
TOWN OF RICHFIELD

8478 Richfield Drive
Marshfield, WI 54449

Monthly Board Minutes December 17, 2023

Dave Steinmetz called the meeting to order at 6:30 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), Bonnie Sabo (Deputy Election Clerk), Josh Sabo, Keith Albright,

Minutes from November 13, 2023, Monthly Board Meeting

Chris McDaniel made a motion to approve the November 13th, 2023 monthly board meeting minutes. Andrew Woltmann 2nd motion. Motion carried.

Minutes from November 13, 2023, Budget Hearing

Andrew Woltmann made a motion to approve the November 13th, 2023 budget hearing minutes. Chris McDaniel 2nd motion. Motion carried.

Treasurer's Report

Chris McDaniel made a motion to approve the November 2023 Treasurer's report. Andrew Woltmann 2nd motion. Motion carried.

Meeting Date/Time

The monthly meeting for January has been set for Sunday, January 7th, 2024, at 6:30pm and February has been set for Monday, February 12th, 2024 at 6:30pm. Future meeting dates and times will be discussed at the next meeting.

Town Insurance/Workman's Comp

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 2024. Andrew Woltmann 2nd motion. Motion carried.

Poll Worker Approval 2024-2025

Deputy Election Clerk Bonnie Sabo spoke about the upcoming election, trainings, and approval of poll workers for the 2024-2025 term.

2024 elections are set for February 20th, April 2nd, August 13th and November 5th. At this time, we are unclear if we will need to participate in the primary in February.

Training for poll workers was discussed. Required training does not need additional approval and will stay at the rate of \$12.50/hour plus mileage.

A list of Chief Inspectors and poll workers was presented to be approved. That list consisted of Chief Inspectors Bonnie Sabo, Sandi Schill & Tirzah Draeger and poll workers Carol Cegielski, Linda Heeg, Mary Lou Herman, Carmen Reis and Tammy Hardinger. Andrew Woltmann made a motion to approve the list presented for 2024-2025. Chris McDaniel 2nd motion. Motion carried.

Road Maintenance

Dave will be checking with Bob to see if he is good to drive for snow plowing this season. Brush on Washington & Klondike has been cut.

Town Hall Maintenance

Dave organized, cleaned out & bought new supplies for the cleaning closet.

Chris bought parts to fix the sweeps on the front doors but noticed that the door needs some repair (left one has seal coming off). Dave will have the door looked at.

Replacing the kitchen sink was discussed. Dave checked out Menards to price out a new, deeper sink with sprayer. Discussion was had about purchasing a decent sink & faucet versus a cheap one, so it lasts longer. Dave will reach out to Brian Zink to look at it. Hoping to have it replaced by February 2024.

LRIP

Publication for our project was not done correctly as it was to be run for 2 consecutive weeks but was only run for 2 consecutive days. We have the chance to be granted a waiver pending everything checks out and it is approved.

Cemetery

Paula will be handling all cemetery needs going forward.

There was one cemetery deed that was presented and signed by Chris & Andrew. Dave & Paula will be meeting with a notary to have their signatures notarized.

ARPA Funds

No new updates.

Fire Chief's Report

Chief Josh Sabo reported the following for November 2023:

Fire Calls for service November – 5

1 in Richfield; fire alarm at Bethel Place-cancelled right away
4 automatic/mutual aid; all 4 we were cancelled; 2 fire alarms in Remington, 1 fire alarm in Arpin, 1 RIT response to Auburndale.

First Responders Report

Chief Josh Sabo reported the following for November 2023:

First Responder Calls November – 1

1. 2 new members voted on in December: Patti Arnold-EMR, Austin Pickhard-Fire
2. Finished evaluating battery powered extrication equipment. Members decided to purchase Hurst battery powered extrication equipment.
3. 8188 Cth EE training burn, working on setting a date.

Invoicing

Tammi is all caught up with fire number invoicing. We are just waiting for checks to come in now.

Items intended for future meetings.

Going forward, any lawyer updates will no longer be discussed at monthly board meetings but at closed sessions.

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 7:31pm. Chris McDaniel 2nd motion. Motion carried.

Paula Rustad, Town of Richfield Clerk