

TOWN OF RICHMOND
Board of Supervisor's Meeting
Tuesday, September 15, 2026, 7pm
Town Hall, W9046 County Road A, Delavan, WI 53115

MINUTES - DRAFT

1. Call to Order

Chair Donna Jones called the meeting to order at 7pm. Chair Donna Jones, Supervisors Joe Staller, Rob Chelminiak, Tim Baker, Mike Bergman, Clerk Abby Papcke and Treasurer Emmily Taylor were present.

2. Pledge of Allegiance

The Pledge of Allegiance was recited by all attendees.

3. Approval of Agenda

Donna made a motion to add a special town elector meeting to the agenda. Joe seconded. Donna made a motion to approve the agenda. Joe seconded. Motion passed unanimously.

**4. Approval of Minutes:
8/18 Board Meeting**

Rob made a motion to approve the minutes. Tim seconded. Motion passed unanimously.

8/31 Special Board Meeting

Joe made a motion to approve the minutes. Mike seconded. Motion passed unanimously.

9/14 Budget Session #1

Rob made a motion to approve the minutes. Joe seconded. Motion passed unanimously.

5. Reports

a. Sheriff's Liaison Report

Deputy Caleb Broege not in attendance.

b. Treasurer's Report

Treasurer Emmily Taylor reported:

- Light month, updated all activity
- Interest rates ticking up
- Working on the 2027 budget
- Treasurer's report was published

c. Roadman Report

Roadman AJ Booth reported:

- Mowing the ditches
- Chipping- 18 or 19 stops, two loads, Cut back road sides on Brown and Territorial
- Worked on a few driveways permits
 - with the new driveway policies have had a few issues (19)
- Lorwood Drive- Still digging into is it private or Town of Richmond Road. AJ thinks we got that somewhat situated
- Worked on budgeting with Donna
- Johnstown road agreement (10)

6. Public Comment: Limited to 2 minutes per person

-Bill Steckelmann:

- Reduce Territorial Road speed limit
- More speed limit signs on Chapel dr
- Requesting more patrol by the sheriff
- Light pollution on WW lake- Can we do anything?

OLD Business

7. Respond to public comments from 8/18 Board Meeting

None

8. Sign budget amendments approved at 8/18 Meeting

All signed

9. Set fee amount for Fire call billing

Board discussed the emergency service call fee policy that Joe drafted. It was noted that through Joe's research using the WTA the town is well within our legal limit to do this.

Motion: Joe made a motion to approve the fire and emergency service call fee policy with the changes talked about today. Seconded by: Donna Motion passed unanimously.

10. Road Agreements

- Darien provided us a copy of our existing road agreement
- Send the Sugar Creek Road agreement out tomorrow
- Whitewater wants to just meet with the chair and roadman instead of the whole board like we requested. Meeting is 9/22 at 8am
- Johnstown has signed our agreement

11. Office Security

- Donna stated that our current policy is working but inconvenient
- Mike talked about a door under the exit sign
- Rob said that the safety committee has another idea they're working on
- Donna also talked about how the clerk did a key inventory

12. Transmission Lines

- Joe went through a list of things the town has done: Drafted our resolution of opposition, which has been approved, signed, and sent to MGS. Additionally, we had also drafted an impact statement for the town. We sent the town impact statement along with the impact statements of 70 other town residents to MGS.
- Joe is asking for the town to budget some funds for legal assistance in fighting the transmission lines not sure of the amount yet
- Joe also suggested that the Town might want to consider either registering or partner register as an intervener in the public service commission case
- Joe talked with the Wisconsin Towns Association which was not super helpful
- Rob said that he was at the Duesterbecks for the transmission line meeting. He brought back a new info sheet for residents that will be posted on our website
- Tim mentioned that Walworth County board will be voting on a similar resolution at their October 14th meeting

13. Consider Committee Ordinance

-Looked at the committee ordinance drafted on 9/9

Motion: Joe made a motion to approve the new committee ordinance

Seconded by: Tim. Motion passed unanimously

14. Committee Formation and Reports

Safety: Mike made a motion to appoint Wayne Rednius to the safety committee. Seconded by Tim.

-The safety committee met 9/10 talked about first aid kits, PPE, and security cameras

Building and Equipment: Donna made a motion to approve Larry Gard, Carl Rednius, Tim Baker, AJ Booth and Kevin Kraayvanger to the building and equipment committee. Seconded by Mike. Motion passed unanimously.

Plan Commission: Joe had a plan commission meeting and that was primarily focused on the letter they drafted for the transmission lines.

14.5 -Special town electors meeting

- Donna talked about the need for a special town elector meeting to discuss the clerk and treasurers' salary before submission for elected positions deadline. Donna stated that if we're going to keep long-term people then it's not going to be at the current salary.

Motion: Joe motioned for calling a Town Elector's Meeting on 10/20/26 at 6pm to consider compensation for the Town Clerk and Treasurer. Tim seconded. Motion passed unanimously.

NEW Business

15. Board Reports

-Mike: Not much to report. Thanked Tim for bringing the demo chipper down and taking it back

-Tim: None

-Joe: Everything was already discussed

-Rob: Talked about some calls he got about missed garbage pickup

-Donna: Talked about records requests, phone outage in the office, transmission line calls and questions, and budget meeting scheduling conflict.

16. Operator Licenses

Motion: Joe motioned to approve Leslie Reinke for operator license. Seconded by: Rob.

Motion passed unanimously.

17. Budget Work Sessions

-Donna reported that the first budget work session was last night. Great progress was made taking a first pass through Revenues and starting on Expenses. Another meeting will be next Monday 9/21/26 at 5:30.

18. Consider Letter to the County - funds allocation for transmission line legal expenses

Joe suggested we should send them a letter encouraging them to pass a resolution of opposition. Also encourage the county to allocate some money to fight the transmission lines. Joe asked for the ok to draft a letter to the county for both of those items. The board agreed to have Joe write the letter.

19. Driveway Permit Violations

Donna stated that we've always had a driveway permit and a driveway ordinance, but now it's much clearer with our new driveway and culvert ordinance. Well, our permit process has been going well, and we're definitely seeing some violations. AJ and Mike talked about the violations while Donna pulled up the pictures.

Motion: Joe made a motion to have AJ and Abby write a letter to residents who have violated the driveway and culvert ordinance. Donna will help. Donna seconded. Motion passed unanimously.

20. Right-of-Way Violations

Examples with pictures were also shown of right-of-way violations. The township needs room to not only plow snow, but a place to move the snow TO. The township also needs room to trim trees. It can be confusing for residents because the right-of-way is different on different roads. Again, a letter needs to be written to assist in resolving the existing issues.

21. Review year-to-date Budget to Actual Financials

Donna briefly pointed out that the actual revenues and expenses through August 31st are shown on the report.

22. Paying the Bills

Joe made a motion to pay the bills. Mike seconded. Motion passed unanimously.

23. Motion to Adjourn

Donna made a motion to adjourn. Mike seconded. Motion passed unanimously.

Meeting adjourned at 8:27pm.