



TOWN OF SHELBY

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Town Board Meeting Minutes – **APPROVED**

Date: Tuesday, September 1, 2026

Time: 5:00 p.m.

Location: 2800 Ward Ave, La Crosse, WI 54601

Present: Chairperson Tim Candahl, Supervisors Marlene Heal, Renee Knutson, Tim Ehler and Tim Padesky; Administrator Christina Peterson, Treasurer Melissa Erdman, Clerk Fortune Berg and Assistant Fire Chief Travis Proksch.

Excused/Absent: None.

Attendance List: Angela Weber (La Crosse Distilling Co), Ken Oldenburg (N115 Old Highway 35), Patrick Caulkins and Rainy Jo Nickley (N889 Skemp Road).

1. Meeting called to order by – at 5:00 p.m.
2. Minutes from 08/18/2026. Motion by Knutson to approve minutes from 08/18/2026, second by Padesky. Motion carried unanimously.
3. Bills Payable. Motion by Heal to accept closed invoices for \$70,657.27, second by Ehler. Motion carried unanimously. Motion by Heal to pay open invoices for \$49,875.58, second by Knutson. Motion carried unanimously.
4. Treasurer's Report. Erdman noted the August settlement statement was received; next report will reflect that. No action taken.
5. Public Comment. None.
6. Request to Waive Ordinance Violation Fee – Ken Oldenburg. Berg noted the driveway work began before the permit was pulled. Homeowner is requesting the violation fee to be waived. Candahl directed staff to send notices to contractors in Vernon County and Minnesota (Caledonia to Winona) about the driveway permit requirements similar to the notice sent in May to La Crosse County contractors. Ehler directed staff to make a list of required permits for building, construction, etc. and include it in the next e-newsletter. Discussion on resurfacing definition, permit requirements. Knutson suggested updates to website that will make it easier to find information as a resident. Motion by Heal to waive the violation fee, second by Ehler. Motion carried unanimously.
7. Producer Full-Service Retail Sales Application – La Crosse Distillery (ORA Event). Berg noted the event details from ORA. Weber noted the licensure that allows them to provide alcohol to this event. Motion by Ehler to approve the application, second by Padesky. Motion carried unanimously.
8. Private Shooting Range Permits – N889 Skemp Road, N2402 Briarwood Ave. Berg noted requests, stated that state law heavily regulates this, and the town ordinance requires approval, but cannot be more restrictive than state law, can regulate hours allowed, etc. Motion by Ehler to approve a shooting range for guns at N889 Skemp Road and for bow

and arrow at N2402 Briarwood Ave subject to state law, second by Padesky. Motion carried unanimously.

9. Hagen Road Crosswalk at State Road School. Peterson noted the pedestrian traffic across Hagen Road to Cedar Road, and the reports of cars not stopping at the stop sign. Peterson noted that the rapid flashing beacons cannot be placed where a stop sign is, per design recommendation, one option is to remove the stop sign and update the crosswalk to current ADA and safety standards to put in the pedestrian crossing flashing beacons. Peterson noted grant availability and that the school district is willing to help make upgrades. No action taken.
10. Bluffland Coalition – Grant Application for Maintenance at Butterfly Trail. Peterson noted that the land management plan for the butterfly trails is complete. This is a follow up request for funding to complete necessary updates and maintenance for the butterfly trails. Work could begin in Fall 2026. Motion by Ehler to apply for funding and either complete in-kind work or hire contractors not to exceed \$17,500.00, second by Padesky. Motion carried unanimously.
11. Mormon Coulee Park Fire Well – Proposal to Rehabilitate. Candahl noted the well is pumping a volume that is not sufficient to provide fire protection. Proksch noted that the hydrant on Justin Road fills at a higher volume and faster than the fire well can. Proksch stated this is not going to affect fire operations with the current volume, but may still be used for training and a secondary option for filling. Motion by Ehler to table it to get more information, second by Padesky.
12. Easement for Onsite Water Treatment (11-02250-001, W5852 Janisch Road). Peterson noted this easement document has been mentioned before, this septic system is pre-existing, she recommends approval. Motion by Ehler to approve and sign easement, second by Knutson. Motion carried unanimously.
13. Coulee Ave Building.
 - a. Structural Review. Peterson noted building code requirements that apply to fire stations. Proksch obtained a preliminary estimate between \$40,000.00–\$50,000.00 to complete the recommendations of the structural engineers for roof reinforcement. Proksch noted some materials are 18+ months out. Discussion on alternatives to mitigate costs and lead times.
 - b. Closing Update. Closing September 16, 2026, at 1:00 p.m.
 - c. Roof Warranty. Peterson noted Ledegar inspected the roof, trees overhanging caused some minor damage. Ledegar came to fix part of that roof. Peterson recommends against roof warranty (\$3,500.00), only covers manufacturer defects. The inspection did not turn up with anything that would qualify.
14. Hillview Ballfields Memorandum of Understanding (MOU) with La Crosse School District. Peterson noted this is a formality that if the lease is transferred to the school district, the MOU confirms improvements and some equipment are being transferred at no cost.

Peterson reviewed what improvements and equipment are included in the MOU. Motion by Heal to approve and sign the MOU, second by Knutson. Motion carried unanimously.

15. Fire Department Report. Proksch reported ...

- a. Applications being processed for new hires. Interviews pending.
- b. 21st of September, department pictures.
- c. Call volume is on track for less calls than 2025.
- d. Met with architects and went through MEP (Mechanical Electrical) needs for the department.
- e. Candahl asked about the manual for 464, Proksch will follow up with Dave Brown to see if he has more information. Truck will be sold through Brinlee Brokerage.

16. Administrator and Public Works Report. Peterson reported ...

- a. Foreman is out of the office; list of projects for the crew to complete was shared with the board.
- b. Parks Committee has 1 vacancy, and Planning Commission has 1 vacancy, Bujan resigned.
- c. Featherstone Development was approved at the La Crosse County PRD meeting; the next step is to have the City of La Crosse review.
- d. Webinar with Public Works (working lunch) on 9/2/26 to help with stormwater education.
- e. Butterfly Trails Land Management Plan is on the town website.
- f. Old Town Hall Road is almost complete. Guard rail needs to be installed.
- g. Seeking engineer for the Crown Boulevard project.
- h. Flo-Rite is putting a camera into Arbor Hills sewer line to look for issues.
- i. Sanitary District Board will review water fluoridation at meeting on 09/17/26.
- j. Log jam in Mormon Coulee Park have been removed.
- k. The old shop lot has been cleared up to make room for all the assets that are set to be sold.

17. Chairperson and Supervisors Report.

- a. Log jam further down on Mormon Creek, would like to get it taken care of before Fall.
- b. Candahl noted he is working with public works to find a machine that can be functional for smaller projects, snow removal and other parks projects.
- c. Knutson noted a resident wants to donate a tree to Pammel Creek Park, will work with Public Works to establish the process for getting the tree ordered and a plaque ordered and installed.
- d. Candahl noted a former member of the Shelby Fire Department passed away.

18. Closed Session. Motion by Ehler to enter closed session per Wis. Stat. 19.85(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility for Town Administrator review at 6:50 p.m., second by Knutson. Motion carried unanimously.

19. Open Session. Motion by Knutson to re-enter open session at 8:33 p.m., second by Padesky. Motion carried unanimously.
20. Adjournment. Motion by Heal to adjourn at 8:34 p.m., second by Ehler. Motion carried unanimously.

Next Regular Meeting on September 18, 2026, at 8:30 a.m. at Town Hall

Respectfully Submitted by Fortune Berg, Clerk