

**Agenda –**  
**Town of Otter Creek – Annual & Regular Town Meeting**  
**Otter Creek Town Hall – E5905 County Rd S, Wheeler WI**  
**April 18, 2023**

**Call to Order**

**NOTE:** We will first hear any bids on the paving project

**Annual Meeting**

**Advertising**

**Minutes from the 2022 Annual Meeting**

**Annual Financial Report**

**Noxious weeds**

**2024 Annual Town Meeting – Tuesday, April 16, 2024**

**Permits/Ordinances**

**Roadwork project for 2023 - 2024**

**Regular Town Board Meeting**

- Minutes from the March, 2023 regular board meeting
- Approval of minutes
- Sales – Special Assessment Report Requests:

Closing date 3/27/23 - Property Address: N11194 730th Street Wheeler, WI 54772

**Current Owner:** Callie Laz Davis, f/k/a Callie L. Recknagel and Micah Laz Davis

**Buyer:** Taya Schulte and Seamus Fitzgerald

Closing date 3/15/23 - Property Address: XXX 1058th Avenue Wheeler, WI 54772

**Current Owner:** Kevin P. Parsons and Ann M. Parsons

**Buyer:** Samantha R. Halopka and Kerry G. Halopka

- Weber Inspection March report –
  - 3/15/2023 Long/Boyle permit issued for addition
- Land Use Permit – Christine Long & Matthew Boyle (addition to home)
- Address assigned for Stacy and Jesse Erickson – N11833 County Road SS, Wheeler WI
- Wisconsin Towns Association 2023 Dues \$806.55; (\$65.61 increase from 2022, \$52.47 prior year inc)
- Clarification of November 15, 2022 fence stay
- Review and possible action on Notice of Claim received March 15, 2023. 120 days for the Town Board to respond – July 13, 2023.
- Tavern license application received from Too Mixed Up. Review & possible approval of Original license application from 5/1/2023 to 6/30/2023, and Renewal license application from 7/1/2023 to 6/30/2024.
- Tavern license renewal application sent to Woodwind Park. Board to authorize publication of application once received.
- Review and possible approval of .gov email addresses for Chair and both Supervisors. On September 21, 2022, the Wisconsin Elections Commission approved the renewal of the Election Security .gov Email Domain Subgrant for municipalities, which awards up to \$600 per jurisdiction for transition to a wi.gov or .gov email domain. SUBGRANT PROJECT PERIOD: Costs must be incurred during the project period of August 24, 2021 – January 31, 2024. AUTHORIZED USES. Eligible expenses include costs associated with a transition to a @wi.gov or @.gov email account; IT consulting fees associated with the transition

to a wi.gov or .gov email domain; or monthly costs for email hosting if associated with a wi.gov or .gov domain.

- Review and possible updating of Town of Otter Creek ATV/UTV ordinance, review trail/route signing responsibilities and other details of the ordinance.
- Town Emergency Operations Plan – update as needed with new Chairperson.
- Election Contingency Plan – review and possible updating as needed.
- Discussion and possible action pertaining to sale of the skid steer/Bobcat.
- Set date for town road inspection
- Upcoming dates:
  - Dunn County Unit of WTA – Monday, April 24, 2023, 6:30 pm Judicial Center
  - Open Book – May 2, 2023 – 10 a.m. to noon
  - Board of Review – May 9, 2023 – 7 p.m. to 9 p.m.
  - Clerk training (Bev and Roberta) –
    - 5/5 Rice Lake – WMCA District Meeting (\$25)
    - 5/15 Eau Claire – WTA 2023 Spring Town Officials Workshop (\$75)
- Report from Patrolman on Road Work/Equipment
- Review Treasurer’s Report
- Public comments
- Auditing of bills for payment
- Oath of Office for Town Board members elected 4/4/2023
- Any other business
- Adjournment