

**Town of Otter Creek – March 11, 2025**  
**Otter Creek Town Hall – E5905 County Road S, Wheeler WI**  
**Regular Town Board Meeting – 7 p.m.**

Annual Meeting was called to order by Chair Ralph at 7:05 pm on Tuesday, April 15, 2025. In attendance were board members:

Chair LeAnn Ralph  
Supervisor I Cecil Hayes  
Supervisor II Bob Bernier

Guests - residents: Renee Carrell, Bev Bernier (Clerk Treasurer)  
Non-resident: Chuck Boyer

**Advertising** - Ralph stated the Colfax Messenger had advertised the meeting in their paper plus notices had been posted on the Town Hall door and the Otter Creek website.

**Minutes from the 2024** Annual Meeting were read by the Clerk/Treasurer Bernier. Hayes made a motion to accept the minutes as so read, second by Bernier. Carried = 5 residents, 0 opposed.

**Annual Financial Report** was presented by Bernier, which shows the revenues and expenditures related to the year of 2024. Recipients were asked to review the report on their own and submit any questions at the May meeting. Hayes made a motion to accept the financial report as presented, second by Bernier. Carried = 5 residents, 0 opposed.

**Noxious weeds**, per WI Stats Sec 66.04, was announced and explained by Ralph that Otter Creek residents need to control and destroy all weeds listed under the Statute. Chair read through the Noxious weeds information, which is available at the town hall and on the website.

**2026 Annual Town Meeting** will be held on the third Tuesday of April, 2026, being **April 21, 2026**, at the town hall according to state law requirements. The motion to approve the 2026 Annual Town Meeting date was made by Ralph, Bernier second. Carried = 5 residents, 0 opposed. Regular Town Board meeting will also follow.

**Permits/Ordinances:** Ralph announced those in effect for Otter Creek are building, driveway, zoning, fire and burning, trailer, Uniform Dwelling ordinance, UTV/ATV ordinance, and sand mining regulations, etc.

**Roadwork project for 2025-26:** The bulk of roadwork for the upcoming year is mainly prep, grading and spreading of limerock and other road material on non-paved roads, along with brushing and clipping of vegetation. Miscellaneous graveling as needed.

Chair Ralph asked if there was any other business to discuss. No response was heard.

Bernier made a motion to adjourn the 2025 Annual Town Meeting at 7:15 pm, Hayes second, MC.  
Respectfully submitted, Bev Bernier, Clerk/Treasurer

**Town of Otter Creek - Regular Town Board Meeting – April 15, 2025**

Meeting was called to order by Chair Ralph at 7:15 pm. In attendance were board members:

Chair LeAnn Ralph  
Supervisor I Cecil Hayes

Supervisor II Bob Bernier

Guests - residents: Renee Carrell, Bev Bernier (Clerk Treasurer)

Non-resident: Chuck Boyer

Immediately following the annual town meeting on Tuesday, April 15, 2025, at 7:20 p.m., chair LeAnn Ralph called the regular town board meeting to order. Attendance at this meeting were the people listed above who attended the annual town meeting. Advertisement of this meeting was also the same as listed under the annual town meeting.

**Meeting minutes** from the March 11, 2025 regular board meeting were not read by Bev Bernier as Ralph, Hayes and Bernier reviewed the minutes prior to tonight's meeting and agreed that the minutes did not need to be read. Hayes made a motion to approve the minutes of March 11, 2025 as presented, second by Ralph, 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 and forth discussion is not advised.;

Communication from Town Chair; Fire board meeting on the 27<sup>th</sup>, they anticipate March of 2026 is the arrival of the new fire engine. \$285,000 in account for vehicle replacement. \$15,000 interest on CDs. \$20,000 in the budget not transferred into the account yet. Members of fire district will contribute, and 20% for Otter Creek. There may be an increased cost, forgot to plan for a portable tank for tenders to use. About \$15,000 additional cost. Chair gave historical information regarding Little Otter Creek School location of N and 600<sup>th</sup> Street. From the 1909 plat map, N now is where 1030<sup>th</sup> is now. CD Bird was town chair and county chair.

Communication from Town Supervisors; 1180<sup>th</sup> and SS fire. About 3-4 acres burned.

Communication from Clerk/Treasurer;

Nuss Truck – Josh George phoned. The spreader box came in without the trough pan or flap door. It may take up to 4 weeks to get the part, although the arrival for the original part was fairly quick. They can put the old spreader back on, leave it off, we can leave the truck there or pick it up. We will leave the truck there and they will keep us posted.

Checks from Rural Insurance are on their way. One for full amount of pole damage for \$2,836.13, and one for truck damage of \$13,038.47. We have to pay \$1,000 deductible for truck repair (total pd of \$14,038.47).

Sales – Special Assessment Report Requests: Jenny Hubbard, County Road N, Colfax WI to Schindler Hennings Living Trust

Driveway Permits – logging:

- D-2-2025 - 3/26/2025 – Schendel Family, Logger: Goettl

Weber Inspection March report – 3/4/2025 William Footings – Passed

Flatland Inspection March report –

- 3/13/2025 Sand occupancy – granted
- 3/7/2025 – Lance Owen building permit issued

Timber Cutting permit – Kent Hoveland (Bell Timber logging) 3/28/2025

Land Use Permit – issued to Lance Owen 3/24/2025

3/21/2025 - Chris & Susan Dvoracek sanitary permit from DC – replacement mound

4/4/2025 – Chris & Susan Dvoracek zoning permit for new home issued by DC. E7111 Cnty Rd N

Vintage sign shop – quote for design & repair of cemetery sign \$425. This would be two separate aluminum panels with a vinyl design applied, we would install them directly to the existing sign panels and just cover it up. The sign frame needs to be sanded or sand-blasted and then re-painted and is not on the estimate. Clerk to contact Tainter Machine to get a quote for cemetery sign. Put on May agenda.

Tavern license application to be sent to Too Mixed Up and Woodwind Park for 7/1/2025 to 6/30/2026.

Set date for town road inspection. Friday, April 18, 2025 at 8 a.m. Clerk to post notice and board will complete Dunn County Comprehensive Plan Survey as a group during road inspection on Friday, April 18, 2025 at 8 a.m.

Fires – waiting for bill for Newhouse fire and fire 4/12/25 on 1180<sup>th</sup> (Steinmetz & Apelgren)

Upcoming dates:

- April 28, 2025 – Dunn County Unit Meeting of Wis Towns Assoc – DC Judicial Cntr
- May 13, 2025 regular board meeting – include Meeting to adjourn BOR to September 9, 2025 from 6 pm to 8 pm
- 6/16/2025 – MOE report due from Fire/EMS to clerk
- 7/1/2025 – Clerk to file SL-305 from MOE report info.

Road damage - 610<sup>th</sup> near turkey shed – truck in ditch. Look at recouping cost of \$3000 to \$4000 for road repair for crushed blacktop and crushed rock, plus grading. Town will put together a billing statement to Wyatt Sell and Jeremy High.

Possible replacement of town shop posts. Get couple pole building contractors to look at it and provide quotes, minimum of three. Consultation and estimate. Hayes will contact several contractors. Put on May agenda.

**Patrolman** - Report from Patrolman on Road Work/Equipment. Gary was absent, requested the board look at the shed and review the road damage.

**Treasurer** - Review treasurer's report. Motion by Hayes to accept the treasurer's report, Ralph second, MC.

**Auditing of bills** for payment. Bills circulated and approved by the Town Board.

**Any other business**

**Closed Session** – 8:04 p.m. - Motion to go into closed section pursuant to Wisconsin state statute 19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility – town patrolman hours.

**Open Session** – 9:07 p.m. -Motion to convene into open session and to take action appropriate to Wisconsin state statute 19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility -- town patrolman, which resulted from the closed session.

**Adjournment** of Regular Board Meeting. Ralph moved to adjourn the monthly board meeting, Bernier second, MC. Meeting adjourned at 9:08 p.m.

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

Bev Bernier – 715-658-0131;

Town Shop - 715-658-1319;