

**Agenda - Town of Otter Creek – Regular Town Board Meeting**  
**Otter Creek Town Hall – E5905 County Rd S, Wheeler WI**  
**July 11, 2023**

- Call to order
- **Minutes** from the June 13, 2023 Regular Board Meeting
- **Sales** – Special Assessment Report Requests:
  - **OWNER: Donald L. Knutson and Virginia J. Knutson**  
ADDRESS: E7320 County Rd. S., Wheeler WI 54772  
BUYER: Brian Koplien
  - **OWNER: R-N-G Property Management LLC**  
ADDRESS: N11311 570<sup>th</sup> St, Wheeler WI 54772  
BUYER: Urias Schrock and Alyssa Busse
  - **OWNER: ASTUTE PROPERTY SOLUTIONS LLC, Laguna Beach CA**  
**(formerly owned by Eric Watkins, Alvin Erickson)**  
ADDRESS: 670<sup>th</sup> St, Wheeler WI 54772 (22.3 acres, no street address)  
BUYER: Phillips
  - **OWNER: Lindsey Jean Ketchel**  
ADDRESS: E5450 1090th Ave., Wheeler, WI 54772  
BUYER: Geis
- **Repeal Ordinance #08-10-21-01 ATV/UTV Ordinance** and replace with amended Ordinance #07-11-23-01. This Ordinance will go into effect one day after posting/publication. Pursuant to Chapter 985, Wis. Stats. Pursuant to s. 985.02(2), provides the option to publish in a newspaper, post in 3 public places, OR post in 1 public place and on the official municipal website.
- **Repeal Ordinance #0-3-2016 Driveway Ordinance** and replace with amended Ordinance #07-11-23-01. This Ordinance will go into effect on day after posting/publication.
- **Annual review of driveway permit fee – set fee for 2023 – 2024**
- **Review and possible action** on Notice of Claim received March 15, 2023. 120 days for the Town Board to respond – July 13, 2023.
- **Weber Inspection July report** –
  - 6/29/23 Gunderson Insulation Passed
- **Robert Hoffman, DNR** – correspondence regarding wetland bridge (Brady Jenneman)
- **Discuss equipment replacement planning/schedule** – one year since last discussion.
  - **Plow truck** – New truck received 2023
  - **Backhoe** – we had 5600 hours on it in 2022, had 1800 hours when we bought it. Average about 360 hours each year. **Evaluate this after the plow truck purchase.**
  - **Grader** – used second to plow truck. Spent \$12,000 to fix grader in Jan, 2023. About 3000 hours on the grader. Made in Brazil. Paid off in 2015, spent \$7,000 on it to fix AC. Not have great metal in it, new tires on the back have helped. Wheel was bent, so that rim is on the front rather than the back. Tandem is not wearing the tires as it had been. We do about 200 hours per year with the grader. Change the oil one time per year. Last time we checked, ours was worth about \$30,000

**Permit updates –**

<b>Date</b>	<b>Name</b>	<b>Address</b>	<b>Permit Needed</b>	<b>Notes</b>
6/10/2023	Biddle, Brandon	N10622 730 <sup>th</sup> Street Colfax	driveway	Brandon needs a driveway permit and needs to put in a new culvert, current one is too short. Will charge \$20 for driveway permit.
6/19/2023	Whitted, Lane	N 10905 730TH ST WHEELER WI 54772	driveway building privy land use	current driveway meets requirements, need a DW permit for documentation Fred Weber needs to issue building permit. May need privy permit for outhouse. Lane built a shed/cabin in 2015, privy prior that. Has zoning permits. Town will need to issue land use permit. Requested address from DC.
6/20/2023	Owen, Sam (Mary) and Lance	N9917 550th St Colfax	None at this time-will need address,drive zoning,sanitary blding,land use	Sam & Mary Owen obtained a permit for replacement septic system - 3 bedroom. Lance Owen is surveying off 5 acres to build a one bedroom house to connect to the replacement septic of the two bedroom home, total of 3 bedrooms.
6/27/2023	Printz, Steven and Angela	970th Avenue Colfax	address driveway zoning sanitary blding,land use	Purchased land from Gerald Riemer. Plan on building home, need to get address from County. There are 3 driveways currently there. Gary reviewed driveway Need two-inch limerock on both driveways with a dip in the driveway so the the water will drain over the driveway and down the ditch (there are culverts there farther north). Need driveway permits. Clerk to contact them.
6/29/2023	Punzel, Brian	670th Street	driveway sanitary?	camping/recreational property off of 670th St. has a driveway and camper on site. Requested address application from Dunn County. No permits issued by town yet. Ralph checking driveway records
7/6/2023	Kitchner, Ron (and son)	1090th Ave	driveway N/A address zoning sanitary building land use	Ron's son is moving in a mobile home. Ron surveyed off 5 acres excluding ROW The son will use the existing driveway that Ron uses, so no driveway permit needed. Fred Weber inspected the mobile home, town board approved home. Ron will need a building permit, sanitary hookup permit, land use permit.

- **Review Permit Documentation for residents to use** (post on website)
- **LRIP Supplemental Funding** – Ralph recap of Zoom meeting
- **Dunn County Ch. 13 Comprehensive Zoning Ordinance** – proposed zoning change
- **600<sup>th</sup> Street** – A-1 ground the road, review options for future road surface
- **Summer propane fill**
- **Propane contract for Fall of 2023** – Synergy sending information late July
- **Emergency Operations Plan** – sample disaster declaration, debris site, map. Contact: Jason Spetz, DC
- **Kent Cran** – culvert bill for \$193.31 sent to Kent Cran, N9836 Hwy 25, Wheeler WI
- **Timber cutting notice** – Robert Nelson
- **Consideration of culvert purchase for Town Road**
- **Patrolman** – Report from Patrolman on Road Work/Equipment
- **Treasurer** – review treasurer’s report
- **Public comments**
- **Audit of bills for payment**
- **Any other business**
- **Adjournment**