

TOWN OF RICHLAND  
Regular Monthly Board Meeting Minutes  
Wednesday: January 10, 2024

1. Chairman, Matt Williams, called to order the regular monthly board meeting at 6 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. Aaron Palmer made a motion to approve the agenda after removing item #3 as there is no update, it was seconded by Matt Williams. The motion carried.
- C. Aaron Palmer made a motion to approve the December 13, 2023 Regular Town Board meeting minutes; it was seconded by Matt Williams. The motion carried.

2. TSBR Update: Brent not present for meeting as they are plowing and cleaning up from the snow storm yesterday.

3. Ambulance Report removed.

4. Marty Richards presented information about Room Tax. 2% minimum and 8% maximum. Recommended start date of July 1, 2024.

5. Review Short Term Rental/Room Tax Ordinance: postpone until February 14 meeting.

6. Contract for Assessor: postpone until February 14 meeting.

7. RRFD Report: No update.

8. Town Roads and Zoning: No utility or driveway permits have been received. Have not replaced anyone in the County Zoning office that we are aware of. Discussed the house at the intersection of Fairground Road, Maple Grove and Morris Valley Road. The township is responsible for 33 feet from the centerline of the road. Will look at putting up a stop sign in new driveway at that intersection as they are not stopping, received several complaints to town board members.

Aaron Palmer made a motion to approve estimate from Advanced Pump and Well Solutions for new lighting out in the main garage, it was seconded by Matt Williams. The motion carried.

9. Kayla Williams presented 13 items to be paid totaling \$718,149.47. Aaron Palmer made a motion to pay town's bills and expenses, it was seconded by Matt Williams. The motion carried.

10. Treasurer Jane Ewing provided Treasurer's Report. Last month's debits totaled \$25,370.32 and deposits to the checking account were \$69,136.94. The town's checking account balance at Peoples Community Bank is \$202,981.68. The town's reserve account

balances are: Tax Account \$157,911.64, Escrow Account \$0-closed and the ARPA Fund Account \$33,492.57. Total Reserve Account balance of \$191,404.21. Interest remained at 4.25%. Jane reported there was \$998,363.49 in the Tax Savings Account. Aaron Palmer made a motion to approve treasurer's report, it was seconded by Matt Williams. The motion carried.

Matt Williams made a motion to transfer \$713,381.37 out of tax savings account into the regular checking account to cover tax bills, it was seconded by Aaron Palmer. Motion carried.

11. Items to include next month, February 14 at 6 PM: Room Tax Ordinance, RRFD Report, Ambulance Report, TSBR Report, Proposals for New Assessor or Sign Contract with Current Assessor.

12. Aaron Palmer made a motion to adjourn the regular monthly board meeting, it was seconded by Matt Williams. The motion carried. The meeting adjourned at 7:31 P.M.

Kayla Williams, Clerk  
Town of Richland