

**Town of Otter Creek – December 14, 2021**  
**Otter Creek Town Hall**  
**Regular Town Board Meeting – 7 p.m.**

**Attendees:**

Chairman Mark Warner\*

Supervisor 1 Cecil Hayes\*

Supervisor 2 LeAnn Ralph\*

Clerk/Treasurer Bev Bernier

Patrolman Gary Anderson

Guests, Bob Bernier, Jon Kragness, Jon Robinson, Chuck Boyer, Lori Sudbrink, Dylan Deringer, Bruce Snyder

\*Board Members

**REGULAR TOWN BOARD MEETING**

The Regular Town Board Meeting was called to order by Chairman Warner at 7:01 p.m. on Tuesday, December 14, 2021. Meeting minutes from the 11/9/2021 Special Town Meeting of Electors, Budget Meeting, Special Town Board Meeting to adopt tax levy and Regular Town Board Meeting were not read by Bev Bernier as Warner, Ralph and Hayes reviewed the minutes prior to tonight's meeting and agreed that the minutes did not need to be read. **Ralph motioned to approve the 11/9/2021 minutes as presented, Hayes seconded. Motion carried.**

**Election Inspectors for 2022 -2023** - Review and possible approval of list of Election Inspectors for 2022-2023; Hayes made a motion to accept the list of Election Inspectors, Ralph second. MC

**Fence viewing** - Town Board to set fence viewing fee. The Board reviewed the sample fence viewing fees from Red Cedar submitted by Clerk Bernier. Discussion was held on options, also reviewed City of Arcadia fees. Chairman Warner proposed a \$200 drafting fee, \$50/hour for each viewer, minimum of 2 viewers, 56 cents per mile per viewer, and any other required fees, including, but not limited to, filing fees, service of process fess, recording fees, legal fees, etc. The fees are payable after the viewing. Motion by Warner, second by Ralph. MC.

Discussion regarding the request by Lori Sudbrink is for a line fence, not a partition fence. The Board can determine what is equitable and fair, the split could be 50/50, 60/30, etc. There has not been a fence on the survey line. The Board deals with a partition fence dispute. Any fence viewing will be after the fence is built. The Board will use the letter on file from Lori Sudbrink requesting the fence viewing. The Board directs when the fence is to be built. Motion by Hayes to direct the fence be built by July 1, 2022, second by Ralph. MC. Board to review fence viewing status at the June 14, 2022 regular board meeting.

**Patrolman performance and compensation review** - Review Patrolman compensation and job performance and possible action; Gary has done a good job in 2021, nice job on Deepwood Road and other roads. 1070<sup>th</sup> graveling and culvert. Gary wants a sizeable raise, wants to be equal to the neighbors on the west. One guy is \$26, one gets \$28, Gary wants a \$2/hour raise. Currently at

\$24/hour. Discussion held. Motion by Warner for \$2/hour increase to \$26 effective 1/1/2022, second by Hayes, MC. Adjust mid-month pay advance from \$1250 to \$1500. Leave mileage reimbursement in place.

**Clerk Treasurer pay** – Per the 2022 budget approved at the November 9, 2021 Budget meeting, the Clerk Treasurer pay will change from \$900/month to \$1,000/month effective 1/1/2022.

**Town Board pay** - Review process for board pay adjustments. Any adjustments made at an Elector meeting and vote prior to future board election.

**Chairman reimbursement** – The Chairman currently receives \$10/month for phone reimbursement. Review increase to \$30 for phone/internet. Motion by Ralph to reimburse the Chair \$30/month for phone and internet, Hayes second. MC.

**.gov email addresses** – Clerk is set up with [clerk@townofottercreek.wi.gov](mailto:clerk@townofottercreek.wi.gov). Randy Simpson with 24 7 Telcom is working on Chairman, Supervisor 1 and Supervisor 2. Advantages are that any emails sent to these addresses pass on with the position.

**2022 Town Advocacy Council** – action whether to join. Discussion held, Otter Creek will continue as in the past and not join the Council.

**Grant approval** - Town Road improvement grant approved for \$14,611.

**MFL** – Axness (withdraw); Steinmetz & Bernier (continue); Longanecker & Johnson(enter).

**Special Assessment Requests** – Gary Natysin & Karla Halvorson to Michael & Margaret Hafemann.

**Land Use Permits** – Ingram is still pending for 2 land use permits; Otter Creek Christian Church works with the State for permits, Sand received a cease work order letter from Dunn County.

#### **Updates from Fred Weber**

11/3/2021	Runk	Insulation	Passed
11/3/2021	Runk	Final Inspection/Occupancy	Passed
11/5/2021	Axness	Final Inspection/Occupancy	Passed
11/15/2021	Kragness	Final Inspection/Occupancy	Passed
11/16/2021	Swenson	Rough Plumbing	Passed
11/16/2021	Swenson	Rough Electrical	Passed
11/16/2021	Swenson	Rough Construction	Passed
11/29/2021	Zazovskaya	Final Inspection/Occupancy	Passed

**Town truck order** – surcharge letter. February 18 delivery date – delayed to this date.

**Current plow truck** – No quote from Indianhead on repair to hoist. Windshield repair was \$886, check received from Rural Mutual Insurance, deposited 12/14/2021.

**Road Work/Equipment** – plowing snow.

**Auditing bills for payment** – bills circulated and signed by the Town Board.

**Review treasurer’s report.** Motion by Hayes to accept the treasurer’s report, second by Ralph, motion carried.

**Public comments** – Chuck Boyer – as property owner he wants to express thanks for the boards community service. Question on the budget and determining where the \$2200 additional cost of Colfax Rescue comes from. The cost was budgeted in from general funds.

**Any other business-** none.

<b>Clerk reviewed the finances.</b>	Equipment Account -	\$33,885.73
	Tax Account -	\$97,599.30
	Checking Account -	\$20,801.02
	ARPA Funds -	\$27,737.17
	2022 Truck Loan -	<u>\$130,000.00</u>
	Total of all accounts	\$309,983.22

**ADJOURN** - Ralph moved to adjourn the monthly meeting, seconded by Hayes. Motion carried.  
Meeting adjourned at 8:53 p.m.

Respectfully submitted – Bev Bernier, Clerk/Treasurer

**CONTACT PHONE NUMBERS IN ORDER OF CALLING:**

Gary Anderson – 715-658-1483;

Mark Warner – 715-658-1602, 715-556-6083 (cell);

LeAnn Ralph – 715-308-6336;

Bev Bernier - 715-658-0131;

Bob Bernier – 715-577-6310;

Cecil Hayes – 715-577-6634 (cell);

Town Shop - 715-658-1319;

Chuck Boyer – 715-600-4149