

Town of Otter Creek Board of Review and Regular Town Board Meeting Minutes
Otter Creek Town Hall, Wheeler WI
Tuesday, May 10, 2022

Attendees:

Chairman Mark Warner*

Supervisor 1 Cecil Hayes*

Supervisor 2 LeAnn Ralph*

Clerk/Treasurer Bev Bernier

Patrolman Gary Anderson

Guests: Chuck Boyer, Lori Sudbrink, Jon Robinson, Bob Irwin, Randy Simpson

*Board Members

BOARD OF REVIEW MEETING (BOR) was called to order by Town Chairman, Mark Warner, at 7:01 p.m. p.m.

- Call to order Board of Review
- Roll Call - Roll call was taken by Warner— those present - Tax Assessor, Bob Irwin; Chairman - Mark Warner; Supervisor 1 – Cecil Hayes; Supervisor 2 - LeAnn Ralph; and Town Clerk Treasurer - Bev Bernier, in attendance, along with several town residents.
- Select chairperson for BOR - Motion was made by Warner to appoint Ralph as chairperson of the BOR. Motion seconded by Hayes, MC.
- Ralph stated confirmation of appropriate Board of Review (BOR) and Opening Meetings notices were verified and published April 20, 2022 in the Colfax Messenger (abbreviated notice), on the Otter Creek Town Website, posted on the Town Hall door. This is not a reassessment year.
- Clerk Bernier has met the requirement of the BOR training and an Affidavit had been filed with the WI DOR on April 13, 2022.
- Ralph verified that 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.
- Ralph verified that 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.
- Question to the Tax Assessor; Bob Irwin, are there any new laws? Assessor Irwin stated there are no 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. Will be reviewed after the Regular Board 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. Assessor Irwin confirmed there were no taxpayers present to review the assessments and ask questions of Assessor Irwin, no changes made to the assessment roll.
- Hear any timely filed assessment objections – none presented or heard.

- **SUSPEND BOARD OF REVIEW – CALL TO ORDER THE REGULAR MONTHLY BOARD MEETING**

The REGULAR TOWN BOARD MEETING was called to order by Chairman Warner at 7:04 p.m.

- Approval of Minutes from the April 19, 2022 Annual Meeting and April 19, 2022 Regular Town Board Meeting. Motion to approve the April 19 Annual Meeting minutes by Hayes, second by Ralph, MC. Motion to approve the April 19, 2022 Regular Town Board Meeting minutes by Ralph, second by Hayes, MC.
- Tavern license application for WoodWind Park, fee paid of \$630 (\$600 for license, \$30 for ad). Waiting for Andy’s of Otter Creek documents to be returned.
- 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**
- Motion to approve additional items at a cost of \$560 by Ralph, second by Hayes, MC. Warner signed additional cost item approval sheet for Monroe Truck approving total add-ons of \$2,985.
- 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
- Zoning – Sanitary Permit for Dakota Smith, Leonard Woodman; Zoning permit for Chad Mogen shed
- Letter of complaint from DC citizen regarding Hwy 25 residence. DC Zoning has an ordinance on the number of unlicensed vehicles that can be on a property. We will wait to see what DC does with this complaint.
- Discussion on release of Jamie Stephenson, flyer was left in the town hall door.
- Email from Kristin Bunch regarding any storm damage 5/9/2022. One small tree down and one branch was down in Otter Creek. No excessive damage.
- Report from Patrolman on Road Work/Equipment. Anderson wants blacktop in June or July for patching. He currently has only hand-patch blacktop on hand, has 250 oil in it. Last year it was September when he had blacktop, which was too cold. Gary will plan on doing it June or July. Painting the truck: \$25 per can for paint at Value, wants to get 4 or 5 cans at \$25/each. Will paint the tailgate and some other spots, but not until our new truck arrives. Wait to get the paint until we are close to getting the new truck. Limerock – got 5 loads, getting 5 more – use for patching gravel roads. Took the signs down today. Rhino mower is 30 years old, has been rebuilt. There is one on the Lee Auction at \$600, new one is over \$20,000. 3 pt setup. Add to agenda for June a possible purchase of a used rhino mower.

- Todd Sinz wants to donate 10 loads of limerock to the town if we will spread it on his road. Gary needs to fix the culvert first, the steel is good, but dirt goes under the culvert. Culverts were plugged on 1020th, Gary fixed these.
- Any updates on fence issue. Will have a status update in the June regular board meeting.

Treasurer’s report. Motion to accept the Treasurer’s report by Ralph, seconded by Hayes, MC.

Clerk reviewed the finances.	Equipment Account -	\$46,424.84
	Tax Account -	\$174,250.55
	Checking Account -	\$73,315.20

Public comments. Letter from Lori Sudbrink that she may not be here for the June regular board meeting, designating Jon Robinson to represent her interests. Sudbrink wants to know about 1090th – is this a culdesac? The board said it would be a turn around when built.

Auditing of bills for payment

Any other business – none.

Motion by Ralph to **adjourn Regular Board Meeting**, second by Hayes, MC. Meeting adjourned at 8:03 p.m.

Motion by Ralph to **adjourn Board of Review** at 9:00 p.m., second by Hayes, MC. Meeting adjourned at 9:00 p.m.

Respectfully submitted – Bev Bernier, Clerk/Treasurer

CONTACT PHONE NUMBERS IN ORDER OF CALLING :

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|--|------------------------------------|
| 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 |