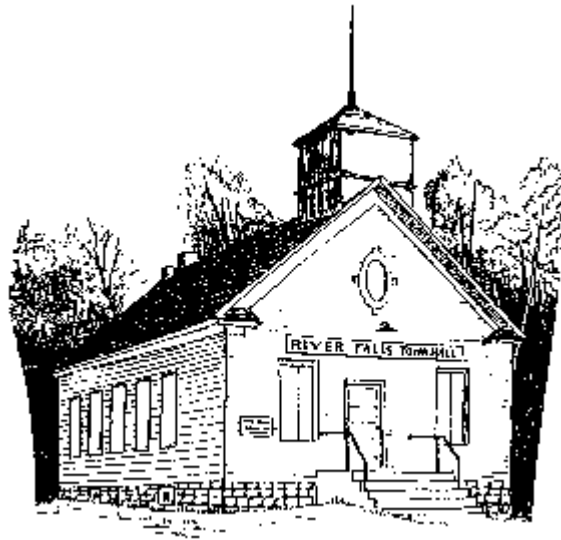


Town of River Falls Town Board

1/20/2026 Meeting Materials



TOWN OF RIVER FALLS

The following River Falls Town Meetings will meet on Tuesday, January 20, 2026, beginning at 5:30 P.M. at the River Falls Town Hall, W9015 770th Ave.

5:30 P.M. – Plan Commission Agenda: Minutes from 1/5/26 Plan Commission Meeting; Minutes from 1/5/26 Joint Public Hearing on Impact Fees; Minutes from 1/5/26 Joint Public Hearing on CUP Modifications For Forestville Winery and Event Center; Minutes from 1/5/26 Joint Public Hearing for Proposed CUP for Jodi and Michael Tracy; Zoning Administrator Report; Updates from Planning Commission Sub-Committees; Discuss Conditional Use Permit Modifications for Forestville Winery and Event Center; Discuss Conditional Use Permit Application for a Jodi and Michael Tracy; Discuss Multi-Family Dwellings; Public Comments & Requests; A quorum of Town Board members may be present.

6:30 P.M. – Town Caucus The Town of River Falls 2026 caucus will be held on Tuesday, January 20, 2026, at 6:30 P.M. at the River Falls Town Hall, W9015 770th Ave. Nominations will be taken for the Town Board Supervisor III and Supervisor IV positions. Elections for these positions will take place on Tuesday, April 7, 2026.

7:00 P.M. – Town Board

Call to order

Consider for approval or other action:

1. Approve Agenda
2. Minutes from January 5, 2026, Regular Board Meeting
3. Financial/Fire Call Report
4. Public Comments and Requests
5. Zoning Administrator Report
6. Plan Commission Report
7. Approve 2026 Pierce County Drug Consortium Agreement
8. Approve 2026 E-Cycle Report
9. Board and Staff Communications
10. Audit and Pay Bills
11. Future Agenda Items
12. 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, and at the River Falls Town Hall, W9015 770th Avenue, 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, January 5, 2026, River Falls Town Hall

Elected officials and staff present: Terry Kusilek, Chair; Mary Foster, Siri Smith, Joe Mahoney, Supervisors; Rita Kozak, Treasurer; Sarah Meyer, Clerk; Don Rodewald, Zoning Administrator; Guests present: Angela, Mary Merta, Wendy DiPeso, Maureen Ash,

The meeting was called to order by Chair Terry Kusilek at 7:58pm. Joe made a motion that the agenda be approved with amended order. Siri seconded. M.C.

Joe moved to approve the minutes of the December 15, 2025, Joint Public Hearing. Mary seconded. M.C.

Joe moved to approve the minutes of the December 15, 2025, Regular Board meeting. Siri seconded. M.C.

Plan Commission Report: Siri shared that the Plan Commission recommends the acceptance of the sample ordinance for Impact Fees with fees set from time to time by the Town Board. The sample document should be sent to the Town Attorney for review and finalization. Joe second. M.C. Siri also reported that the Plan Commission table the Forestville Winery CUP modification review and the CUP approval for the proposed coffee shop to the January 20, 2026 meeting. The Plan Commission also recommended the approval of the revised Conditional Use Permit with no additional changes for the Marzolf Company to the Board.

Financial Report/Fire Call Report: Treasurer Rita provided the Treasurer's Report. The current available balance is \$472,130.61. Joe moved, and Mary seconded to approve the financial and fire call reports. M.C.

Public Comments & Requests: Mary Merta asked if the Road Committee has discussed legacy trees and if they can be saved in road right of way? Brad and Terry shared that it will be handled on a case-by-case basis. Wendy DiPeso shared a situation where the property owner thought large trees would be saved but they were cut.

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

Discuss and Take Action on Ordinance 2026-1: Impact Fees: Joe recommended approval of the needs assessment report as submitted by Stantec. Mary seconded. M.C. Mary moved that the ordinance language be adjusted as discussed and the draft sent to Attorney Loberg for final review. Joe seconded. M.C.

Discuss and Take Action on Conditional Use Permit Modifications for Forestville Winery and Event Center, W8101 690th Ave: Tabled to January 20, 2026, Plan Commission meeting

Discuss and Take Action on a Conditional Use Permit Application for Jodi and Michael Tracy, N6644 950th Street.: Tabled to January 20, 2026, Plan Commission meeting

Discuss and Take Action on Modified Conditional Use Permit for the Marzolf Company, LLC, N8705 County Road W: Mary made a motion to accept Plan Commission recommendation to approve the revised Conditional Use Permit with no additional changes for the Marzolf Company. Siri seconded.

Set Date for 2025 Year End Budget Review Meeting: Brad made a motion to set the date of the 2025 Year End Budget Review Meeting for Thursday, January 22 starting at 10:00am. Siri seconded. M.C. Siri recommended the Board follows the budget schedule as laid out by Sarah.

Discuss and Take Action on Snow Parking Violation Tow Policy and Fees: Terry has spoken with Melstrom Towing Company to enter a contract for towing vehicles that are in the right of way during snow events. Mary moved to allow Terry to sign contract with Melstrom for towing.

Update Policy on Committee Minutes: Mary moved to approve the addition to Board policy that allows minute takers for the Plan Commission meetings only to be paid a stipend determined by the Board from time to time. Joe seconded. M.C.

Board and Staff Communications: Brad complimented Rob and Dalton on their work with all the winter weather in the last few weeks. Don shared that the Zoning staff is compiling a list of Conditional Use Permits in the town. They have found 55 existing permits, about half were issued by County prior to 1994. The County has agreed to assist with researching and getting copies to us. They know of about 15 are not currently active. Terry either talked to and/or gave letters to residents that pushed snow across the roadway. He is working with Rob and Dalton to review the proper road speed and signage on Reviewing proper road speed on 920th Street.

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

Future Agenda items:

- Approve Agenda
- Minutes from December 15, 2025, Regular Board Meeting
- Financial/Fire Call Report
- Public Comments and Requests
- Zoning Administrator Report
- Plan Commission Report
- Approve 2026 E-Cycle Report
- 2025 Pierce County Drug Consortium
- Board and Staff Communications
- Future Agenda Items
- Audit and Pay Bills
- Adjourn

Brad moved to adjourn. Siri seconded. M.C. Meeting adjourned at 9:17pm.

01/19/26

Town of River Falls
Profit and Loss Detail
January 5 – 20, 2026

Type	Date	Num	Name	Memo	Clr	Split	Amount	Balance
Ordinary Income/Expense								
Income								
Fire Protection								
Fire Inspection Fees								
Deposit	01/07/26	1521	Riverview Bluff LLC	FI 5360		Money Market Acc...	50.00	50.00
Total Fire Inspection Fees							50.00	50.00
Total Fire Protection							50.00	50.00
Intergovernmental Revenue								
Highway Aid								
Deposit	01/05/26	Cash	WI DOT	Gen Transp Aid ...		Money Market Acc...	43,964.65	43,964.65
Total Highway Aid							43,964.65	43,964.65
Special Charges								
Deposit	01/06/26	Cash	Pierce County Treasurer	Special Charge---		Money Market Acc...	550.00	550.00
Total Special Charges							550.00	550.00
Total Intergovernmental Revenue							44,514.65	44,514.65
Licenses and Permits								
Dog License Fees/Kennel								
Deposit	01/07/26	15404	Daniel Webb	DL 5356		Money Market Acc...	7.00	7.00
Deposit	01/07/26	8852	Carlos Figi	5357		Money Market Acc...	7.00	14.00
Deposit	01/07/26	1128	Richard Jones Witthuhn	DL 5358		Money Market Acc...	12.00	26.00
Deposit	01/07/26	10921	Keith Brux	DL 5359		Money Market Acc...	12.00	38.00
Deposit	01/07/26	138	Stephanie Heinen	DL 5361		Money Market Acc...	7.00	45.00
Deposit	01/07/26	14987	Dennis Behnke	DL 5362		Money Market Acc...	36.00	81.00
Deposit	01/07/26	11801	Natalie Hetchler	DL 5363		Money Market Acc...	14.00	95.00
Deposit	01/07/26	9682	Susie Swenson	DL 5364		Money Market Acc...	7.00	102.00
Deposit	01/07/26	15658	Mark Andrlr	DL 5365		Money Market Acc...	7.00	109.00
Deposit	01/07/26	1011	Scott Eng	DL 5366		Money Market Acc...	7.00	116.00
Deposit	01/07/26	11494	Matthew Woiwode	DL 5368		Money Market Acc...	7.00	123.00
Deposit	01/07/26	8820	Sharon Radosevich	DL 5369		Money Market Acc...	7.00	130.00
Deposit	01/07/26	8599	Nancy Sweet	DL 5370		Money Market Acc...	14.00	144.00
Deposit	01/07/26	24102	Kelly Bopray	DL 5371		Money Market Acc...	14.00	158.00
Deposit	01/07/26	6443	Kristina Strub	DL 5372		Money Market Acc...	7.00	165.00
Deposit	01/07/26	1746	Martin Henkemeyer	DL 5373		Money Market Acc...	7.00	172.00
Deposit	01/07/26	2798	Tim Cashman	DL 5374		Money Market Acc...	12.00	184.00

01/19/26

Town of River Falls
Profit and Loss Detail
January 5 – 20, 2026

Type	Date	Num	Name	Memo	Clr	Split	Amount	Balance
Deposit	01/07/26	2146	Troy Connolly	DL 5375		Money Market Acc...	7.00	191.00
Deposit	01/13/26	16110	David Trechter	DL 5393		Money Market Acc...	14.00	205.00
Deposit	01/13/26	3416	Michael O'Connor	DL 5394		Money Market Acc...	14.00	219.00
Deposit	01/13/26	10568	Robert McRobert	DL 5395		Money Market Acc...	7.00	226.00
Deposit	01/13/26	9966	Joseph Matzek	DL 5396		Money Market Acc...	7.00	233.00
Deposit	01/13/26	Cash	Tracy Vanasse	DL 5397		Money Market Acc...	7.00	240.00
Deposit	01/13/26	3376	Jill Wurdell	DL 5398		Money Market Acc...	12.00	252.00
Total Dog License Fees/Kennel							252.00	252.00
Other Licenses								
Deposit	01/07/26	22610	River City Disposal	Hauler License 5...		Money Market Acc...	200.00	200.00
Deposit	01/13/26	20014...	Waste Management	Hauler License 5...		Money Market Acc...	200.00	400.00
Total Other Licenses							400.00	400.00
Total Licenses and Permits							652.00	652.00
Other Revenue								
Miscellaneous								
Deposit	01/12/26	Cash	Westconsin Credit Union	Closed Westcons...		Money Market Acc...	5.00	5.00
Total Miscellaneous							5.00	5.00
Total Other Revenue							5.00	5.00
Public Charges for Services								
Recycling Center								
Deposit	01/07/26	12003	Peter Stern	Recycling 5351		Money Market Acc...	50.00	50.00
Deposit	01/07/26	2457	Kris Torkelson	Recycling 5352		Money Market Acc...	14.00	64.00
Deposit	01/07/26	5673	Thomas Kramolis	Recycling 5353		Money Market Acc...	12.00	76.00
Deposit	01/07/26	461	Lukas Nelson	Recycling 5354		Money Market Acc...	12.00	88.00
Deposit	01/07/26	Cash	Joe Mahoney	Recycling 5355		Money Market Acc...	767.65	855.65
Deposit	01/12/26	2267	Rocky Branch Vet Services	Recycling 5380		Money Market Acc...	48.00	903.65
Deposit	01/12/26	1036	Timothy Bylander	Recycling 5381		Money Market Acc...	40.00	943.65
Deposit	01/12/26	6079	Randall Mittag	Recycling 5382		Money Market Acc...	21.00	964.65
Deposit	01/12/26	2328	Donna Gilbertson	Recycling 5383		Money Market Acc...	20.00	984.65
Deposit	01/12/26	12724	Terry Kusilek	Recycling 5384		Money Market Acc...	20.00	1,004.65
Deposit	01/12/26	11048	Terry Knutson	Recycling 5385		Money Market Acc...	15.00	1,019.65
Deposit	01/12/26	467	Lukas Nelson	Recycling 5386		Money Market Acc...	9.00	1,028.65
Deposit	01/12/26	2460	Kris Torkelson	Recycling 5387		Money Market Acc...	8.00	1,036.65
Deposit	01/12/26	466	Lukas Nelson	Recycling 5388		Money Market Acc...	3.00	1,039.65

01/19/26

Town of River Falls
Profit and Loss Detail
January 5 – 20, 2026

Type	Date	Num	Name	Memo	Clr	Split	Amount	Balance
Deposit	01/12/26	Cash	Joe Mahoney	Recycling 5389		Money Market Acc...	1,054.90	2,094.55
Total Recycling Center							2,094.55	2,094.55
Total Public Charges for Services							2,094.55	2,094.55
Taxes								
Forest Crop/MFL Tax Collected								
Deposit	01/06/26	Cash	Pierce County Treasurer	MFL Tax 5378		Money Market Acc...	5,392.36	5,392.36
Deposit	01/13/26	Cash	Pierce County Treasurer	MFL Taxes 5391		Money Market Acc...	1,005.80	6,398.16
Deposit	01/20/26	Cash	Pierce County Treasurer	MFL Taxes 5399		Money Market Acc...	3,205.33	9,603.49
Total Forest Crop/MFL Tax Collected							9,603.49	9,603.49
Personal Property Taxes								
Deposit	01/13/26	Cash	Pierce County Treasurer	Personal Propert...		Money Market Acc...	1,140,791.59	1,140,791.59
Total Personal Property Taxes							1,140,791.59	1,140,791.59
Property Taxes								
Deposit	01/06/26	Cash	Pierce County Treasurer	Property Tax 5376		Money Market Acc...	1,106,140.59	1,106,140.59
Deposit	01/20/26	Cash	Pierce County Treasurer	Property Tax 5399		Money Market Acc...	337,287.25	1,443,427.84
Total Property Taxes							1,443,427.84	1,443,427.84
Total Taxes							2,593,822.92	2,593,822.92
Total Income							2,641,139.12	2,641,139.12
Net Ordinary Income							2,641,139.12	2,641,139.12
Net Income							2,641,139.12	2,641,139.12

TOWN OF RIVER FALLS**TREASURER'S REPORT****January 20, 2026**

FNBRF MONEY MARKET	\$ 1,984,730.50	1/20/26	
TRANSFERS	\$ 30,000.00	1/6/26	
	\$ 935,000.00	1/8/26	
	\$ 10.00	1/9/26	
DESIGNATED FUNDS IN MM	\$ - 44,937.00	Highway Equip't	
	\$ - 40,000.00	Capital Outlay	
MONEY MARKET AVAILABLE	\$ 1,899,793.50		
ROYAL CREDIT UNION	\$ 25.26	Business Savings	
	\$ 330,325.18	Entity Account	
	\$ -20,688.44		
		Impact Fees	OPEN NEW ACCOUNT
RCU AVAILABLE	\$ 309,636.74		
TOTAL AT BOTH BANKS	\$ 2,209,430.24		
RECOMMENDED RESERVE	\$ 445,653.00		
AVAILABLE FUNDS	\$ 1,763,777.24		

Board Approval of E-cycle Collector State Report

Request legal review of changes to responsible unit recycling ordinance that will be required by April 30, 2026. The sample ordinance will need to be integrated into the existing Town ordinance prior to sending for review.

Zoning Report Jan 5 – Jan 21, 2026

- 1/10 W8101 690th Ave. – Site visit to investigate zoning use. Only one pull type camper on site in storage. No sign of recent use.
- 1/16 N6644 950th St. – Site visit to verify adequate parking and access for Rural Home Occupation conditional use permit. Photos taken.

TOWN OF RIVER FALLS 2025 PERMITS

DATE	PERMIT #	NAME	ADDRESS	PROJECT	SECTION	Range	Insp	FEE	CHECK #	\$ VALUE
1/18/2025		1 Tom Sitz	W7485 855th St.	Ag Storage Bldg	1	18W	n	\$120.00	14842	\$100,000
1/28/2025		2 Ryan Pechacek	W9247 800th Ave	Ag Storage Bldg	17	18W	n	\$120.00	120	\$20,000
1/28/2025		3 Ryan Pechacek	W9247 800th Ave	Ag Storage Bldg	17	18W	n	\$120.00	120	\$20,000
2/6/2025	B-25-250068	Steve and Gail Cudd	W8605 760th Ave.	basement finishing	21	18W	y	\$120.00	52314	\$55,000
3/12/2025	25-111	Scott Kusilek	W9905 710th Ave.	Ag Storage Bldg	24	19W	n	\$120.00	1607	\$135,000
4/7/2025		6 David Dubois	902nd St.	Driveway/field access permit	17	18W	n	\$75.00	5062	
4/7/2025		7 Robert and Margaret Fischer	W10364 887th Ave.	above ground pool replacement	27	19W	n	\$120.00	2131	\$7,500
4/7/2025		8 William and Constance Herris	N8452 1015th St.	Dwelling Alteration	17	19W	y	\$120.00	3709	\$115,000
4/7/2025		Mike and Shelby Hagene	N7902 830th St.	Dwelling Site Review	15	18W	n	\$175.00	5258	
4/8/2025		10 Brad Peterson	N8190 1015th St.	Deck Replacement	11	19W	y	\$120.00	cash	\$30,000
4/12/2025	25-101	David Harper	W8627 830th Ave.	Site Review, Dwelling, Impact Fee	9	18W	y	\$2,673.70	6218	\$600,000
4/17/2025		12 Mike Kleis	W7753 810th Ave.	Ag Storage Bldg	14	18W	n	\$120.00	4209	\$40,000
4/21/2025		13 Jason Hopkins	N7422 Cty Rd O	Deck on accessory bldg	21	18W	n	\$120.00	2998	\$5,000
4/21/2025	25-109	Drew and Megan Wieser	N7971 747th St.	Site Review, Dwelling Replacement	13	18W	y	\$1,375.00	3094	\$2,300,000
4/29/2025		Eric and Mary Bergman	N7984 870th St.	Demolition dwelling	16	18W	n	\$100.00	7040	
5/16/2025	25-104	Jesse Fischer	W8788 650th St.	Attached Garage	23	18W	y	\$120.00	2053	\$40,000
5/21/2025	25-102	Mike and Shelby Hagene	N7902 830th St.	Dwelling Replacement	15	18W	y	\$1,200.00	5262	\$950,000
5/28/2025		18 Brian Kusilek	N7936 988th St.	Ag Storage Bldg	13	19W	n	\$120.00	2403	\$40,000
6/23/2025	25-105	Ed and Paula Whitman	W8201 830th Ave	Attached Deck	10	18W	y	\$120.00	6843	\$12,000
6/30/2025	25-106	Eric and Mary Bergman	N7984 870th St.	Dwelling Replacement	16	18W	y	\$1,200.00	5870	\$625,000
7/2/2025	25-103	Jason Maier	W9507 710th Ave.	Dwelling Replacement	30	18W	y	\$1,200.00	3459	\$405,000
7/2/2025		22 Grant and Jennifer Varo	770th St.	Dwelling Site Review	2	18W	n	\$175.00		
7/7/2025		23 David Kusilek	W10175 690th Ave.	Ag Storage Bldg	26	19W	n	\$120.00	8786	\$70,000
7/8/2025		24 Grant and Jennifer Varo	770th St.	Driveway/field access permit	2	18W	n	\$75.00		
7/9/2025	25-108	Joe Hackbarth	W10217 865th Ave.	Bath Remodel	2	19W	y	\$120.00	5938	\$35,000
7/14/2025	25-107	Grant Uebel	N8854 1047th Ave.	Attached Deck	2	19W	y	\$120.00	2378	\$16,000
7/14/2025	25-112	Donna Christiansen	N8362 900th St.	Dwelling Alteration	9	18W	y	\$120.00	2398	\$300,000
8/3/2025		28 Tom Stoiber	W10006 State Hwy 29	Accessory Building	13	19W	n	\$120.00	5764	\$5,000
8/11/2025	25-110	Neil Anderson	N8004 and N8006 980th St.	Dwelling Alteration	13	19W	y	\$120.00	7737	\$300,000
8/21/2025	25-121	Zach Kuechenmeister	650th Ave	Driveway/field access permit	34	18W	n	\$75.00	2257	
9/10/2025	25-113	Greg Ullom	W7616 710th Ave.	Screen Porch	35	18W	y	\$120.00	6406	\$3,000
9/15/2025	25-117	Avant Builders LLC	N7372 Cty Rd O	Site Review, Dwelling, Impact Fee	21	18W	y	\$2,673.70	1647	\$455,000
9/17/2025		33 Kelly Heil	W7305 State Hwy 29	Ag Storage Bldg	1	18W	n	\$120.00	5384	\$50,000
9/17/2025		34 Jake Domagala	1031th St.	Driveway/field access permit	2	19W	n	\$75.00	1058	
9/24/2025	25-116	Troy & Shana Colburn	N7727 920th St.	Accessory Building	17	18W	y	\$120.00	5610	\$241,000
9/27/2025	25-115	Polka Dot Properties LLC	N8018 747th St.	Remodel	13	18W	y	\$120.00	19115	\$90,000
9/27/2025		37 Polka Dot Properties LLC	N8018 747th St.	Accessory Building	13	18W	n	\$120.00	19115	\$111,000
9/27/2025	25-123	Polka Dot Properties LLC	N8712 862nd St.	Remodel	4	18W	y	\$120.00	19115	\$96,000
10/13/2025		39 Lacey Nolan	W8877 State Hwy 29	Accessory Building	4	18W	n	\$120.00	1086	\$30,000
10/20/2025		40 Terry Kusilek	W9127 710th Ave.	Demolition dwelling	29	18W	n	\$100.00	12707	
10/21/2025	25-119	Dave and Danielle Vlastuin	N8031 925th St.	Deck Remodel	13	19W	y	\$120.00	53296	\$35,514
11/19/2025		42 James Pestorious	W9727 770th Ave.	Accessory Building	13	19W	n	\$120.00	106	\$40,000
11/30/2025		43 Thomas Dawald	W8374 770th Ave.	Ag Storage Bldg	15	18W	n	\$120.00	8804	\$20,000
5/5/2025	csml	Brad Jensen	W8899 770th Ave.	CSM	16	18W		\$350.00	5933	

6/26/2025 csm2	Duane Johnson	690th Ave	CSM	30	18W	\$350.00	5997
5/5/2025 r1	Town of River Falls	W9015 770th Ave.	A-2 to LI	17	18W	\$0.00	
6/23/2025 r2	Glen and Diane Leighty	W9138 710th Ave.	Rezone A-1 to A-2	29	18W	\$700.00	
					Total	\$15,352.40	\$7,397,014.00
					Impact Fees	\$2,597.40	
					Other	\$12,755.00	



Pierce County Wisconsin

Office of Administration

414 W. Main St. PO Box 128

Ellsworth, WI 54011

(715)273-6851

www.co.pierce.wi.us

Human Resource Manager

Allison Preble

Insurance/Risk Manager

Wanda Kinneman

Human Resources Specialist

Carter Schutz

Date: December 19, 2025

TO: CDL Program Consortium Participants

FROM: Wanda Kinneman, Testing Representative 

RE: Consortium Program Update - 2026

Your municipality has joined with Pierce County to form a consortium for the purpose of compliance with the rules issued by the Department of Transportation and the Federal Highway Administration. These rules mandate drug and alcohol testing for employees whose job duties require them to hold a Commercial Driver's License (CDL). Since that time the consortium has functioned to provide you with services to keep you in compliance with the regulations.

Through this memo I would like to remind you of your obligations as a member of the consortium. It is important that you review this document carefully to be aware of the requirements of our agreement and of your responsibilities as the contact person.

- **Policies:** Each employee subject to the testing must have a copy of your *Drug and Alcohol Testing Policy* and *Post Accident Information Kit*. The *Policy* was provided as a sample and may be modified to accommodate your needs. At a minimum you should personalize the policy by entering the name of your municipality and the contact person. The *Kit* is standard information.
- **Enrollment training:** Every employee subject to the regulations must have one hour of alcohol and drug misuse education and policy introduction. This information is available to your new employees who have not had the required training through a previous employer. At the time of hire, determine if your new employee has had the training. If he/she has not had the training, contact me and I will schedule a training and educational session.
- **Supervisors training:** The regulations require that each contact person must participate in 2 hours of drug and alcohol misuse education. The training provides information that assists managers in identifying the signs of alcohol and drug misuse in their employees. Please contact your insurance agent for this training.
- **Testing services:** On a regular basis I conduct computerized, random selection of program participants for drug and/or alcohol testing. All random testing is done at

Pierce County Highway Department. As the contact person I will mail you notification that your employee has been selected and the date and time of the scheduled testing. **It is your duty to deliver the notification to the employee the morning of and make certain that they comply with the notice. If there is a valid reason that the employee cannot participate on the scheduled test date, you must CONTACT ME IMMEDIATELY!!!**

- **Billing:** You are billed through my office for payment of medical services connected with the testing that is performed. You are responsible for making payment directly to the appropriate facility.
- **Fees:** Each municipality is responsible for payment of enrollment, training and annual fees. These fees cover the expenses of participating in the consortium.
 - **NEW Employee Enrollment and training fee:** \$75.00 per enrollee. New employees must be enrolled in the drug and alcohol program at the time of hire. An enrollment form is enclosed.
 - **Annual participation fee:** \$50.00 per enrollee. This fee covers the costs of participation in the consortium. This is billed to your municipality annually. I have enclosed a summary of your account and a billing statement for 2026.
 - **Supervisory training:** Regulations require that each contact person must participate in 2 hours of drug and alcohol misuse education. The cost of this service is determined by the facility that offers the training and payment would be made directly to that facility.
- **Payment:** Any payments for enrollment or training should be made payable to the Pierce County Treasurer and mailed to: Pierce County Courthouse, Human Resources Department, P.O. Box 128, Ellsworth, WI 54011. **I would like to have ALL paperwork/payment to me by January 30, 2026.**

Please take a minute and make sure that the information I have on file on behalf of your municipality is accurate. Updated material can be returned with the payment for services for 2026. With your continued cooperation the program will keep you in compliance with the regulations. Please contact me at 715-273-6851, if you have any questions.

Enc: Drug and Alcohol Consortium Enrollment form
Account Summary
2026 Billing Statement

Township of RIVER FALLS

Contact: Terry Kusilek
N7454 910th St
River Falls, WI
54022
Torf.chair@gmail.com
Address: 715-821-4049

Effective Date: 6/2025

Sup. Training: 8/2025

*Billing info to Sarah Meyer
clerk@riverfallstown.com
715-629-8240*

Employees subject to CDL Program

Name: Robert Schaar
N6491 790th St
Address: Beldenville, WI
54003

Enrolled: 2/6/03

Training: 12/13/2007

Dalton Flick
372 315th St
Wilson, WI 54027

Enrolled:
6/18/24

Enrollment and Fee Records – 2024 – Twsp. River Falls

Terry Kusilek-PT	1/29/24	\$55.00	Paid Delete 6/1
Robert Schaar	1/29/24	\$35.00	Paid
Andrew Rodewald-PT	1/29/24	\$55.00	Paid Delete 6/1

Enrollment and Fee Records – 2025 – Twsp. River Falls

Robert Schaar	1/30/25	\$35.00	Paid
Dalton Flick	1/30/25	\$35.00	Paid

Enrollment and Fee Records – 2026 – Twsp. River Falls

Robert Schaar			
Dalton Flick			

INVOICE

DATE: January 1, 2026

DESCRIPTION	AMOUNT
2026 Annual Enrollment Fee	
Robert Schaar	\$50.00
Dalton Flick	\$50.00
TOTAL	\$ 100.00

Make all checks payable to **Pierce County Treasurer, Mail to PO Box 128, Ellsworth, WI 54011**
If you have any questions concerning this invoice, contact Wanda Kinneman at 715-273-6851
Email: kinneman@co.pierce.wi.us

DRUG AND ALCOHOL CONSORTIUM ENROLLMENT

Complete this form ONLY for:

- enrolling new employees subject to testing, and
- change of address for employee or contact person, and
- a new Designated Representative/Contact Person.

Participating Municipality: _____

Designated Representative/Contact Person:

Name: _____

Telephone # (Home) _____ (Work) _____

Mailing address: _____

Employee subject to testing:

Name: _____ DOB: _____ Date of Hire: _____

Social Security # _____ Full time _____ Part time _____

Telephone # (Home) _____ (Work) _____

Home address: _____

All testing will be conducted at the Pierce County Highway Department with only infrequent exceptions.

Date of Drug and Alcohol Education Training through a previous employer:

Employer's name: _____ **Date of Training:** ____/____/____

(An employer is required to provide all persons with drug and alcohol education/instruction if the employee is required to have a CDL.)

Form must be returned along with \$75 (Pierce County Treasurer):

Pierce County Courthouse

Human Resources Department

Wanda K. Kinneman

P.O. Box 128

Ellsworth, WI. 54011

Telephone: 715-273-6851

Fax: 715-273-6853

State of Wisconsin Department of Natural Resources

E-Cycle Wisconsin Year 17 E-Cycle Collector Registration and Annual Report

Facility Name : Town of River Falls

Return By: February 1, 2026

Form 4400-257 Rev. 12-23

State of Wisconsin Dept. of Natural Resources

Contact

DNRWle-cycling@wisconsin.gov

Form Instructions

This form does not auto-save, so save your work often using the button at the top of the form. You must validate before submitting. Once you have completed and validated the form, click or tap the Submit button to finish.

Are you re-registering as an E-Cycle Wisconsin collector for the current program year?

☒ Yes

☐ No

Did you receive eligible electronic devices from other collectors registered with E-Cycle Wisconsin during the previous program year?

☐ Yes

☒ No

FACILITY AND CONTACT INFO

Contact DNRWle-cycling@wisconsin.gov if any of the contact information in this section needs to be updated.

A. Collector Information

Country: UNITED STATES

Mailing Address 1: W9015 770th Ave

Mailing Address 2:

City: River Falls State: WI Zip: 540224305

Website:

B. Contact Information

Contact Name: Rita M Kozak

Country: UNITED STATES

Mailing Address 1: W7843 810th Ave

Mailing Address 2:

City: River Falls State: WI Zip: 540224211

Phone: 715-425-8554 Ext:

E-Mail: rmvkozak@gmail.com

COLLECTION PROGRAM INFO

A: Collection Sites

List all sites at which you operate as a collector under E-Cycle Wisconsin, including planned one-day collection events. The DNR maintains a list of these sites on our website, with instructions that households and schools contact collectors to find hours, restrictions, fees and other information. If you do not yet have a site or event finalized, you may add it later by contacting us at DNRWle-cycling@Wisconsin.gov.

Site Name*

Address*

City *

State *

Zip *

County*

Primary Phone*

Ext

Site Type

We started collecting at this site*

We ended collecting at this site

Website

Notes

12/29/2009	
http://riverfallstown.com	Recycling Center open Wednesdays April-September 5 PM to 8 PM Saturdays Year Round 8 AM to 4 PM

B. Devices Accepted

The DNR includes this information on our list of registered collection sites to help the public find the services they need. Select the electronic devices you accept and the groups from which you accept them.

Device	
Cell phone accessories	
Cell phones	
Computer accessories	
Computer monitors	
DVD players	
DVRs	
Desktop computers	
Desktop printers/printer combos	
E-readers	
FAX machines	
Laptop/netbook/tablet computers	
Other	Modems, Routers, Radios/Stereos, Fax Machines, Photo Copiers, Landline Phones
Rechargeable batteries	
TV/monitor accessories	
Televisions	
VCRs	
Video game systems	

Groups
Households

ANNUAL COLLECTION DATA

Did you collect any eligible electronic devices under E-Cycle Wisconsin during the previous program year? ☒ Yes ☐ No

A. Weights of EEDs Collected

Enter the weights of eligible electronic devices you collected and sent to registered recyclers or collectors under E-Cycle Wisconsin during the previous program year.

If you collected eligible electronic devices from households and schools in both urban and rural counties, break the pounds out by these two categories. Enter a "0" if you did not receive pounds in one of these categories. If you did not track this, enter all pounds as urban.
Map of urban and rural counties

Did you send eligible electronic devices to another registered collector during the previous program year? ☐ Yes ☒ No

Did you send eligible electronic devices to a registered recycler during the previous program year? ☒ Yes ☐ No

Click or tap the Add button, then select the recycler's name from the drop-down list.

Recycler	Pounds from Urban Counties	Pounds from Rural Counties	Total Pounds
DYNAMIC LIFECYCLE INNOVATIONS (E-Cycle Recycler)	5,825.00	0.00	5,825.00

Total weight of EEDs sent to registered recyclers/collectors during previous program year: 5,825.00

We collected EEDs from Wisconsin households and covered schools during the previous program year that were NOT sent to a registered recycler. ☐

Total weight of EEDs collected during previous program year:

5,825.00

Of the above total weight of EEDs collected, how many pounds were collected from schools? (optional)

0.00

Describe how you ensure that only EEDs from Wisconsin households and covered schools are included in these totals?.*

Individuals who use the Town recycling facility and drop off electronics are Town residents.

B. Collected Materials Breakdown (Optional)

Do you have a breakdown of the weight of eligible electronic devices you collected by device type (e.g., TVs, computers)? ☒ Yes ☐ No

Provide a breakdown of the weights you collected in major categories, such as TVs and computers. This will help us understand the waste stream better and compare Wisconsin's collection with other states.

Recycled Material	Weight (in Pounds)
Desktop printers/printer combos	387.00
Televisions	3,709.00
Other EEDs	1,729.00

C. Collection Fees

If you charge fees for collecting EEDs under the program, provide information on the methods you use (e.g., charging \$10 for TVs or 20 cents/lb for all electronics)

Do you charge Wisconsin households and schools a fee for collection of EEDs? ☒ Yes ☐ No

(if yes) How are fees determined? (Check all that apply)

Price/lb ☐

Price/item ☒

Briefly describe your fees:

E-waste pricing is determined by the cost to the Town for recycling plus the handling fee by Town staff. The fee schedule is reviewed annually.

Other(describe) ☐

Do you limit the number of items that may be brought in at one time? ☐ Yes ☒ No

CERTIFICATIONS - 2026 E-Cycle Collector Registration and Annual Report

Collector Name :
Return To:

RIVER FALLS TOWN OF
Sarah Murray DNR
Waste & Materials Management
P.O. Box 7921, WA/5 Madison,
WI 53707-7921,
DNRWle-cycling@wisconsin.gov

All of the following statements must be true in order for you to be registered under s.287.17(7), Wis. Stats. If you have questions, contact DNRWI-ecycling@wisconsin.gov.

I/We have all governmental licenses or other approvals required to operate as an electronics collector. ☒

I/We have complied, and will continue to comply, with the E-Cycle Wisconsin collector requirements under s. 287.17(7), Wis. Stats., and all applicable health, safety, environmental and financial responsibility requirements. ☒

Enter the name and email of the person who prepared this form. This email will receive a confirmation message with a PDF copy of the submitted form.

Name of person submitting form

Rita Kozak

Email of person submitting form

rmvkozak@gmail.com

Signature name

I hereby certify that I am the person authorized to sign this form and that, to the best of my knowledge and belief, the information contained on this form is correct, true and complete ☐ Yes ☐ No

Contact: Rita M Kozak

Will someone other than the contact listed above be signing this form? ☐ Yes ☐ No

Signature Name	Signature	Signature Title
Rita M Kozak		

Note: After submitting, you will receive a PDF copy of your report, including a certifications page with space for a signature. Have the person listed on that page sign it and either mail or scan and email the page, following the instructions on the page.

Town of River Falls

1/20/2026 9:34 AM

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

From 01/05/2026 through 01/20/2026

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
01/05/2026	28959	Foster, Mary J	-split-		523.32			19,810.35
01/05/2026	28960	Kozak, Rita M	-split-		1,010.29			18,800.06
01/05/2026	28961	Kusilek (employee), ...	-split-		788.64			18,011.42
01/05/2026	28962	Mahoney, Joseph M	-split-		669.54			17,341.88
01/05/2026	28963	Meyer, Sarah K	-split-		3,045.94			14,295.94
01/05/2026	28964	Mogen (supervisor), ...	-split-		329.84			13,966.10
01/05/2026	28965	Smith (supervisor), Siri	-split-		454.57			13,511.53
01/05/2026	28966	Rodewald, Donald T	-split-		59.48			13,452.05
01/05/2026	28967	Rodewald, Jerome C	-split-		150.50			13,301.55
01/05/2026	28968	Don Rodewald	Zoning Administrator ...		264.88			13,036.67
01/05/2026	28969	Joe Mahoney	Public Works - Recycli...		15.00			13,021.67
01/05/2026	28970	Rita Kozak	General Government:T...		250.00			12,771.67
01/05/2026	28971	Meyer, Sarah K	-split-		369.21			12,402.46
01/06/2026			1st Nat. BK of RF:Mon...	Deposit			30,000.00	42,402.46
01/06/2026	1333	EFTPS	-split-	39-6006086	2,414.67			39,987.79
01/08/2026			1st Nat. BK of RF:Mon...	Deposit			935,000.00	974,987.79
01/08/2026	1334	St. Croix Valley Nat...	General Government:T...		170.69			974,817.10
01/08/2026	1335	Cintas	Public Works - Roads:...		86.12			974,730.98
01/08/2026	1336	Wisconsin Retiremen...	-split-		3,633.56			971,097.42
01/08/2026	1337	Wisconsin Dept. of R...	Payroll Liabilities	036-000034082...	1,420.53			969,676.89
01/08/2026	28972	Ace Hardware	-split-		83.78			969,593.11
01/08/2026	28973	Verizon Wireless	General Government:T...		47.62			969,545.49
01/08/2026	28975	Johnson Tractor	Public Works - Roads:...		1,335.00			968,210.49
01/08/2026	28976	Carquest Auto Parts ...	Public Works - Roads:...		44.38			968,166.11
01/08/2026	28977	Steel Towne	Public Works - Roads:...		366.86			967,799.25
01/08/2026	28978	Water Care Services	General Government:T...		30.00			967,769.25
01/08/2026	28979	US Bank	-split-	4484-7301-144...	1,962.36			965,806.89
01/08/2026	28980	Companion Animal ...	Health and Human Ser...		40.00			965,766.89
01/08/2026	28981	River Falls Rural Fir...	Public Safety:River Fal...		2,400.00			963,366.89
01/08/2026	28982	Kwik Trip	Public Works - Roads:...		117.71			963,249.18
01/08/2026	28983	Mississippi Welders ...	Public Works - Roads:...		331.90			962,917.28
01/08/2026	28984	Associated Appraisal...	General Government:A...		2,150.00			960,767.28
01/08/2026	28985	Waste Mgt of WI-MN	-split-		1,810.20			958,957.08
01/08/2026	28986	Pierce County Treasu...	Tax Settlements		307,907.94			651,049.14
01/08/2026	28987	Ellsworth Communit...	Tax Settlements		11,450.92			639,598.22
01/08/2026	28988	School District of Ri...	Tax Settlements		551,877.98			87,720.24
01/08/2026	28989	Chippewa Valley Te...	Tax Settlements		52,137.35			35,582.89
01/13/2026	28990	Tyler Engen	Public Works - Roads:...		2,050.00			33,532.89
01/15/2026	1338	EFTPS	-split-	39-6006086	2,768.68			30,764.21
01/15/2026	28991	Flick, Dalton	-split-		2,815.60			27,948.61

Town of River Falls

1/20/2026 9:34 AM

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

From 01/05/2026 through 01/20/2026

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment C	Deposit	Balance
01/15/2026	28992	Fristad, Christopher	-split-		235.86		27,712.75
01/15/2026	28993	Johnson, Kaleb LG	-split-		120.85		27,591.90
01/15/2026	28994	Merta (employee), M...	-split-		105.98		27,485.92
01/15/2026	28995	Nyquist (employee), ...	-split-		230.57		27,255.35
01/15/2026	28996	Schaar Jr., Robert A	-split-		4,182.23		23,073.12
01/15/2026	28997	Flick, Dalton	-split-		165.50		22,907.62
01/16/2026	1339	EFTPS	-split-	39-6006086	29.74		22,877.88