STATE OF WISCONSIN
Town of Richford; Waushara County

TOWN OF RICHFORD – MINUTES FROM APRIL 6, 2026 MONTHLY MEETING

The Town of Richford Town Board met on Monday, April 6, 2026 in the Richford Town Hall. Board members present: Ryan Heil, Steve Johannes, David Paulus Jr, Kristen Anderson, and Julia Staehler. Also present was Trace Frost, Robert Wedell, Mark Schumacher, and Kevin Krentz. Adam Blader joined the meeting while in session.

1. Call to order and Roll call. Heil called the meeting to order at 6:05PM. Staehler called the roll: Heil-yes, Paulus-yes, Johannes-yes, Anderson-yes, Staehler-yes.

2. Certify compliance with open meetings law. Staehler certified compliance with open meetings law. The meeting notice was posted at three locations, uploaded to the website, and emailed to the email contact list.

3. Approval of the agenda
    a. MOTION by Paulus to approve the agenda as presented. Second by Johannes. Motion carried by voice vote.

4. Approval of previous meeting minutes
    a. MOTION by Johannes to approve the March 2, 2026 Monthly Meeting Minutes as presented. Second by Paulus. Motion carried voice vote.

5. Announcement of next meetings
    a. May 4, 2026 Monthly Meeting.

6. General public comment. Robert Wedell introduced Kevin Krentz who is running for 57th Assembly District. This position is being vacated by Kevin Peterson who has announced his retirement. Kevin operates a multigenerational farm in Waushara County. He is a member of the Wisconsin Farm Bureau where he has served as a past president. Kevin is a former member and chair of the Aurora Town Board. He feels his many years of experience with the Wisconsin Farm Bureau, local government, and education has provided him with the experience to navigate Madison therefore enabling successful and positive legislation. Informational pamphlets and a contact card were provided.

7. Other's wishing to appear before the Board regarding Agenda Items. None.

8. Treasurers Report: Current financials and report of last month's financial activity: Money Market shows an ending March balance of $525,105.74 with $1,600.09 in credits and $1,600.09 in debits to cover expenditures. Basic checking shows an ending March balance of $6,862.76 with $20,030.00 in credits and $15,137.43 in debts.

9. Specific matters for discussion and possible action by town board in open session
    a. Old Business- all items may be considered for approval or other action.
        i. Rustic road condition and needs and budget status. Johannes indicated the road is in decent condition.

- Additional Proposals to Complete Runoff Prevention. Scott Construction will look at when in the area. Issue will be discussed at the April 18 meeting.

ii. General roads condition and needs and budget status.
- Storm Damage. With recent storms the ditches are full of broken branches. Cleanup is needed prior to shoulder mowing and for safety purposes. Damage on Cree Avenue was noted per Heil. Paulus indicated there is damage in areas he checked. Paulus asked Blader Excavating to provide a quote for clean-up. Heil contacted Broken Oaks for a quote to drive around to cut and chip. Broken Oaks costed out at $100/hour for a crew of two. The board felt it would take more than one vendor to complete the cleanup. Robert Wedell indicated there are still piles in certain areas from previous years. He added trees that should have been trimmed up are still waiting for action. Heil was informed of a rumor that the town is out of money for roads. This rumor is not true. Heil has requested the Amish contact him relative to organized work days following their offer to assist. Paulus reached out to Town of Dakota who classifies the work with an A, B, or C and assigns a budget. Once the vendor has exhausted ½ of the assigned budget amount they report back to the board who reevaluates the need.
- Burning vs. Chipping. At the previous meeting the board felt it important to address tree/brush cutting piles and the disposal thereof. This issue has been addressed with the vendor who was directed to chip the piles.
- DNR Parking Lot Signage at 11th Rd Bridge. At the previous meeting, Heil indicated he would contact the DNR relative to grade and color of their parking lot. Because the lot and gravel color closely match 11th Rd. proper it can be difficult to determine road's curve. The DNR indicated they would not assist in the solution but did suggest the town paint a yellow line on the curve adjacent to the parking lot. Previously it was noted curve signage could not be placed due to ground frost. Since then signage has been placed leading from the south. A sign leading from the north has yet to be placed. Johannes suggested the placement of reflective markers. The board will look into possible line painting.

b. New Business - all items may be considered for approval or other action.

i. Accept Appointments from Planning Commission. Mark Schumacher asked the board to appointed Delores Bruch and Robert Wedell to serve 3-year terms. MOTION by Paulus to appoint Delores Bruch and Robert Wedell to 3-year terms on the Planning Commission. Second by Johannes. Discussion. Motion carried by voice vote.

ii. Recommendations from Planning Commission. Schumacher indicated no major land changes over the past year so no changes are needed to the plan. He added other townships are not reviewing their land use plans as needed. Schumacher is confident our plan is up to date. Heil asked about Migrant housing and provided information on a property located on County Rd B. Schumacher responded that Migrant housing is exempt from local land use regulations. MOTION by Paulus to accept the recommendation of no new updates to the land use plan as presented. Second by Johannes. No further discussion. Motion carried by voice vote.

iii. Electrical Upgrade Proposals. Proposals received from Jon Krueger Electric, JB's Electric, and Wilkins Electric LLC. Heil explained the need to upgrade the amp service, install new restroom exhaust fans with timers and venting, install wafer

lights in eaves and covered patio area, install wall packs on gable end, and swap out parking lot pole light with new LED flood lights. Paulus asked if these were apple to apple proposals. Heil indicated yes. Heil also indicated the RCA will wait for the board's vendor recommendation and present that recommendation to their board to determine monies available to assist the town with the costs. According to Heil the RCA board did agree to take on the full cost of restroom exhaust fans and timers. Paulus explained to attendees how the board is working with the RCA to upgrade and maintain the building. He further explained the reasoning behind the building upgrades which is to provide another venue at a lower cost in order to keep monies available for further building needs. There was discussion relative to past discussions with the RCA and possible solutions. MOTION by Johannes to accept the proposal from Jon Krueger Electric as presented in the amount of $6,500 for Amp Services and $1,450 for Restroom Exhaust Fans Services. Motion carried by voice. MOTION by Johannes to withdraw the motion. MOTION by Paulus to withdraw the second. The item is now open for discussion. MOTION by Johannes to accept the proposal from Jon Krueger Election as presented in the amount of $6,500 for AMP Services and to request the RCA provide reimbursement to the town for 50% of the cost. Second by Paulus. Motion carried by voice vote. Discussion and possible action on the restroom exhaust fan proposals. MOTION by Johannes to accept the proposal from Jon Krueger Electric in the amount of $1,450 for the Restroom Exhaust Fans Service with the RCA paying 100%. Second by Paulus. Motion carried by voice vote.

iv. "Class C" Wine License Kuckuk Farms. MOTION by to Paulus to issue a "Class C" Wine License to Kuckuk Farms effective April 7, 2026 through June 30, 2026. Second by Johannes. Discussion. Staehler explained the reason for the license and options provided to Kuckuk Farms following a discussion with the Bureau of Alcohol and Tobacco. The "Class C" Wine license is the best fit for the farm's events and all required paperwork is in order. Staehler appreciated Susan Kuckuk reaching out to the town for assistance to ensure the farm is following the law. Motion carried by voice vote.

v. Review 2025 Annual Meeting Minutes. The annual meeting is forthcoming. Staehler asked the board to review the minutes.

vi. Review 2025 Financial Report. The annual meeting is forthcoming. Staehler asked the board to review the financial report that will be presented. She added the report with the state has been filed and was emailed to them. Although the information is the same, the format is different.

vii. 2026 Cemetery Maintenance Proposal. MOTION by Paulus to accept the 2026 proposal from Patricia Johannes to maintain the Town of Richford Cemetery grounds as presented for a cost not to exceed $1100 per month April – October 2026. Second by Johannes. Discussion. The proposal is up $100 over previous proposals. An increase has not been seen since P. Johannes took on this endeavor in 2019. She provides monthly invoices which may or may not total the maximum monthly charge. Motion carried by voice vote.

viii. Resolution 2026-01 Town Board Resolution Supporting a Comprehensive and Sustainable Transportation Funding Solution. MOTION by Johannes to approve Resolution 2026-01 Town Board Resolution Supporting a Comprehensive and Sustainable Transportation Funding Solution as presented. Second by Paulus. Discussion. Heil indicated this is a WTA suggested resolution provided at the recent spring meeting. The resolution requests the Governor and State

Legislature to enact legislation that provides for adequate and reliable revenue growth and funding and sustain the states aging highway system. Motion carried by voice vote.

ix. Ordinance 2026-01 An Ordinance to Lower the Speed Limit on the Cumberland Avenue Portion of Rustic Road 102. MOTION by Paulus to table Ordinance 2026-01 An Ordinance to Lower the Speed Limit on the Cumberland Avenue Portion of Rustic Road 102. Second by Johannes. Discussion. Staehler explained how the resolution came about. Enforcing the speed limit would prove difficult. Paulus indicated lowering the speed limit is more of a road maintenance issue. Staehler admitted confusion on her part relative to whether the state speed limit on rustic roads was 45 or 35 because she found conflicting information. However, the town does have the option to lower it. Paulus feels it wise to have a speed limit. Staehler added then the 's' curve would need signage (blind curve) plus either a 20 or 10 mph around the curves. Motion carried by voice vote.

x. Operator License(s) – Julie Lyons. MOTION by Johannes to issue a 2025-26 Operator License to Julie L Lyons as presented. Second by Paulus. Discussion. Staehler asked if the payment is from an establishment or the operator. Heil responded she paid him and will get the money to Staehler. Motion carried by voice vote.

xi. Landowner Request to Waive MFL Noncompliance Assessment. MOTION by Heil to accept the Landowner Request to Waive the MFL Noncompliance Assessment. Second by Paulus. Discussion. Staehler shared her conversations with the DNR manager in charge of the case and explained how the noncompliance on the three stands got to this point. The assessment totaled $750 and was payable by the end of February. If received, 20% will go to the county. The waiver request was received May 23. Staehler was informed the landowner did act to correct once the process got to the point it did. Motion carried by voice vote.

xii. Rental of Cemetery Maintenance Equipment. MOTION by Paulus to rent the equipment used by Patricia Johannes and stored in the Town of Richford cemetery shed at an annual rate of $10 payable every April with the option to rescind by either party upon written notification. Second by Johannes. Discussion. Staehler had contacted the town's business insurance vendor about this agreement. He also reviewed the proposed agreement and felt it covered what is needed. Motion carried by voice vote.

xiii. Purchase Town Hall Tables. MOTION by Paulus to purchase three 24x60 movable tables for the town hall. Second by Johannes. Discussion. Staehler explained the current tables are too large and heavy to move around. Most elections could be held in the town hall if space could be freed up. She will ask the election inspectors for their input as to the table top color and affirm the size is appropriate for their needs. Motion carried by voice vote.

xiv. Guardrail Proposal 9th Ave. MOTION by Paulus to table the Guardrail Proposal for 9th Ave. Second by Johannes. Discussion. Heil will contact Highway Landscapers relative to the grading, shaping and finishing EAT (Energy Absorbing Terminals). The proposal will be discussed with Delmore at the April 18 meeting.

xv. Guardrail Proposal Cottonville Ave. MOTION by Paulus to table the Guardrail Proposal for Cottonville Ave. Second by Johannes. Discussion. Heil will contact Highway Landscapers relative to the grading, shaping and finishing EAT (Energy Absorbing Terminals). The proposal will be discussed with Delmore at the April 18 meeting. table Paulus/Johannes.

10. Review and approve monthly expenditures: MOTION by Paulus to approve the April 2026 expenditures consisting of check numbers 2314-2318 and six (6) ACH payments in the amount of 3,385.12 with outstanding expenditures for election officials and monthly bank fee. Second by Johannes. Discussion. Motion carried by voice vote. March 2026 expenditures finalized $10,898.74 consisting of check numbers 2309-2013 plus nine (9) ACH transfers and a quarterly payroll finalized $4312.44 consisting of five (5) ACH transfers.

11. Chairperson Report
    a. Wautoma Area Fire District Needs. Meetings are currently every other month. Heil proposed a meeting every month because needs need to be addressed in a timelier manner. He was voted down. Heil suggested the town consider an additional $5,000 annually and to designate the funds for certain uses. There are other municipalities that provide extra money above the annual contract. Heil shared information on their budgeting and needs process. Paulus questioned the fire districts funding priorities and would like to know more about the process. The next fire district meeting is May.

12. Supervisor Reports
    a. Cemetery ramp is complete. Paulus will order landscaping timbers and then steps can be built to the service door. Discussion relative to what records the clerk has available.

13. Clerks Report:
    a. Property Tax Exemption Report Filed. There were no new requests. We currently have three valued between $0-$10,000, two $10,001-$100,000, one $200,001-$500,000. The properties consist of the church and education.
    b. Worker's Compensation Audit Results. First year the report was filed online. We passed with no additional payment required. The annual premium remains at $677.
    c. Unused roads 9th Dr from County Rd JJ to Cumberland Rd. and 8th Ave dead end to County Rd GG update. After a visit to the Register of Deeds it was discovered 9th Dr. was abandoned in 1981. This information is being forwarded to the state via Delmore. Documentation received relative to 8th Ave. has been forwarded to the attorney.
    d. Cemetery Shed Needs. The shed will need items such as hooks for organization. Paulus noted P. Johannes indicated whatever he decided that she would make it work.
    e. Annual CT Report Submitted to State prior to the deadline and did balance with $2 addition due to the state's rounding requirement.
    f. Alcohol License and Operator License Renewals Provided to Establishments. The cover letter specifically states the due date and that all applications must be mailed back to the clerk. Staehler added to the board she will not accommodate establishments who have consistently been lax in return of the applications. Johannes indicated he has not received his packet. Staehler responded packets were mailed in March, but need not be provided until April 15.
    g. WTA Annual Meeting Webinar was very information. The agenda is being updated so we are statute compliant.
    h. Trace Frost BOR Alternative Member for the absent Dave Paulus. We have resolution in place for such a situation.

14. Announcement of upcoming events: Spring Election April 7, 2026 7AM-8PM. Special Meeting (roads) April 18, 2026 @10AM. Annual Meeting April 21, 2026 @6PM. Blood Drive April 29, 2026 Noon-5:30PM. Board of Review May 5, 2026 6-8PM. Electronic Recycling Event May 23, 2026 9AM-Noon.

15. Items for future meetings: 2026 road maintenance projects. Speed limit rustic road.

16. Adjourn: MOTION by Heil to adjourn. Second by Paulus. Meeting adjourned at 8:45PM.

Julia A Staehler

Submitted by Julia A. Staehler, Clerk