

Town of Otter Creek – May 13, 2025
Otter Creek Town Hall – E5905 County Road S, Wheeler WI
Board of Review and Regular Town Board Meeting – 7 p.m.

Attendees:

Chair LeAnn Ralph*

Supervisor I Cecil Hayes*

Supervisor II Bob Bernier*

Bev Bernier, Clerk Treasurer

Guests – Chuck Boyer (non-resident)

*Board Members

The Board of Review Meeting was called to order by Chair Ralph at 7:02 p.m. Immediately Chair Hayes made a 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.). Second by Bernier, MC.

Town of Otter Creek - Regular Town Board Meeting – May 13, 2025

Immediately following the adjourned Board of Review, at 7:05 p.m., chair LeAnn Ralph called the regular town board meeting to order.

Meeting minutes from the April 15, 2025 Annual Meeting and April 15, 2025 Regular Board Meeting, along with the April 30, 2025 Closed 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 the April 15, 2025 Annual and Regular Board meeting, along with the April 30, 2025 Closed Meeting as presented, second by Bernier, 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.

Public comment: Concern from citizen about road damage on 1140th Street from DNR – see notes below.

Communication from Town Chair – PASER report. Due every 2 years, County Hwy Commissioner sent email that they can complete this for towns. Chair will complete this report for the Town of Otter Creek. Due in December, they like it done by October, which is when the Chair will have it completed. SW&R, have \$100,000 in surplus, will put in long-term investment. Looking at automatic defibrillator for the two collection sites. On 5/12/25 fire on 640th Street, town of Tainter, also a fire in Ridgeland.

Communication from Town Supervisor 1 – report on bids for possible repair/replacement of town shop posts. Met with contractor, discussed solutions, will put together bid. Road damage on 1140th, DNR unloaded their brusher, took out some asphalt. Cecil to get photos.

Communication from Town Supervisor 2 – none.

Communication from Clerk –

- Resident reported that 670th street has speeding vehicles with children present. Clerk to respond to resident that they have the option of putting up “children playing” signs, as speed bumps are not recommended and there were not many other options, other than videoing the speeder and contacting the sheriff’s department
- 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. Clerk to respond to Matt, state law signage must be posted.
- 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. Clerk request to attend, Motion by Ralph, second by Hayes for clerk to attend, MC.

June Regular Board Meeting – can we move out 1 week to June 17, 2025. Motion by Hayes, second by Ralph to move June meeting to June 17, 2025. MC

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

MFL Transfer Orders – Grant/Danielle Phillips – 37.4 acres closed (Cnty Rd N)

Grant Phillips – 119 acres closed – (N and 1130th)

Grant/Danielle Phillips – 15.26 open

William Cutting Trust – 40 acres closed

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

Dept of Safety & Professional Services – “permission to start” letter to WoodWind Park for 456 sq ft dining building addition

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. See if logging driveway permits needed, depending on road.

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. Motion to adopt Resolution 2025-01 by Ralph, second by Bernier, 1 abstain, MC.

Results of town road inspection. Crack sealing to be done by Loback's and also on Mark Warner's road. First road north of the tower is good, side road that no one uses needs some repair. Have Superior Sealers look at this road when they crack seal. Chair will review.

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. Chair will talk to Gary to get billing information, along with DNR damage.

Retirement – action on patrolman's retirement on July 31, 2025. Hayes motion to approve his retirement date for 7/31/25, second by Bernier, MC.

Job Posting - Discussion of patrolman job description and job listing. Motion by Hayes, Bernier to approve the job description for the worker. MC. Ask for applications to be submitted by June 13, 2025. Motion to set the deadline to June 13, Hayes, second Bernier. MC.

Patrolman - Report from Patrolman on Road Work/Equipment. Patrolman ordered the material for the road work this summer. Chair will talk to Gary about where the material will be dropped. Brushed on tower road 1030th to 600th, working on 1090th. Been doing grading on 730th. Will start on 730th hill. Graded the roads that need to be graded. McCoy backhoe bill for supplies for air filters, hydraulic filters, etc.

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

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

Adjournment of Regular Board Meeting. Ralph moved to adjourn the monthly board meeting, Bernier second, MC. Meeting adjourned at 8:15 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;