

TOWN OF RICHMOND  
Board of Supervisor's Meeting  
Tuesday, December 17, 2024, 7:00 pm  
Town Hall, W9046 County Road A  
Delavan, WI 53115  
Minutes

1. Chair Karbash called meeting to order.  
Present: Karbash, Supervisors Overbeek, Miller, Alexander, and Bergman
2. Pledge of Allegiance recited.
3. Motion by Bergman, second by Overbeek, to approve agenda. Unanimously approved. Motion passed.
4. Motion by Bergman, second by Overbeek, to approve October 10, 2024, October 15, 2024, October 22, 2024, November 7, 2024, and November 19, 2024 minutes. Unanimously approved. Motion passed.
5. **Treasurer's Report** – Emmily Taylor  
New account opened at First Citizens.  
Remote capture check reader received.  
Tax bills have been mailed & are viewable on Walworth County Treasurer website.  
Adjustment made to Treasurer's Cash Summary, per Board's recommendation last month.  
Motion by Bergman, second by Alexander, to approve Treasurer's Report. Unanimously approved. Motion passed.
6. **Board Reports**  
Karbash – On agenda  
Overbeek – Truck broke down, further information in Roadman Report.  
Miller – On agenda  
Alexander – none  
Bergman – none
7. **Other Reports**
  - a. **Sheriff's Liaison** – Jason Hintz -1 report of Fraud in township.  
Hintz warns:  
Do NOT call phone number in messages warning of a data breach.  
Do NOT allow remote access of your computer or bank account.  
Do NOT withdraw cash at request of someone you don't know or trust.  
Instead:  
Call local law enforcement to report and to receive further guidance.
  - b. **Town Roadman** – Wally McManaway  
Getting ready for winter. Tree went down across Territorial Road a couple weeks ago.  
Oil line was replaced in one truck.
8. **Whitewater Fire & Rescue Department** – Ryan Dion – Fire Chief Assistant  
2024 year to date = 75 incidents, 85% EMS and 15% Fire  
2023 = 79 incidents  
If Whitewater Fire Department responds for a controlled burn that is not called in, is unattended, or if fire escapes controlled area, there is a \$500 charge from Whitewater Fire Department.  
Call Non- Emergency Sheriff #: 262-741-4400 or Whitewater dispatch #: 262-473-0555 to report a controlled burn north of County A in Richmond Township.

## **9. ARPA Funds**

Motion by Karbash, second by Overbeek, to designate \$15,565 of ARPA funds to Crack Filling Service for 2025 and if additional ARPA funds, use to pay for 2024 essential truck repair. Unanimously approved. Motion passed.

## **10. Building Inspector – T. Welsh, since April 2024**

Requests Board review building inspection fees, in particular Ag Buildings, Raze/ Demolition, and Electrical Charge. Richmond has lower fees than other municipalities. History of the Raze fee: \$40 waived if owner was rebuilding another building & continuing with another permit. Overbeek will call Walworth County to discuss Ag Building fees & definition. Building Inspector will be added to February Board meeting to discuss changing fees.

## **11. Conditional Use Permit – Mike Krismer**

Motion by Bergman, second by Overbeek, for Krismer to re-apply for Conditional use permit, with discussion at January 2025 Board meeting. Unanimously approved. Motion passed.

## **12. GFL Garbage**

Complaints of trash not being picked up weekly. Each complaint with name, address, date, & issue to be documented by Clerk and brought to January 2025 Board meeting.

## **13. Review Certified Accountant Proposals**

Motion by Overbeek, second by Alexander, for Treasurer to obtain clarification on Ott proposal and be added to agenda for January 2025 Board meeting.

## **14. Vacating Penny Drive**

Motion by Miller, second by Overbeek, to set hearing on resolution for January 21, 2025 Board meeting. Unanimously approved. Motion passed.

Motion by Bergman, second by Miller, to rescind the first motion. Unanimously approved. Motion passed.

Motion by Bergman, second by Miller to have set hearing on resolution for February 25, 2025. Unanimously approved. Motion passed.

Motion by Overbeek, second by Bergman to change February 2025 meeting date to February 25, 2025. Unanimously approved. Motion passed.

Motion by Miller, second by Bergman, to direct the Clerk to have notice published at least 30 days prior to hearing and to have surrounding property owners served at least 40 days prior to hearing. Unanimously approved. Motion passed.

Motion by Miller, second by Bergman, to rescind previous motion. Unanimously approved. Motion passed.

Motion by Bergman, second by Overbeek, to table discussion and inform constituents of the costs associated with vacating Penny Drive.

Unanimously approved. Motion passed.

## **15. Tree Removal**

Oak tree on R & W Townline Road. Wally received a \$5,000 proposal from Steven Scott.

Motion by Bergman, second by Overbeek, to table tree removal discussion until January 2025 meeting, and Wally will get a 2<sup>nd</sup> estimate. Unanimously approved. Motion passed.

## **16. Ordinance Removal/ Change**

Motion by Alexander, second by Bergman, to repeal section of ordinance for Clerk to write checks. Unanimously approved. Motion passed.

## **17. Deputy Clerk wage**

Carmen Kraayvanger is the new Deputy Clerk.

Motion by Overbeek, second by Alexander, to pay \$20 per hour for Deputy Clerk wage, as previously paid. Unanimously approved. Motion passed.

## **18. Public Comments made by 3 people.**

## **19. Payment of Bills**

Motion by Overbeek, second by Bergman, to approve payment of bills. Unanimously approved. Motion passed.

20. Motion by Bergman, second by Overbeek, to adjourn to closed session per WI 19.85(1)(c) to consider employee compensation. Unanimously approved. Motion passed.

Respectfully submitted,  
Cindy Hafferkamp  
Clerk, Richmond Township