

**Town of Otter Creek – December 20, 2022 (moved from 12/23/22 due to weather)**  
**Otter Creek Town Hall**  
**Regular Town Board Meeting – 7 p.m.**

**Attendees:**

Chairman Mark Warner\*  
Supervisor 1 Cecil Hayes – absent  
Supervisor 2 LeAnn Ralph\* - by phone  
Clerk/Treasurer Bev Bernier  
Patrolman Gary Anderson  
Guests, Bob Bernier

\*Board Members

**REGULAR TOWN BOARD MEETING**

The Regular Town Board Meeting was called to order by Chairman Warner at 7:10 p.m. on Tuesday, December 20, 2022. Meeting minutes from the 11/15/2022 Budget Meeting, Special Town Board Meeting to adopt tax levy and Regular Town Board Meeting were not read by Clerk 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 11/15/2022 minutes as presented, Warner seconded. Motion carried.**

**Set date for Caucus (1/10/2023).** Motion to set the date of 1/10/2023 for Caucus by Ralph, second by Warner, MC.

**Cemetery lawn maintenance charge** – currently \$145/mowing. Motion by Warner to increase mowing charge to \$150 per mowing due to increased fuel cost, and other costs, second by Ralph, MC.

**Notice of claim**, served 11/9/22; 120 days 3/8/2023, discuss any future date for public hearing (1/10 or 2/14). Hold off on decision making, no public hearing in January.

**Advertising for clerk treasurer position.** Put on the Wisconsin JobNet. Tribune and Messenger, 2 more times, later January. Set interviewing for February or March.

**MFL designations** – read through listing.

**Special Assessment Requests** – none.

**Land Use Permits** – Hunter Anderson

**Weber Inspections** – November report

11/29/2022 Nick Kressin Electrical Hook-up Passed

11/29/2022 Nick Kressin Electrical Upgrade Permit Issued

Solid waste and recycling permits and dog license reminders mailed out in December

**Report from Patrolman on Road Work/Equipment** – lots of snow and trees. The truck has an electrical problem, solved tomorrow at Meyer Truck. Glitch at 250 hours in the electrical system. Gary noticed at 350 hours and took it in. Put the wing on for recent plowing. Seems to climb hills well. Grader went to Miller Bradford for work.

**Set time frame for possible sale of skid steer.** Use Wisconsin auction site and advertise middle of March. **Clerk to contact Wis auction for paperwork to fill out for advertising.**

**Patrolman Compensation** – Decision to stay in open session to discuss patrolman compensation. Discussion was held regarding the performance of patrolman Anderson and it was determined that he receive a 50 cent per hour increase effective 1/1/2023. This is a 2% increase, bringing Anderson from \$26/hour to \$26.50/hour. Anderson requested additional vacation. No additional vacation granted, but decision to allow Anderson to carry over up to 4 days of vacation, must be used in the following year. Motion by Warner to approve 50 cent/hour increase and up to 4 days of vacation carryover. No other changes to his benefit package. Mid-month pay advance remain at \$1500. Leave mileage reimbursement in place.

**LRIP Grant approval** - Town Road improvement grant approved for \$14,611.

**Badger Books** – use \$1200 Election grant money to purchase Badger Books, half of cost paid by Dunn County, half of cost paid from Election grant. Badger Books will be used as poll book for voters to sign and other election needs. Motion by Warner to purchase Badger Books for elections, second by Ralph, MC.

**Auditing bills for payment** – bills circulated and signed by the Town Board.

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

**Public comments** – none.

**Any other business-** none.

**Clerk reviewed the finances.**

Equipment Account -	\$57,101.21
Tax Account -	\$49,110.75
Checking Account -	<u>\$58,788.41</u>
Total of all accounts	\$165,000.37

**ADJOURN** - Warner moved to adjourn the monthly meeting, seconded by Ralph. Motion carried. Meeting adjourned at 7:51 p.m.

Respectfully submitted – Bev Bernier, Clerk/Treasurer

CONTACT PHONE NUMBERS IN ORDER OF CALLING:

Gary Anderson – 715-658-1483;

Mark Warner – 715-658-1602, 715-556-6083 (cell);

LeAnn Ralph – 715-308-6336;

Bev Bernier - 715-658-0131;

Bob Bernier – 715-577-6310;

Cecil Hayes – 715-577-6634 (cell);

Town Shop - 715-658-1319;

Chuck Boyer – 715-600-4149