

**Town of Richmond**  
**Minutes of Monthly Town Board Meeting for**  
**Monday, August 14, 2017**

Town Chairperson Steve Gueths opened the Town Board meeting at 8:00 p.m. on Monday, August 14, 2017. Clerk posted the original agenda on Monday, August 7, 2017. Twenty-three citizens were in attendance in addition to the town board and town staff.

Officers and staff present: Chairperson Steve Gueths, Supervisors Ken Damveld and Matt Hietpas, Treasurer Noelle Buettner, Highway Superintendent Tom Eggert, Building Inspector Roger Kriefall, and Clerk Richard J. Stadelman.

1. Chairperson Gueths called the meeting to order at 8:00 p.m.
2. The Pledge of Allegiance was said by all in attendance.
3. Supervisor Damveld moved, seconded by Supervisor Hietpas, to approve the agenda. Motion carried.
4. Supervisor Hietpas moved, seconded Supervisor Damveld, to approve the minutes of the July 10, 2017 regular monthly board meeting. Motion carried.
5. Expenditures #8156 to #8179 were presented. Supervisor Damveld moved, seconded by Supervisor Hietpas, to approve the expenditures #8156 to #8179. Motion carried.
6. The meeting was opened up for public comment on any other issues not on the agenda: There was no public comment.

7. Officer's Reports:

a. Treasurer Buettner presented and went through the Treasurer's Report for July, 2017. There were no questions.

b. Clerk Stadelman reported that he attended the Shawano Rural Fire Dept. Board Budget meeting on Monday, August 7, 2017 to represent the Town. He has given the Board a written summary of the information provided by Fire Chief Shawn Borlace. Clerk Stadelman noted that the Wisconsin Towns Association Annual Convention will be on October 8 to 10, 2017 in Stevens Point, which will mean that the October town board meeting on October 9, 2017 may have to be moved until Wednesday, October 11, 2017. The October board meeting would begin at 7:00 p.m., the winter starting time.

c. Chairperson Gueths gave the supervisors some information on floating docks for possible placement on the Wolf River boat landing at the end of Mink Ranch Road. Highway Superintendent Tom Eggert stated the willow tree at the boat landing has not been trimmed to date. Ricky Brockman asked why the town had not extended the blacktop at the Brad Krueger farm driveway entrances to reduce the dirt coming on to Oak Avenue. Chairperson Gueths stated that the town does not blacktop private driveways as a result of the previous complaints from the Operating Engineers Union 139. Chairperson Gueths stated putting in a floating dock is no problem, but if the town expands the parking area the DNR will have to be involved for permits.

d. Highway Superintendent Eggert reported the second round of cutting along town highways is done. He has also been cutting brush and overhanging trees at intersections, if anyone sees some problem intersections to be cut back please advise him. Paving is done except for the culvert replacements that should be covered up before fall. Chairperson Gueths asked Larry Sperberg what the status of completion of the work on Broadway was. Larry Sperberg indicated that they would be getting to that project in the next few weeks.

e. Supervisor Hietpas expressed some concern about safety due to the number of cars at Frank Stefl's parking area at his shop on Poplar Road. Supervisor Hietpas has talked to Frank Stefl. Stefl indicated that he was trying to get some additional land behind the shop for additional parking area.

f. Building Inspector Kriefall gave an update on the Paper Mill project. Clerk Stadelman reported that Boldt Construction indicated in September they expected to add 100 to 150 workers to the project for two or three weeks to finish off the project, and would be parking on Plum Lane and possibly the town hall parking lot. Building Inspector Kriefall updated on the current new houses being built. 35 building permits have been issued to date this year with seven new permits this month.

g. County Board Supervisor Bonnie Olson stated that the Library planning is moving right along.

8. Correspondence received since the last mailing was given to the Town Board in addition to what was mailed out:

- a. Planning Zoning notices from the County Planning and Zoning Department.
- b. Minutes of the Town of Richmond Planning & Zoning Commission meeting from Wednesday, July 5, 2017 were given to the Town Board.
- c. State estimate of town population for January 1, 2017 is 1865.
- d. Cover letter from Charter Cable TV franchise fee.
- e. DNR notice of Transfer for MFL land.

9. Request of Robert Engel Jr. and Bonita Engel for approval of two parcel CSM for 18 acres of land at W7713 Broadway Road, Shawano, WI. 54166. The original CSM request for three lots was revised to reduce the number of lots to two lots, both of which are greater than five acres, therefore no zoning changes would be required. Chairperson Gueths moved, seconded by Supervisor Damveld, to approve the revised CSM at W7713 Broadway Road, Shawano, WI. for Robert Engel Jr. and Bonita Engel. Building Inspector Kriefall asked if he can issue a building permit now. The Town Board had no objection. Motion carried.

10. Dawn Clark from Cellcom appeared about Cellcom providing internet service to the town hall. She indicated that it would not be financially feasible to extend it to the town hall at this time. Cellcom may be interested in providing service to more of the Town of Richmond in the future. She answered some questions from the Town Board. No further action was taken at this time.

11. Discussion on draft of ATV/UTV ordinance. After discussion on possible changes, it was the consensus to change Sec. IV. Paragraph E, add the word, "except" to this section. It was the consensus of the Town Board to change the hours of operation in Sec. IV. Paragraph G, "from 5:00 a.m. to 10:00 p.m." to "during daylight hours..." It was suggested to hold a public hearing on the draft ordinance with the draft as changed before the September Town Board meeting at 8:00 p.m. Supervisor Hietpas moved, seconded by Supervisor Damveld, to make the changes to the draft ordinance as suggested and to go ahead with a public hearing before the next town board meeting. Motion carried.

12. Discussion on possible Driveway Ordinance. The Clerk had sent the Town Board several samples. The Clerk summarized some of the points to consider in the various ordinances. The Chairperson will meet with the Town Clerk to put together a simple ordinance for the Town Board to consider in the future. The consensus was to have a possible fee proposed of \$10 per application. Supervisor Damveld moved, seconded by Supervisor Hietpas, to move ahead with drafting a Driveway Permit Ordinance. Motion carried.

13. Contract with Kerber Rose Certified Public Accountants for Annual Town Audit for Fiscal Years 2017, 2018, and 2019. A copy had been given to the town board prior to the meeting. Chairperson Gueths moved, seconded by Supervisor Damveld to approve the contract with Kerber Rose Certified Public Accountants for the Annual Town Audit for the next three years, 2017, 2018, and 2019. Motion carried.

14. Adjournment. There being no further business, Supervisor Damveld moved, seconded by Supervisor Hietpas, to adjourn the meeting. The motion carried. The meeting was adjourned at 8:45 p.m.

Minutes prepared by Richard J. Stadelman, Town Clerk