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# TOWN OF RICHFIELD

8478 Richfield Drive  
Marshfield, WI 54449

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## Monthly Board Minutes February 12, 2024

Dave Steinmetz called the meeting to order at 6:31 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

### Minutes from January 7, 2024, Monthly Board Meeting

Andrew Woltmann made a motion to approve the January 7<sup>th</sup>, 2024, monthly board meeting minutes. Chris McDaniel 2<sup>nd</sup> motion. Motion carried.

### Treasurer's Report

Chris McDaniel made a motion to approve the January 2024 Treasurer's report. Andrew Woltmann 2<sup>nd</sup> motion. Motion carried.

### Treasurer's Position

Johnathan Dickinson was in attendance and spoke about his interest in the treasurer's position. A closed meeting is scheduled to discuss all possible applicants on Monday, February 26<sup>th</sup>, 2024, at 6:30pm.

### Meeting Date/Time

The monthly meeting for March has been set for Sunday, March 10<sup>th</sup>, 2024, at 6:30pm and April has been set for Monday, April 8<sup>th</sup>, 2024, at 6:30pm. Future meeting dates and times will be discussed at the next meeting.

### Elections

Bonnie Sabo spoke about cleaning out the file cabinets for retention. She also spoke about the new emergency plan which changes the location to Bluff View Church on Bethel Rd and the possibility of having more poll workers. Discussion was had about updating of voting machines with the insurance company and that the Express Vote should be stored properly as it was found wedged against the furnace.

Karen Ott came to speak about running for the Marshfield School Board. She shared her background story & why she is running for school board.

### **Clear Cutting**

Dave has been speaking with Wood County to make sure everything is being done properly at the property located on the northeast corner of County Rd N and Hwy 80 as the driveway is going in. The resident across the road will need to move their mailbox. The DNR has also been involved regarding water. The fire department is no longer taking calls from Mr. Smazal as this is not a fire department issue.

### **Town Insurance**

A new policy has been received & payment will be sent this week. The clerk is working completing the Workman's Comp Audit. Dave will reach out to Rural regarding the updating information on election machines.

### **Road Maintenance**

Bob is still out for plowing/grading until further notice. Keith reported that the plow truck has a fuel leak and that he has been filling a few more potholes.

Puff Creek and Ward Boulevard estimate was discussed. Dave will check with the County as to what the bill was for pulverizing Puff Creek.

### **Building Maintenance**

The town hall needs a new microwave so Dave will be getting that along with a new rack for the sink. Chris asked about where we are at on propane being delivered as it has been an unusual winter. The clerk did not have all the invoices with so will send Dave the last invoice. Chris fixed the inner front door, but the outer door may be heaving. Dave will look at it.

### **Cemetery Update**

No new updates.

### **ARPA Funds**

No new updates.

### **Garbage Removal**

Chris McDaniel made a motion to remove the garbage charge for the 2024 Tax Bill from 8342 Richfield Drive due to the residence being removed. Andrew Woltmann 2<sup>nd</sup> motion. Motion carried.

Dave will call Chad at Waste Management to remove cans and then will call Clarence to have cans out for pick up.

### **Open Book Date**

Waiting to hear back from Kurt Moeller.

### **Board of Review Date**

Waiting to hear back from Kurt Moeller.

### **Clerk Training in Green Bay-July 14-July 19, 2024**

The clerk spoke about taking the clerk training in Green Bay. Registration ends in June so will need to decide if taking training in person or online.

## **Fire Department Report**

Chief Josh Sabo reported the following for January 2024:

### **Fire Calls for service January – 5**

2 in Richfield; fire alarms at Bethel Place, one we were canceled-no response.  
3 automatic/mutual aid; 2 fire alarms in Remington and Town of Marshfield-both canceled-no response, 1 RIT request to City of Marshfield.

## **First Responders Report**

Chief Josh Sabo reported the following for January 2024:

### **First Responder Calls January – 7 (1 we had no one respond)**

1. 8188 Cth EE house training burn on March 7
2. Another house to burn later in the year-old Hasenohrl house.
3. Truck 7 ended up getting the lifting and extension cylinders rebuilt. Back in service
4. Soup Dinner – Great turn out! 622 quarts sold, served over 50 more quarts than last year.

## **Invoicing**

Tammi is all caught up with fire number invoicing.

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

2024 Bids for publication, Clear Cutting, Rural Insurance, Board of Review & Open Book Dates

## **Accounts Payable**

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

## **Board Audit of Records**

Andrew Woltmann made a motion to approve the Board Audit of Records for the town. Chris McDaniel 2<sup>nd</sup> motion. Motion carried.

## **Adjournment**

Chris McDaniel made a motion to adjourn at 8:30pm. Andrew Woltmann 2<sup>nd</sup> motion. Motion carried.

Paula Rustad, Town of Richfield Clerk