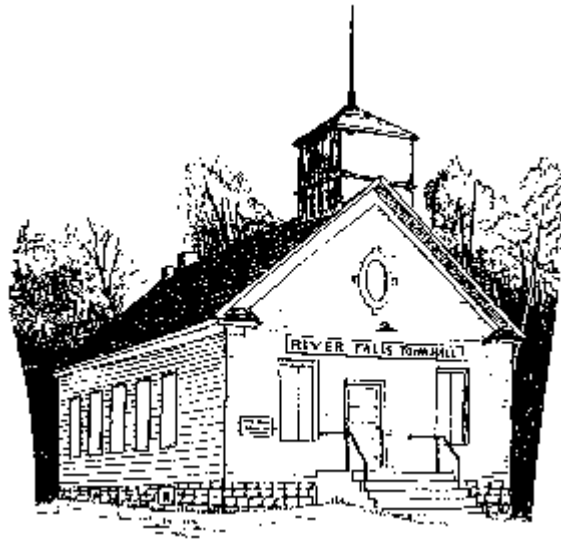


Town of River Falls Town Board

10/6/2025 Meeting Materials



TOWN OF RIVER FALLS

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

6:00 P.M. – Plan Commission Agenda: Minutes; Public Comments & Requests; Discuss and Approve Possible Expansion of Non-Conforming Use at N8701 County Rd W; Review and Discuss Updated Farmland Preservation Map; Zoning Administrator Report; 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.

6:45 P.M. Joint Meeting with Plan Commission and Town Board A joint meeting will be held to learn and understand the recommendations from the Concentrated Animal Feeding Operation Sub-Committee.

7:00 P.M. Regular Board Meeting

AGENDA

Call to order

Consider for approval or other action:

1. Approve Agenda
2. Minutes from September 15, 2025, Regular Board Meeting
3. Financial/Fire Call Report
4. Public Comments and Requests
5. Zoning Administrator Report
6. Plan Commission Report
7. Discuss Impact Fees and Consultant Contract
8. Discuss and Update Rules and Regulations for Glass Valley Cemetery
9. Discuss Recycling Center Hours of Operation
10. Review and Discuss Annual Fire Number Fee
11. 2026 Budget Update
12. Set Date for Budget Hearing and Town Elector Meeting
13. Resolution 2025 – B: A Resolution to Recommend Board Compensation
14. Resolution 2025 – C: Resolution of Town Board Proposing to Exceed Levy Limit via Town Meeting
15. Board and Staff Communications
16. Future Agenda Items
17. Audit and Pay Bills
18. 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, September 15, 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, Wendy DiPeso, Brian Bergseng, Peter Stern, Mary Merta, Kendra Jaeger, Alex Theobald

The meeting was called to order by Chair Terry Kusilek at 7:03pm. Brad made a motion that the agenda be approved. Joe seconded. M.C.

Joe moved to approve the minutes of the September 2, 2025, Regular Board meeting. Brad seconded. M.C.

Guest Speaker Bob Loberg: Town attorney Robert Loberg was present. He introduced himself to new Board members and shared his services available to the town.

Financial Report/Fire Call Report: Treasurer Rita provided the Treasurer's Report. The current Money Market account balance is \$875, 203.58. Joe moved and Mary seconded to start using the newly formatted fire letter. Siri moved, and Brad seconded to approve the financial and fire call reports. M.C.

Public Comments & Requests: Kendra Jaeger, N7086 820th Street addressed the CAFO Committee and Plan Commission as well. Kendra requests that the Town enacts a moratorium on Concentrated Animal Feeding Operations (CAFO) to disallow expansion or creation of CAFOs while Town Board is deciding what it will do regarding an ordinance. Peter Stern, W8338 760th Avenue, cautions the Board about creating a new ordinance prohibiting farming activities. Brian Bergseng, N8821 790th Street, spoke in support of CAFO Committee and Peter Stern's comments. Alex Theobald, N7157 820th Street, spoke in support of a moratorium. He feels that it is a reasonable idea and that ACTP-5 is valid but feels that Peter is excluding concern about public health and safety. Wendy DiPeso, W7791 710th Avenue, feels that pork operations are different than dairy operations and there is currently nothing excluding them from coming in. She has concern about air quality near pork operations and is also supportive of a moratorium. Wendy feels that the CAFO committee has more to learn and has only scratched the surface.

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

Plan Commission Report: Siri reported that the Plan Commission approved a dwelling site application for Avant Builders, N7372 County Road O. The Concentrated Animal Feeding Operation Sub-Committee will bring their findings forward to a joint meeting with the Plan Commission and Town Board on October 6, 2025.

Discuss Impact Fees: Jerome shared that the Impact Fee Sub Committee met and reviewed information from Stantec regarding the previous process setting impact fees. Stantec is also interested in assisting with the upcoming impact fee process. The committee are evaluating possible projects for future fees.

Approve Recycling Grant Application: Rita prepared the application for the 2026 Recycling Grant. Brad moved to approve Recycling Grant application. Siri seconded. M.C.

Board and Staff Communications: Siri shared that the new owners on 862nd Street have been doing major work on the property. Don has been in communication with new owners about potential permits needed. Mary shared that there are more dates upcoming for work days at Birch Cliff Park. Sarah gave a reminder that the Wisconsin Towns Association Fall Workshops are coming up next week. She is working on updating the budget documents with additional information that has come in since the workshops. The town received a concerning comment on a recent facebook post about work occurring at Birch Cliff Park. Since the comment was threatening in nature, Terry will report it to the Pierce County Sheriff's Office. Terry said that the mower needs work and possible replacement in the near future.

Future Agenda items:

- Approve Agenda
- Minutes from September 15, 2025, Regular Board Meeting
- Financial/Fire Call Report
- Public Comments and Requests
- Zoning Administrator Report
- Plan Commission Report
- Update Rules and Regulations for Glass Valley Cemetery
- Budget Updates
- Resolution to Approve 2026 Budget Proposal
- Schedule Public Hearing for 2026 Budget
- Board and Staff Communications
- Future Agenda Items
- Audit and Pay Bills
- Adjourn

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

Joe made a motion to move into Closed Session under State Statute 19.85(1)(c) consider employment, promotion, compensation or performance evaluation, data of any employee over which the governmental body has jurisdiction or exercises responsibility. Siri seconded. Roll call vote: Mary – aye, Siri – aye, Joe – aye, Brad – aye, Terry – aye. The motion passed unanimously. The meeting moved into Closed Session at 8:27pm.

Joe moved and Mary seconded to move back into Open Session. Roll call vote: Mary – aye, Siri – aye, Joe – aye, Brad – aye, Terry – aye. The motion passed unanimously. The meeting moved into Open Session at 8:52.

Joe moved to increase employee pay rates as listed in employee pay rate document. Mary seconded. M.C.

Joe moved to adjourn. Siri seconded. M.C. Meeting adjourned at 8:52pm.

10/06/25

Town of River Falls
Profit and Loss Detail
September 16 through October 6, 2025

Type	Date	Num	Name	Memo	Clr	Split	Amount	Balance
Ordinary Income/Expense								
Income								
Impact Fee								
Deposit	09/17/25	1647	Avant Builders	Impact Fee 5153		Money Market Acc...	1,298.70	1,298.70
Total Impact Fee							1,298.70	1,298.70
Interest Earned MM, CDs, Ck								
Public Equity Account								
Deposit	09/30/25	Cash	RCU	Sept Interest 5171		Royal Credit Union	1,053.13	1,053.13
Total Public Equity Account							1,053.13	1,053.13
Interest Earned Money Market								
Deposit	09/30/25	Cash	fnbrf	Sept MM Interest...		Money Market Acc...	953.20	953.20
Total Interest Earned Money Market							953.20	953.20
Total Interest Earned MM, CDs, Ck							2,006.33	2,006.33
Intergovernmental Revenue								
Highway Aid								
Deposit	10/06/25	Cash	WI DOT	Gen Transprt Ai...		Money Market Acc...	41,023.67	41,023.67
Total Highway Aid							41,023.67	41,023.67
Total Intergovernmental Revenue							41,023.67	41,023.67
Other Revenue								
CD Transferred to Money Market								
Deposit	09/30/25	28778	Town of River Falls	CD to Public Enti...		Royal Credit Union	10,000.00	10,000.00
Total CD Transferred to Money Market							10,000.00	10,000.00
Miscellaneous								
Deposit	10/05/25	105668	Pierce County Treasurer	Badger Books Re...		Money Market Acc...	3,169.00	3,169.00
Total Miscellaneous							3,169.00	3,169.00
Total Other Revenue							13,169.00	13,169.00
Public Charges for Services								
Private Work								
Deposit	09/22/25	490	Lukas Nelson	Recycling 5158		Money Market Acc...	9.00	9.00

10/06/25

Town of River Falls
Profit and Loss Detail
September 16 through October 6, 2025

Type	Date	Num	Name	Memo	Clr	Split	Amount	Balance
Total Private Work							9.00	9.00
Recycling Center								
Deposit	09/17/25	Cash	Joe Mahoney	Recycling 5141		Money Market Acc...	827.72	827.72
Deposit	09/17/25	1445	Jacob Durocher	Recycling 5142		Money Market Acc...	85.00	912.72
Deposit	09/17/25	8464	Greg Elliott	Recycling 5143		Money Market Acc...	85.00	997.72
Deposit	09/17/25	6938	Allen Halvorson	Recycling 5144		Money Market Acc...	66.00	1,063.72
Deposit	09/17/25	9955	David Mobilia	Recycling 5145		Money Market Acc...	25.00	1,088.72
Deposit	09/17/25	6939	Allen Halvorson	Recycling 5147		Money Market Acc...	20.00	1,108.72
Deposit	09/17/25	2408	Kris Torkelson	Recycling 5148		Money Market Acc...	10.00	1,118.72
Deposit	09/17/25	459	Lukas Nelson	Recycling 5149		Money Market Acc...	9.00	1,127.72
Deposit	09/17/25	151304	J.R.s	Recycling 5153		Money Market Acc...	330.00	1,457.72
Deposit	09/22/25	1104	Eric Deaton	Recycling 5155		Money Market Acc...	110.00	1,567.72
Deposit	09/22/25	5532	Kevin Albertson	Recycling 5156		Money Market Acc...	20.00	1,587.72
Deposit	09/22/25	6064	Randall Mittag	Recycling 5157		Money Market Acc...	14.00	1,601.72
Deposit	09/22/25	2412	Kris Torkelson	Recycling 5159		Money Market Acc...	7.00	1,608.72
Deposit	09/22/25	Cash	Joe Mahoney	Recycling 5161		Money Market Acc...	978.60	2,587.32
Deposit	09/29/25	24064	Kelly Bopray	Recycling 5162		Money Market Acc...	65.00	2,652.32
Deposit	09/29/25	1105	Eric Deaton	Recycling 5163		Money Market Acc...	60.00	2,712.32
Deposit	09/29/25	8466	Greg Elliott	Recycling 5164		Money Market Acc...	29.00	2,741.32
Deposit	09/29/25	204	Neico Stokke	Recycling 5165		Money Market Acc...	15.00	2,756.32
Deposit	09/29/25	10985	Terry Knutson	Recycling 5166		Money Market Acc...	10.00	2,766.32
Deposit	09/29/25	491	Lukas Nelson	Recycling 5167		Money Market Acc...	9.00	2,775.32
Deposit	09/29/25	Cash	Garrett Gill	Recycling 5168		Money Market Acc...	1,331.20	4,106.52
Deposit	09/29/25	376	Cooper Craig-Casmer	Recycling 5169		Money Market Acc...	25.00	4,131.52
Total Recycling Center							4,131.52	4,131.52
Zoning Fee								
Deposit	09/17/25	Cash	Matt Flynn	Building Permit ...		Money Market Acc...	120.00	120.00
Deposit	09/17/25	6406	Greg Ullom	Building Permit ...		Money Market Acc...	120.00	240.00
Deposit	09/17/25	1647	Avant Builders	Zoning 5152		Money Market Acc...	1,200.00	1,440.00
Total Zoning Fee							1,440.00	1,440.00
Zoning Fee DW/Site Ins/TraDwel								
Deposit	09/17/25	1647	Avant Builders	Swing Site Revie...		Money Market Acc...	175.00	175.00
Total Zoning Fee DW/Site Ins/TraDwel							175.00	175.00
Total Public Charges for Services							5,755.52	5,755.52

10/06/25

Town of River Falls
Profit and Loss Detail
September 16 through October 6, 2025

Type	Date	Num	Name	Memo	Clr	Split	Amount	Balance
Taxes								
Annexation Payments								
Deposit	09/17/25	159709	City of River Falls	Annex Mapl St Y...		Money Market Acc...	495.66	495.66
Deposit	09/17/25	159709	City of River Falls	Annex Wells/Me...		Money Market Acc...	1,937.08	2,432.74
Total Annexation Payments							2,432.74	2,432.74
Forest Crop/MFL Tax Collected								
Deposit	09/22/25	104864	Pierce County Treasurer	MFL 2023 Kopul...		Money Market Acc...	117.47	117.47
Deposit	09/22/25	104864	Pierce County Treasurer	MFL 2024 Kopul...		Money Market Acc...	117.47	234.94
Total Forest Crop/MFL Tax Collected							234.94	234.94
Total Taxes							2,667.68	2,667.68
Total Income							65,920.90	65,920.90
Net Ordinary Income							65,920.90	65,920.90
Net Income							65,920.90	65,920.90

TOWN OF RIVER FALLS**TREASURER'S REPORT****OCTOBER 6, 2025**

FNBRF MONEY MARKET	\$ 891,902.35	10/06/2025		
TRANSFERS 9/23/25	\$ 35,000.00			
DESIGNATED FUNDS IN MM	\$ 44,937.00	Highway Equip't		
	\$ 40,000.00	Capital Outlay		
MONEY MARKET AVAILABLE	\$ 806,965.35			
ROYAL CREDIT UNION				
	\$ 25.23	Business Savings		
	\$ 327,213.20	Equity Account	Revaluation \$30,000.00	\$10,000 added 9/29/25
		Recycling CD	Now in equity account	rolled into equity 8/25
		Impact Fees	OPEN NEW ACCOUNT	
RCU AVAILABLE	\$ 327,238.43			
TOTAL AT BOTH BANKS	\$ 1,134,203.78			
RECOMMENDED RESERVE	\$ 445,653.00			
AVAILABLE FUNDS	\$ 688,550.78	See 2025 budget		

Special Charges on Property taxes—motion to send letter

Dan Cremin--\$550.00

Elizabeth Schultz--\$834.10

Fire call update—Donald Long—July 2025**2025 Fire Inspection-21 inspections--discuss Town fee for invoicing fire inspections (2026)**

Wednesday Recycling Totals

2024

September \$1530

2025

May \$1160

September \$1030

Salary (approx.) \$100/Wednesday x 4--\$400

E-Cycle Summary by Item

	TVS	117
	Receivers	92
	Printers	36
	Speakers/Boombox/Radio	34
	Computers	36
	Keyboards	26
	Small Appliances	290
	Hard Drives	22
	Misc Electric	130

Zoning Report Sept 2 – Sept 15, 2025

- 9/17 W7305 State Hwy 29 – Issued a zoning permit for a 56' x 56' agricultural storage building to Kelly Heil. Est Cost - \$50,000.
- 9/17 W10309 County Rd M – Issued a driveway/field access permit to Jake Domagala for an access on to 1031st St.
- 9/24 N7727 920th St. – Issued a zoning permit for a 30' x 30' detached garage with ADU to Troy & Shana Colburn. Est Cost - \$100,000.
- 9/27 N8018 747th St. – Issued a zoning permit for remodeling to Polka Dot Properties LLC. Est Cost - \$90,000.
- 9/27 N8018 747th St. – Issued a zoning permit for a 30' x 30' accessory building to Polka Dot Properties LLC. Est Cost - \$111,000.
- 9/27 N8712 862nd St. – Issued a zoning permit for remodeling to Polka Dot Properties LLC. Est Cost - \$85,000.



Stantec Consulting Services Inc.
2080 Wooddale Drive, Suite 100
Woodbury, MN 55125

September 7, 2025

Town of River Falls, WI
Attn: Terry Kusilek, Town Chair
Via email: torf.chair@gmail.com

Dear Chair Kusilek,

Reference: Proposal for Impact Fee Needs Assessment for the Town of River Falls, WI

We are pleased to submit this proposal to provide professional engineering and planning services for the update of the Town's Public Facilities Needs Assessment and Impact Fees.

We feel Stantec's existing and ongoing experience providing Towns with municipal engineering services and the fact that we completed the last study make us the ideal candidate to complete this effort.

On behalf of Stantec, thank you for this opportunity to prepare this proposal. Should you have any questions or need clarification of anything presented in the enclosed proposal, please do not hesitate to contact us.

Sincerely,

Stantec Consulting Services Inc.

A handwritten signature in blue ink, reading "Angela Popenhagen", written over a thin red horizontal line.

Angela Popenhagen, PE
(651) 252-7094
angela.popenhagen@stantec.com

Attachment: Letter Proposal – Impact Fee Needs Assessment for the Town of River Falls, Wisconsin

Reference: Proposal for Impact Fee Needs Assessment for the Town of River Falls, WI

EXPERIENCE / UNDERSTANDING OF WISCONSIN STATE STATUTES RELATED TO IMPACT FEES

Impact fees are financial contributions imposed by communities to pay for capital improvements within the community, which are necessary to serve or accommodate new development.

State Statutes require that any municipality that imposes impact fees must have a sound basis of analysis to support the imposed fee. This means that you have accurate data on the Town's growth patterns and infrastructure needs due to development to provide the information necessary to support the final impact fees. We have assisted many Wisconsin municipalities prepare Needs Assessments and associated Impact Fee Ordinances required to support a rational relationship to the need for new, expanded or improved public facilities. The impact fee should be based on a reasonable estimate of the demand that a new development will create for public facilities. For services that serve both residential and non-residential properties, such as public works facilities and roads, this requires finding a reasonable basis for determining the amount of capital costs of facilities resulting from residential versus non-residential development. For services such as parks, impact fees would only be charged to residential users given "businesses" are not typically a user of the park.

State law also dictates that impact fees cannot exceed the proportionate share of the capital costs required to serve new development as compared to existing development. Each facility must be analyzed to determine the share of the facility that is needed to provide the established service level to the existing development versus the excess facility space that is available to serve new development. The same service level should be applied to both existing and new development when determining if there is a portion of facilities that are needed to provide the desired service level to existing development.

In the state of Wisconsin, impact fees can be used for the following public facilities:

- Highways, as defined in s. 340.01 (22),
- Facilities for collecting and treating sewage,
- Facilities for collecting and treating storm and surface waters,
- Facilities for pumping, storing, and distributing water,
- Parks, playgrounds and land for athletic fields,
- Solid waste and recycling facilities,
- Fire protection facilities,
- Law enforcement facilities,
- Emergency medical facilities, and
- Libraries.

The Town of River Falls is considering updating their existing Public Facilities Needs Assessment and associated Impact Fees. The original document was created in 2006 with the last extension in 2017. The Town would like to update the existing impact fees for land acquisition for a public works facility, along with possibly considering other impact fees such as roads. The Needs Assessment and Impact Fee will satisfy the requirements of Wisconsin State Statute §66.0617 along with revisions from 2005 Wisconsin Act 477,

Reference: Proposal for Impact Fee Needs Assessment for the Town of River Falls, WI

2005 Wisconsin Act 203, 2007 Wisconsin Act 44, 2007 Wisconsin Act 96, 2009 Wisconsin Acts 180 and 2017 Wisconsin Acts 243.

This is also a great time to update your Needs Assessment and Impact Fees given the 2020 Census data and projection data through the Wisconsin Department of Administration is available. This information will be used as a basis for the analysis; however, we will review this data with you for accuracy prior to using it in the final calculations. We have found that this data doesn't always reflect what local knowledge might know.

The roadway needs assessment and parks and recreation needs assessment are the most common with our municipalities. The road impact fees are based on additional width, additional safety enhancements such as turn lanes and bypass lanes, or additional section depth to handle the additional traffic and weight associated with the growth areas. We then determine standard traffic generation per anticipated land use type and amount. For parks and recreation, there is a standard metric that can be used to determine quantity of parkland and needs. The National Recreation and Park Association (NRPA) guidelines give the justification needed in the analysis.

Given our past experience, we understand the Wisconsin impact fee law which contains specific requirements for the process of adopting or amending an impact fee ordinance, for determining the amount that can be charged for an impact fee, and for managing and spending impact fee revenues.

APPROACH AND PROJECT PLAN

This scope of work is based on our brief conversation, so we can modify as deemed appropriate.

Task 1 – Analyze Population and Growth Areas

An important element of determining appropriate impact fees is projecting the amount of future development that will occur in the Town during the selected planning period. These projections are important for planning for the facilities needed to serve new development as well as calculating the proportionate cost of facilities per unit of development.

- Gather demographic data and projected growth rates for population and housing.
- Review comprehensive plans and meet with Town regarding future growth areas for all types of development (i.e. residential, commercial, and industrial).

Task 2 – Analyze Sizing of Facilities and Infrastructure

The Town would like to consider impact fees for the final portion of the land acquisition for the public works facility and potentially consider other impact fees such as roads. We will review the existing public facilities, including identification of any existing deficiencies in those public facilities, for which it is anticipated that an impact fee may be imposed. We also will identify new, improved or expanded public facilities that will be required because of new development, or the identification of excess capacity in existing public facilities that are used by new development.

- Review public works facility improvement needs based on anticipated development.

Reference: Proposal for Impact Fee Needs Assessment for the Town of River Falls, WI

- Review other facility improvements (such as roads) for the additional fee if the Town so desires.

Task 3 – Prepare Cost Estimates

Once Task 3 is complete, Stantec will gather estimates within the facility plans and/or calculate the project costs for the facilities and infrastructure identified. These will be planning level estimates based on standard bid prices from 2025 projects.

- Provide cost estimates that clearly delineate improvements required because of development impacts.

Task 4 – Calculate Impact Fees for each Public Facilities System

Impact fees will then be calculated using the cost estimates divided by population and growth areas. This calculation is critical and needs to clearly show the direct relationship to new development. This is also the point in time where conversations with the Town are needed to make sure the calculation of the rate is understandable and easy to apply when building permits are pulled.

- Determine basis of calculations.
- Calculate potential Impact Fees based on cost estimates for preliminary review.

Task 5 – Impact on the Availability of Affordable Housing

One of the requirements of Wisconsin Statute §66.0617 is to estimate the cumulative effect of all proposed and existing impact fees on the availability of affordable housing within the municipality. Impact fees may have an effect on affordability to those in the low-income brackets. The Town may wish to reduce or waive the impact fees for those units that can prove low-income benefit. Having this analysis in the Needs Assessment will help the Town Board determine what is best for their community by balancing the funding needs with the effects on development.

Task 6 – Prepare and Present DRAFT Needs Assessment Report with Preliminary Recommendations for Impact Fees

- Review with the Town Board.
- Public invited to review and provide comments.

Task 7 – Prepare and Present FINAL Amended Public Facilities Needs Assessment

- Based on comments provided from Task 6, prepare a final amended Public Facilities Needs Assessment.
- Present to the Town Board for recommendation of Impact Fees.

Task 8 – Update Impact Fee Ordinance (Completion based on decision from Task 7)

****Town Attorney participation in preparing the Impact Fee Ordinance is anticipated and requested if you want modification to the existing ordinance. The scope does not include any third-party attorney consultation or advisory role.**

Reference: Proposal for Impact Fee Needs Assessment for the Town of River Falls, WI

Prior to amending a local ordinance to update impact fees on new development, a municipality must hold a public hearing prior to enacting or amending an ordinance to impose impact fees. The Public Facilities Needs Assessment must be available for public review for at least 20 days before the date of the hearing.

Our team will assist with:

- Present the findings of this report to the Town Board.
- Revise the existing impact fee ordinance to include the recommended changes to the impact fees.
- Assist the Town Clerk with publishing a Class 1 notice in the Town newspaper prior to the public hearing as required under Wisconsin Statutes §66.0617(3). The needs assessment must be available for public inspection and copying at least 20 days prior to the public hearing as required under Wisconsin Statutes §66.0617(4)(b).
- Attend the public hearing prior to amending the impact fee ordinance.
- After the public hearing, the Town Board may adopt the amended impact fee ordinance as recommended or adopt it with additional amendments.
- Provide guidance after the impact fees are adopted regarding the segregated accounts and statutory time period required to use the funds.

It is recommended that the impact fees be reviewed on a consistent basis to adjust for changes in inflation, development trends or major changes in project plans, ideally on a schedule of every three to five years.

PROPOSED FEE

The estimated hourly fee for the scope described above is \$5,700 for the update of the original impact fee and \$2,900 for each additional facility that is requested. We will bill on a time and materials basis for work performed.

Attached is Stantec's Standard Terms and Conditions if you decide to proceed with this proposal.

Reference: Proposal for Impact Fee Needs Assessment for the Town of River Falls, WI

By signing this Task Order Proposal, the Town of River Falls, WI authorizes Stantec to proceed with the task order services herein described for the preparation of the Impact Fee Needs Assessment ("Project") and accepts the Standard Terms and Conditions as attached.

This proposal is accepted and agreed on the _____ of _____, _____.
Day Month Year

Per: Town of River Falls, Wisconsin

Client Name

Print Name & Title

Signature



The following Terms and Conditions are attached to and form part of a proposal for services to be performed by Consultant and together, when the Client authorizes Consultant to proceed with the services, constitute the Agreement. Consultant means the Stantec entity issuing the Proposal.

Description of Work: Consultant shall render the services described in the Proposal (hereinafter called the "Services") to the Client.

Terms and Conditions: No terms, conditions, understandings, or agreements purporting to modify or vary these Terms and Conditions shall be binding unless hereafter made in writing and signed by the Client and Consultant. In the event of any conflict between the Proposal and these Terms and Conditions, these Terms and Conditions shall take precedence. This Agreement supercedes all previous agreements, arrangements or understandings between the parties whether written or oral in connection with or incidental to the Project.

Compensation: Payment is due to Consultant within 28 days of receipt of invoice. Failure to make any payment when due is a material breach of this Agreement and will entitle Consultant, at its option, to suspend or terminate this Agreement and the provision of the Services. Interest will accrue on accounts overdue at the lesser of 1.5 percent per month (18 percent per annum) or the maximum legal rate of interest. Unless otherwise noted, the fees in this agreement do not include any value added, sales, or other taxes that may be applied by Government on fees for services. Such taxes will be added to all invoices as required. The Client will make electronic payment of the invoices, the details of which can be obtained or verified by contacting ar@stantec.com. Consultant provides no guarantee or warranty that the Client's Project requirements can be achieved within its proposed Project budget or schedule. Any services to redesign, value-engineer or make changes to the Client's Project requirements, whether for cost-saving, schedule efficiency, or otherwise, constitute additional services.

Notices: Each party shall designate a representative who is authorized to act on behalf of that party. All notices, consents, and approvals required to be given hereunder shall be in writing and shall be given to the representatives of each party.

Termination: Either party may terminate the Agreement without cause upon thirty (30) days notice in writing. If either party breaches the Agreement and fails to remedy such breach within seven (7) days of notice to do so by the non-defaulting party, the non-defaulting party may immediately terminate the Agreement. Non-payment by the Client of Consultant's invoices within 30 days of Consultant rendering same is agreed to constitute a material breach and, upon written notice as prescribed above, the duties, obligations and responsibilities of Consultant are terminated. On termination by either party, the Client shall forthwith pay Consultant all fees and charges for the Services provided to the effective date of termination.

Environmental: Except as specifically described in this Agreement, Consultant's field investigation, laboratory testing and engineering recommendations will not address or evaluate pollution of soil or pollution of groundwater. Consultant is entitled to rely upon information provided by the Client, its consultants, and third-party sources provided such third party is, in Consultant's opinion, a reasonable source for such information, relating to subterranean structures or utilities. The Client releases Consultant from any liability and agrees to defend, indemnify and hold Consultant harmless from any and all claims, damages, losses and/or expenses, direct and indirect, or consequential damages relating to subterranean structures or utilities which are not correctly identified in such information.

Professional Responsibility: In performing the Services, Consultant will provide and exercise the standard of care, skill and diligence required by customarily accepted professional practices normally provided in the performance of the Services at the time and the location in which the Services were performed.

Indemnity: The Client releases Consultant from any liability and agrees to defend, indemnify and hold Consultant harmless from any and all claims, damages, losses, and/or expenses, direct and indirect, or consequential damages, including but not limited to attorney's fees and charges and court and arbitration costs, arising out of, or claimed to arise out of, the performance of the Services, excepting liability arising from the sole negligence of Consultant.

Limitation of Liability: It is agreed that, to the fullest extent possible under the applicable law, the total amount of all claims the Client may have against Consultant under this Agreement, including but not limited to claims for negligence, negligent misrepresentation and/or breach of contract, shall be strictly limited to the lesser of professional fees paid to Consultant for the Services or \$100,000.00. No claim may be brought against Consultant more than two (2) years after the cause of action arose. As the Client's sole and exclusive remedy under this Agreement any claim, demand or suit shall be directed and/or asserted only against Consultant and not against any of Consultant's employees, officers or directors.

Consultant's liability with respect to any claims arising out of this Agreement shall be absolutely limited to direct damages arising out of the Services and Consultant shall bear no liability whatsoever for any consequential loss, injury or damage incurred by the Client, including but not limited to claims for loss of use, loss of profits and/or loss of markets.

In no event shall Consultant's obligation to pay damages of any kind exceed its proportionate share of liability for causing such damages.

Documents: All of the documents prepared by or on behalf of Consultant in connection with the Project are instruments of service for the execution of the Project. Consultant retains the property and copyright in these documents, whether the Project is executed or not. These documents may not be used for any other purpose without the prior written consent of Consultant. In the event Consultant's documents are subsequently reused or modified in any material respect without the prior consent of Consultant, the Client agrees to defend, hold harmless and indemnify Consultant from any claims advanced on account of said reuse or modification.

Any document produced by Consultant in relation to the Services is intended for the sole use of Client. The documents may not be relied upon by any other party without the express written consent of Consultant, which may be withheld at Consultant's discretion. Any such consent will provide no greater rights to the third party than those held by the Client under the contract and will only be authorized pursuant to the conditions of Consultant's standard form reliance letter.

Consultant cannot guarantee the authenticity, integrity or completeness of data files supplied in electronic format ("Electronic Files"). Client shall release, indemnify and hold Consultant, its officers, employees, Consultant's and agents harmless from any claims or damages arising from the use of Electronic Files. Electronic files will not contain stamps or seals, remain the property of Consultant, are not to be



used for any purpose other than that for which they were transmitted, and are not to be retransmitted to a third party without Consultant's written consent.

Field Services: Consultant shall not be responsible for construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with work on the Project and shall not be responsible for any contractor's failure to carry out the work in accordance with the contract documents. Consultant shall not be responsible for the acts or omissions of any contractor, subcontractor, any of their agents or employees, or any other persons performing any of the work in connection with the Project. Consultant shall not be the prime contractor or similar under any occupational health and safety legislation.

Governing Law/Compliance with Laws: The Agreement shall be governed, construed and enforced in accordance with the laws of the jurisdiction in which the majority of the Services are performed. Consultant shall observe and comply with all applicable laws, continue to provide equal employment opportunity to all qualified persons, and to recruit, hire, train, promote and compensate persons in all jobs without regard to race, color, religion, sex, age, disability or national origin or any other basis prohibited by applicable laws.

Dispute Resolution: If requested in writing by either the Client or Consultant, the Client and Consultant shall attempt to resolve any dispute between them arising out of or in connection with this Agreement by entering into structured non-binding negotiations with the assistance of a mediator on a without prejudice basis. The mediator shall be appointed by agreement of the parties. The Parties agree that any actions under this Agreement will be brought in the appropriate court in the jurisdiction of the Governing Law, or elsewhere by mutual agreement. Nothing herein however prevents Consultant from any exercising statutory lien rights or remedies in accordance with legislation where the project site is located.

Assignment: The Client shall not, without the prior written consent of Consultant, assign the benefit or in any way transfer the obligations under these Terms and Conditions or any part hereof.

Severability: If any term, condition or covenant of the Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions of the Agreement shall be binding on the Client and Consultant.

Force Majeure: Any default in the performance of this Agreement caused by any of the following events and without fault or negligence on the part of the defaulting party shall not constitute a breach of contract, labor strikes, riots, war, acts of governmental authorities, unusually severe weather conditions or other natural catastrophe, disease, epidemic or pandemic, or any other cause beyond the reasonable control or contemplation of either party. Nothing herein relieves the Client of its obligation to pay Consultant for services rendered.

Contra Proferentem: The parties agree that in the event this Agreement is subject to interpretation or construction by a third party, such third party shall not construe this Agreement or any part of it against either party as the drafter of this Agreement.

Business Practices: Each Party shall comply with all applicable laws, contractual requirements and mandatory or best practice guidance regarding improper or illegal payments, gifts, or gratuities, and will not pay, promise to pay or authorize the payment of any money or anything of value, directly or indirectly, to any person (whether a government official or private individual) or entity for the purpose or illegally or improperly inducing a decision or obtaining or retaining business in connection with this Agreement or the Services.

Cemetery Rules & Regulations

Rules and Regulations for Glass Valley Cemetery

Purchase of Lots:

1. A Deed, for burial of human remains purposes only, must be completed before any interment can be made.
2. Upon the full payment of the price set by the Board, the Clerk shall issue such Deed.
3. Persons wishing to dispose of their lot shall sell it back to the Town at the original purchase price.
4. An approved burial vault is required for each regular interment. Cremated remains must be buried in an urn, but a vault is not needed.
5. Up to 4 cremation urns may be placed on a lot along with one regular interment provided that the regular interment occurs first.

Care of Lots:

1. Planting of flowers, shrubs or trees is prohibited without the approval of the Cemetery Committee.
2. Flowers, wreaths, crosses, or other decorations must be contained in an urn or other device off the ground to facilitate mowing.
3. When flowers, shrubs, or other decorations become wilted or unsightly, they may be removed by the Town Representative.
4. The emptying of urns or flowerpots is the responsibility of the owner.

Monuments and Markers:

1. Installers of Monuments and Markers must consult with the Cemetery Committee before work begins in order to achieve conformity.
2. All markers must have no less than a five- (5) inch concrete border.
3. All monuments must have no less than a five- (5) inch concrete border and a suitable foundation.
4. The maintenance of monuments and markers is the responsibility of the installer, but the Town reserves the right to repair or remove the same if they become unsightly or dangerous.

Liabilities of the Town:

1. The Town is not liable for damaged, stolen, lost, or misplaced monuments, markers, urns, flowers, etc. by causes beyond its reasonable control.
2. The Town reserves, and shall have, the right to correct any errors made by it, either in making interments or removals, or in the description, transfer or conveyance of any interment property, either by canceling such conveyance and substituting and conveying in lieu thereof other interment property of equal value and similar location as far as possible, or as may be selected by the Town, or, in the sole discretion of the Town, by refunding the amount of money paid on account of said purchase. In the event such errors shall involve the interment of the remains of any person in such property, the Town reserves, and shall have, the right to remove and/or transfer such remains so interred to such other property of equal value and similar location as may be substituted and conveyed in lieu thereof.
3. In the event of a misunderstanding or dispute regarding these rules, the decision of the Town Board shall be final and binding on all parties.

Mid-Year Budget Updates Revenues							
7/31/2025	2025 Estimated Budget	2025 Actuals - January 1 - August 31	Projected 2025 Totals	2026 Estimated Budget			
Taxes							
Property Tax Levy ***	\$891,306	\$891,306	\$891,306	\$897,640			Settlement amounts plus lottery credit *** Only include the Town's share of property taxes (not all of the property taxes)
Personal Property Taxes (after 2/15)	\$0	\$143	\$143				
State Forestry Programs (after 2/15)	\$5,000	\$418	\$418	\$0			Only include forestry payments received after the February 15th tax settlement date with the county.
Tax Chargeback/Omitted Taxes	\$0	\$0	\$0	\$0			Forestry payments (Payment in Lieu of Taxes) are not included since they are considered part of the tax settlement and not a forestry payment.
Sales Tax	\$10	\$0	\$0	\$0			
Ag Use Penalty Tax	\$0	\$0	\$0	\$0			
Special Charges/Interest on the Tax Roll/Delinq PP Tax Collected	\$800	\$800	\$800	\$800			
	\$897,116	\$892,667	\$892,667	\$898,440			
Intergovernmental Revenue							
Shared Revenue	\$97,509	\$14,577	\$97,509	\$100,024			Estimates released after 9/15
Shared Revenue - Utility Aid	\$522	\$78	\$522	\$335			
General Transportation Aid (estimates arrive ~10/1)	\$164,095	\$123,071	\$164,095	\$176,767			
Shared Bridges	\$0	\$0	\$0	\$0			
Recycling Grant	\$6,400	\$6,404	\$6,404	\$6,400			
Soldier's Graves	\$15	\$0	\$15	\$15			
TRIP/LRIP	\$0	\$24,623	\$24,623	\$0			
Federal Disaster Aid/Flood Aid	\$0	\$0	\$0	\$0			
State Computer Aids	\$52	\$52	\$52	\$52			
Dog License Refund from Co.	\$550	\$660	\$660	\$660			
Municipal Services Payment	\$45	\$41	\$41	\$41			
Personal Property Aid from the State	\$1,069	\$0	\$1,069	\$1,039			
Intergovernmental Revenue - Other	\$0	\$2,600	\$2,600	\$0			small bridge and culvert
Annexation Payment from City of RF	\$10,760	\$0	\$10,760	\$1,937			
	\$281,016	\$172,105	\$308,349	\$287,270			
Licenses & Permits							
Dog & Kennel Licenses	\$1,500	\$1,229	\$1,229	\$1,300			
Other Licenses & Permits	\$1,500	\$1,420	\$1,420	\$1,400			hauler, alcohol, special event, bartender
Conditional Use Permits	\$300	\$720		\$300			
Building Permits & Land Use Fees	\$10,000	\$8,780		\$10,000			Zoning Fee & Land Use
Impact Fees Collected	\$8,000	\$1,299		\$1,299			
Cable Franchise Fees	\$826	\$756		\$800			
	\$22,126	\$14,203	\$2,649	\$15,099			
Fines, Forfeitures, Penalties							

Building Permit Fines	\$0	\$0	\$0	\$0		
Other Fines/Fees/Penalties	\$350	\$131	\$131	\$100		Dog Fines
	\$350	\$131	\$131	\$100		
Public Charges for Service						
Recycling Center Income	\$70,000	\$43,242	\$57,656	\$58,000		
Private Work/Hwy. Revenue	\$0	\$0	\$0	\$0		salt/sand sales, culvert sales, private work
Driveway/Site Inspections/Trans of Dev Site Fee	\$4,640	\$500		\$1,000		Building Inspection Fees
Certified Survey Maps	\$1,700	\$775		\$1,000		
Board of Appeals/Rezoning	\$0	\$700		\$0		
Fence Reviews	\$0	\$0		\$0		
Fire Calls/Inspections	\$13,000	\$11,374	\$15,165	\$13,000		
2% Fire Dues	\$15,000	\$16,818	\$16,818	\$17,000		
Glass Valley Cemetery Plots	\$1,400	\$700		\$1,400		
Land Rental Payment	\$1,200	\$0	\$1,200	\$1,200		
Other Public Charges for Services	\$1,000	\$1,244	\$1,244	\$500		unity installation permit, public charges for services- other, mobile home fees
	\$107,940	\$75,353	\$92,083	\$93,100		
Other Revenue						
Interest	\$20,000	\$18,016	\$24,021	\$20,000		
Refunds	\$100	\$1,621	\$6,621	\$0		Tractor parts refund, Election Equipment cost share
Miscellaneous Income/Donations	\$250	\$0	\$250	\$250		Donations, insurance payments
Sale of Town Property/Trade-ins	\$0	\$0	\$0	\$100,000		Old Plow Truck sale
BCPL Loan (truck and tractor)	\$0	\$300,000	\$300,000	\$0		
Transfer from Savings						
	\$20,350	\$319,637	\$330,892	\$120,250		
TOTAL REVENUES	\$1,328,898	\$1,474,097	\$1,626,771	\$1,414,259		

Calculations

2025 MidYear		
Jan Settlement	160,787.13	
Feb Settlement	404,852.41	
Aug Settlement	302,064.70	
Lottery Credit	23,602.15	
Total	891,306.39	
hauler	600.00	
special event, alcohol, bartender	820.00	
sign permit		
other		
Total Other Lic & Permits	1,420.00	
Fire call overpayments		
fire calls	10,474.46	
fire inspections	900.00	
total fire	11,374.46	
Private work		
salt/sand		
culvert sales		
total highway revenue	0.00	
Donations		
Insurance payments		
total	0.00	
Special Charges		
utility/right of way permits	525.00	
Other Revenue - Other	694.20	2025 - sale of road signs
public charges for services - other		
mobile home fees	25.00	
total	1,244.20	
Land Use	2,020.00	
Zoning Fee - Other	6,760.00	
Total	8,780.00	
Building Inspection Fee		
Driveway/Site Insp/TranDev		
Total	0.00	

2026 Budget Expense - Workshop

9/1/2025	2024 Year End Actuals	2025 Estimated Budget	Aug 31Actuals	Projected 2025 Totals	2026 Estimated Budget	
General Government						
Board-salary	\$41,460	\$39,725	\$28,064	\$37,419	\$50,000	
Printing/Publication	\$1,878	\$2,000	\$3,870	\$5,160	\$4,000	copy machine and publications
Dues/ Workshops/Memorials/Mileage	\$2,066	\$3,000	\$3,463	\$3,710	\$3,800	
Legal	\$900	\$3,000	\$0	\$3,000	\$3,000	
Engineer (non-road)	\$0	\$0	\$0	\$0	\$5,200	
Insurance	\$14,158	\$20,000	\$16,410	\$18,000	\$22,000	
Clerk Salary & Retirement	\$47,910	\$55,588	\$38,030	\$50,707	\$55,000	
Office/Website/Postage/Internet	\$4,665	\$8,000	\$7,563	\$11,196	\$11,607	
Elections	\$10,065	\$15,000	\$11,793	\$11,793	\$10,000	
Treasurer Salary	\$15,454	\$15,000	\$10,079	\$13,439	\$15,000	
Pierce Co. Tax Collections	\$2,619	\$2,236	\$2,118	\$2,118	\$2,200	
Dog Licensing	\$947	\$1,000	\$598	\$598	\$750	
Assessing - Maintenance	\$8,400	\$8,500	\$6,375	\$8,500	\$8,600	Contract ends 2026
Assessing - Revaluation	\$10,000	\$10,000	\$0	\$10,000	\$10,000	
Town Hall	\$4,439	\$6,000	\$4,787	\$11,729	\$17,160	
	\$164,961	\$189,049	\$133,149	\$187,369	\$218,317	
Public Safety						
Law Enforcement	\$0	\$0	\$0	\$0	\$0	
2% Fire Dues	\$15,007	\$15,000	\$16,719	\$16,719	\$17,000	
Fire calls/equip./inspections	\$70,166	\$100,000	\$68,499	\$71,499	\$89,650	
Ambulance	\$26,015	\$27,000	\$26,604	\$26,604	\$30,000	Don't currently have contract ###s for 2026
	\$111,188	\$142,000	\$111,821	\$114,822	\$136,650	
Public Works - Highway						
Road Materials	\$513,227	\$384,655	\$124,012	\$348,247	\$422,000	Saddle Club, cold patch, dust control, Hubbell, sealcoating
Salt/Sand Expense	\$14,919	\$25,000	\$6,941	\$10,000	\$19,000	
Misc. Hwy.	\$334	\$1,000	\$240	\$250	\$0	
Bridges	\$0	\$2,000	\$2,600	\$2,600	\$0	2025 Bridge and Culvert program
Signs/Culverts	\$5,502	\$10,000	\$10,386	\$13,886	\$17,000	
Fuel & Oil	\$20,291	\$50,000	\$19,213	\$25,617	\$25,000	
Supplies & Repairs	\$56,819	\$50,000	\$50,025	\$65,000	\$61,500	

Highway Dept. Labor & Uniforms	\$118,960	\$200,000	\$165,269	\$220,359	\$226,000	
Town Shop	\$4,203	\$10,000	\$2,682	\$7,576	\$11,600	
Highway Equipment	\$16,215	\$15,000	\$310,085	\$310,085	\$165,000	
Roads Engineering	\$0	\$0	\$0	\$0	\$0	
Tree Removal	\$40,529	\$40,000	\$28,010	\$28,010	\$40,000	
Set Aside for 2027						
	\$790,998	\$787,655	\$719,462	\$1,031,630	\$987,100	
Public Works - Recycling						
Recycling Dept. Labor	\$28,491	\$30,000	\$19,637	\$26,483	\$33,000	
Recycling			\$7,204	\$9,605	\$9,500	
Recycling Container Rental			\$253	\$361	\$432	
Other Related Recycling Expenses	\$5,574	\$10,000	\$7,457	\$9,943	\$12,900	
Solid Waste	\$27,691	\$30,000	\$15,744	\$20,992	\$27,600	
	\$61,756	\$70,000	\$50,295	\$67,384	\$83,432	
Health & Human Services						
Animal Control	\$1,338	\$2,500	\$659	\$900	\$1,000	
Cemetery	\$539	\$750	\$0	\$750	\$5,500	2025 Lawn tractor paid for out of DF
	\$1,877	\$3,250	\$659	\$1,650	\$6,500	
Culture & Recreation						
Parks Labor, Fuel, Basic Expenses					\$5,500	
Parks Special Project					\$7,500	Halverson Park Bridge
	\$1,842	\$2,000	\$1,360	\$1,813	\$18,500	2025 Lawn tractor paid for out of DF
Conservation & Development						
	\$10,638	\$11,000	\$1,575	\$10,450	\$12,270	celebrations and committee pay
Zoning Administrator (& Assistant)						
	\$11,641	\$12,000	\$7,042	\$11,000	\$12,000	
Debt Service						
BCPL Loan Repayment - Grader	\$81,344	\$81,944	\$81,344	\$81,344	\$9,698	principal + interest
BCPL Loan Repayment - Truck & Tractor	-	-	-	-	\$68,763	
	\$81,344	\$81,944	\$81,344	\$81,344	\$78,461	
Capital Outlay						
	\$15,000	\$15,000	\$0	\$15,000	\$0	

Future Facilities						
\$5,000		\$0		\$0		\$0
Contingency Fund						
\$15,000		\$15,000		\$0		\$5,017
TOTAL EXPENSES	\$1,271,244	\$1,328,898	\$1,106,707	\$1,537,462	\$1,479,786	

August 2025 Actuals

Projected 2025 Totals

dues	\$2,320.03
workshops	\$834.30
memorials	
mileage	\$268.80
Board Expense - Other	\$40.00
total	\$3,463.13

dues	\$2,320.03
workshops	\$1,000.00
memorials	\$0.00
mileage	\$350.00
Board Expense - Other	\$40.00
total	\$3,710.03

Office	\$4,851.50
Web	
Postage	\$1,213.57
General Govt Other	\$15.00
background checks	\$35.00
Phone/Internet	\$1,447.58
total	\$7,562.65

Office	\$6,064.38
Web	\$1,652.00
Postage	\$1,500.00
General Govt Other	\$15.00
background checks	\$35.00
Phone/Internet	\$1,930.11
total	\$11,196.49

Election Notices and Exper	\$8,356.51
Wages	\$3,436.25
Total Election	\$11,792.76

Election Notices and Exper	\$8,356.51
Wages	\$3,436.25
Total Election	\$11,792.76

heat	\$764.99
lights	\$1,143.00
Security System	\$254.86
cleaning	\$1,087.69
misc Supplies and Exp	\$1,387.19
TH exp Other	\$149.50
total	\$4,787.23

heat	\$1,019.99
lights	\$1,524.00
Security System	\$286.48
cleaning	\$1,450.25
misc Supplies and Exp	\$1,849.59
Water Filtration	\$300.00
Projects	\$5,000.00
TH exp Other	\$299.00
total	\$11,729.31

Fire Calls	\$8,558.56
Fire Equipment	\$0.00
Fire Inspections	\$0.00
Fire Numbers	\$59,940.00
Total	\$68,498.56

Fire Calls	\$11,410.66
Fire Equipment	\$0.00
Fire Inspections	\$1,000.00
Fire Numbers	\$59,940.00
Total	\$72,350.66

Public Works - Recycling	\$7,203.99
Recycling Container	\$253.12
PW - Recycling - Other	
Total	\$7,457.11

Public Works - Recycling	\$9,605.32
Recycling Container	\$361.12
PW - Recycling - Other	
Total	\$9,966.44

town celebrations	1575.37
Cemetery Committee	
Plan Commission (& Subs)	
Parks Committee	

town celebrations	1575.37
Cemetery Committee	\$450
Plan Commission (& Subs)	\$5,000
Parks Committee	\$1,350

Roads Committee
Recycling Committee

total

\$1,575

Roads Committee
Recycling Committee

total

\$1,725
\$350
\$10,450

2026 Requests

dues	\$2,400.00
workshops	\$1,000.00
memorials	\$0.00
mileage	\$350.00
Board Expense - Other	\$50.00
total	\$3,800.00

Office	\$5,000.00
Web	\$1,652.00
Postage	\$1,500.00
General Govt Other	\$20.00
background checks	\$35.00
Phone/Internet	\$1,900.00
Tech Updates	\$1,500.00
total	\$11,607.00

QB, Adobe, Subscriptions, office supplies & equip

bank fees

Town hall phone/internet, Verizon

Chair Device replacement

Election Notices and Expense	\$3,000.00
Wages	\$7,000.00
Total Election	\$10,000.00

heat	\$1,200.00
lights	\$1,500.00
Water Filtration	\$360.00
Security System	\$200.00
cleaning	\$1,800.00
misc Supplies and Exp	\$1,800.00
TH exp Other	\$300.00
Projects	\$10,000.00
total	\$17,160.00

holding tank pumping, water service

Pest Control

furnace and ramp refurbishment

Fire Calls	\$12,000.00
Fire Equipment	\$0.00
Fire Inspections	\$1,000.00
Fire Numbers	\$76,650.00
Total	\$89,650.00

Will go from \$60 to \$75/number in 2026

Recycling Expenses moved to Recycling Budget

town celebrations	1575.37		Holiday reception, bonuses and add'l celebrations
Cemetery Committee	\$450		
Plan Commission (& Subs)	\$6,050		
Parks Committee	\$1,845		

Roads Committee	\$1,725
Recycling Committee	\$625
total	\$12,270

Payroll and Liabilities as of 8/31/25

<u>Recycling</u>		<u>Roads</u>		<u>Board</u>	
Albert taxes	\$316.67	DF taxes	\$9,740.68	Mary F Taxes	\$153.64
Chris taxes	\$232.50	RS taxes	\$11,002.19	John taxes	\$180.74
Garrett taxes	\$89.80	Wages	\$101,004.41	Terry taxes	\$304.01
Kaleb taxes	\$417.76	holiday pay	\$3,504.00	Joe taxes	\$323.30
Joe M taxes	\$128.24	Overtime	\$34,996.45	Brad taxes	\$321.30
Mary M taxes	\$109.38	PTO	\$3,157.00	Diana taxes	\$360.87
Kristin taxes	\$68.63	Clothing & Cleaning	\$1,863.84	Siri taxes	\$332.45
Diana taxes	\$67.29	Total	\$165,268.57	Chair wages	\$8,895.85
Greg taxes	\$26.03			Sup wages	\$17,091.70
Manager wages	\$4,122.90			BOR	\$100.00
Asst Wages	\$13,382.68			Total	\$28,063.86
Scheduler Wages	\$675.00				
Total	\$19,636.88				

<u>Treasurer</u>		<u>Clerk</u>		<u>Zoning</u>	
Taxes	\$661.80	taxes	\$4,585.13	Don taxes	\$311.17
Wages	\$8,651.01	wages	\$31,380.00	Jerome taxes	\$58.71
Qtrly Bonus	\$750.00	Qtrly Bonus	\$900.00	wages	\$4,834.96
Travel, Supply & Ex	\$15.99	Travel, Supply & Expense	\$1,165.00	Mtgs, Mileage,	\$1,837.00
Total	\$10,078.80	Total	\$38,030.13	Total	\$7,041.84

Item	Description	Requested Amount
Intern	Hire intern with vehicle and tow hitch to maintain parks. Duties to include mowing parks, town hall, trimming trails and general park maintenance. Estimated 30 hours per month for 3 months @ 20/hour. Budget includes reimbursement for mileage.	\$3,000
Contract		
Mowing	Continue contract with Mark Anderson to mow Hillwood Park	\$600
Corrections	with major parks work to include tree and brush clearing and assistance with special projects.	\$750
Assistance		
Fuel	Purchase fuel for lawn tractor and other gas powered equipment from Kwik Trip and Ace Hardware	\$250
Equipment		
Rental	Wood chipper and stump grinder for park maintenance projects	\$400
Misc. Exp.	Equipment repairs / maintenance, paint, and small tool purchase	\$500
	Total Basic Budget Request	\$5,500
Special Project	Funds to restore bridge over Chub Creek at Halverson Park using donated I-beams or bus frame. Budget estimate targets moving and placement on site, new footings, wood decking, hand rails, and related cutting, welding or fabrication.	\$7,500
	Total 2026 Budget Request	\$18,500

Roads Dept Budget Request 2026

Public Works Administration

Signs	Rebuild	2,000.00
	General	5,000.00
		7,000.00

Engineering **0.00**

Shop Maintenance/Utilities	Heating	6,000.00
	Electric	3,600.00
	Repairs	2,000.00
		11,600.00

Fuel and Oil	Rebuild	9,000.00
	Snow	10,000.00
	Mowing	6,000.00
		25,000.00

Misc **0.00**

Committee Pay

Supplies and Repairs

Rebuild Repairs	3,000.00
Snow Repairs	10,000.00
Mowing Repairs	1,500.00
Cones	100.00
Barricades	150.00
Vests, hard hats, etc	250.00
Hand tools	500.00
Power tools	1,000.00
General Repairs	20,000.00
General Supplies	25,000.00
	61,500.00

Total Public Works Administration 105,100.00

Public Works Street Maintenance and Construction

Road Materials	Grinding	8,000.00
	Breaker Rock	40,000.00
	Base	40,000.00
	Hauling	35,000.00
	Shouldering	6,000.00
	Blacktop	172,000.00
	Culverts	10,000.00
	Black Dirt	4,000.00
	Seed	2,000.00
	Custom Hire	20,000.00
	Blade Patch	34,000.00
	Chips & Sand	6,000.00
	Sealcoat	45,000.00
		422,000.00

Tree Work	Rebuilding	0.00
	Removal	35,000.00

	Trimming	3,500.00	
	Equipment/Supplies	1,500.00	
		<u>40,000.00</u>	
Wages & liabilities			
	Wages	135,000.00	
	Retirement	12,300.00	
	Social Security	14,200.00	
	Work Comp	4,000.00	
	General OT	25,000.00	
	Snow OT	10,000.00	
	Rebuild OT	10,000.00	
		<u>210,500.00</u>	
Salt/Sand			
	Salt Sand	10,000.00	
	Salt	5,000.00	
	Brine	4,000.00	
		<u>19,000.00</u>	
Clothing/Cleaning		3,120.00	
Culverts		10,000.00	
Bridges		0.00	
Total Public Works Street Maint. and Const.			704,620.00

Highway Equipment Outlay

	Snow plow equip	\$160,000.00	
	misc new small	5,000.00	
	Total Highway Equipment Outlay		165,000.00
	<u>Debt Service</u>		
Highway Debt Service			
Principal	Grader Loan	9,461.23	
Highway and Street Interest			
and Fiscal Charges	Grader Loan	500.00	
Highway Debt Service			
Principal	Truck & Tractor loan	58,999.03	
Highway and Street Interest			
and Fiscal Charges	Truck & Tractor loan	9,764.38	
		<u>78,724.64</u>	
	Total Highway Debt Service		78,724.64

Total Roads Dept Budget Request 1,053,444.64

Cemetery Budget Request 2025

Driveway to Mt. Zion	\$3,000
Glass Valley	\$2,000
Donation to Town and Country 4H	\$500
Total Request	\$5,500

Recycling Dept Budget Request 2026

Recycling Labor	33,000.00
Public Works - Recycling	9,500.00
Recycling Container	432.00

PW - Recycling - Other	
Consulting	\$300.00
Utilities 25% of Town	\$1,000.00
Repairs/Maintenance	\$1,500.00
Printing 20% of Town	\$500.00
Office Supply 20% of Town	\$550.00
Subscriptions 20% of Town	\$350.00
Employee Meals	\$1,500.00
Insurance 15% of Town	\$2,200.00
Improvements	\$5,000.00

12,900.00

Solid Waste	27,600.00
-------------	-----------

Total	83,432.00
-------	-----------

Committee Pay	625	Goes into Conservation & Dev
---------------	-----	------------------------------

Town of River Falls

10/6/2025 11:33 AM

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

From 09/15/2025 through 10/06/2025

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
09/23/2025			1st Nat. BK of RF:Mo...	Deposit			35,000.00	49,208.25
09/24/2025	28778	Royal Credit Union	MM Transfer to CD		10,000.00			39,208.25
09/25/2025	1308	EFTPS	-split-	39-6006086	1,537.66			37,670.59
09/25/2025	28779	Fristad, Christopher	-split-		231.20			37,439.39
09/25/2025	28780	Flick, Dalton	-split-		2,081.84			35,357.55
09/25/2025	28781	Johnson, Kaleb LG	-split-		306.45			35,051.10
09/25/2025	28782	Schaar Jr., Robert A	-split-		2,348.52			32,702.58
09/25/2025	28783	Loffler	General Government:B...		232.14			32,470.44
09/25/2025	28784	Mark Anderson	Culture and Recreation...		50.00			32,420.44
09/25/2025	28785	Pierce County Treasu...	General Government:T...	Final Dog Lice...	93.00			32,327.44
09/25/2025	28786	City of River Falls	Public Safety:Fire Insp...		1,050.00			31,277.44
09/25/2025	28787	Scott Construction, I...	Public Works - Roads:...		14,235.00			17,042.44
09/25/2025	28788	McCoy Construction ...	Public Works - Roads:...		1,101.40			15,941.04
09/25/2025	28789	US Bank	-split-	4484-7301-144...	2,669.16			13,271.88
10/06/2025	28790	Kozak, Rita M	-split-		1,048.53			12,223.35
10/06/2025	28791	Foster, Mary J	-split-		563.09			11,660.26
10/06/2025	28792	Kusilek (employee), ...	-split-		788.64			10,871.62
10/06/2025	28793	Mahoney, Joseph M	-split-		620.86			10,250.76
10/06/2025	28794	Meyer, Sarah K	-split-		3,036.89			7,213.87
10/06/2025	28795	Mogen (supervisor), ...	-split-		329.83			6,884.04
10/06/2025	28796	Smith (supervisor), Siri	-split-		454.57			6,429.47
10/06/2025	28797	Terry Kusilek	General Government:B...		100.10			6,329.37
10/06/2025	28798	Rita Kozak	General Government:T...		250.00			6,079.37
10/06/2025	28799	Meyer, Sarah K	-split-		566.26			5,513.11