TOWN OF RICHLAND
Regular Monthly Board Meeting Minutes
Thursday: October 08, 2026

1. Chairman, Matt Williams called to order the regular monthly board meeting at 6:00 PM. Board Officials Present: Chairman - Matt Williams, Supervisors – Tiffany Thompson and Jeremey Bultman, Clerk – Kayla Williams, Treasurer – Jeanie Parker. Quorum present.

A. The board meeting was opened with the Pledge of Allegiance.
B. The meeting was posted at the Town Garage and posted to the Town's website.
C. Tiffany made a motion to approve the agenda as presented. It was noted there was an update to the original posting to add #15. It was seconded by Jeremey. The motion carried.
D. Jeremey made a motion to approve the September 10, 2026 Regular Town Board Meeting minutes and the September 21, 2026 Special Town Board Meeting Minutes, it was seconded by Matt. The motion carried.

2. Public Comment: No public comment. Discussed having a form for residents to fill out and submit to the board prior to the beginning of the meeting for public comment. Jeanie will create the form and have it prepared for the next meeting.

3. Discussion and Possible Action on Discontinuation of Identified Township Roads: Reviewed process with township attorney. Acquired quotes from surveyors, cost estimate $10,000-15,000 per lane. Priority will be Pine Tree Lane and Maple View Lane as the current homeowner who uses this road has access to their home from their driveway off of RC. Developed questions for attorney regarding process. Matt made a motion to discuss the two identified roads with township attorney, get cost of surveyor, and review what else needs to be completed to discontinue these lanes. This will be brought back next month for discussion and possible action. It was seconded by Tiffany. The motion carried.

4. Discussion and possible action of trees on County Hwy N and Misslich Road intersection: discussed trees have not been cut or trimmed yet. Tiffany has been having discussions with the landowner and is hoping to have a solution by the next meeting. Matt made a motion to table this item to next month. It was seconded by Tiffany. The motion carried.

5. Discussion and Update on McAvoy Hill Road and Morris Valley Road: both have been completed. McAvoy Hill was fixed after overweight truck caused damage. Morris Valley was a lot of work and is now wider and properly ditched. Township board members have received many compliments about the road.

6. TRIP-D Grant: Tiffany to look at grant website to see if the original application is in there. Matt made a motion to table this to next month, it was seconded by Tiffany. The motion carried.

7. LRIP Grant: Tiffany to look at grant website to see if the original application is in there. Matt made a motion to table this to next month, it was seconded by Jeremey. The motion carried.

8. Discussion and Possible Action on Increasing Dog License Fees: Jeanie reviewed current costs, requesting to increase neutered and unneutered each by $2. Jeremey made a motion to table this to next month and present a resolution at that time for this dog license price increase, it was seconded by Matt. The motion carried.

9. Discussion and Possible Action on adding Hope Lane: reviewed with township attorney. Two options are warranty deed which has a cost but have absolute assurance of clear titles. Other option is Quick claim deed which does not cost money but does not guarantee clear titles. Attorney informed Matt they did a quick search and did not find any liens currently. Question if township has to own the road to maintain it.

Matt made a motion to add Hope Lane to the Town of Richland through a quick claim deed initially and then bring back to January's meeting to see what options are at that time. It was seconded by Tiffany. The motion carried.

10. Discussion and Possible Action on administrative fee added to RRFD invoices: Town of Richland has requested several times for a current signed contract between the RRFD and the Town of Richland. Township was informed no one could find it at the Fire Department. Township has also requested by laws of the RRFD which have also never been provided. The Town of Richland will continue to pay the RRFD invoices once they have received payment from the billed individual. Matt made a motion to table this to next month, it was seconded by Tiffany. The motion carried.

11. Discussion and Possible Action on Fence Ordinance: Discussed combining fence ordinance and yard tree ordinance. Will review with attorney. Matt made a motion to table this to next month in order to review with attorney. It was seconded by Jeremey. The motion carried.

12. Discussion and Possible Action on Wheel Tax: Matt has spoke with the attorney about the township beginning this process last year but unsure where things finished at. Discussed this does not have to be a permanent thing but township needs money for road repairs as roads are deteriorating quickly. Matt made a motion to add $40 wheel tax to all residents vehicles registered in the Town of Richland to help pay for road repair and maintenance, it was seconded by Jeremey. The motion carried. Matt made a motion to table this item to next month to give township attorney time to draft what is needed. It was seconded by Jeremey. The motion carried.

13. Discussion and Possible Action on Bank Loan for Road Improvement: Jeanie spoke with Brian Moore at Richland County Bank. She provided board members with numbers of loan repayment options for $200,000 for 3, 4, and 5 year terms. The board reviewed their options, no penalty for early pay off. Matt made a motion to approve obtaining a $200,000 loan from Richland County Bank for road improvements, with a five-year repayment term, a fixed interest rate of 4.5%, monthly payments, and no penalty for early repayment. It was seconded by Tiffany. The motion carried.

14. Discussion and Possible Action on Township Highway Commissioner: not enough information collected yet, Matt requested time to gather more information before presenting. Matt made a motion to table this to a later date, it was seconded by Jeremey. The motion carried.

15. Discussion and Possible Action Appointing New Member to ETZ Board: Ed Wells was previously appointed to the ETZ Board along with Kevin Burkhamer and Tiffany Thompson. Ed is no longer on the board so need a new representative. Jeremey made a motion to appoint Matt Williams for Town of Richland to the ETZ Board, it was seconded by Tiffany. The motion carried.

16. Garbage and Recycling (Republic) Update: Continue to have issues with consistent pick up of bins weekly with certain township residents. Republic is aware of the issue. Matt received one week of their route map. He will follow up to make sure he is getting these consistently from Republic. Jeanie has started spreadsheet to note all issues reported to the board and will keep track ongoing. Matt will discuss current contract with township attorney as the board does not feel Republic is meeting their end of the contract. Discussed possible 30 day notice to proceed. Matt will talk with township attorney about this possible option as well.

17. Ambulance Service Update: County sent invoice for services for 2027 totaling approximately $28,000. County requests an answer by October 15, 2026. Unsure where previously adopted resolution stands that township signed for Richland County to cover 2027 services as nothing has been taken to County board to rescind. Board members do not feel the county can refuse service since the resolution had already been

signed. Kayla and Jeanie to send a letter to the full county board and Trish indicating a resolution has already been signed by the township and county to receive EMS services through 2027. Also, Executive and Finance board is not able to make final decision, it has to go through full county board. Request an extension because no decision can be made until County Board meeting on October 20. Kayla and Jeanie will send the letter to town board members to review before sending it to the county board and Trish.

18. Burkhamer Report: completed McAvoy Hill Road and Morris Valley Road. Mowing is complete for the year. Patching roads.

19. Town Roads and Zoning: Douglas Martyniuk back in compliance with driveway permit. Jeremey scheduled to meet with Joe Funk tomorrow to review driveway process. Jeremey has also been in contact with Glenda Jansen, needs survey prior to requesting driveway permit.

20. Kayla Williams presented 9 items to be paid totaling $69,380.46. Jeremey made a motion to pay the town's bills and expenses as presented, it was seconded by Tiffany. The motion carried.

21. Jeanie Parker presented the Treasurer's Report. Last months disbursements totaled $91,317.47 and deposits to the checking account were $101,269.29. The town's checking account balance at Peoples Community Bank is $156,948.53. The Towns Tax Account is $83,568.78. The 2% Fire Dues Account is $50.52. The Towns Refuse (Garbage) Account is $44,055.60. Jeanie made note there are 185 outstanding refuse payments. Tiffany made a motion to approve the Treasurer's Report as presented, it was seconded by Jeremey. The motion carried.

22. Additional items for next month's agenda: Public Comment Form, Ambulance Update, Republic Services Update, Burkhamer Report, Seal Coat Update, Wheel Tax, Fence Ordinance Review, Yard Tree Ordinance, Discontinued Roads Update, TRIP-D and LRIP Grant.

Next meeting scheduled for Thursday, November 12, 2026 at 6:00 PM.

23. Jeremey made a motion to adjourn the regular monthly board meeting, it was seconded by Tiffany. The motion carried. Meeting adjourned at 8:32 PM.

Kayla Williams,
Town Clerk