

Agenda - Town of Otter Creek – Regular Town Board Meeting
Otter Creek Town Hall – E5905 County Rd S, Wheeler WI
June 17, 2025

- **Call to Order** regular board meeting
- **Approval** of Minutes from the May 13, 2025 Board of Review
- **Approval** of Minutes from the May 13, 2025 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**
- **Communication from Town Supervisors** – update on building repair estimate
- **Communication from Clerk** –
 - maintenance of effort (MOE) filed by Clerk with DOR on June 8, 2025 with information from EMS and Fire Department.
 - Sunlight Report – request for meeting notices. Was single individual from Sheboygan, who has AI generated images of the "staff". This does not appear to be an actual news media entity, and there is a legal decision pending from Wisconsin Counties Association legal counsel, in conjunction with the Wisconsin Towns Association legal counsel, who are working on drafting a response.
 - Fire bill received in the amount of \$1,418.34 for the Chris Apelgren fire on 4/12/2025, 1180th Ave/Co Trk SS. Clerk sent billing to Apelgren.
 - Scott & Melissa Jordan zoning permit issued for N11943 Cnty Rd SS, Wheeler. Town & Country Modular Home w/garage
- **Veronika Zazovsky – Special Exception Request** – proposal for commercial kennel on their property. Veronika to share their proposal so the board can express an opinion regarding a special exception.
- **DC issued sanitary permit** – Scott and Melissa Jordan of Chippewa Falls – sanitary permit for N11943 County Rd SS. 19.84 acres
- **Driveway assignment** - E6080 County Road S, Wheeler WI – Joshua and Grace Goodreid from Boyceville. Formerly owned by Cory Reisdorf. 14.93 acres
- **Tavern License renewal** – renewal documents and payment received from Too Mixed Up (\$649 + \$350 = \$999) and WoodWind Park (\$649). Notice of Application published in Colfax Messenger June 4, 2025. Board to review for approval of licenses.

Operator's License approvals – 12 Operator (bartender) licenses for 5/23/2025 through 6/30/2025:

Chad Boyd, Elizabeth Sieben, Caleigha Asmus, Campbell Cassellius, Michelle Clark
Nadine Hintz, Amber Moen, Lauren Pechman, Crystal Seehaver, Halle Thomas, Tiana Frank, Nola Tyrrell
and 18 Operator's licenses for 7/1/2025 through 6/30/2026:

Tiana Frank, Mary Flatland, Nathaniel Root-Holloman, Joshua Posey, Mallory Pigman, Chad Boyd, Elizabeth Sieben, Caleigha Asmus, Campbell Cassellius, Michelle Clark, Nadine Hintz, Amber Moen, Lauren Pechman, Crystal Seehaver, Halle Thomas, Paul Frank, Meagan Frank, Nola Tyrrell

- **Cemetery sign** – \$1200 to \$1400 to build new cemetery sign. Tainter Machine cannot sand blast or paint the existing sign. Previous quote from 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.
- **Laptop memory upgrade** – Computer runs slow, Krista Computer suggests memory upgrade: 8GB DDR4-3200 SODIMM. Cost \$104.50 for installation.
- **Security cameras** – discussion and possible outcome on upgrading current security systems at the town hall
- **Weber May Inspection** report – no activity for May
- **Flatland May Inspection** report – no activity for May
- **Pat Sand ADU/Site visit** – Dunn County conducted site visit 5/20/2025. They will provide a report when it is completed.
- **Cutting notices** –
 - Aaron Runk, logger is Goettl Logging (D6-2025)
 - Michael Schendel, logger is Goettl Logging (D7-2025)
- **Physical Address Reassignment** – Allen and Jolene Miller – Current address of E5918, County Road N, Wheeler, effective May 28, 2025 will be replaced with the address of E5944, County Road N, Wheeler. Vacant land has permitted driveway located on the far west side of the property. Recently, the property has transferred ownership and the new landowners have relocated the driveway approximately 300' east of the existing driveway. Previous owners Kinney, Bauer, Stelter, Dakota Smith. 10.41 acres
- **Special Assessment request** – Val Naber owner to Todd Sinz buyer - N12011 County Rd SS Wheeler, WI.
- **PIN transfers** (from reg. of deeds) – Val Naber to Zaffiro LLC, 40 acres
- **Patrolman** - Report from Patrolman on Road Work/Equipment
- **Treasurer** - Review treasurer's report
- **Auditing of bills** for payment. Bills circulated and approved by the Town Board.
- **Any other business**
- **Closed Session** – 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 – Discussion and possible action on handling mowing, plowing, grading and equipment upgrade.
- **Open Session** - 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 – which resulted from the closed session.
- **Adjournment** of Regular Board Meeting.