

TOWN OF SHELBY BOARD MEETING MINUTES

DATE: Tuesday, October 2nd, 2018

LOCATION: Town of Shelby, 2800 Ward Ave.

TIME: 5:00 PM

TOWN OFFICIALS PRESENT: Chairperson Tim Candahl, Supervisor Tim Padesky, Supervisor Tim Ehler arrived 5:35pm, Administrator/Treasurer Carroll Vizecky, Clerk Michelle Kind, and Fire Chief Waller

TOWN OFFICIALS EXCUSED:

ATTENDANCE LIST: none

1. Call to order at 5:06pm by Candahl.
2. Motion by Padesky/Candahl to approve the minutes of 9/25/18 Town Board meeting-see attached. Motion carried.
3. No AP or AR report.
4. Citizens Comments: none
5. Motion by Padesky/Candahl to hire an outside Fire Inspection company to provide Fire Inspections for businesses. No fee will be charged to Shelby businesses at this time for fire inspection fees. Motion carried.

Waller had given an overview of the 2% dues Shelby receives from the State for training and inspections. Shelby would also be able to receive from Greenfield and Medary. The budget to be reviewed for the 2% income received and expenses paid from the account. Padesky inquired how the funds are allocated and if they are adjusted if we charge businesses for inspections. Fundraising of the Chicken Q and Waffle Breakfast go into Social and Fund B. The Town AP needs to invoice Greenfield and Medary for the contract fees. Discussion held on the Medary and Greenfield contract for fire protection services, 2% dues requirements, and future expansion. To hire an Inspection Company, they charge approx. \$42 for a regular business inspection and \$39 for a seasonal like Goose Island.

Volunteer call rates for Fire calls, 1st responder calls, and Trainings as well as Chief wages and LOSA fund to be reviewed at a later date.

6. Motion by Padesky/Candahl to approve the Fire Dept. Fund B request for \$3,000 of medical equipment: AED, medical bag, & supplies – see attached. Motion carried.
7. Motion by Padesky/Candahl to approve the Fire Dept. Fund B request for \$4,500 of new light bars for Truck 466 & 463 scene safety – see attached. Motion carried.
8. Discussion held, Board recommended Vizecky issue gas cards at Kwik Trip for the Fire Dept to use while the Diesel tank is being replaced. Waller requested one for each responder truck. Candahl noted volunteer time is being used to get the gas card held at the Fire Station and then to go to the gas station to fill each truck. Tax exempt status to

be verified so we either receive the receipt without tax being charged or it will be put on the fuel tax refund report to the State. Vizecky to review cards issued and AP expenditures charged. Waller to keep cards safe & secure between uses until tank can be replaced.

9. Chief Waller gave an update on the Fire Dept. training being held in Texas. Board recommends Vizecky issue the Fire Dept. credit/debit cards to use for the training conference for the two individuals attending. Padesky suggested card limits and a travel agent book the flights in the future to assist with any delays, cancelations, etc. Waller noted credit cards can have the option for charges to be refunded while debit cards hold \$100 amounts at gas stations for example. Cards allow for flexibility when traveling out of the County/State to cover the flight, hotel, car rental, and per diems. Ehler requested the cards be capped and to be returned to office after training.
10. Discussion held for the 5-Person Board. The Wisconsin Elections Commission, County Clerk, and legal to review the terms and statues. Vizecky to review with Legal to take affect April 2019.
11. Discussion held to review the drainage, dirt pile, property lines, future Condo development, and Utility Easement for Battlestone Condo Developer Dale Grosz – see attached. Vizecky to review with Legal and verify Developer and Condo Association is responsible for adding a finder wire, repairs if any septic system is compromised, and clean up. Water on the road, culverts, and drainage also discussed and needs to be addressed. Developer needs to landscape to allow the water to drain from the road between the condos and down the hill. Ehler noted the Condo residents would like the park reviewed and discuss the ability to have a small gazebo for residents to see the beautiful valley views. Vizecky noted the drainage, easement and dirt pile are the three concerns of the development for the Town.
12. Item tabled to approve the 2019 Budget until the next working meeting to be scheduled Thurs. 10/18 at 5:30pm after the Planning meeting. The next Town Board meeting to be Tues. Oct. 30th at 5pm.
13. Discussion held on the RFP sent out to do a Hydrology Study for a production well near Arbor Hills. Two vendors send in bids but they were not comparable. Vizecky to review the RFP with both vendors SEH and MSA and get comparable bids and bring it back to the Board.
14. Motion by Padesky/Ehler to approve the USACE Army Core Flood Plain Study for South end of Shelby as we have a vested interest in correcting the drainage and request Vizecky move forward to apply for the study and review grant options. Vizecky noted the Town is not under obligation if awarded the grant as it does not need to be accepted if for some reason we cannot fund the balance. Motion carried.
SEH has had experience writing these grants in the past and some grants maybe able to be stacked and work together. Candahl calculated 50,000 tons of rock and fill have been deposited from the three storms so far into the area and washed away so possibly using ballyards to slow the water and debris down would improve the area. The Amy Core and Burlington Northern wants to work with Shelby so the Township can receive Federal Funding.

15. Motion by Padesky/Ehler to approve the LRIP Project for Wedgewood Drive and Hickory SEH project #148203. Funds were originally for Valley Drive at 75% funded however Federal funds were used for Valley project so the LRIP money could be reassigned at for the area of Wedgewood Drive East to Hickory Lane where the road can be repaved to 22' feet wide as required by LRIP. Motion carried.
16. Discussion held to review the Coulee Springs Lane Drainage project – see attached. Board requested Vizecky set up a meeting in late October with the area neighbors and review their support. The area in question is on private residential property but the Town can assist with the ditches along the right of way and group the residents.
17. Administrator report – see attached. Padesky inquired if any FEMA money has been received for flood damages, Vizecky noted none have been received.
18. Police Dept. August report – see attached.
19. Clerk Reported the newsletter is getting responses in the office on election and pet licenses.
20. Chairman Candahl requested Vizecky review some trees near Mill Stream that fell down crossing over a neighbor's yard be reviewed.
21. Padesky suggested Vizecky reach out to Lonny Olson on the Viterbo group volunteering to clean up Mormon Coulee Park on Friday, October 6th.
22. Motion by Padesky/Ehler to approve the Town Board will go into closed session at 7:20pm pursuant to Section 19.85(1)(c) for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises. Motion carried.
23. Motion by Padesky/Candahl to come out of closed session at 7:30pm. Motion carried.

Meeting was adjourned at 7:30pm.

Working meeting to be held to review 2019 budget on October 18th at 5:30pm.

Next regular scheduled meeting to be held on Tuesday, October 30th, 2018.

Administrator and Clerk are attending the WTA - Wisconsin Towns Association Conference Sun Oct. 14-Tues. 10/16

The Annual Budget meeting is Mon. Nov. 12th at 6pm.

Respectfully submitted,
Michelle Kind, Clerk WCMC