

TOWN OF RICHLAND
Regular Monthly Board Meeting Minutes
Wednesday: December 13, 2023

1. Chairman, Matt Williams, called to order the regular monthly board meeting at 6:15 P.M. Board Officials Present: Chairman- Matt Williams, Supervisors- Aaron Palmer, Matt Schmitz, Clerk- Kayla Williams, Treasurer-Jane Ewing.
 - A. The meeting was posted at the Town Garage and posted to the Town's website.
 - B. Matt Schmitz made a motion to approve the agenda, it was seconded by Aaron Palmer. The motion carried.
 - C. Aaron Palmer made a motion to approve the November 08, 2023 Regular Town Board meeting minutes; it was seconded by Matt Williams. The motion carried.
2. The Richland Township Audit is scheduled for Wednesday, January 31, 2024 at 6:00 PM.
3. Aaron Palmer made a motion to approve the 2024 Budget. It was seconded by Matt Schmitz. The motion carried.
4. Board members requested clerk to scan and email a copy of the assessor's contract. Chairman Matt Williams is going to reach out to other townships to see who they use as assessors. Board wants to bring additional options for assessors to January meeting.
5. Clerk provided board members with copy of information pertaining to short term rentals (Airbnb and VRBO) as well as draft of ordinance from WTA website. Review and bring back completed in January to review. Board requests Marty Richards be present to explain short term rentals and room tax. Clerk will reach out and ask him to attend next month's meeting.
6. Ambulance Report: Gordon Palmer was present and stated Darin's new position office is at the National Guard Armory in Richland Center so he will still be local. The joint ambulance committee is discussing term of a replacement for him. Need to figure out amount of ambulance and emergency management with the county. Looking to have someone hired by early next year. The RC ambulance bought a used ambulance from Muscoda yesterday. The ambulance had 1079 calls as of October 31, 2023. Going with a new billing company starting in January.
7. RRFD Report: No update.
8. TSBR Report: Chairman brought up cutting back trees while the weather is decent. TSBR is going to work on cutting trees on Fiddler's Green, McAvoy Hill, Morris Valley, Spiral Drive and Misslich. TSBR will also go around and mark culverts and see which ones will need to be replaced next year. Residents will be able to take wood that is near their property if they get it that same day TSBR is cutting. Otherwise, TSBR will take the wood to be split elsewhere. TSBR will chip tops and branches away from the road.

9. Town Roads and Zoning: Utility permit application and paperwork received for Charter on Fiddler's Green, Hustler's Ridge and Cooper Hill. Board will approve the permit once payment is received with the caveat that Charter must do direction boring and no open evacuation through township roads.

Zoning: Cheryl Dull's last day in the zoning office is this Friday. The county has not hired anyone to replace the already open position in that office. Members unsure how permits will be processed through the upcoming months.

10. Kayla Williams presented 17 items to be paid totaling \$27,178.93. Aaron Palmer made a motion to pay town's bills and expenses, it was seconded by Matt Schmitz. The motion carried.

11. Treasurer Jane Ewing provided Treasurer's Report. Last month's debits totaled \$178,177.62 and deposits to the checking account were \$143,633.15. The town's checking account balance at Peoples Community Bank is \$159,215.06. The town's reserve account balances are: Tax Account \$149.79, Escrow Account \$0-closed and the ARPA Fund Account \$33,372.11. Total Reserve Account balance of \$33,521.90. Interest raised remained at 4.25%. Matt Williams made a motion to approve treasurer's report, it was seconded by Aaron Palmer. The motion carried.

12. Items to include next month: RRFD Report, Ambulance Report, TSBR Report, Short Term Rental/Room Tax (invite Marty Richards to discuss), Proposals for New Assessor or Sign Contract with Current Assessor.

13. Matt Schmitz made a motion to adjourn the regular monthly board meeting, it was seconded by Aaron Palmer. The motion carried. The meeting adjourned at 7:45 P.M.

Kayla Williams, Clerk
Town of Richland