

STATE OF WISCONSIN - Town of Richford; Waushara County

The town board of the Town of Richford, Waushara County, Wisconsin, hereby provides its written notice and an agenda of the monthly town meeting of the town board on **Monday, February 9, 2026 at 6PM** in the Richford Town Hall; W11127 Cumberland Road, Coloma, WI 54930. The Town Chairperson, or a designee, has provided communication of this public meeting as required. The public may provide comments to the town board if the presiding officer notes on the agenda and upon recognition a period for public comment.

MONTHLY MEETING AGENDA

1. Call to order and Roll call.
2. Certify compliance with open meetings law.
3. Approval of the agenda.
4. Approval of previous meeting minutes.
 - a. January 5, 2026 Monthly Meeting.
5. Announcement of next meeting.
 - a. March 2, 2026 Monthly Meeting
6. General public comment.
7. Treasurers Report: Current financials and report of last month's financial activity.
8. 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.
 - ii. General roads condition and needs and budget status.
 - iii. Business Insurance Coverage Update.
 - iv. COM2 Recycling Solutions LLC for Free Recycling of Electronics confirmed May 23, 2026 from 9AM-Noon.
 - b. New Business - all items may be considered for approval or other action.
 - i. Caribou Bay Retreat Alcohol Venue License.
 - ii. Picnic License Richford Game Club March 14, 2026.
 - iii. Picnic License Johann's Annual Pool Tourney License March 20-22, 2026.
 - iv. Electrical Proposal for Town Building.
 - v. Operator License Application.
 - vi. Land Use Planning Commission Agenda Suggestions.
 - vii. ACEC Consent Form.
9. Review and approve monthly expenditures.
10. Chairperson Report.
11. Supervisor Reports.

12. Clerks Report

- a. 2% Fire Dues Certified.
- b. 2025 Housing Survey shows three (3) new single-family homes.
- c. No February Primary.
- d. WTA Magazine addresses width of roads.

13. Announcements of upcoming events: Blood Drive March 4, 2026 from Noon to 5:30PM; Open Book March 23, 2026 from 1-3PM.

14. Items for future meetings: March 2 Delmore presentation.

15. Adjourn

Dated this 5th day of February 2026 @ 5PM and posted at the Richford Town Hall, Johann's Bar and Grill LLC, The Rusty Nail LLC, www.townofrichfordwi.gov

Julia A. Staehler, Clerk

STATE OF WISCONSIN

Town of Richford; Waushara County

TOWN OF RICHFORD – MINUTES FROM JANUARY 5, 2026 MONTHLY MEETING

The Town of Richford Town Board met on Monday, January 5, 2026 in the Richford Town Hall. Board members present: Ryan Heil, Dave Paulus Jr., Steve Johannes, Kristen Anderson, and Julia Staehler. Also present was Adam Blader.

1. Call to order and Roll call. Heil called the meeting to order at 6:06PM. 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 contact group.
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 Paulus to approve the December 8, 2025 Monthly Meeting Minutes as presented. Second by Johannes. Motion carried voice vote.
5. Announcement of next meetings
 - a. February 9, 2026 Monthly Meeting (second Monday).
6. Other's wishing to appear before the Board regarding Agenda Items. None.
7. General public comment. None.
8. Treasurers Report: Current financials and report of last month's financial activity: Money Market shows an ending December balance of \$811,966.30. Basic checking shows an ending December balance of \$7,618.18 with \$7,619.74 in credits and \$22,552.17 in debts. 347,164.49 was received in advanced tax collections. This was deposited into the money market account in order to earn interest. Kristen noted the new property tax software went well and is user friendly.
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. 2026 Road Proposals (Ditch Mowing, Patching, Trimming). Ditch mowing: \$3500 spring 10ft cut. \$6500 fall 15ft cut. Patching: Want to focus on road edges. Cost approximately same as last year (\$3,000) and does not include material which is ordered from the county. Issue with DNR parking lot by south end of 11th Rd bridge. Conjecture is people feel the lot is part of the road as it is the same height and color of 11th Rd. Part of the issue comes from the curve. Possible reduce speed ahead sign. Ryan will contact the DNR. Adam will place a straight arrow sign. \$10,000 for trimming to include Cumberland Rd from B to the town line, 9th Ave north, 7th North of Rustic Rd to State Rd 21. There are additional areas but these are the ones in most need of trimming. Will burn brush where possible.

MOTION by Paulus to approve \$23,000 in ditch mowing, patching, and tree/brush trimming proposals from Blader Excavating. Second by Johannes. Motion carried by voice vote.

- ii. Rustic Road condition and needs and budget status: Rustic Road in good shape. Adam did sand when he received a call. The remaining un-tapered portion of Rustic Road needs to be quoted out. Cost in 2024 to do the partial taper was \$22,202.00.
- iii. General roads condition and needs and budget status: Adam Blader has been keeping the roads up very nicely. Numerous positive comments have been received. Julia will get a quote for the 9th Ave Bridge Guardrails. The only other major item to complete is the narrow bridge on Cottonville Ave. Julia will ask Highway Landscapers if they have a possible solution. The white warning posts need replacing in that area, of which, Adam will take care of. Adam asked if we could return or exchange blind curve ahead signs with the county. Once Julia receives a concrete number of signage for return or exchange she will contact the county. 2025 final road expenditures came to \$209,610.89 which includes street lighting. Dave mentioned there are still some items to clean up at the cemetery. Adam mentioned there are still some items to clean up on the town hall property.

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

- i. 2026 Electronic Recycling Event. There was concern having it on a Wednesday during a blood drive. The concern was that the turnout would not be production. Available Saturdays are 4/18, 5/23, 5/30. Julia will contact the company to secure May 23.
- ii. Business Insurance Coverage. The value of the buildings is over \$1,200,000. There is an issue with the value of the shed and its contents as it seems too high. Appears the new cemetery shed is not listed. Steve asked if the lawn mower stored in the cemetery shed is covered. Because the town does not own it was determined to be an owner issue. Julia will reach out to the insurance company regarding all of the above issues.
- iii. Operator License Application(s) if available.

10. Review and approve monthly expenditures: MOTION by Paulus to approve the January 2026 expenditures consisting of check numbers 2300-2303 and nine (9) ACH payments in the amount of 30,721.64. Second by Johannes. Discussion. There is one outstanding invoice for the monthly bank fee. ACH property tax payments for the county, school districts, and tech college will be made by January 15 for Motion carried by voice vote. December 2025 expenditures finalized \$9,651.83 consisting of check numbers 2295-2299 and seven (7) ACH transfers quarter 4 payroll ACH payments in the amount of \$4,422.03.

11. Chairperson Report

- a. None.

12. Supervisor Reports

- a. Dave will be calling in for the next two meetings.

13. Clerks Report:

- a. Two vendors have expired COI's. Ryan secured one.
- b. Working with Town Web on the new site design.
- c. Election Inspector Training January 29 as offered by the County.

- d. Reminder of BOR WTA training registration and attendance. Julia will register Ryan.
 - e. 11th Dr disaster aid was received in the amount of \$7,556.25 and deposited to the money market.
 - f. Julia asked the board to review the WTA January Magazine article addressing signage, parking, and speed limits.
 - g. Venue Alcohol License Update. Set for February meeting approval provided all requirements are in.
 - h. Safe Update: One quote received for \$800 and only includes opening. It was determined this was not cost effective.
 - i. W-2's, 1099 NECs, and WI State payroll tax in process.
 - j. 2026 Tax Exempt Property forms sent to owners. These forms are completed and returned to the clerk and then reported to state to keep the properties tax exempt. They include the Amish Schools and the Lutheran Church.
14. Announcements of upcoming events. None.
15. Items for future meetings: February-Game Club Picnic and Pool Tourney Picnic Licenses, Event Venue Alcohol License. March-March Delmore presentation.
16. Adjourn: MOTION by Paulus to adjourn. Second by Johannes. Meeting adjourned at 7:08PM.

Submitted by Julia A. Staehler, Clerk