

**TOWN OF SHELBY BOARD MEETING MINUTES**

**DATE:** November 27th, 2017

**LOCATION:** Shelby Town Hall

**TIME:** 4:30 PM

**TOWN OFFICIALS PRESENT:** Chairperson Tim Candahl, Supervisor Tim Ehler, Supervisor Tim Padesky (via phone), Administrator/Treasurer Carroll Vizecky, Clerk Michelle Kind, and Fire Chief John Waller

**TOWN OFFICIALS EXCUSED:** none

**ATTENDANCE LIST:** none

1. Call to order at 4:35pm by Candahl.
2. Motion by Ehler/Candahl to approve the minutes of 11/13/17 Town Board meeting-see attached. Motion carried.
3. Motion by Ehler/Padesky to approve the payment of bills as presented from November 27th of \$14,894.38 - see attached. Motion carried.
4. Citizens Comments: none
5. Motion by Ehler/Padesky to recommend the approval of the re-zoning from General Ag to Rural and to sign the Certified Survey Map to separate the farm house of 1.71 acres from the surrounding 24.89 acreage of N991 Justin Road, parcel # 11-1793-0 for Justin Farms LLC – see attached. Motion carried.
6. Item tabled to appoint the Planning Commission member through May 2020 due to vacancy. The application was reviewed and will be placed on the website and will hopefully be filled by the next Board meeting – see attached.
7. Motion by Ehler/Padesky to update Ordinance 10.03 Fire Dept. Funds to allow to expedite purchases and make funds available up to \$5,000. Updates to Ordinance 10.03 will come to the next board meeting. Candahl abstained as he is on the Fire Dept. Between meetings, the Administrator and one Town Board member not on the Fire Dept. could verbally approve these purchases prior to the next Town Board meeting. Motion carried.
8. Administrators report. Medary fire contract review. The goal is to provide quick response times at a reasonable cost to areas we can service for Medary. Options include adding service to the Barry Mills area and creating a cooperative agreement with neighboring Fire Departments. Fire Dept. equipment review for budgeting from the gear request at the last meeting. The turnout gear and helmets were discussed as well as the quality of the items for longevity. Getting trucks DOT certified. Enclosed shelter review. See attached Budget Narrative. Vizecky and Kind reviewed the tax info with the County and the taxes will be processed to be mailed. Board to be send the mill rate comparison for 2016 to 2017. Vizecky received FEMA system access so they will be able to proceed

with the projects. Possible mitigation is estimated at another 60 days out.

9. Motion by Padesky/Ehler to approve Harter Trucking for roadwork for Nelson Canyon and Chipmunk Coulee, invoice time and materials for equipment skid steer at \$90 and back hoe at \$120. McHugh Excavating approved for Wedgewood Drive East and the Valley Spring Line not to exceed \$24,000 for fill and labor. No one bid on Ebner Coulee Road. Administrator will review the work to be completed on these projects and Vizecky to negotiate as needed using best cost effectiveness as we did not receive multiple bids for the projects. Motion carried.
10. Chairman reported next Boundary meeting to be held in December has not been set yet. Discussion held to do a working meeting for the Town Board to continue. Candahl has receive a lot of positive responses.  
Vizecky to proceed with 5-person board with Legal. Ehler reported positions cannot be by Districts for Town's, only At Large or by Department. Holiday party is 12/8.  
Discussion held on the Enclosed shelter. Amenities such as tables and chairs rather than picnic tables, requiring a deposit, rental fees, heated, water well to be charged in the spring of 2017, and who can rent the shelter at no charge. In the past the Boys/Girl Scouts, SYB, and employees were able to rent the shelter at no charge. As the shelter is a nicer facility, liability and deposit should be addressed. Shelter rental fees need to be set before the Office takes reservations 1/2/18. See a shelter comparison from neighboring towns, villages, and what they provide – see attached.  
New Road Crew employee Danny McAlear was introduced.  
Town Association meeting at Shelby Annex on Thursday Nov. 30th at 7:30pm.
11. Supervisor Ehler reported he worked with Vizecky on Employee Benefit packages for health care, dental, HSA, etc.
12. Supervisor Padesky reported he is concerned regarding a conflict of interest and has requested our Legal look into those aspects. Town and Planning have board members that are close to the affected areas of concern and we need to have an Ethics guide. Vizecky to reach out to Legal for additional research.
13. Item tabled on the Employment Guide.
14. Motion by Ehler/Candahl to approve the Equal Employment Opportunity Policy Statement – see attached. Motion carried.
15. Motion by Ehler/Padesky for the Town Board to go into closed session at 6:56pm pursuant to Section 19.85 (1)(c)(c) for discussions on employment, promotion, compensation, or performance evaluation data for employees. Motion carried.
16. Motion by Padesky/Ehler to come out of closed session at 7:10pm. Motion carried.
17. Motion by Padesky/Ehler to approve the 2018 Budget – see attached. Motion carried.
18. Motion by Ehler/Padesky to approve the Town Employee Wages for 2018. Motion carried.

19. Motion by Ehler/Padesky to approve the Benefit package for Town Employees of Health Care coverage with Quartz Elite Gold to include Town contribution of \$1,500 single and \$3,000 family for HSA accounts and retain the existing Delta Dental package. Motion carried.

20. Meeting was adjourned at 7:13pm.

Next regular scheduled meeting to be held on Monday, December 11th, 2017.

Respectfully submitted,  
Michelle Kind, Clerk WCMC