

**Town of Otter Creek – September 14, 2021**  
**Otter Creek Town Hall**  
**Regular Town Board Meeting – 7 p.m.**

**Attendees:**

Chairman Mark Warner\*  
Supervisor 2 LeAnn Ralph\*  
Clerk/Treasurer Bev Bernier  
Patrolman Gary Anderson  
Guests, Bob Bernier, Bruce Snyder

\*Board Members

**REGULAR TOWN BOARD MEETING**

The Regular Town Board Meeting was called to order by Chairman Warner at 7:04 p.m. on Tuesday, September 14, 2021. Meeting minutes from the 8/10/2021 Regular Board Meeting, and the 8/19/2021 Special Meeting (town truck loan) were not read by Bev Bernier as Warner, Ralph and Hayes reviewed the minutes prior to tonight's meeting and agreed that the minutes did not need to be read. **Ralph motioned to approve the 8/13/2021 minutes as presented, Warner seconded. Motion carried. Ralph motioned to approve the 8/20/21 minutes as presented, Warner seconded. Motion carried.**

**Dunn County Unit WTA 10/27/21 meeting** – no one from the Town of Otter Creek will be attending - Clerk will send in response and dues

**Town Truck loan payment schedule** - close on or before October 31, 2021, annual installment due 12/30/2022 or 1/30/2023. Motion to pay annual installment on 12/30/2022 by Ralph, seconded by Warner, motion carried.

**Town Truck options** – feedback from Rural Insurance. Safety features - \$1400 for one backup camera, \$300 to \$400 for second camera. Gary proposes one camera on the back and one on the wing. Approve 2 cameras. School bus mirrors on the fenders – OK to add. Motion by Warner to add fender mirrors and the rear and wing cameras, seconded by Ralph, motion carried. Anderson will inform truck company of additions.

**Colfax Rescue information** received and reviewed, approximately \$2500 increase for Town of Otter Creek.

**Review and possible approval of Resolution** proposing to exceed the allowable levy limit. Proceed with Resolution – place on agenda for October meeting agenda for Resolution to exceed levy limit. Motion by Ralph to table to October 12, 2021 meeting the setting of time/date for elector voting on levy increase, seconded by Warner, motion carried.

**Land Division** – Roger Gunnufson – 5 acres

**Review and possible updating of Building Ordinance** to specify right of way. Motion by Ralph to amend building ordinance to 5 acre minimum excluding right of way (previous ordinance did not specify including or excluding ROW). Seconded by Warner, Motion passed. Ordinance signed, to be posted 9/15/21, effective 9/16/21.

**Review input form for variance hearing 9/20/21.** Warner and Bernier will sit in on the meeting, Warner will send an email for public input, meet at Bernier's office on 9/20/2021. **UPDATE:** Warner and Ralph sent emails to County for public input, Warner attended meeting via phone, Bernier attended via Zoom.

**Update on local redistricting schedule of events** – public hearing time/date (10/12/21). Notice of public hearing will be published as required for 10/12/2021. **UPDATE:** The Town of Otter Creek has population less than 1000, and will not need to hold public hearing per Dunn County Clerk.

**Review list of landowners that have applied for 2022 MFL designation** – comments by 9/18/2021

Obtain a .gov domain per Wisconsin Elections Commission recommendation

Land Use Permit – Marshall & Renee Swenson

Preservation letter from County Clerk

Hayes tree removal (3 hours) on 8/26/2021 at \$25/hour, total of \$75. Motion by Warner, seconded by Ralph to pay Hayes \$75, motion carried.

Josh Melstrom – letter of introduction as another resource for building inspection.

Question on road paving – MM. No plans to pave 670<sup>th</sup> Street at this time.

Updates from Fred Weber

<input type="checkbox"/>	8/4/2021	Anderson	Permit Issued		Electrical Upgrade
<input type="checkbox"/>	8/4/2021	Axness	Electrical Hook-up	Passed	
<input type="checkbox"/>	8/4/2021	Anderson	Electrical Hook-up	Passed	
<input type="checkbox"/>	8/10/2021	Knops	Rough Construction	Passed	
<input type="checkbox"/>	8/10/2021	Knops	Rough HVAC	Passed	
<input type="checkbox"/>	8/10/2021	Knops	Rough Electrical	Passed	
<input type="checkbox"/>	8/10/2021	Knops	Rough Plumbing	Passed	
<input type="checkbox"/>	8/12/2021	Axness	Rough Plumbing	Passed	
<input type="checkbox"/>	8/12/2021	Axness	Rough Construction	Passed	
<input type="checkbox"/>	8/20/2021	Olson	Permit Issued		Electrical Upgrade
<input type="checkbox"/>	8/20/2021	Olson	Electrical Hook-up	Passed	
<input type="checkbox"/>	8/23/2021	Axness	Rough Electrical	Passed	
<input type="checkbox"/>	8/23/2021	Axness	Rough HVAC	Passed	
<input type="checkbox"/>	8/24/2021	Axness	Insulation	Passed	
<input checked="" type="checkbox"/>	8/28/2021	Kragness	Permit Issued		Manufactured Home
<input type="checkbox"/>	8/31/2021	Zazovskaya	Rough Electrical	Passed	
<input type="checkbox"/>	8/31/2021	Zazovskaya	Rough Construction	Passed	
<input checked="" type="checkbox"/>	8/31/2021	Swenson	Permit Issued		New Home Construction

**Request for Fence viewing** – Jon Robinson submitted a request for Township Fence Viewers. Clerk to see what timeframe is for viewing. Jon said 8 days, clerk to check. Verify if the Town Board has authority to hire a fence builder and bill the landowner.

**Report from Patrolman on Road Work/Equipment** – Woodwind Park was paved on 9/13/2021. Paving went well, looks very good. Was fine graded and phone cable put in the same day. Gary will be shouldering. Seal coating is done, did not do the 40’ before the dirt. Need 15 loads of limerock for the yard, \$300/load. Also need to fix 730<sup>th</sup>. 1090<sup>th</sup> dead-end is done for now. 1070<sup>th</sup> gravel is coming 9/15/21. Warner approved the 15 loads. Truck going for annual inspection, piggy backs for brakes, need new windshield. Sinz culvert – 1090<sup>th</sup> is still washing. They took dirt out on 690<sup>th</sup> they have no water control with ditches. This is putting silt in the creek. He should also limerock the hill. Mark will call them and go look at it. **Clerk will email Vickie at Rural regarding new windshield – has right upper corner.** Dumpster by the turkey farm is not on their property. It needs to be on their property. Mark will contact the turkey farm.

**Review treasurer’s report.** Motion by Ralph to accept the treasurer’s report, second by Warner, motion carried.

<b>Clerk reviewed the finances.</b>	Equipment Account -	\$33,864.61
	Tax Account -	\$122,450.25
	Checking Account -	\$61,641.47
	ARPA Funds -	\$27,737.17

**Auditing bills for payment** – bills circulated and signed by Warner and Ralph.

**Any other business** – none.

**ADJOURN** - Ralph moved to adjourn the monthly meeting, seconded by Warner. Motion carried. Meeting adjourned at 9:11 pm.

Respectfully submitted – Bev Bernier, Clerk/Treasurer

**CONTACT PHONE NUMBERS IN ORDER OF CALLING:**

Gary Anderson – 715-658-1483;	Bob Bernier – 715-577-6310;
Mark Warner – 715-658-1602, 715-556-6083 (cell);	Cecil Hayes – 715-577-6634 (cell);
LeAnn Ralph – 715-308-6336;	Town Shop - 715-658-1319;
Bev Bernier - 715-658-0131;	Chuck Boyer – 715-600-4149