

**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
September 9, 2025 – 6 p.m.**

Agenda

- Call to Order **Board of Review**
- Roll Call
- Confirm appropriate BOR notice – long notice on Website, Town Hall, two additional posting areas in the Town, and short notice published in 8/6/2025 Colfax Messenger
- Select chairperson for BOR
- Select a BOR Vice-Chairperson
- Verify mandatory training requirements met – Clerk and Chair attended on 3/18/2025
- Verify the Town of Otter Creek has an ordinance that exists for the confidentiality of income and expense information provided to the assessor under state law.
- Tax Assessor share any new tax laws
- Verify the Town of Otter Creek does not have a policy regarding the procedure for waiver of Board of Review hearing requests, as such, any requests not formally noticed to clerk of BOR at least 48 hours before the first meeting of the BOR will be basis for refusal to hear objection at this first BOR.
- Receive the assessment roll and sworn statement from Tax Assessor; Natalie DeLeasky.
- Receipt of the assessment roll by the Clerk from the Assessor.
- Receive the assessment roll and sworn statements from the Clerk.
- Review the assessment roll and perform statutory duties:
 - Examine the roll,
 - Correct description or calculation errors,
 - Add omitted property, and
 - Eliminate double assessed property.
- Verify with Assessor that any Open Book changes are included in the assessment roll. Open Book was held Tuesday, August 26, 2025, 3:00 p.m. to 5:00 p.m.
- Allow taxpayers to examine assessment data.
- Hear any timely filed assessment objections.
- Adjourn to future date if necessary.
- Adjournment of BOR – not before 8 p.m.

Immediately following Board of Review – approximately 8 p.m.

**Agenda - Town of Otter Creek – Regular Town Board Meeting
Otter Creek Town Hall – E5905 County Rd S, Wheeler WI
September 9, 2025**

- **Call to Order** regular board meeting
- **Approval** of Minutes from the August 12, 2025 Regular 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** – 2026 per capita for SW&R – about \$5,000 less
- **Communication from Town Supervisors**

- **Supervisor 1 –**
- **Supervisor 2 –** status update on cemetery sign. Update on 1180th (Solheim road). Update on 730th – road material. Status of equipment: Brush Wolf, Rhino mower, trailer, backhoe.
- **Communication from Clerk –**
 - Nuss Truck received final truck repair payment of \$ \$7,762.88 from Rural Ins.
 - Wyatt Sell – payment plan of \$236/month through December to pay off \$1180
 - DNR has paid their fine of \$165 for road damage
 - DC unit of WTA annual banquet Oct.22, 6:30 p.m. - \$18/person, and \$50 annual dues
 - Address assignment for Stacey Asmus – N10227 600th St, Wheeler WI (mobile home)
 - Clerk to attend WTA training on levy and budget – Sept. 16 – Eau Claire - \$70
- **Wyatt Sell request –**
 - Wyatt is disputing the cost of repair due to his actions on April 2, 2025.
- **2025 Levy – payable 2026 –** Discussion and possible revision of loan timeframe. 2025 levy was \$134,564. Loan for new tractor/mower, if paid in 5 years levy is \$145,094; if paid in 3 years levy is \$151,235. Interest for 5 years is \$7,650; if paid in 3 years interest is \$5,000. Savings of \$2,650.
- **DNR – Forest Tax Law –** lands applied for 2026 MFL entry – 130 acres closed, 90 acres Bob Bernier, 40 acres Andy Johnson
- **Land Use Permit –**
 - B-5-2025 issued for Jeff & Jeremy Wildner
- **Weber July Inspection** report – no activity for August
- **Flatland July Inspection** report –
 - N9913 550th Ave Insulation passed – Owen
 - N11943 County Rd SS EL Service passed – Jordan
 - N11943 County Rd SS Under floor Plumbing passed – Jordan
 - E5702 1140th Ave New single family dwelling (Cabin) permit issued -Jeff Wildner
- **Zoning permits -**
 - Allen & Jolene Miller, E5944 Cty Rd N, Wheeler, sanitary permit – new home
 - Levi Wagner, N10999 670th St., Wheeler, sanitary reconnect for proposed bathroom in shed addition, approved permit for shed addition
 - Woodwind Park sanitary permit issued by DC for wedding pavilion
- **Special Assessment request –** Sinz to Skaw (former Val Naber home) – N12011 County Rd SS, Wheeler WI
- **Consideration of purchasing or having a 10-foot box blade built.**
- **Discussion and determination of cost for mowing town hall property.**
- **Discussion and determination of ordering salt/sand.** Albricht pit is \$15/ton in 2025. 11/23 received 383 tons @\$13.50/ton. Trucking from Lentz was 19 hours, or \$2,105.
- **Discussion and determination of training plan for part-time road crew.**
- **Discussion and determination on repair to town shop.**
- **Discussion on proposed data center concerns.**

- **Discussion and determination on possible update to building ordinance** - to require a Land Use Permit for any accessory structure that is connected or will be connected to sanitary sewer or a Private Onsite Wastewater Treatment System (POWTS).
- **PIN transfers** (from reg. of deeds) –
 - Lynne Nielsen to Dale Schiferl
 - Val Naber to MT Sinz, LLC
- **Treasurer** - Review treasurer's report
- **Auditing of bills** for payment. Bills circulated and approved by the Town Board.
- **Any other business**
- **Adjournment** of Regular Board Meeting.