

# TOWN OF SHELBY

County of La Crosse

State of Wisconsin



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## APPROVED

### Park and Vacant Land Committee Draft Meeting Minutes

Date: Monday, October 4, 2021

Time: 5:30 p.m.

Location: 2800 Ward Ave, La Crosse, WI 54601

**Commissioners Present:** Co-Chairperson Renee Knutson, Co-Chairperson Tim Ehler, Commissioners Jeffrey Butler, Brad Reinhart, Monica Redmond, Public Works Supervisor Terry Wright, Town Administrator Christina Peterson, and Town Clerk Fortune Weaver.

**Commissioners Excused:** Jean Wiggert, Josh Blum, and Meredith Tomesh

**Attendance List:** None.

1. Meeting called to order by Ehler at 5:30 p.m.
2. Minutes from 9/3/2021. Motion by Butler to approve minutes from 9/3/2021 with two corrections, second by Ehler. Motion carried unanimously.
3. Citizens' Concerns. None.
4. Demonstrate Use of La Crosse County Interactive Map Viewer- ArcGIS. Weaver demonstrated how to locate/use GIS system.
5. Update on Nelson Parcels (11-360-0 and 11-358-0). Peterson noted that the offer letters have been drafted and will be sent soon. Peterson reminded the Commissioners that Town Board Approved \$5,000.00 for purchase. Ehler gave background information for the Nelson property for new members. No action taken.
6. September Action Item- Share Feedback on Hills of Home and Nolop Estates Parks. Knutson thanked Butler for photograph and opened the floor for comments on Hills of Home and Nolop Estates Parks.
  - a. Hills of Home: Current conditions addressed. Butler noted the equipment at Hills of Home needs to be freshened up, unsure what the solution is i.e., painting the equipment or another option. Butler commented that the fence is unsightly and the empty space at the tip of the triangle could be used in a more pleasant way. Reinhart noted that the fence is necessary for safety. Butler noted some landscaping could improve the appearance. Redmond noted other options to soften the appearance of the fence line, also pointed out with space being an issue, it would have to be something that does not take away from the limited space available for the park. Ehler noted the better play center at the park across from County F (Nolop Estates Park). All in agreement that crossing that road with children is not the safest option. Wright noted that if the equipment was painted and there is rust, then paint would be rusted through overtime. Wright stated the equipment would need to be sent out and professionally done for it to be worth the money spent. Wright was unsure of the price to get it professionally done, Wright and Reinhart discussed local companies that would be able to do necessary work. Wright recommended completing it in the Winter so there wouldn't be any impact on summer activities in the area. Discussion on updates that wouldn't take a lot of funding but would improve the appearance of the park.
  - b. Nolop Estates Park: Ehler and Reinhart agreed that the basketball court is in good shape. Butler noted the bench should be moved away from the court, Wright stated that wherever the bench is initially placed, users of the park will move the bench to the basketball court. Wright noted that there is a well on that property that allegedly serves multiple homes. There are some weeds and brush around that area that can be cleaned up. Knutson noted that native plants could be used to make the park look nicer and would potentially require

less maintenance, in addition it would provide a barrier between the park and the neighboring homes. Knutson mentioned Shelby should reach out to the individual responsible for the well to see if the Town can get permission to do some cleaning up of weeds and potentially painting the wellhouse. Ehler asked when the agreement was made to have the wellhouse in the center of the Town Park, information on that agreement would need to be investigated.

- c. Neighborhood Workdays. Knutson mentioned the idea of inviting the community around the parks to help with smaller projects such as planting, cleaning, etc. Ehler noted Gazebo Park has someone who watches over it. Redmond agreed that there should be some neighbors who help and take pride in the park.
  - d. Town will need to investigate the owner of the well in the park and the cost and process of sending off the play equipment to be refurbished. Wright gave a very rough estimate of a few thousand dollars for the equipment.
7. Comprehensive Plan-Input for Parks. Knutson noted what discussion she is looking for. Encouraged members to give an idea of what their vision is for Parks and Shelby in the future. Peterson and Weaver reviewed current plan. Discussion on parks and trails existing and what parks, trails and equipment Shelby would like to have in the future and what funding would look like. Weaver commented on survey and importance of public input for the completion of the plan.
  8. 2022 Budget Discussion. Peterson explained the status of the budget and what funding would be able to be provided by the Town. Peterson mentioned the necessity of looking into grants and fundraising options due to the Town being at their levy limit. Wright noted that \$126,104.00 budgeted for 2021, currently has \$81.00 remaining after all projects, labor, supplies, etc. Some funds were spent on a one-time expenses; however, many expenses are recurring. Ehler mentioned idea for the Arbor Hills Tennis Courts and convertible Pickle Ball/Tennis Court Nets. Knutson mentioned Frisbee Golf Signage project from the 2021 list, Wright will reach out and see what the status is. Ehler and Wright discussed Patio at Mormon Coulee Park. Wright noted that the dirt would need to be laid before winter so it can settle before the patio is poured in spring. Discussion on the gutters and patio and what time of year would be best to complete these projects together to minimize labor and third-party involvement. Knutson reviewed the projects listed for 2021. Discussion on carryover projects for 2022. Commissioners agree that the concrete slab in Mormon Coulee Park will be made the maximum size without needing a retaining wall. Grills might not be possible with these restrictions, but visitors can bring their own grills for events.
  9. Administrator Report.
    - a. Peterson noted that Shelby Youth Ball is a separate budget just for the new members to be up to speed.
    - b. Peterson discussed the renewal of the lease for Hillview Ball Fields with La Crosse County, reminding that no advertising is allowed so the wind screens were removed.
    - c. Ehler questioned if the shelter at the Hillview Ball Fields can be rented without using the concession stand. Peterson did mention that there are some terms being negotiated that could potentially allow for that, but at the present time, it is not allowed.
  10. Public Works Report
    - a. Wright noted dimensions inside the fences of Tennis Courts in Arbor Hills (59 ft x 119 ft) and the Terraces (109 ft x 120 ft).
    - b. Ehler asked question about Drive-in Road. Wright noted that Drive-in Road width is approximately 28 feet, Wright will get a more specific measurement.
  11. Co-Chairperson/Commissioner Reports.
    - a. Knutson noted Mormon Coulee Park on the Bloomer Mill side Boy Scout Project will be completed in spring. 4-foot bench seems to be just as expensive as a 6-foot bench and will

not be uniform, unsure if the Town should bother with a 4-foot bench. More information on that will be coming soon, but more research needs to be done.

- b. Redmond asked for clarification on what action items are meant to lead the commission towards. Knutson clarified that at present, action items are meant to inform the commissioners on current conditions of land in Shelby and guide discussions for future planning and projects.

12. Action Items for November.

- a. Visit Wedgewood Valley Park and River Hills Park- Knutson will send materials.
- b. View and consider what Shelby should do with three existing trail signs- Knutson will send materials.

13. Future Agenda Items.

- a. Ehler noted that after the Wisconsin Towns Convention he will have more ideas for projects, available grants and what goals Shelby could pursue.

14. Adjournment. Motion by Butler, second by Redmond to adjourn at 7:16 p.m. Motion carried unanimously.

Next Meeting on November 1, 2021, at 5:30 p.m. at Town Hall (2800 Ward Ave, La Crosse, WI 54601)

Respectfully Submitted, Fortune M. Weaver