

**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 10, 2022 – 7 p.m.**

Agenda

- Call to order Board of Review
- Roll Call
- Select chairperson for BOR
- Confirm appropriate BOR notice – Website and Town Hall, short notice in Colfax Messenger
- Verify mandatory training requirements met – Clerk on 3/28/2022
- 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.
- 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.
- Tax Assessor share any new tax laws.
- Receive the assessment roll and sworn statement from Tax Assessor; Bob Irwin. Review the assessment roll and note any corrections at the meeting.
- Verify with Assessor that any Open Book changes are included in the assessment roll. Open Book was held Monday, May 2, 2022, 10 a.m. to 12 noon.
- Hear any timely filed assessment objections
- **SUSPEND BOARD OF REVIEW – CALL TO ORDER THE REGULAR MONTHLY BOARD MEETING**
- Approval of Minutes from the April 19, 2022 Annual Meeting and April 19, 2022 Regular Town Board Meeting
- Tavern license application for WoodWind Park, fee paid of \$630 (\$600 for license, \$30 for ad).
- Monroe Truck Equipment – patrolman requests for additional equipment on 2022 Town Truck
 - Upgrade ¾” towing rear towing plate to 1” – cost of \$246
 - Spinner light to shine on the spinner disc – cost of \$212
 - 2 additional mud flaps because of poly fenders with short flaps – cost of \$102
 - **Total of additional requested additions - \$560**
 - Previously approved backup camera system at a cost of \$2218 (w/stainless guard)
 - Previously approved two convex mirrors at a cost of \$207
 - (Not approved automatic chains – cost in excess of \$4000)
 - **Previous estimate of truck cost - \$162,000**
 - **Surcharge added - 3,000**
 - **Additional equipment added - 2,985**
 - **Total approx. cost - \$167,985**
 - March 2022 payment to Meyer -91,525 (for truck chasis)
 - **Approx. balance due to Monroe 76,460**
- Sales – Special Assessment Report Requests:
Owner: Wayne & Edith McKee, County Road N, Wheeler, WI (retain 5 acres)
Buyer: Breck McKee (33.34 acres)
- Weber April Inspection report – 4/14/2022 Warner Slab Plumbing Passed
- Letter of complaint from DC citizen regarding Hwy 25 residence
- Report from Patrolman on Road Work/Equipment
- Review treasurer’s report
- Public comments

- Any updates on fence issue
- Auditing of bills for payment
- Any other business
- Adjournment of Regular Board Meeting

RETURN TO BOR –

- Adjourn to future date if necessary
- Adjournment of BOR – not before 9 p.m.