



TOWN OF SHELBY

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Town Board Draft Meeting Minutes – APPROVED

Date: Tuesday, July 2, 2024

Time: 5:00 p.m.

Location: 2800 Ward Ave, La Crosse, WI 54601

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

Excused: Supervisor Tim Padesky and Fire Chief Tony Holinka.

Attendance List: Aaron Sill (SYB President) and Steve Campbell (Candidate for 96th Assembly District – E9034 County Road Y, Viroqua).

1. Meeting called to order by Candahl at 4:59 p.m.
2. Approve Minutes 6/4/2024. Knutson asked if it is customary to list a supervisor who is on the board and commission twice, Erdman clarified yes since they're representing both. Motion by Heal to approve minutes from the Joint Closed Session with the Sanitary District from 6/4/2024, second by Knutson. Motion carried unanimously.
3. Approve Minutes 6/18/2024. Knutson made correction that frisbee golf course was highlighted on the Parks News page during the last meeting, change was made. Motion by Knutson to approve minutes from 6/18/2024 with correction, second by Heal. Motion carried unanimously.
4. Bills Payable. Motion by Knutson to approve closed invoices for \$24,013.80, second by Heal. Knutson asked for clarification on road signs, Peterson confirmed road signs for Old Highway 35 and Skyline Drive were replaced. Motion by Heal to approve open invoices for \$10,803.78, second by Knutson. Motions carried unanimously.
5. Public Comment.
 - a. Steve Campbell – Candidate for the 96th Assembly District - introduced himself.
6. 2024 Chip Sealing Bid Award. Berg stated two bids were received. Fahrner bid the project at \$142,253.70 and listed a different emulsifying agent than was laid out in the specifications. Scott Construction bid the project according to the specifications (PG 58-28 5% Cutback Liquid Asphalt) for a total of \$141,999.00. Motion by Heal, to award the project to Scott Construction, second by Knutson. Motion carried unanimously.
7. MCS Networks Proposal. Peterson reviewed proposals received. Peterson explained that MCS Networks contracts with other municipalities and is very familiar with the needs and requirements for the Town. Knutson asked if the desire comes from level of service or upgrades, Peterson answered that our current service has not been poor, but our needs have changed and MCS is more familiar with retention guidelines and security necessities for a municipality. Peterson noted the Microsoft charges are not new, as the Town currently pays for Microsoft. Peterson explained that the firewalls and servers that

are detailed in the quote are already paid for by the Town but need to be updated. Erdman added the changeover can happen now, and the new server purchase can wait until the Town hears about the grant Erdman applied for. Peterson noted staff has reviewed the needs for equipment and servers and some equipment may be removed from the quote. Motion by Ehler to accept the proposal from MCS Networks, second by Knutson. Motion carried unanimously.

8. Application to Exceed Two-Dog Limit. Berg noted the application received, adding that no issues reported from CRHS or La Crosse County. Motion by Heal, to approve the request made by Mary Hovel at N2009 Joy Lane to have a 3rd Dog, second by Knutson. Motion carried unanimously.
9. Administrator/ Public Works Report.
 - a. Peterson reported that Public Works is ditching the East end of Boma Road, will begin grinding of the road excluding the hill that goes to the cul-de-sac, that grinding will be done right before paving.
 - b. Terry Wright is the project representative for the West end in lieu of paying the engineer to supervise. Peterson noted CBS Squared has no issues deferring to Wright. Peterson noted the contractor requested to work starting at 7am on Saturdays, board agrees there are no issues with that.
 - c. Peterson reported the Wedgewood Drive East project was also awarded to JR Strupp Trucking so Wedgewood Drive E and West Boma Road will be worked on in the same time period. Both projects should be completed by the end of August. The Town crew will be trimming trees on Wedgewood Drive East before Strupp begins work in the area. Discussion on tree trimming in other areas, Peterson will communicate with Public Works.
 - d. Peterson reported that the crew is painting parking lines at Old Vineyard Road – Butterfly Trails Trailhead, Shelby Ball parking lot and Town parking lot.
 - e. Public Works is helping with Shelby Ball – taking down softball fence, training the Summer help to do other tasks at the Hillview Fields. Heal asked if the bases are supposed to be taken in every day, discussion on taking bases in when it rains.
 - f. Peterson noted the newsletter is drafted, will be sent out soon.
 - g. Peterson noted the upcoming election in August.
 - h. Peterson noted the stormwater requirement of creating stormwater plan for each facility for MS4 Permit Audit. Peterson will be working on that for the next few weeks.
 - i. Peterson is starting to make a list of potential grant opportunities, IT grants, Law Enforcement Contracting Grant, Solar Grants, Culvert Replacement Program, Bridge Replacement Solicitation, and grant opportunities for parks.
 - j. Peterson reported still waiting for a budgetary estimate for Town Hall and Fire Station roofs.

- k. Peterson recapped the ongoing road projects: Boma Road West and East, Wedgewood Drive East and Hickory Lane is being prepped for paving. Amendment to allow for 2025 construction of Valley Road.
 - l. Peterson reported the Millstream addition public meeting needs to be planned. Goal for August Meeting.
 - m. Peterson noted the upcoming budget discussion will include discussion on using the old landfill as a brush dump site and chip sealing the entrance road to reduce dust for neighbors.
 - n. Peterson stated the City of La Crosse was served with the complaint and has until 7/15/24 to respond.
10. Chairperson/Supervisor Reports.
- a. Candahl noted he would like to entertain that the fire truck for sale be advertised through an auction company if no bids are received.
 - b. Candahl noted the other fire truck is at DeBauche and needs \$3,000.00 to fix steering so it can be sold. Candahl was given an estimate of 5 weeks out for parts.
 - c. Heal reported that a Red Oaks Drive resident complimented the tree cleanup.
 - d. Heal and Peterson jointly noted the Bluffland Coalition is meeting to discuss private properties in the region related to blufflands and trails.
11. Fire Department Report.
- a. High water closed Goose Island, all of County Road G1 is closed to Highway 35.
12. Parks Committee Report.
- a. Knutson noted that the committee met and discussed requests received for tennis court resurfacing at Arbor Hills.
 - b. Knutson noted committee discussion on paving the Pammel Creek Walking Trail. Staff will check the minutes to get details of the sale of the 6-foot paver.
 - c. Knutson noted committee discussion on projects that need to be done in the parks.
 - d. Knutson noted committee discussion on contracting some projects to ensure the projects are done in a timely manner.
 - e. Knutson has connected with a resident who is willing to assist with fundraising for the tennis court in Arbor Hills. Candahl recommends getting an estimate for the court as a starting point for the budget working meeting discussions. Candahl noted the necessary paving in Mormon Coulee Park and Pammel Creek Park.
 - f. Discussion on signage for subdivisions/neighborhoods and costs.
13. SYB Committee Report. Aaron Sill wanted to update the board on the season.
- a. Sill noted not as many traveling teams as in previous years.
 - b. Sill noted the numbers in T-Ball and 8U program are high.
 - c. Sill reviewed tournaments. 13U (weather) and 14u (field size) tournaments hosted at Carroll Field.
 - d. Sill reported the softball numbers are the highest the program has seen in a long time.

- e. Sill noted compliments received on Hillview Ball Fields and noted a cleaning and stocking schedule is needed to make sure restrooms are clean and stocked during peak use times. Sill noted may look at funding to get the bathrooms updated. Sill noted any porta-potties that are placed need to be anchored to avoid issues with tipping.
 - f. Sill reported the committee still needs volunteers and asked if Town Staff can assist with updating the SYB website.
14. Adjournment. Motion by Heal to adjourn at 6:28 p.m., second by Knutson. Motion carried unanimously.

Next working meeting will take place Tuesday, July 23, 2024 @ 4:30 p.m.

Next regular meeting will take place Tuesday, August 6, 2024 @ 5:00 p.m.

Respectfully Submitted by Fortune M. Berg, Clerk.