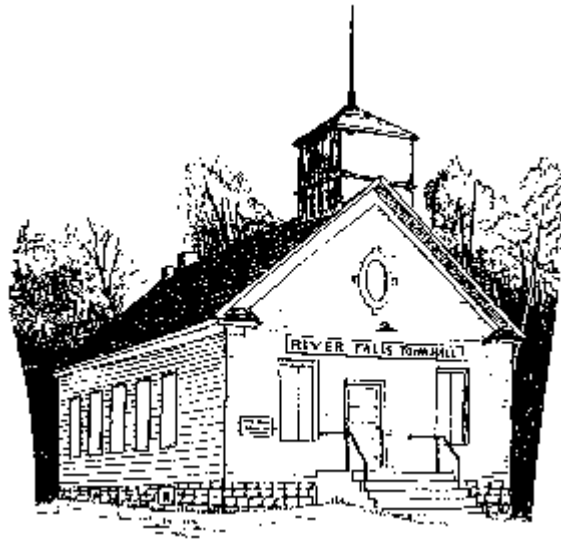


Town of River Falls Town Board

8/18/25 Meeting Materials



TOWN OF RIVER FALLS

The following River Falls Town Meetings will meet on Tuesday, September 2, 2025, beginning at 6:00 P.M. at the River Falls Town Hall, W9015 770th Ave.

6:00 P.M. – Plan Commission Agenda: Minutes; Comments & Requests; Zoning Administrator Report; Discuss Agriculture and Accessory Building Descriptions; Discuss Impact Fees Needs Assessment Subcommittee; Discuss Concentrated Animal Feeding Operation Subcommittee; Discuss Extraterritorial Zoning Town Ordinance Subcommittee; A quorum of Town Board members may be present.

7:00 P.M. Regular Board Meeting

AGENDA

Call to order

Consider for approval or other action:

1. Approve Agenda
2. Minutes from August 18, 2025, Regular Board Meeting
3. Financial/Fire Call Report
4. Public Comments and Requests
5. Zoning Administrator Report
6. Plan Commission Report
7. Discuss and Approve Letter for Fire Call Process
8. Discuss and Take Action on Exterior Door Replacement at Town Hall
9. Discuss and Take Action on All Croix Inspections and Building Permit at W8892 770th Avenue
10. Board and Staff Communications
11. Future Agenda Items
12. Audit and Pay Bills
13. Adjourn

Action may be taken on any agenda item. This agenda is subject to change. Some agenda items may be taken up earlier in the meeting, or in a different order than listed. The posted notice at the Town Hall is the primary notice. Meeting notice posted on the Town's website www.riverfallstown.com, at the River Falls Town Hall, W9015 770th Avenue, River Falls, WI and at the River Falls Town Shop, N7750 State Road 65, River Falls, WI. Anyone wishing to attend the meeting who requires special accommodation because of a disability should contact the Clerk's office, at 715-629-8240 or email clerk@riverfallstown.com, at least 72 hours before the meeting begins so that appropriate accommodations can be made.

Sarah Meyer, Clerk

TOWN OF RIVER FALLS – REGULAR BOARD MEETING
Monday, August 18, 2025, River Falls Town Hall

Elected officials and staff present: Terry Kusilek, Chair; Mary Foster, Siri Smith, Joe Mahoney, Brad Mogen, Supervisors; Rita Kozak, Treasurer; Sarah Meyer, Clerk; Don Rodewald, Zoning Administrator; Guests present: Mary Merta, Maureen Ash, Jerome Rodewald, Troy and Shana Coburn

The meeting was called to order by Chair Terry Kusilek at 7:02pm. Brad made a motion that the agenda be approved with adjustment. Joe seconded. M.C.

Plan Commission Report: Siri shared that the Plan Commission recommends the approval of the proposed Conditional Use Permit for accessory dwelling unit for Troy and Shana Coburn, N7727 920th Street. Siri moved to accept the approval and approve the Conditional Use Permit. Joe seconded. M.C.

Zoning Administrator Report: Zoning Administrator Don Rodewald provided the zoning report (attached). Joe made a motion to accept the Zoning Administrator's report. Mary seconded. M.C.

Joe moved to approve the minutes of the August 4, 2025, Regular Board meeting. Siri seconded. M.C.

Financial Report/Fire Call Report: Treasurer Rita provided the Treasurer's Report. The current Money Market account balance is \$583,814.49. Siri moved, and Brad seconded to approve the financial and fire call reports. M.C.

Public Comments & Requests: Mary Merta shared that Digital Brigade recycles old laptops. She also reported that 910th is starting to wash out and could use some attention.

Discuss and Schedule Employee Review Meeting: The employee review sessions will take place on September 17 starting at 1pm. There will be a closed meeting at the September 15 meeting to discuss the employee review process.

Discuss and Take Action on Contract for Website Management: Brad moved to approve the proposed three-year contract with Town Web for website hosting and updating service. Siri seconded. M.C.

Discuss and Take Action on Policy on Non-Sufficient Funds: Siri moved, and Mary seconded to approve the proposed policy for Non-Sufficient Funds. The charges will include the check amount, bank fees and \$30 administrative fees. M.C.

Discuss and Take Action on Recycling Manager Compensation: Brad moved to pay Joe Mahoney \$200 per month for scheduling and Recycling Center management work. Also, Joe will be compensated retroactively to April 2025. Siri seconded. M.C.

Discuss and Take Action on All Croix Inspections and Building Permit at W8892 770th Avenue: Don shared a timeline of actions and steps taken throughout the building process of the building at W8892 770th Avenue. Terry and Don will attempt to meet with All Croix prior to the September 2nd meeting.

Board and Staff Communications: Rita stated that the state loan payment came in to reimburse the town for the truck and tractor expense. Joe is working on fixing the vehicle counter at the town hall and has implemented a new key system at the shop gate. Mary shared that there will be a Parks workday at Birch Cliff on Wednesday at 8am. Sarah reminded the group that the Town is tax-exempt and to please get tax removed when purchasing for the town. Terry suggested that a small fireproof safe be purchased and kept at the town hall to protect important documents. Terry is meeting with contractors to get quotes to replace the exterior doors at the town hall.

Future Agenda items:

- Approve Agenda

- Minutes from August 4, 2025, Regular Board Meeting
- Financial/Fire Call Report
- Public Comments and Requests
- Zoning Administrator Report
- Plan Commission Report
- Discuss and Approve Letter for Fire Call Process
- Discuss and Take Action on All Croix Inspections and Building Permit at W8892 770th Avenue
- Board and Staff Communications
- Future Agenda Items
- Audit and Pay Bills
- Adjourn

Siri moved to audit and pay bills, Joe seconded. M.C.

Joe moved to adjourn. Mary seconded. M.C. Meeting adjourned at 9:03pm.

09/02/25

Town of River Falls
Profit and Loss Detail
August 18 through September 2, 2025

Type	Date	Num	Name	Memo	Clr	Split	Amount	Balance
Ordinary Income/Expense								
Income								
Dividends/Refunds Received								
Deposit	08/31/25	Cash	fnbrf	Bank Error		Money Market Acc...	120.00	120.00
Total Dividends/Refunds Received							120.00	120.00
Fire Protection								
Fire Calls								
Deposit	08/29/25	7750	Neil Anderson	Fire Call 5110		Money Market Acc...	858.40	858.40
Deposit	08/29/25	51-44/...	Helmsman Management	Fire Call Spauldi...		Money Market Acc...	800.00	1,658.40
Total Fire Calls							1,658.40	1,658.40
Total Fire Protection							1,658.40	1,658.40
Interest Earned MM, CDs, Ck								
Public Equity Account								
Deposit	08/31/25	Cash	RCU	Equity Account I...		Royal Credit Union	1,088.59	1,088.59
Total Public Equity Account							1,088.59	1,088.59
Recycling								
Deposit	08/31/25	Cash	RCU	Recycling CD Int...		Royal Credit Union	44.84	44.84
Total Recycling							44.84	44.84
Interest Earned Money Market								
Deposit	08/29/25	Cash	fnbrf	MM Interest 4113		Money Market Acc...	608.02	608.02
Total Interest Earned Money Market							608.02	608.02
Other Interest								
Deposit	08/31/25	Cash	RCU	Business Savings...		Royal Credit Union	0.01	0.01
Total Other Interest							0.01	0.01
Total Interest Earned MM, CDs, Ck							1,741.46	1,741.46
Licenses and Permits								
Dog License Fees/Kennel								
Deposit	08/29/25	1441	Jacob Durocher	Dog License 5112		Money Market Acc...	24.00	24.00
Total Dog License Fees/Kennel							24.00	24.00
Special Event and Alcohol								

09/02/25

Town of River Falls
Profit and Loss Detail
August 18 through September 2, 2025

Type	Date	Num	Name	Memo	Clr	Split	Amount	Balance
Deposit	08/25/25	7052	Forestville Winery	5 operator licens...		Money Market Acc...	200.00	200.00
Total Special Event and Alcohol							200.00	200.00
Total Licenses and Permits							224.00	224.00
Public Charges for Services								
Recycling Center								
Deposit	08/19/25	2714	STR Construction	Recycling 5087		Money Market Acc...	40.00	40.00
Deposit	08/19/25	1096	Eric Deaton	Recycling 5088		Money Market Acc...	30.00	70.00
Deposit	08/19/25	1570	April Edin	Recycling 5089		Money Market Acc...	20.00	90.00
Deposit	08/19/25	2389	Michael Schmidt	Recycling 5090		Money Market Acc...	15.00	105.00
Deposit	08/19/25	2392	Kris Torkelson	Recycling 5091		Money Market Acc...	14.00	119.00
Deposit	08/19/25	453	Lukas Nelson	Recycling 5092		Money Market Acc...	6.00	125.00
Deposit	08/19/25	9709	Euge Isherwood	Recycling 5093		Money Market Acc...	5.00	130.00
Deposit	08/19/25	Cash	Joe Mahoney	Recycling 5094		Money Market Acc...	984.81	1,114.81
Deposit	08/25/25	2390	Michael Schmidt	Recycling 5098		Money Market Acc...	70.00	1,184.81
Deposit	08/25/25	8295	Jean Hill	Recycling 5099		Money Market Acc...	60.00	1,244.81
Deposit	08/25/25	1098	Eric Deaton	Recycling 5100		Money Market Acc...	50.00	1,294.81
Deposit	08/25/25	1451	Michael Blair	Recycling 5101		Money Market Acc...	50.00	1,344.81
Deposit	08/25/25	11855	Peter Stern	Recycling 5102		Money Market Acc...	50.00	1,394.81
Deposit	08/25/25	6774	Jeremiah Harrelson	Recycling 5103		Money Market Acc...	45.00	1,439.81
Deposit	08/25/25	1042	Russ Henke	Recycling 5104		Money Market Acc...	30.00	1,469.81
Deposit	08/25/25	6439	Andrew Strub	Recycling 5105		Money Market Acc...	25.00	1,494.81
Deposit	08/25/25	2398	Kris Torkelson	Recycling 5106		Money Market Acc...	12.00	1,506.81
Deposit	08/25/25	455	Lukas Nelson	Recycling 5107		Money Market Acc...	9.00	1,515.81
Deposit	08/25/25	Cash	Garrett Gill	Recycling 5108		Money Market Acc...	2,237.32	3,753.13
Deposit	08/25/25		S	Recycling 5116		Money Market Acc...	60.00	3,813.13
Total Recycling Center							3,813.13	3,813.13
Zoning Fee								
Deposit	08/19/25	5764	Thomas Stoiber	Bldg Permit 5095		Money Market Acc...	120.00	120.00
Deposit	08/19/25	47312	Jim Cobian	Demo Permit 5096		Money Market Acc...	100.00	220.00
Total Zoning Fee							220.00	220.00
Total Public Charges for Services							4,033.13	4,033.13
Taxes								
Property Taxes								
Deposit	08/19/25	Cash	Pierce County Treasurer	August Settleme...		Money Market Acc...	302,064.70	302,064.70

09/02/25

Town of River Falls
Profit and Loss Detail
August 18 through September 2, 2025

Type	Date	Num	Name	Memo	Clr	Split	Amount	Balance
Total Property Taxes							302,064.70	302,064.70
Total Taxes							302,064.70	302,064.70
Total Income							309,841.69	309,841.69
Net Ordinary Income							309,841.69	309,841.69
Net Income							309,841.69	309,841.69

TOWN OF RIVER FALLS

TREASURER'S REPORT

SEPTEMBER 2, 2025

FNBRF MONEY MARKET	\$ 892,402.74			
TRANSFERS	\$ -			
DESIGNATED FUNDS IN MM	\$ 44,937.00	Highway Equip't		
	\$ 40,000.00	Capital Outlay		
MONEY MARKET AVAILABLE	\$ 807,465.74			
ROYAL CREDIT UNION				
	\$ 25.22	Business Savings		
	\$ 316,160.07	Equity Account	Revaluation \$20,000.00	move \$10000 from FNBRF
		Recycling CD	Now in equity account	rolled into equity 8/25
		Impact Fees	OPEN NEW ACCOUNT	
RCU AVAILABLE	\$ 296,185.29			
TOTAL AT BOTH BANKS	\$ 1,103,651.03			
REQUIRED RESERVE	\$ 445,653.00			
AVAILABLE FUNDS	\$ 657,998.03	See 2025 budget		

Fire/Accident Call Letter Update

Recycling Report t 9/15/25 meeting

Zoning Report Aug 18 – Sept 2, 2025

- 8/21 650th St. – Issued driveway/field access permit to Zach Kuechenmeister.
- 8/29 W10247 Cty FF – Extended building permit completion date for MBA Energy and Industrial. Expected completion in November 2025.

Accident/Fire Call Billing

09/02/2025

The current method of billing for accident/fire calls entails:

*Town billing (1 to 3 letters depending on payment of invoice)

Note: The first letter sent gives those billed 90 days to respond, second letter indicates 60 days and final letter--30 days.

*Invoice from the Rural Fire Department regarding description of call

*Town invoice

*Town Ordinance 2010-2

*Town Resolution 2012-G

Proposed Changes

Propose to simplify Town process using a new letter/invoice format. Sarah received input from a variety of sources from a LISTSERVE request.

See proposed letter.

1. Does the Town want to extend payments out 90 days? Or would any letter sent after 30 days indicate PAST DUE?
2. Access to resolution/ordinance on line?

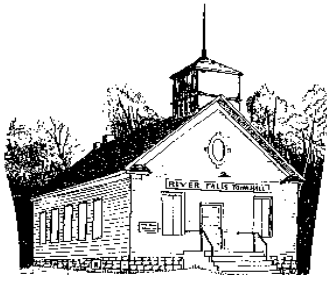
Advantages of Proposed Changes

Statement that the Town has not and will not contact insurance company.

Invoice for payment is included within the letter and the RFRFD invoice can be appended.

30 day window noted rather than 90 day

Saving on postage due to reduced bulk



a new cleaner logo maybe???

DATE

Name

Address

Address

Included in this mailing is the Town of River Falls' cost recovery invoice detailing the charges for a recent fire or accident call for service to the River Falls Rural Fire Department.

You are encouraged to contact your auto or home insurance carrier about this invoice. Some insurance companies may reimburse you these costs.

This invoice has not been submitted to your insurance company.

The Town of River Falls is not authorized to bill your insurance on your behalf.

Date of Incident:

Responsible Party:

Personnel \$

Apparatus, Equipment, Supplies \$

Total Incident Costs \$

The total incident costs are due within **30 days** of this billing. Please submit your timely payment to:

**Town of River Falls
W9015 770th Avenue
River Falls, WI 54022**

The Town of River Falls adopted Ordinance No. 2010-2 (see website?) which authorizes the recovery of fire department response fees. Cost recovery charges (**Resolution #2012-G**) are listed on the reverse side of this document

Please contact the Town Treasurer with any questions related to this invoice.

Sincerely,

Rita M. Kozak, Treasurer
torf.treasurer@gmail.com
715.425.8554

Town of River Falls Resolution #2012-G

Recoverable Fire Department Response Fees

\$800.00 All fire department calls, specifically including building fire, grass fire, vehicle fire, vehicle extrication, false alarms and rescues.*

Vehicle Accident Response

\$800.00 1 Vehicle*

\$600.00/each 2 Vehicles*

\$500.00/each 3 or more vehicles/each*

***Plus actual cost of any other expenses as determined by the River Falls Rural Fire Department.**

Hazardous Materials Response

\$800.00 Minimum charge or such greater amount for actual costs as may be charged for the specific call by the responding fire department(s).

Damage to Equipment **Actual cost, net after applying available insurance coverage received.**



019062 - ARW - River Falls
495 Arrow Court
River Falls, WI 54022

Quotation

LYMAN COMPANIES

Divisions of 

Invoice Address

Rudesill Builders
1844 Wisconsin St
River Falls, WI, 54022

Delivery Address

Rudesill Builders
1844 Wisconsin St
River Falls, WI, 54022

Quote No **1461547**
Quote Date **08/22/2025**
Expiration Date **09/05/2025**
Branch **019062 - ARW - River Falls**
Customer **ABRRUAB**
Contact Name **Mark & Linda**
Contact Number **612-987-7489(Mark)**
Plot Ref
Your Ref **TOWN HALL DOORS**
Delivery **On 08/22/2025**
Taken By **Timothy Faber**
Sales Rep **TIM FABER**



Page 1 of 1

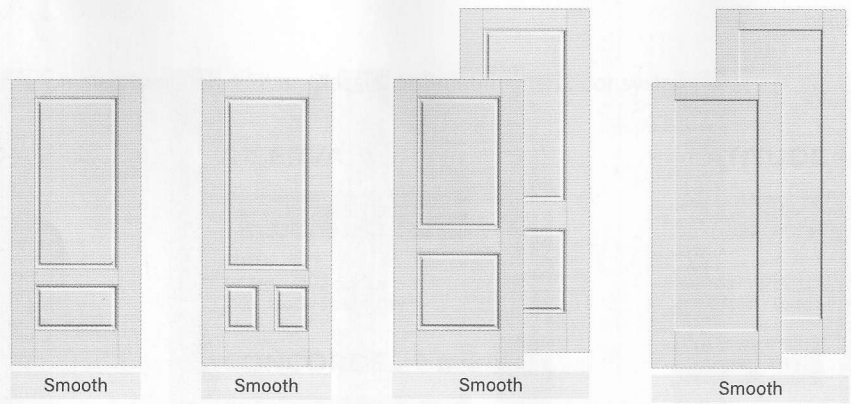
Special Instructions	Notes

Line	Product Code	Description	Qty/Footage	Price	UOM	Total
1	zz_SOEXTPH_54170	3/0X6/8, RHOS, S93 5-3/4" WHITE CROWN CLAD, DEAD BOLT BORE, 3 SATIN NICKEL SPRING HINGES, MILL BUMPER SILL WITH COVER, PAINT BOTH SIDES OF THE SLAB AND INTERIOR FRAME WHITE, SHIP WITH GOOD SLAB	1 ea	1,472.19	ea	1,472.19
2	zz_SOEXTPH_54171	3/0X6/8, RHOS, S93 17-1/2" CLEAR LOW E TRANSOM, 5-3/4" WHITE CROWN CLAD, DEAD BOLT BORE, 3 SATIN NICKEL SPRING HINGES, MILL BUMPER SILL WITH COVER, PAINT BOTH SIDES OF THE SLAB AND INTERIOR FRAME WHITE, SHIP WITH GOOD SLAB	1 ea	2,243.02	ea	2,243.02
3		 BID DOESN'T INCLUDE: **EXTERIOR OR INTERIOR TRIM **DOOR LOCKS **INSTALL ACC				

Total Amount	\$3,715.21
Sales Tax	\$204.34
Quotation Total	\$3,919.55

Customer _____ Date _____

This document is subject to and governed by the Terms and Conditions, which are available for review at <https://uslbm.com/termsandconditionsofsales>, (the "Terms and Conditions"), and the Terms and Conditions are incorporated by reference into this document. The Terms and Conditions are subject to change, with the updated versions being available at the foregoing link, and you agree and intend to be bound by the Terms and Conditions. If you cannot access the link or prefer to receive the Terms and Conditions in another format, please contact assist@uslbm.com. Please note that certain items in this estimate may be impacted by supply interruptions, rapidly shifting market conditions, or unforeseen disruptions, such as government-imposed tariffs. As a result, pricing and product availability are subject to change without prior notice, including increases attributable to the threat, or actual imposition, of tariffs.



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Smooth

Smooth

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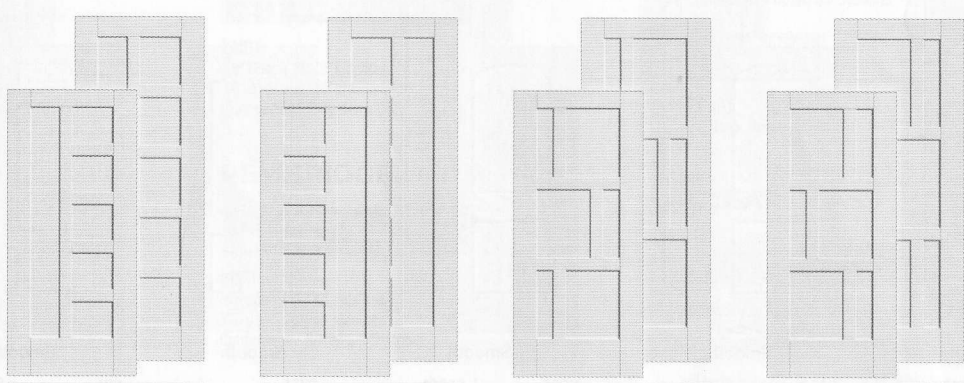
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S8200
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S1100
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S81100
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S83401L
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S3401R
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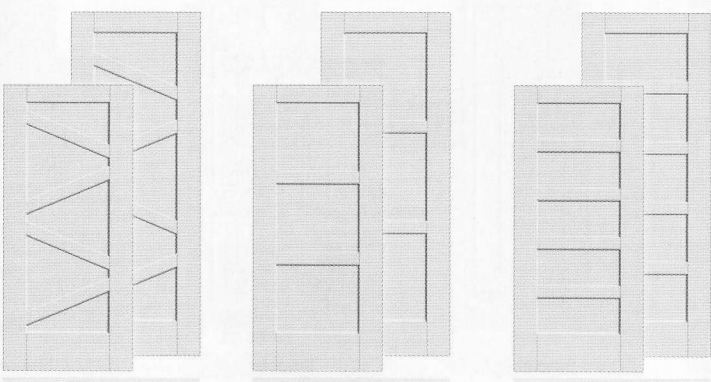
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S83501L
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S3501R
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S83501R
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S3601R
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S83601R
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S5701
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S85701
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S5721
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S85721
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SOLID PANEL Continues on next page.

- WBDR / HVHZ Options
- 6" Height Available
- Elevated 10" Bottom Rail Options

Town of River Falls

9/2/2025 12:34 PM

Register: 1st Nat. BK of RF:Clerk's Checking Account

From 08/18/2025 through 09/02/2025

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
08/21/2025	28722	Registration Fee Trust	Public Works - Roads:...		169.50			66,723.24
08/21/2025	28723	Pierce Co. Highway ...	-split-	Invoice 250272	9,622.91			57,100.33
08/21/2025	28724	Loffler	General Government:B...		224.15			56,876.18
08/21/2025	28725	Mark Anderson	Culture and Recreation...		50.00			56,826.18
08/21/2025	28726	Beldenville Auto Re...	Public Works - Roads:...		671.00			56,155.18
08/21/2025	28727	Companion Animal ...	Health and Human Ser...		40.00			56,115.18
08/21/2025	28728	US Bank	-split-	4484-7301-144...	896.03			55,219.15
08/21/2025	28729	Pierce County Treasu...	Tax Settlements:Manag...		83.66			55,135.49
08/21/2025	28730	Tim Lamm Trucking ...	Public Works - Roads:...		5,190.00			49,945.49
08/28/2025	28731	Dohrer, Albert S.	-split-		111.79			49,833.70
08/28/2025	28732	Flick, Dalton	-split-		2,183.76			47,649.94
08/28/2025	28733	Fristad, Christopher	-split-		113.17			47,536.77
08/28/2025	28734	Johnson, Kaleb LG	-split-		260.91			47,275.86
08/28/2025	28735	Merta (employee), M...	-split-		212.48			47,063.38
08/28/2025	28736	Nyquist (employee), ...	-split-		131.24			46,932.14
08/28/2025	28737	Schaar Jr., Robert A	-split-		2,782.86			44,149.28
08/28/2025	28738	Smith (employee), Gr...	-split-		58.02			44,091.26
08/28/2025	28739	Elbe Enterprises, LLC	Public Works - Roads:...		7,320.00			36,771.26
08/28/2025	28740	Universal Truck Equi...	Public Works - Roads:...		2,840.00			33,931.26
08/29/2025	1300	EFTPS	-split-	39-6006086	1,823.54			32,107.72
09/02/2025	1301	Wisconsin Dept. of R...	Payroll Liabilities	036-00003408...	1,718.62			30,389.10
09/02/2025	28742	Kozak, Rita M	-split-		1,010.29			29,378.81
09/02/2025	28743	Kusilek (employee), ...	-split-		788.64			28,590.17
09/02/2025	28744	Mahoney, Joseph M	-split-		1,481.50			27,108.67
09/02/2025	28745	Meyer, Sarah K	-split-		3,036.88			24,071.79
09/02/2025	28746	Mogen (supervisor), ...	-split-		329.84			23,741.95
09/02/2025	28747	Smith (supervisor), Siri	-split-		454.56			23,287.39
09/02/2025	28748	Foster, Mary J	-split-		523.32			22,764.07
09/02/2025	28749	Terry Kusilek	Public Works - Roads:...		67.62			22,696.45
09/02/2025	28750	Joe Mahoney	Public Works - Recycli...		84.65			22,611.80
09/02/2025	28751	Rodewald, Donald T	-split-		325.83			22,285.97
09/02/2025	28752	Rodewald, Jerome C	-split-		170.48			22,115.49
09/02/2025	28753	Jerome or Marcella R...	Zoning Administrator ...		50.00			22,065.49
09/02/2025	28754	Don Rodewald	-split-		322.19			21,743.30