
TOWN OF RICHFIELD

8478 Richfield Drive
Marshfield, WI 54449

Monthly Board Minutes March 12, 2023

Dave Steinmetz called the meeting to order at 5:00 pm

Pledge of Allegiance

Roll call

The following persons were present: Dave Steinmetz (Chairperson), Chris McDaniel (Supervisor #1), Jack Pernsteiner (Supervisor #2), Tammi Pernsteiner (Treasurer & Interim Clerk), Josh Sabo, Keith Albright

Minutes from February 19, 2023 Monthly Board Meeting

Chris McDaniel made a motion to approve the February 19th monthly board meeting minutes with changes. Jack Pernsteiner 2nd the motion. Motion carried.

Treasurer's Report

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

Rural Insurance

No discussion.

Road maintenance

Patching in front of Town Hall needs to be fixed due to heaving from weather. Bid notification for Arpin-Richfield was received from Wood County. Wood County recommends pulverized crush material to add to Puff Creek. Approximately \$20,000 of 50/50 road aid will be used on Puff Creek for possible shouldering. Bug Tussel wireless sent an email regarding fiber optics installation.

Chris McDaniel approved the TRIP paving notification as amended. Jack Pernsteiner 2nd the motion. Motion carried.

Building maintenance

Highway department door is fixed by installing new cables. Flanges were replaced in toilets and toilets were cleaned. The filter on water softener should be looked at and changed according to usage.

Cemetery update

Cemetery items have been turned over to Dave Steinmetz seeing as Jack Pernsteiner is transitioning off the Board.

ARPA funds update

Form needs to be filed by April 30, 2023. Chris McDaniel will take care of submitting what is necessary.

Lawyer update

Waiting on information from lawyer to submit the necessary information for public records request.

Form CT help

Chris McDaniel made a motion to compensate Kathleen Altman-Drinka \$15/hr for providing assistance with completing the required Form CT. Jack Pernsteiner 2nd the motion. Motion carried.

Bid publication

Dave Steinmetz will get bid notice to Tammi Pernsteiner.

Clerk position

There was no interest in the Clerks position from the Buyers Guide ad. An ad also was published on Indeed.com for one week.

Recycling

The township is possibly going to twice a month for recycling. This will amount to \$7/month/resident.

Mileage rate

Chris McDaniel made a motion to approve the new mileage rate of \$0.655/mile retro to January 2023. Jack Pernsteiner 2nd the motion. Motion carried.

Chris McDaniel made a motion to set the annual mileage rate to match the current rate. Jack Pernsteiner 2nd the motion. Motion carried.

Annual meeting agenda

was discussed.

Meeting/date time change

Our April monthly meeting is changed to April 16, 2023 at 7pm.

BOR ordinance, materials

Training not available until late March, early April

Jack Pernsteiner made a motion to adopt Ordinance #9 to Appoint Town Clerk to Board of Review. Chris McDaniel 2nd the motion. Motion carried.

Chris McDaniel made a motion to approve Ordinance #10 Relating to Confidentiality of Income and Expenses Provided to Assessor for Assessment Purposes. Jack Pernsteiner 2nd the motion. Motion carried.

Jack Pernsteiner made a motion to adopt Ordinance #11 Policy to Establish Procedures and Criteria for Allowing Alternative Forms of Sworn Testimony at Board of Review (BOR) Hearings. Chris McDaniel 2nd the motion. Motion carried.

Open records request/charges/ordinance/resolution

Tabled until April meeting.

Fire Ordinance

Tabled until April meeting.

Fire Chief's report

Fire department had their elections and Dave Patton, who has 22+ years of service to the City of Marshfield as a Firefighter/Paramedic, was voted in as Deputy Chief.

Chris McDaniel made a motion to approve Dave Patton as Deputy Fire Chief. Jack Pernsteiner 2nd the motion. Motion carried.

Other offices included the re-elected 1st Lieutenant, Adam Hilgart and re-elected Safety Officer, Sandi Schill.

Fire calls in February = 4 (2 automatic aid, 2 Richfield)

Soup dinner made over \$8,700

First Responder report

First Responder calls in February = 7 (2 we had no one available to respond)

Invoicing

In the process of billing for fire numbers.

Items intended for future meetings

Fire ordinance, bid opening, recycle ordinance, open records request ordinance, 2023 bid publication.

Accounts Payable

Jack Pernsteiner made a motion to pay bills. Chris McDaniel 2nd the motion. Motion carried.

Adjournment

Chris McDaniel made a motion to adjourn at 7:35pm. Jack Pernsteiner 2nd the motion. Motion carried.

Tammi Pernsteiner, Town of Richfield Interim Clerk