

TOWN OF RICHMOND
Board of Supervisor's Meeting
Tuesday, February 25, 2025, 7:00 pm
Town Hall, W9046 County Road A
Delavan, WI 53115
Minutes

1. Chair, Jeff Karbash called meeting to order.
Present: Karbash, Supervisors Overbeek, Alexander, and Bergman.
2. Pledge of allegiance recited.
3. Motion by Overbeek, second by Alexander, to approve agenda. All present approved. Motion passed.
4. Karbash read January 21, 2025 minutes. Motion by Alexander, second by Overbeek, to approve minutes. Supervisor Bergman abstained. Karbash, Overbeek, and Alexander approved. Motion passed.
5. **Treasurer's Report**
Treasurer's Cash Summary Report updated.
CD renewed for 5 months at 4.4% APR.
Property tax collections completed and final disbursements have been made.
Just over \$2.1 million collected for property taxes in January, for a total of \$3.
\$175,000 still delinquent
\$5000 unpaid special charges (garbage/ recycling collection fee)
Treasurer Taylor had a conference with new CPA, Gary Otte, to collaborate on preparing financial statements for April 2025.
Motion by Overbeek, second by Bergman, to approve Treasurer's Report. All present approved. Motion passed.
6. **Board Reports**
Karbash – one call regarding subdividing a property was referred to Walworth County and Karbash stated Supervisor Miller (currently in the Urgent Care for an asthma flare up) had two realtors call her about zoning.
Overbeek – on call
Alexander – On Sunday, February 23, 2025, Marty Brunner, a long time Richmond resident with a lot of knowledge about the area, passed away and his daughter is planning funeral arrangements.
Bergman – On agenda
Clerk – Marty Brunner's name was able to removed from the ballot, because ballots had not been printed yet. Since a candidate has passed away in the Town Chairman position, all write in votes will be counted for that position.
7. **Other Reports**
 - a. **Sheriff's Liaison** – From January 2025 to now, there has been 1 burglary, 1 theft, and a couple frauds in Richmond Township. Fraud is number one concern in the area now.
 - b. **Roadman Report** – Seasonal weight limits for roads will be posted on Thursday, February 27th.. Roadman McManaway provided copies and read his letter to the Board stating he would be retiring as of April 4, 2025.
 - c. **Whitewater School District** – Two representatives of the Whitewater School District provided a presentation about the \$30 million referendum on the April 1st ballot.

8. GFL Complaints

Supervisor Alexander will contact GFL representative, Jennifer Burdick, to inform her of the list of complaints received from Richmond residents in 2025. Possible referendum in August or November regarding GFL and garbage service.

Motion by Karbash, second by Bergman, to table decision until a later date. All present approved. Motion passed.

9. Road agreement to form committee and 16. Road Agreement Paving

Supervisor Bergman stated Whitewater Township may be paving Krahn Drive this year and expressed concern that Richmond Township paid to pave the entire Chapel Drive. Roadman McManaway reviewed the history of the roads being divided up after the damn was removed in the 1940s and Richmond Township receives WI DOT funds for Chapel Drive. Road agreement with Whitewater Township to not have ATVs on R & W Townline Road causes confusion. Supervisor Bergman plans to go to Whitewater Township Board meeting to ask about Krahn Drive and taking down "No ATV" signs. Supervisor Alexander expressed concern that a committee needs to be formed to discuss agreements that are in place. McManaway stated that Town roads need to be rated on a website (after logging in) every 2 years.

10. Policy for refunds and NSF check charges

7 checks qualified for a refund (two checks were for \$1.68 and \$3.00). Whitewater Township Board voted to not refund any amounts that are less than \$10.

Motion by Bergman for no refund for amounts under \$5.00, with information included on the property tax bill insert. All present approved. Motion passed.

\$5.00 fee charged by our bank every time a check is sent back for non-sufficient funds (NSF), and Treasurer Taylor requested a \$25 charge for each NSF.

Motion by Bergman, second by Alexander, to charge \$25 for each non-sufficient funds check. All present approved. Motion passed.

11. Request to remove additional garbage/ recycling charge from parcel #/cs00217

12. Lake Lorraine lake access path

Dedrie Maloney read property information that stated no motorized vehicles were allowed on the north side of Lake Lorraine lake access path and requested to have a sign posted at the path stating no motorized vehicles were allowed.

Motion by Overbeek, second by Alexander, to approve placement of a "No Motorized Vehicles" sign on the lake access path.

13. Shed on Turtle Lake access for storage of buoys

Turtle Lake Association wants to put a shed off to the side of the boat launch. Whitewater buoys used to be stored at Lake Lorraine Fire House.

Motion by Bergman, second by Alexander, to table topic until future date. All present approved. Motion passed.

14. Old Business – W8770 Ridge Road

Bergman was in contact with the new owners and the property has already been cleaned up.

Supervisor Alexander prepared a dozen letters, through the Town Association attorney, regarding abandoned cars and they will be sent out soon.

15. Tax Receipt Errors

Bergman stated he was reviewing previous years tax payment receipted vs. county reported amounts and found some differences.

Motion by Overbeek for Town attorney to draft a letter to be sent to previous Treasurer Ann Seaver and previous Deputy Treasurer Brian Hayes, requesting receipt book and other information regarding finances. All present approved. Motion passed.

16. Meeting recording microphone and video

Bergman previously in contact with Kaco Computers for an estimate for a camera, two cables, and microphone, to use during Town Board meetings to post live meetings on YouTube or Facebook. Motion by Overbeek, second by Bergman, to proceed with purchasing recording equipment from Kaco Computers. All present approved. Motion passed.

17. Township hiring practices

Chairman Karbash expressed concern that a Deputy Clerk may be needed and suggested posting on Indeed, on Town Hall bulletin board, and on Town website. Supervisor Alexander stated preference to have the Board approve Deputy Clerk.

Concern expressed for Town Roadman hiring a part time roadman, instead of the Board. Roadman McManaway explained that it was a temporary position, because the current part time roadmen were going to be out of town.

18. Budget Amendments 2024

Supervisor Bergman stated 2024 expenses for Road Maintenance and Highway Equipment & Repairs went over budgeted amounts.

Motion by Bergman, second by Alexander, to have budget amendments for 2024 expenses with funds taken out of reserve and specific numbers will be presented at March meeting. All present approved. Motion passes.

19. Public Comment

3 public comments

20. Pay Bills

Motion by Overbeek, second by Bergman, to approve paying the monthly bills. All present approved. Motion passed.

21. Adjourn the meeting

Motion by Alexander, second by Overbeek, to adjourn the meeting. All present approved. Motion passed.

Respectfully submitted,
Cindy Hafferkamp, Clerk