Date/Time Change**

The monthly meeting for November has already been set for Monday, November 13, 2023 at 6:30pm. December's meeting will be Sunday, December 17, 2023, at 6:30pm. Future meeting dates and times will be discussed at the next meeting.

### **Recycling Service**

Discussion was had about having recycling added to tax bills. Garbage goes up every year by about 3%. The current charge is \$20.08/month for garbage and \$3.74/month for recycling, totaling \$23.82/month. That amount multiplied by 12 months equals \$285.84/year.

Chris McDaniel made a motion to approve the \$285.84 for garbage & recycling to be added to the tax bills for 2023. Andrew Woltmann 2<sup>nd</sup> motion. Motion carried.

### **Recycling & Sanitation Code**

Dave received a call from Waste Management regarding a can that was too heavy to lift. They found that there were ashes and yard waste in the can so they "red tagged" that can.

Andrew Woltmann made a motion to adopt Code #09-02 Recycling & Sanitation Code as revised. Chris McDaniel 2<sup>nd</sup> motion. Motion carried.

Chris McDaniel made a motion to adopt Code #09-03 Recycling & Sanitation Code Penalties as revised. Andrew Woltmann 2<sup>nd</sup> motion. Motion carried.

### **Shared Revenue**

Chris will be looking into this a little further. New amounts will be available July 2024 with 2<sup>nd</sup> payment coming in November 2024.

### **Wisconsin Surplus Auction**

We have not received any contact from previous bidders. We will hold onto the culvert at this time but all fire department items will be disposed of.

### **Snow Plowing**

Ryan Van Asten will be added to the insurance as an emergency backup.

The contract for snow plowing between the Town of Richfield and the Town of Wood was discussed.

Chris McDaniel made a motion to approve the 2023-2024 proposed snow plowing of \$85.00/hr per plow between the Town of Richfield and Town of Wood. Andrew Woltmann 2<sup>nd</sup> motion. Motion carried.

### **Driveway Permits**

The current application was reviewed for any changes that should be made. No changes at this time.

### **Certified Survey Maps**

Maps presented were reviewed, approved and signed by Dave. Paula will mail back to Wood County Planning & Zoning Office.

### **Open Records Request**

No new updates.

### **Fire Chief's Report**

Chief Josh Sabo reported the following for September 2023:

#### **Fire Calls for service September – 8**

4 in Richfield; vehicle fire, 2 fire alarms, 1 accident

4 automatic/mutual aid; 2 cancelled, 2 for wildland/peat fire by Pittsville

1. October Calendar Raffle: sold 706 tickets, for a gross funds raised of \$14,120
2. Trick-or-Treat Open House on October 31 from 5:30pm-7:30pm
3. Have received 2 membership applications; 1 for firefighter and 1 for EMR

### **First Responder Report**

Chief Josh Sabo reported the following for September 2023:

#### **First Responder Calls September – 4**

Discussion was also had regarding J.J.'s Brush Cutting Service, LLC parking in fire department area. Josh will share a picture to the Board. Dave will speak to them so that they are not blocking the fuel barrel.

### **Invoicing**

Tammi is sending out bills for fire numbers. Everything is up to date.

### **Items intended for future meetings**

None at this time.

### **Accounts Payable**

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

### **Adjournment**

Andrew Woltmann made a motion to adjourn at 8:07pm. Chris McDaniel 2<sup>nd</sup> motion. Motion carried.

Paula Rustad, Clerk