

**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**

August 18, 2026 – 6 p.m.

Agenda

- Call to Order **Board of Review**
- Roll Call
- Confirm appropriate BOR notice – long notice on Website, Town Hall, two additional posting areas in the Town, and short notice published in 8/5/2026 Colfax Messenger
- Select chairperson for BOR
- Select a BOR Vice-Chairperson
- Verify mandatory training requirements met – Clerk attended 3/7/26 and Chair attended 3/31/2026
- 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.
- Tax Assessor share any new tax laws
- 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.
- Receive the assessment roll and sworn statement from Tax Assessor; Natalie DeLeasky.
- Receipt of the assessment roll by the Clerk from the Assessor.
- Receive the assessment roll and sworn statements from the Clerk.
- Review the assessment roll and perform statutory duties:
 - Examine the roll,
 - Correct description or calculation errors,
 - Add omitted property, and
 - Eliminate double assessed property.
- Verify with Assessor that any Open Book changes are included in the assessment roll. Open Book was held Tuesday, August 4, 2026, 3:00 p.m. to 5:00 p.m.
- Allow taxpayers to examine assessment data.
- Hear any timely filed assessment objections.
- Adjourn to future date if necessary.
- Adjournment of BOR – not before 8 p.m.

Immediately following Board of Review – approximately 7 p.m.

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

August 18, 2026

- **Call to Order** regular board meeting
- **Approval** of Minutes from the July 14, 2026 Regular Board Meeting and the July 29, 2026 Special Board Meeting
- **Public Comments** - Public Comment is limited to 3 minutes. As per the state's Open Meetings law, there will be no back and forth discussion with the town board. The state Attorney General's guidance is that board members can ask clarifying questions but that back and forth discussion is not advised.
- **Communication from Town Chair** – Mark Seyer driveway erosion concerns.

- **Communication from Town Supervisors**
 - **Supervisor 2** – Update on 1180th (Solheim road). Update on 730th – road material.
- **Communication from Clerk** –
 - DC unit of WTA annual banquet Tuesday, Oct.20, 6:30 p.m. - \$19/person, and \$50 annual dues
 - Preliminary estimate of Town of Otter Creek population – 544. Change of 46 persons (9.24%) since the 2020 census. Wis change is 2.9%. Approx 433 are of voting age in Otter Creek.
 - Clerk to attend WTA training on levy and budget – Sept 24 – \$75
 - Mileage reimbursement increased July, 2026 to .76/mile (from 72.5)
- **Resignation** - Consideration and acceptance of resignation of Supervisor 1 Cecil Hayes – advertising for town board member.
- **Review and possible decision on road work for 600th Street**
- **Review and possible decision on quotes for clearing of trees along 730th and 1110th St**
- **Propane Contract** – Synergy prepay price of \$1.62 due 8/31/26
- **Flatland July Inspection** report –
 - 7/1/26 – Rice E7212 1110th Ave electrical service
 - 7/15/26 – Seyer N9991 670th St – Foundation and drain tile
 - 7/16/26 – Rice – new home inspection, home ready, still need to finish 2 legal paths of egress
 - 7/28/26 – Seyer N9991 670th St, UF Plumbing
 - 7/29/26 – Rice – deck inspection
- **Special Assessment request** – Aaron Dahlberg and Rebecca Dahlberg, N11267 County Road S, Wheeler, WI sale to Patnaude; Guy E. Ferry and Adrienne Ferry, 1020th Ave., Wheeler sale to Kyle P. Deutsch and Heather C. Deutsch; Ronald Lee Geis and Teri Lynn Bookless-Geis to Steven M Pasco and Rochelle A. Pasco – E5450 1090th Ave, Wheeler.
- **DC Zoning** - Roger Gunnufson surveyed off 7.71 acres excluding ROW which includes his home and buildings from a larger parcel
- **Driveway permit** – Alyssa Schultz – on 670th St. She will apply for address and put in the culvert once the road is finished.
- **Patrolman pay** – determine shop rate vs. regular patrolman pay rate.
- **Discussion and determination on possible update to driveway ordinance** – any special stipulations on water runoff.
- **Treasurer** - Review treasurer's report
- **Auditing of bills** for payment. Bills circulated and approved by the Town Board.
- **Any other business**
- **Adjournment** of Regular Board Meeting.