



# TOWN OF SHELBY

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## Town Board Meeting Minutes – **APPROVED**

**Date:** Tuesday, December 16, 2025

**Time:** 5:00 p.m.

**Location:** 2800 Ward Ave, La Crosse, WI 54601

**Present:** Chairperson Tim Candahl, Supervisors Renee Knutson, Tim Ehler and Marlene Heal; Administrator Christina Peterson, Clerk Fortune Berg, and Treasurer Melissa Erdman.

**Excused:** Supervisor Tim Padesky.

**Attendance List:** Tyler Heinz and Josh Hein (ORA), Dillon Mader (La Crosse County Supervisor), Joe Hauser ( N2095 County Road F), Grant Duchac (Excel Engineering) and Nick Weber (145 17<sup>th</sup> Street S).

1. Meeting called to order by Candahl at 5:03 p.m.
2. Minutes from 11/18/2025. Motion by Knutson with changes to approve minutes from 11/18/2025, second by Heal. Motion carried unanimously.
3. Bills Payable. Knutson asked about Recycler charge, Erdman noted the costs for printing and postage. Knutson asked about office charges and VISA, Erdman answered. Motion by Knutson to accept closed invoices for \$101,915.06, second by Heal. Motion carried unanimously. Heal asked about building permit refund, Erdman answered. Motion by Knutson to pay open invoices for \$95,077.25, second by Ehler. Motion carried unanimously.
4. Treasurer's Report.
  - a. Erdman noted the report includes open invoices, but does not include loan funds that are to be deposited on 12/22/2025.
5. Public Comment. None.
6. Preliminary Plat Review – Featherstone Rise LLC (11-37-0, 11-16-0, 11-18-0, 11-35-1, County Road F and Highway 33). Peterson highlighted discussion from Planning Commission, noted the process for moving forward and explained the requirements set forth in the Shelby Subdivision Ordinance. Knutson noted the Parks Committee made comments on the proposed park as submitted. Motion by Ehler to accept the park proposal from Featherstone Rise LLC, second by Knutson. Motion carried unanimously.
7. ORA Updates. Josh Hein and Tyler Heinz introduced themselves and reviewed updates including the New Director, Accomplishments in 2025, Trail Farm Open for Bike and Walking Traffic, Emergency Services and Safety Updates, and Anticipated Projects for 2026.
8. Multiple Dog Applications: Clevon (4100 Glenhaven Drive), Owen (W5859 Cedar Road), Sedlmayr (W5873 Rochelt Road), Hoying (N1603 Mickel Road), Wichelt (N1238 Kreutz Lane), Rowling (W5190 Birchwood Lane). Berg reported no issues from Humane Society or Sheriff

Department. Motion by Ehler to approve the Multiple Dog Applications, second by Heal. Motion carried unanimously.

9. 2026-2027 Poll Worker Appointment. Berg added Melissa Erdman to the list. Motion by Heal to appoint Poll Workers as presented, second by Knutson. Motion carried unanimously.
10. 2026 Fee Schedule. Discussion on fees, board proposed raising the cost of Operator's License to \$20.00/year. Motion by Knutson to accept fee schedule with the proposed change, second by Heal. Motion carried unanimously.
11. 2026 Meeting Schedule. Berg reviewed memorandum. Peterson suggested having a quarterly working meeting with Public Works to discuss seasonal topics and upcoming work plans.
12. Brine Equipment Purchase. Peterson highlighted discussion from the work session held on December 2nd. Peterson reviewed the quote for brine setup and the current work being done on the truck. Peterson approved the quote for outfitting the truck with brine equipment (\$7,018.00). Peterson is seeking quotes for a 1,500-gallon storage tank for brine to be at Town Shop. Motion by Ehler to approve the quote for \$7,018.00 with an additional \$5,000.00 for additional equipment, second by Knutson. Motion carried unanimously.
13. Driveway Exception – Parcel 11-1242-0, Smith, 3731 Cliffside Drive. Candahl reiterated the driveway was put in without a permit and exceeds the 20-foot limit stated in the ordinance. Peterson stated that Public Works does not have drainage concerns for this driveway. Discussion on enforcement. Motion by Ehler to table until a future meeting to hear from the property owner, second by Candahl. Motion carried unanimously.
14. Wedgewood Valley Drainage Project BKC Construction Pay Estimate #5. Peterson reviewed the Pay Request received from BKC Construction. Peterson noted items that still need to be completed. Motion by Heal to pay BKC Construction \$101,070.51, second by Knutson. Motion carried unanimously.
15. Law Enforcement Contract. Discussion on terms of the proposed contract and the proposed costs. Discussion on cost of expenses, and averaging cost of some equipment over 3-5 years. Motion by Ehler to offer \$135,000.00 for the first year and approve the contract after a fee schedule section is added, second by Knutson. Motion carried unanimously.
16. Administrator and Public Works Report.
  - a. Peterson reviewed the task memo for public works including last week's truck maintenance, plowing, etc. This week Public Works will be cleaning drains, working on Arbor Hills Well #2, checking on new truck being outfitted and employee reviews are taking place this week. Visu-sewer is doing their sewer lining project.
  - b. Peterson is working on updates to the subdivision ordinance, LOSA updates and review, and preparing for the TAC meeting for the Featherstone Rise LLC development. Peterson is going to send a letter to the Mayor and City of La Crosse Public Works Director to discuss sidewalk maintenance and other issues in shared

maintenance areas. Peterson noted Sanitary District meeting this week. Peterson stated the Fire Department had a meal delivered for their meeting paid for by the Town in lieu of the Christmas party and gift cards, Peterson also proposed a dinner for Town staff/crew and spouses to get together in lieu of a Christmas party and gift cards.

17. Chairperson and Supervisors Report.

- a. Candahl reported population sign for City of La Crosse was put in Shelby.
- b. An expert for ATV/UTVs should be contacted before February to give more information either by Teams Online or via email. Heal commented on ATV/UTV questions she has asked the Vernon County Sheriff.

18. Fire Department Report.

- a. Candahl reported Chicken Q is March 15, 2026, cost \$15.00 per ticket.
- b. KJ Blanton retired from the Department.
- c. Surpassed calls from 2024 already.
- d. Noted increase in calls to one address, continue to investigate a special charge for Fire.

19. Clerk's Report.

- a. Berg reviewed report. No questions.

20. Adjournment. Motion by Knutson to adjourn at 7:22 p.m., second by Heal. Motion carried unanimously.

Next Regular Meeting on January 6, 2026, at 5:00 p.m. at Town Hall

Respectfully Submitted by Fortune Berg, Clerk