

Town of Otter Creek –Budget Meeting
Special Town Board Meeting to adopt tax levy; and
Regular Town Board Meeting - 7 p.m. - 11/12/2024
Otter Creek Town Hall – E5905 County Road S, Wheeler WI 54772

Attendees:

Chairman LeAnn Ralph*

Supervisor 1 Cecil Hayes*

Supervisor 2 Bob Bernier*

Clerk Treasurer Bev Bernier

Guests: Residents: Gary Axness, Denise Axness, Sharla Utpadel, Brian Hawkins, Renee Carrell

Non-Residents: Chuck Boyer, Gary Anderson (Patrolman)

*Board Members

BUDGET HEARING

The Budget Hearing Meeting was called to order by Chair Ralph at 7:02 p.m. on Tuesday, November 12, 2024. In attendance were three board members, plus six residents and two non-residents. Clerk had posted notices on the Town Hall door, the Town Website, two additional places within the Town, and published the proper notice in the Colfax Messenger.

The 2025 proposed budget was presented by Bernier, Clerk-Treasurer, and some discussion followed. After some discussion, there were no changes to the budget as it was presented. Revenue and expense budget for 2025 of \$384,739. Ralph made a motion to adjourn the Budget Hearing Meeting at 7:12 p.m. Bernier second, MC.

Respectfully submitted – Beverly Bernier, Clerk/Treasurer

SPECIAL TOWN MEETING

The Special Town Meeting was called to order by Chairman Ralph at 7:13 p.m. on Tuesday, November 12, 2024. All people as noted above were in attendance, plus advertising as noted above was done so as stated. This year’s allowable tax levy for Otter Creek is \$119,381, with an increase of 0.865% for net new construction, bringing the levy to \$120,413, less \$291.26 in personal property aid, plus \$14,442 general obligation debt for the town truck payment, totaling \$134,564 for the 2024 payable 2025 allowable levy. This is compared to \$133,565 in 2023, payable 2024, as allowed by the State of Wisconsin.

Bernier made a motion to accept the 2024 Town Tax Levy as \$134,564 allowable figure to be used in the 2025 budget pursuant to Section 60.10(1)(A) Wis. Stats. Sharla Utpadel seconded the motion. Approved – 9. Opposed – 0. MC.

Ralph asked for a motion to adjourn the Special Town Meeting at 7:15 p.m. Bernier made a motion to adjourn, Hayes seconded the motion. Approved – 9. Opposed – 0. MC.

Respectfully submitted – Beverly Bernier, Clerk/Treasurer

REGULAR TOWN BOARD MEETING

The Regular Town Board Meeting was called to order by Chair Ralph at 7:16 p.m. on Tuesday, November 12, 2024. Same people were in attendance, plus advertising had been done as stated above.

Meeting minutes from the October 11, 2024 Regular Board Meeting were not read by Clerk Bernier, as Ralph and Bernier reviewed the minutes prior to tonight’s meeting and agreed that the minutes did not need to be read. **Ralph motioned to approve the minutes as presented. Hayes seconded. MC.**

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 & forth discussion is not advised. NONE.

Communication from Town Chair – Update on trailer house concern. Zoom meeting with Bev, LeAnn, Sharla, Anne, Traci, Lilly about the trailer house concern. They assured us they will not approve the ADU permit as long as the property is out of compliance with zoning and the vehicles. LeAnn sent a letter to the property owner with concerns of moving the trailer in without approval and a letter regarding the junk vehicles being in an ag zone. Trailer was in the road right-of-way, but has now moved onto a pad. Conditional approval may be granted by Dunn County if they clean everything up. Corp Counsel was not involved in the discussions. February 14, 2025 would be deadline to comply. Used a loader to move the trailer, still sitting there. Propane tank there, electrical. LeAnn made an open records request to DNR. Many dogs there Sunday.

Communication from Town Supervisors – none.

Communication from Clerk –

Post-election audit of electronic voting equipment due by 11/25/2024

Difference between SOA of the DOR and acres reported to DNR. Clerk is working with Dunn County (Sarah) and assessor (Natalie).

	SOA	DNR	Difference
MFL Open @ \$0.72 (Before 2005)	244.26	149.00	95.26
MFL Closed @ \$1.68 (Before 2005)	2,491.87	2,247.49	244.38
MFL Open @ \$1.90 (After 2004)	1,302.63	1,257.89	44.74
MFL Closed @ \$9.49 (After 2004)	4,368.78	4,965.10	(596.32)
MFL Total	8,407.54	8,619.48	

Gunnufson fire bill paid.

First notice of non-compliance regarding property assessment in the Town of Otter Creek

Compliance status

The Town of Otter Creek has been out of compliance for four consecutive years, which does not meet the statutory requirement. DOR calculated the following percentages of assessed to full value for major classes of property in the taxation district for the current and three preceding years. If a ratio is not displayed, it is not a major class.

Class	2021	2022	2023	2024
Residential	93.42	79.56	63.85	0.00
Commercial				
Undeveloped, Ag Forest, Forest, & Other	88.95	83.28	71.83	0.00
Personal Property				

Note: If the Statement of Assessment was not available as of this notice, ratios could not be calculated and are displayed as zeros.

Next steps

If the assessed value of each major class of property is not within 10% of the full value in 2025, the taxation district will not be in compliance with state law (sec. 70.05 (5)(d), Wis. Stats.), and DOR will issue a Second Notice of Non-Compliance. If compliance is not achieved in 2026, DOR will order "Special Supervision" of the following year's assessment for the taxation district.

Adopt the 2025 budget and 2024 tax levy to be paid in 2025. Motion by Hayes, second by Ralph to adopt the 2025 budget and 2024 tax levy to be paid in 2025. MC.

Building Ordinance - Consideration, review and possible amendment of Town of Otter Creek's building ordinance. Section 6, (b). Prior to the enactment was in 1974, so only applies to manufactured homes prior to 1974. **Any pre-owned manufactured home** must be inspected prior to delivery to the Town. Clerk to set up zoom meeting with DC corp counsel. Bob will check with Todd Sinz if the Sand septic was actually inspected.

Order - Consideration and possible approval of the Otter Creek Town Board issuing an order to remove the trailer house/manufactured home out of the town right-of-way at N10950 670th Street, Wheeler WI 54730, per state statute 86.04 (highway encroachments). The trailer house has been moved out of the town right-of-way.

Permits - Curtis Nelson/Susan Dusek sanitary permit and zoning permit granted
Sanitary reconnect permit issued for Pat Sand by Dunn County
Sanitary reconnect permit issued to Alaina Anderson (former Tim Hermann property)
Zoning application received from Pat and Pam Sand

10/30/2024	Williams	Rough HVAC	Passed	
10/30/2024	Williams	Rough Plumbing	Passed	
10/30/2024	Williams	Rough Electrical	Passed	
10/30/2024	Williams	Rough Construction	Passed	
10/31/2024	Nelson	Electrical Hook-up	Passed	
10/31/2024	Nelson	Permit Issued		New Home Construction

Consider Fred Weber building inspector contract for 2025. Bernier will check with Matt Flatland also, put on December agenda.

Patrolman - Report from Patrolman on Road Work/Equipment. Few calls on roads needing grading. Was dry for 2 months, then rained. Went over all the roads, may go over again. Working on the wet spot for Spring on 1180th, moving dirt to make it a two lane road. Moving it

with a backhoe. Move some of the dirt to Sundbys by the top of Duncan Hill. 16' road with no shoulder, will take extra dirt to dump there. Ready for winter, salt is mixed with the sand and tarped. Culvert survey done, ones that were over 6', but not up to 20'. LeAnn sent to Dunn County.

Review treasurer's report. Hayes made a motion to approve the treasurers report as presented, second by Ralph, MC.

Auditing of bills for payment

Any other business – none.

Adjourn – Bernier moved to adjourn the monthly meeting, second by Hayes. MC. Adjourn 8:27 p.m.

Clerk went through the finances.	Equipment Account -	\$62,179.96
	Tax Account -	\$38,331.09
	Checking Account -	\$57,678.21

Respectfully submitted – Beverly Bernier, Clerk/Treasurer

CONTACT PHONE NUMBERS IN ORDER OF CALLING:

Gary Anderson – 715-658-1483; LeAnn Ralph – 715-308-6336;

Bob Bernier – 715-577-6310; Cecil Hayes – 715-577-6334

Beverly Bernier – 715-658-0131; Town Shop - 715-658-131