



# TOWN OF SHELBY

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## Town Board Meeting Minutes – **APPROVED**

**Date:** Tuesday, August 5, 2025

**Time:** 5:00 p.m.

**Location:** Town Hall – 2800 Ward Ave, La Crosse, WI 54601

**Present:** Chairperson Tim Candahl, Supervisors Marlene Heal, Renee Knutson, and Tim Ehler, Fire Chief Tony Holinka (until 5:09 p.m.), Administrator Christina Peterson, Clerk Fortune Berg, and Treasurer Melissa Erdman.

**Excused:** Supervisor Tim Padesky.

**Attendance List:** Joe Hauser (N2095 County Road F), Jeff Delmore (Delmore Consulting) – online, and Priamo and Meg Paulino (N2457 Briarwood Ave).

1. Meeting called to order by Candahl at 5:00 p.m.
2. Minutes from 7/15/2025. Knutson commented on typo correction. Motion by Knutson to approve minutes from 7/15/2025 with the typo correction, second by Heal. Motion carried unanimously.
3. Bills Payable. Erdman noted that the closed report included payroll in addition to accounting on this report, board can request payroll be added to the bills payable in the future. Heal asked about BKC charge, answered it was the first installment for the Wedgewood Valley project. Heal asked about the 14/61 sidewalk charge, Peterson answered that this was approved at the last meeting for what needed to be fixed. Motion by Knutson to accept closed invoices for \$356,578.18, second by Heal. Motion carried unanimously. Motion by Knutson to pay open invoices for \$26,303.01, second by Heal. Motion carried unanimously.
4. Public Comment. None.
5. Fire Department Report.
  - a. Holinka reported Captain Bill Clements resigned from the Fire Department after 17 years.
  - b. Holinka reported staffing at Station 2 is light (3 Firefighters/First Responders, 1 First Responder Only).
  - c. Holinka reported the Annual Steak Fry is next Monday at Mormon Coulee Park West.
  - d. Holinka reported 40 Calls in July, averaging more than 1 call a day since the beginning of the year.
  - e. Heal asked about truck sales, Holinka and Candahl noted 1 interested person, but both are still unsold.
6. Comprehensive Road Review. Peterson introduced Jeff Delmore and Delmore Consulting. Delmore reviewed the proposal for the Comprehensive Road Review. Including submitting

PASER ratings and updating Shelby's information in the WISLR system. PASER and WISLR are used when applying for grants and other funding opportunities. Peterson added that Delmore can advise bidding out projects as part of this agreement. Town of Shelby can share any information on chip sealing, most recent construction, etc. on existing roads in Shelby to have the best information entered. Motion by Knutson to accept and sign the proposal not to exceed \$19,500.00, second by Heal. Motion carried unanimously.

7. Briarwood Ave Drainage (Near N2457). Peterson reviewed the memo and the existing drainage. Peterson noted erosion issues reported by the property owner(s). Discussion on drainage and erosion issues on and around the Paulino property. No action taken.
8. Implementation of Special Charge – Fire Protection Fee. Peterson explained options for special charge implementation. Discussion on special charges. No action taken.
9. Wedgewood Valley Stormwater Improvement Project – Pay Request #2 from BKC Construction. Peterson noted this is the second pay request form BKC Construction. Peterson reminded the Board of the assessments and funding received from the grant. Motion by Ehler to approve request and pay \$181,327.46, second by Knutson. Motion carried unanimously.
10. Special Town Meeting Date & Time. Peterson explained the need for a Town Meeting and that there are no recent continuing resolutions that grant the Town authority to lease or purchase property. Motion by Heal to approve the notice of the meeting on September 16<sup>th</sup> at 6:00 p.m., second by Knutson. Motion carried unanimously.
11. Administrator and Public Works Report.
  - a. Peterson reported she will be working with La Crosse County to get the Mormon Coulee Park Pedestrian Bridge inspected.
  - b. Peterson reported the assessment letters for the Wedgewood Valley Drainage Improvement Project are going out in the next week. The total assessment was \$1,714.00.
  - c. Peterson noted she is working on reimbursement for Wedgewood Valley Drainage Improvement Project from La Crosse County and reimbursement for the Highway 14/61 Sidewalk Project from State of WI and the City of La Crosse.
  - d. Peterson reported on the 28<sup>th</sup> Street construction and discussions with the City of La Crosse. Peterson explained the City has right-of-way and jurisdiction over 28<sup>th</sup> Street in front of Shop and Fire Station. Peterson will be meeting with the City of La Crosse to discuss this further.
  - e. Large item day canceled for Aug and Sept and grass and leaf bin closed until October 1<sup>st</sup>.
  - f. Peterson reported that Robert Lynn will be resigning from the Sanitary District Board effective October 1<sup>st</sup>.
12. Chairperson and Supervisor Reports.
  - a. Candahl reiterated Fire Trucks for sale are parked at greenfield, and remain unsold. One truck needs a repair before it can be listed for sale.

- b. Candahl reported he and Peterson met with the new City of La Crosse Mayor.
  - c. Candahl noted he and Peterson toured the Salu-care building.
  - d. Heal stepped down from the Bluffland Coalition effective immediately.
  - e. Heal asked if anyone has shown interest in the Planning Commission, staff noted no.
  - f. Heal noted request from resident for a stop sign at Timber Valley Road and Breidel coulee Road, T – intersection. Peterson will check on that.
  - g. Heal asked about property on Irish Court, Candahl noted the owners have permits and have not required any variances.
  - h. Heal asked about home on Cliffside Drive, doing work without a permit. Berg will follow up with the building inspector.
  - i. Candahl asked about scheduling a budget workshop in September. Board agreed to meet on September 9<sup>th</sup> at 8:30 a.m.
13. Treasurer's Report.
- a. Erdman noted new budget amendments are reflected in this report.
14. Adjourn. Motion by Knutson to adjourn at 7:03 p.m., second by Heal. Motion carried Unanimously.

Next Regular Meeting August 27, 2025, at 5:00 p.m. at All Star Lanes.  
Budget Workshop September 9, 2025, at 8:30 a.m. at Town Hall.

Respectfully submitted,

Fortune Berg, Clerk