

**Town of Otter Creek Board of Review Meeting and  
Town of Otter Creek Regular Monthly Town Board Meeting  
Otter Creek Town Hall – E5905 County Road S, Wheeler WI 54772**

**May 28, 2024 – 7 p.m.**

***Agenda***

- Call to Order **Board of Review**
- Roll Call
- Confirm appropriate BOR notice – long notice on Website and Town Hall, short notice published in 4/24/2024 Colfax Messenger
- Select chairperson for BOR
- Select a BOR Vice-Chairperson
- Verify mandatory training requirements met – Clerk attended on 3/2/2024 and Chair attended on 3/19/2024
- Verify the Town of Otter Creek has an ordinance that exists for the confidentiality of income and expense information provided to the assessor under state law.
- Tax Assessor share any new tax laws
- Verify the Town of Otter Creek does not have a policy regarding the procedure for waiver of Board of Review hearing requests, as such, any requests not formally noticed to clerk of BOR at least 48 hours before the first meeting of the BOR will be basis for refusal to hear objection at this first BOR.
- Receive the assessment roll and sworn statement from Tax Assessor; Natalie DeLeasky.
- Receipt of the assessment roll by the Clerk from the Assessor.
- Receive the assessment roll and sworn statements from the Clerk.
- Review the assessment roll and perform statutory duties:
  - Examine the roll,
  - Correct description or calculation errors,
  - Add omitted property, and
  - Eliminate double assessed property.
- Verify with Assessor that any Open Book changes are included in the assessment roll. Open Book was held Tuesday, May 7, 2024, 2:30 p.m. to 4:30 p.m.
- Allow taxpayers to examine assessment data.
- Hear any timely filed assessment objections.

**SUSPEND BOARD OF REVIEW – CALL TO ORDER THE REGULAR MONTHLY BOARD MEETING**

**Call to Order** regular board meeting

**Approval** of Minutes from the April 16, 2024 Annual meeting

**Approval** of Minutes from the April 16, 2024 Regular Town Board meeting

**Public Comments** - Public Comment is limited to 3 minutes. As per the state's Open Meetings law, there will be no back and forth discussion with the town board. The state Attorney General's guidance is that board members can ask clarifying questions but that back and forth discussion is not advised.

**Communication from Town Chair –**

**ADU update.**

**Utility permit** - Dairyland Power is running a backbone (middle mile line) up to the ethanol plant between Wheeler and Boyceville, 990<sup>th</sup> Street. Utility permit received along with check for \$240.00

**Allen Miller** – culvert order for use on County Road N, former Crane/Dakota Smith land.

**Zoning** - Discussion of possibly changing the zoning in Otter Creek to Intensive Agriculture and/or Primary Agriculture and possible scheduling of state and county officials to talk more about an AEA and/or changing the zoning at a subsequent town board meeting.

**Communication from Town Supervisors**

**Communication from Clerk** – maintenance of effort (MOE) due from EMS/Fire to Clerk by June 15, 2024. Received submission from EMS.

**Letter regarding ATVs** – discussion and possible approval of a reporting mechanism for the town's website that town residents can use regarding the illegal use of town roads by ATVs/UTVs. Consideration and possible approval of a letter to Dunn County Sheriff and DC Administrator regarding ATV's in violation of ATV approved routes

**Letter regarding resolution for pause** – consideration and possible approval of a letter from Town of Otter Creek to Dunn County Board of Supervisors requesting a resolution to pause placement regarding refugee resettlement in Dunn County area.

**MFL land** –

Nicholas Waterman, Minnetonka MN – 42.970 acres closed

Bruce Ayres, Colfax WI – 40 acres open, 33.830 closed, 40 acres closed

David Solberg; Laura Sadler, Eau Claire WI – 40 acres open

**Tavern License renewal** – received from Too Mixed Up. Possible approval of license and advertising in Colfax Messenger.

**Bartender licenses** – request to issue 15 licenses – 5 for present through June 30, 2024 – 10 for July 1, 2024 through June 30, 2025:

Ashleigh Miray Holloman, Sierra S Miller, Ali A Ruhnke, Brandy Coomer, Shaylie Fremouw, Cole Richard Cropp, Jay Jeffrey Fish, Mary Kay Flatland, Nathaniel Oliver Root-Holloman, Shawna M Stone

**ADUs - Requests for response to Town of Red Cedar** –

- 1) Are you in favor or against Accessory Dwelling Units in R1?
- 2) Are you in favor or against Accessory Dwelling Units in R2, R3 and/or General Ag?
- 3) Additional comments?

**Yes or no** – is there town support for an amendment to the county zoning ordinance to include parallel approval authority for towns related to special exceptions to zoning.

**Sales** – Special Assessment Report Requests: owner: Buff Tex LLC (formerly James & Sandra Olson); buyer: Dusek, 18 acres by 170

**Weber April Inspection report** –

4/4/2024 Whitted Permit Issued Cabin

4/26/2024 Long/Boyle Final Inspection/Occupancy Passed

**Cutting notice** – Jeff Dehnhoff, Mark Seyer

**Logging driveway permits** –

D-6-2024 – Gary & Greg Axness - Keven Blaisdell

D-7-2024 - Dylan Deringer – Goettl Logging

**Results of town road inspection**

**Patrolman** - Report from Patrolman on Road Work/Equipment

**Treasurer** - Review treasurer's report

**Auditing of bills** for payment

**Any other business**

**Adjournment** of Regular Board Meeting

**RETURN TO BOR** – Adjourn to future date if necessary; Adjournment of BOR – not before 9 p.m.