

TOWN OF SHELBY

County of La Crosse

State of Wisconsin



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Town Board Meeting Minutes

Date: Tuesday, March 7, 2023

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, Clerk Fortune Berg, Administrator Christina Peterson, and Treasurer Sara Jarr.

Town Officials Excused: None.

Attendance List: David Karl (4535 El Camino Real Drive), Paul Witcraft (4541 El Camino Real Drive), and Maida Fortune (W5050 Knobloch Road).

1. Town Board Meeting called to order by Chairperson Candahl at 5:00 p.m.
2. Approve Minutes from 2/7/2023. Motion by Knutson to approve minutes from 2/7/2023, second by Padesky. Motion carried unanimously.
3. Bills Payable. Motion by Padesky, second by Knutson to pay open invoices in the amount of \$63,819.30, and to approve paid invoices in the amount of \$2,376,685.29. Peterson noted the \$69,000.00 payment to be made on a Plow Truck this month, and explained it has been delayed because of Covid, etc. Peterson also noted the \$24,000.00 trade in value of the current truck. Motion by Padesky, second by Heal to approve \$69,000.00 payment for Plow Truck. Motions carried unanimously.
4. Citizen's Concerns. David Karl asked if any progress has been made on ordering trees or a fence to be placed between the road to the old landfill and the homes, Peterson answered that public works is getting quotes and if the town decides to move forward it would be done in Spring. Peterson will call Mr. Karl when more information is available.
5. Town Logo. Knutson gave additional information about Town Logo options. Discussion on logos. Most popular logo selected. Knutson will work to make final adjustments and it will come back to the board.
6. Driveway Variance Request (Tyler & Maida Fortune, W5050 Knobloch Road). Peterson reviewed the request and recommendation from the Planning Commission meeting. Peterson noted that Public Works Director reviewed the request and would not be able to approve it without Town Board approval. M. Fortune brought additional information for the board to review. M. Fortune explained the setbacks, wellhead, the steep grade in the backyard, and the concepts of the garage. M. Fortune further noted the main entrance to the house will remain the same and their goal is to make the house more accessible and to keep guests off the road. M. Fortune noted the plan is to have the turn around be fourteen feet wide, explaining that their circle driveway will be similar to another circle driveway in the area. Discussion on gas line nearby and if there repairs are needed their driveway may be torn up. Knutson asked about landscaping, M. Fortune answered the slope of the property helps with water flow, and the landscaping along Knobloch will be shorter for visibility. Motion by Ehler to approve the concept presented with the condition that all other requirements are met, and the property remains for single family residential use, second by Heal. Motion carried unanimously.
7. Fire Department Report.

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- a. Holinka noted that Jack Murphy and Mason Polk have been hired. Murphy has all certifications, went through Onalaska High School Program, and will graduate in Spring 2023. Polk will begin training classes soon. Peterson asked their official hire date, Holinka confirmed it will be today. Peterson noted we will fine tune the background check policy going forward.
 - b. Holinka noted significant increase in call volume, eighty-nine since the beginning of the year. Holinka clarified that most calls received are medical in nature. Holinka would like to publish some education on elderly falls.
 - c. Holinka explained that brush piles off Dobson Bluff Trail (Off Thistledown Road) will be burned coming up. A private company was hired to do the burn for the purpose of opening goat pastures on the hilltops. The City of La Crosse owns the land.
 - d. Holinka stated that the department will be obtaining Knox Boxes for additional buildings. Knox boxes have all keys for all doors in case there is a call. This helps avoid damage to property or trying to get ahold of a manager.
 - e. Safe firefighters' convention is in La Crosse this weekend. Rosenbauer will use Shelby Station to wash their truck on Wednesday.
 - f. Next week is Chicken Q week.
8. Fire Department Grant Purchase – New Wildland Gear. Holinka noted this purchase will be made under the grant received. Holinka noted the DNR gives half the funding to obtain the gear. Holinka explained what the wildland gear looks like and its functionality. Holinka explained the gear is made of a lighter material than the normal turnout pants. The use of wildland gear cuts down on wear and tear on normal turnout gear. Holinka stated it can be worn to anything except an internal structure fire. Holinka explained the grant and noted that almost everyone on the department will have Wildland Gear. Motion by Padesky to approve purchase, second by Ehler. Motion carried unanimously.
9. Shelby Youth Ball Committee Appointment – Kaisha Stillwell. Peterson noted Kaisha has been participating in meetings and will head up the concession stand. Motion by Padesky to appoint Kaisha Stillwell to the Shelby Youth Ball Committee, second by Heal. Motion carried unanimously.
10. Annual MS4 Storm Water Report/ Permit. Peterson explained the program requires municipalities to monitor stormwater discharges to control pollution and erosion, note who maintains stormwater facilities, list best management practices such as street sweeping, salt placement, etc. Education is a large piece as well. All municipalities in La Crosse County formed a stormwater group, and collaborated to hire a consulting firm to handle education. Peterson noted public works helps fill out the report with the plowing, salt/sand information. It is a requirement that the town board is informed of the report and reviews it. Knutson asked if the expectation is that the town would need to promote on Facebook or website to educate community. Peterson noted there should be a link on the website and the Facebook and if it's done before March 31, she can include it in the report. Discussion on public involvement and education aspects of this report. Peterson noted a tab could be added for stormwater on website. Peterson noted that she is going to mention the GIS mapping of stormwater. Motion by Padesky to approve the report, second by Knutson. Motion carried unanimously.
11. Administrator Report.
- a. Peterson stated public works position has received fifty apps through indeed. Public Works and Peterson have rejected those that are not applicable. Fifteen on the short list based on

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qualifications including CDL and heavy equipment operation experience or other relevant experience. On March 20th she will start setting up interviews for the week of March 27th.

- b. Plow truck has arrived, and they are waiting on the final paperwork and payment and then it will be brought to universal for additional equipment.
 - c. Public Information Meeting scheduled for March 15th at 6:30 p.m. Candahl summarized the meeting he had with Kurt Knutson of sanitary district to discuss their goals for the upcoming meeting. Discussion on the meeting notice.
 - d. Funding applications due at the end of March for roads and bridges and they usually want to see a resolution that the board approved the application.
 - e. Peterson suggested March 20th meeting to discuss funding applications.
 - f. Town Hall roof was leaking, public works fixed the issue.
 - g. Peterson received a quote for \$3,500 for door on north end of the building.
 - h. Public works crew cleared out patio area in the bullpen.
 - i. Peterson noted Tim Gerke went on Fire Department roof and found some problematic areas. Peterson will look at getting quotes for Fire Department and Town Hall roofs.
12. Public Works Report. None.
13. Chairperson/Supervisor Reports.
- a. Candahl noted an upcoming meeting on future boundary agreement. Candahl noted three developers have contacted the Town and La Crosse County would call a Technical Advisory Committee (TAC) meeting with La Crosse County, Town, City and developer to talk through any issues so the developer knows what the regulations will be. Peterson gave more details.
 - b. Candahl and Peterson met with Langberg today about grants and funding options for roads and bridges.
 - c. Heal asked for update on Van Aelstyn, Peterson answered work with attorneys is ongoing.
 - d. Knutson gave report from Parks and Vacant Land Committee
 - i. Candahl attended the meeting with a request from property owners to donate funds and materials to create basketball court/ice rink in Wedgewood Valley below the wellhouse. Peterson is working on donation policy and expectations on the town's part.
 - ii. Park spending – bench has been ordered for Little Free Library Mormon Coulee Park West.
 - iii. Public Works got quote from Vernon Electric to run electric service for Smyth Park and Kish Electric gave a quote to pull wires and wire the shelter, totaling \$10,300.00 to get lighting to Smyth park. Vernon does not cover first 300 feet free.
 - iv. Xcel energy for Pammel Creek Park will do the first 300 feet free, no quote from Xcel for Pammel Creek Park obtained.
 - v. Town ordinance calls to meet bimonthly; committee likes the idea of meeting each month and on lighter months, skipping the meeting.
 - vi. Three samples of the bench and tree donation brochure options. Knutson explained the content of the three. Knutson anticipates a final draft soon, Parks Committee liked aspects of all three. Resident interested in donating reached out to town clerk, will get more information soon.

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- vii. Private property signage for butterfly trail, property owners are responsible for their no trespassing signs, but the town can be proactive as good neighbors and get some signage up.
- viii. Trash can styles reviewed; committee agreed that the price should be kept down. Knutson wants public works involved in the specs of trashcans to ensure they will adequately serve town parks.

14. Adjournment. Motion to adjourn at 6:59 p.m. by Padesky, second by Ehler. Motion carried unanimously.

Next regular meeting will take place Monday, March 20, 2023 @ 2:00 p.m.

Respectfully Submitted, Fortune M. Berg, Clerk

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