

# TOWN OF SHELBY

County of La Crosse

State of Wisconsin



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**APPROVED**

## Town Board Meeting Minutes

Date: Tuesday, January 16, 2024

Time: 5:00 p.m.

Location: 2800 Ward Ave, La Crosse, WI 54601

**Town Officials Present:** Chairperson Tim Candahl, Supervisors Renee Knutson, Tim Padesky, Tim Ehler and Marlene Heal, Fire Chief Tony Holinka, Deputy Treasurer Melissa Erdman (5:00-5:30), and Administrator/Treasurer Christina Peterson.

**Town Officials Excused:** Clerk Fortune Berg.

**Attendance List:** Tim Betlach (Sherwood Drive) , Attorney Matt Dregne (Closed Session).

1. Town Board Meeting called to order by Chairperson Candahl at 5:04 p.m.
2. **Closed Session (Joint session with Sanitary District #2).** Motion by Ehler to go into closed session at 5:05 pm, pursuant to Wis. Stat. 19.85(1)(g) for conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved; pursuant to Wis. Stat. 19.85(1)(e) for deliberating or negotiating the purchasing of public properties, investing of public funds, or conducting other specified public business. Related to the Sewer, Boundary, and Revenue Sharing Agreements. Second by Padesky. Motion carried unanimously.
3. Open Session. Motion by Padesky to reconvene in open session at 6:11 pm, second by Knutson. Motion carried unanimously. Chairperson Candahl announced that in closed session, the Town Board voted to move forward with legal action asking for declaratory judgement related to the City of La Crosse's obligation to provide wastewater treatment services to the Town of Shelby Sanitary District No. 2.
4. Approve Minutes from 12/19/2024. Motion by Knutson to approve minutes December 19<sup>th</sup> with one change to 8e, second by Padesky. Motion carried unanimously.
5. Bills Payable. Motion by Heal to pay open invoices in the amount of \$136,971.79 and paid invoices in the amount of \$3,405,322.97, second by Knutson. Motion carried unanimously.
6. Public Comment. Citizen inquired about applicants to exceed two dogs.
7. Fire Department Report . Chief Holinka reported that he recently attended the County Chief gathering. The Department has decommissioned Rescue 2 and Tender 1. He noted a change in aid to the City of La Crosse. Traditionally Shelby would cover for the City of La Crosse Fire Department for areas south of La Crosse Street when the City calls for MABAS Mutual Aid (this is not automatic aid for all large calls in the city). Shelby was now asked to cover all La Crosse when they call for MABAS. Tony said that changes have been made to the Mutual Aid MABAS cards. Department will be hosting a Gundersen pace training. Chicken Q will be March 17. Recent response times: pager to enroute 3.7 - 4.6 minutes.
8. Fire Department Standard Operating Guidelines. Candahl asked for clarification on several items including: need for Personal Vehicle Policy, liability, driving age requirements, p. 10 warnings, apparatus driving requirements, p. 19 emergency incidents form, exposure plan form, p.77 social media, p. 50 escape plans "all". p. 58 high angle rescue (confined space), p. 83 code of ethic (should be "conduct personal affairs"). Chief Holinka noted the addition of minimum call volume requirement of 5% of calls and drug test policy to follow Town's HR policy. Motion by Padesky to

approve Standard Operating Guidelines, second by Ehler. Motion carried unanimously. A POV Policy will be reviewed at a future meeting.

9. Applications to Exceed Two Dog Limit. Application from Sara Heffernan, N1664 Timber Ln. for three dogs. Application from Kevin and Catherine McNamara, W5740 Thistledown Dr., for four dogs. Motion by Ehler to approve both applications, second by Knutson. Motion carried unanimously.
10. Resolution to join the WI Public Employer's Group Health Insurance Program. Motion by Padesky to approve Resolution, second by Heal. Motion carried unanimously.
11. Certified Survey Map (CSM) Meyers Road/Sugar Peak. Motion by Candahl to approve CSM with the condition that Lot 1 be revised to a minimum size of 30,000 SF, second by Knutson. Motion carried unanimously.
12. Administrator Report. Peterson handed out registration for the March 1<sup>st</sup> WTA District meeting and Board of Review training. Received request for second fire sign and Town has issued these in the past and property owners paid for it. Peterson gave information and noted she has photos of roads following recent snowfall to show the difference between areas that were winged back and areas that have not, to show the need to do so. Public Works policy is to repair yards when lawns are damaged.
13. Chairperson/Supervisor Reports. Candahl reported he is pleased with the new backhoe purchase. Knutson gave a report on the January Parks and Vacant Land Committee meeting including an idea for little free library contest and an Eagle Scouts proposal for Battle Stone Park (Town would pay for the anchor plants in the park). She suggested the Town establish a policy for volunteer projects.
14. Closed Session Motion to go into closed session at 8:03 p.m. by Knutson, pursuant to Wis. Stat. 19.85 (1) (c) Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Town Administrator Contract. Second by Padesky. Motion carried unanimously. Motion to reconvene in open session at 9:13 p.m. by Ehler, second by Padesky. Motion carried unanimously.
15. Town Administrator Contract. Motion by Padesky to approve Administrator Contract (Jan. 1, 2024-Dec. 31, 2027), second by Ehler. Motion carried unanimously.
16. Adjournment. Motion to adjourn at 9:30 p.m. by Heal, second by Knutson. Motion carried unanimously.

Next regular meeting will take place Tuesday, February 6, 2024 @ 5:00 p.m.

Respectfully Submitted,  
Christina Peterson  
Town Administrator/Treasurer