

**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 13, 2025 – 7 p.m.**

Agenda

Call to Order Board of Review

Motion to Adjourn **Board of Review** to Tuesday, September 9, 2025 from 6 p.m. to 8 p.m.
(Open Book scheduled for Tuesday, August 26, 2025 from 3 p.m. to 5 p.m.)

Call to Order

the Regular Monthly Board Meeting

Approval of Minutes from the April 15, 2025 Annual meeting minutes; April 15, 2025 Regular Town Board Meeting minutes; and April 30, 2025 Closed Meeting minutes.

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 – PASER report

Communication from Town Supervisor 1 – report on bids for possible repair/replacement of town shop posts.

Communication from Town Supervisor 2 –

Communication from Clerk –

- 670th street has speeding vehicles with children present.
- 670th ATV signs are coming. Do we have a list of signs that were stolen and need to be replaced. Would like the ordinance worded to say once a road has been opened as an ATV route it must be signed initially.
- Tainter Machine to provide quote on cemetery sign repair or replacement
- Fires – sent out two bills for Newhouse fires- March 17, 2025, \$6,033.84, and March 20, 2025, \$258.00. Waiting on bill for fire 4/12/25 on 1180th (Steinmetz & Apelgren). Dan Fregine fire call is for Town of Hay River.
- Meyer Truck is now Ascendance Truck Centers
- Upcoming dates:
 - 6/16/2025 – MOE report due from Fire/EMS to clerk
 - 7/1/2025 – Clerk to file SL-305 from MOE report info
 - WTA Spring Workshop Eau Claire - 5/22/2025 - \$70

June Regular Board Meeting – can we move out 1 week to June 17, 2025.

Sales – Special Assessment Report Requests: Legend Title Services - Vacant Land on 670th Avenue / buyer Schultz / seller Printz

Weber April Inspection report – Nothing for April, 2025

Flatland Inspection – Chris and Susan Dvoracek building permit issued and land use permit issued, E7111 County Road N, Colfax WI

Zoning - Dunn County –

- Approved zoning permit for large pole shed for Mark & Cynthia Seyer at E6449, 970th Ave., Colfax WI (no land use permit or building permit needed for non-residence)

- Informed Scott Jordan, N11943 County Road SS, they need sanitary, permits before Zoning will issue any permit for new residence

Cutting notice – Donald Loback, 1140th Ave, Wheeler – Travis Anderson logger
Jeffrey Wildner, Travis Anderson logger

Logging driveway permits – D-3-2025 – Geary Searfoss, 710th St.

Jason Spetz – DC Emergency Management – Review and possible adoption of Resolution adopting the National Incident Management System (NIMS) as local incident management system. Otter Creek has an EOP and each town should have a resolution in place adopting the National Incident Management System (NIMS) as our local incident management system. We will need this to be eligible for Federal disaster funding.

Results of town road inspection

Road damage - 610th near turkey shed – Wyatt Sell had a truck in ditch. Look at recouping cost of \$3000 to \$4000 for road repair for crushed blacktop and crushed rock, plus grading.

Retirement – action on patrolman's retirement at the end of July, 2025

Job Posting - Discussion of patrolman job description and job listing

Patrolman - Report from Patrolman on Road Work/Equipment

- Any road materials ordered
- Any supplies purchased
- Any equipment needing repair
- Any damage to roads by nature or man

Treasurer - Review treasurer's report

Auditing of bills for payment

Any other business

Adjournment of Regular Board Meeting