

# TOWN OF SHELBY

County of La Crosse

State of Wisconsin



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**APPROVED**

## Town Board and Board of Review Meeting Minutes

Date: Tuesday, May 17, 2022

Time: 4:00 p.m.

Location: 2800 Ward Ave, La Crosse, WI 54601

**Town Officials Present:** Chairperson Tim Candahl, Supervisors Renee Knutson, Marlene Heal, Tim Padesky, Clerk Fortune Weaver, Administrator Christina Peterson.

**Town Officials Excused:** Supervisor Tim Ehler

**Attendance List:** Tom Sleik (Board of Review), Tony Robley (Assessor from Associated Appraisals), Lawrence Wilcox (N2417 Three Town Road), Carl Kammel (N2422 Terry Ct), Dillon Mader (N1074 Bloomer Mill Road – District 30 Representative).

1. Board of Review called to order by Clerk at 4:02 p.m.
2. Roll Call of Certified Members. Members certified as of 5/17/2022 are as follows: Tim Candahl, Tom Sleik, Renee Knutson, Marlene Heal and Fortune Weaver.
3. Assessment Roll Signed. Clerk signed the Assessment Roll on 5/17/2022.
4. Introduction of Assessor. Clerk introduced Tony Robley from Associated Appraisal.
5. Petitions. Clerk stated that as of 4:00 p.m. on 5/17/2022 only one objection form has been received. Robley provided additional information. Assessor Tony Robley spoke with the legal counsel of the property owner and reached an agreement. The assessment has been changed to resemble the private appraisal sought out by the property owner.
6. Major Class Comparison and Assessment to Sales Ratio Analysis. Robley provided information on assessments and major changes in the Town of Shelby. Robley reviewed the Final Major Class Comparison for 2022 and the Assessment Sales Ratio Analysis. (See attached)
7. Recess Board of Review. Motion by Padesky to recess the Board of Review, second by Heal at 4:20 p.m. Motion carried unanimously.
8. Town Board Meeting called to order by Chairperson Candahl at 5:31 p.m.
9. Approve Minutes from 5/3/2022. Motion by Padesky to approve minutes from 5/3/2022, second by Knutson. Motion carried unanimously.
10. Citizen's Concerns. Carl Kammel (N2422 Terry Ct) and Lawrence Wilcox (N2417 Three Town Road) gave information about the issues ongoing with a shared well in their neighborhood. Peterson noted no well requirements from the Town, the Town's only input would be involved in the property line or placing it on town property. Kammel located the proposed well location, it would be located at the corner of the park on town property line, within current DNR guidelines. Kammel reiterated requirement to have the well a certain distance from septic systems. Peterson noted letter from well company, reiterating the emergency well is needed due to the recent collapse of the current well. The well driller has acknowledged that the well will be on the town property. The Town will have to draft a licensing agreement to allow this. Motion by Candahl to move forward with licensing agreement or easement or both, second by Padesky. Motion carried unanimously.
11. 2022 Fireworks Permit Application. Weaver reviewed the application received by R&M Enterprises, dba Snap Fireworks. Motion by Padesky to approve the permit if they maintain a list of the

individuals buying the fireworks and post the Wisconsin state statute for fireworks by the register, second by Heal. Motion carried unanimously.

12. CSM 11-11-1 (Meyers Road). Candahl reminded Town Board of Planning Commission decision to table until their next meeting for more information. No review or recommendation needed until after they review.
13. Glen Drive Future Land Use. Motion to approve change in future land use plan to make the valley in question residential in future land use. Motion by Candahl, second by Padesky. Motion carried unanimously.
14. Hillview Garage – Old Road Shop. Peterson noted meeting with La Crosse County coming up to clear up details to move forward. Eventually the town will receive something in writing, however for the upcoming meeting, no decisions need to be made, Peterson is just looking for feedback to guide discussion and negotiations. Knutson noted there is no plans for the road to be rebuilt at this point, Knutson noted negotiations should take place once plans exist. Shelby is willing to negotiate but plans need to be drafted and presented, Shelby is not interested in paying for the building being torn down. Discussions on how much square footage would be needed to be advantageous for Shelby. If the deal is to exchange the current space for the exact same amount of space, then Shelby isn't gaining anything. Candahl noted the County's legal team should also be handling a majority of the agreements and negotiations at their cost. Peterson noted the town could grant an easement and still hold onto the land and building. Peterson also noted the new building would be a shared space not shared bays but shared access to the building. Board agreed that double the space for a 20-year lease or if less than double the space is offered, a longer lease would be acceptable.
15. Recess Town Board Meeting. Motion by Padesky, second by Knutson to recess Town Board Meeting at 6:02 p.m. Motion carried unanimously.
16. Adjourn Board of Review. Motion by Knutson, second by Heal to adjourn Board of Review at 6:02 p.m. Motion carried unanimously.
17. Resume Town Board Meeting. Motion by Padesky, second by Knutson to Resume the Town Board Meeting at 6:03 p.m. Motion carried unanimously.
18. GIS Intern and Consultant. Peterson commented on progress with GIS setup. Peterson reviewed proposal received from a consultant to help setup the GIS system. The consultant would be the Clerk for the City of Onalaska. Their services cost \$100.00 per hour; the Town would likely need the consultant for approximately 15-20 hours so the total cost would be \$1,500.00-2,000.00. Peterson also noted the internship for GIS and public works. This intern would predominately work on tasks for the GIS online system after consultant moves on. Intern would also assist with field collection and with other tasks for public works. Kyle Willoughby was recommended by La Crosse County GIS. The intern would be paid at \$16.50 per hour, pay rate will be reviewed after a month. Peterson is unsure how long the internship will last. After the summer an end date will be established, or an agreement will be reached for the intern to continually come back part time as needed for GIS setup, updates, or maintenance. Knutson asked how often the 3D arial imagery is updated. Peterson answered that all goes through La Crosse County, so she is unsure of their timeline. Peterson commented on the layers being added to the GIS maps by the town would need to be updated and maintained by the town. Knutson also asked about cloud storage. Peterson noted this system is a hybrid not fully web based. Software is downloaded to tablets or computers, but also pulls information from online. Desktop version for the program is about \$800.00 can be logged in on up to two computers at one time. Field software costs about \$500.00. The Town would be more likely

to get multiple field licenses. Candahl noted GPS on tablets for public works and fire departments. Peterson stated she believes the only cost to the town is during each upgrade.

19. Multiple Dog Application. Motion by Padesky, second by Knutson to approve the Multiple Dog Application. Motion carried unanimously.
20. Administrator Report.
  - a. Cliffside drive project Peterson reached out and communicated option 3 will move forward 195k pretty accurate city stated bids came in close. Peterson wants to verify that Shelby residents can hookup to the underdrain, stub will be connected to each resident is included in the projects.
  - b. SSD update will pay to have new arbor hills well televised. Pay to pull the pump and investigate it because of iron issues in the new well. Currently offline.
  - c. Boma Road, since funding was not received for second phase, is it worth doing the whole road or not? Becher Hoppe hasn't finished the design because the drainage study should be done first. Need to spend the money by 2025
  - d. Breidel coulee bridge, will send out requests for engineer to design replacement for the bridge, 70% approved.
21. Public Works Report. From Peterson
  - a. Flood projects
  - b. SYB being worked on.
22. Chairperson/Supervisor Reports.
  - a. Candahl noted meeting with WisDOT upcoming on three projects Wrobel Property (Hwy 33 and Boma), Highway 14 by Gillette property and Irish Court property.
  - b. FYI on new assessment for Irish Court property. Also, box culverts are smaller so hopefully WisDOT will contribute to price of purchase.
  - c. Padesky asked about west side of the park signage is necessary. Signage ordering process has been initiated with WisDOT.
  - d. Heal noted Bluffland meeting was brief, book study will be upcoming in 4 segments educating on what Blufflands coalition is education and getting community input.
23. Parks Report. Knutson noted WisDOT signage design could serve as short-term signage for Mormon Coulee Parks East and West until the parks committee is able to move forward with logo updates.
24. Adjournment. Motion by Knutson, second by Heal to adjourn Town Board Meeting at 6:35 p.m. Motion carried unanimously.

Next meeting will take place Tuesday, June 21, 2022 @ 5:00 p.m.

Respectfully Submitted, Fortune M. Weaver, Clerk