

TOWN OF SHELBY

County of La Crosse

State of Wisconsin



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APPROVED

Town Board Meeting Minutes

Date: Tuesday, July 25, 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, Clerk Fortune Berg, and Administrator/Treasurer Christina Peterson.

Town Officials Excused: None.

Attendance List: None.

1. Town Board Meeting called to order by Chairperson Candahl at 5:00 p.m.
2. Accept Office Coordinator Resignation. Peterson noted the resignation from Office Coordinator. Motion by Knutson to accept resignation effective July 24, 2023, second by Padesky. Motion carried unanimously. Discussion on audit or review of records, Peterson will review and update the board on the status of record review.
3. Advertisement for New Office Position. Peterson proposes hiring a Deputy Treasurer to work under the Administrator/Treasurer. Discussion on recombining Clerk and Treasurer position and then having two Deputy Clerk/Treasurers, this will be discussed further this fall. Peterson reviewed the job advertisement and preferred qualifications. The first review of applications will be August 11th, but the applications will be received until the position is filled. Discussion on the pay rate for the new position. Motion by Padesky to post for the job and begin accepting applications, second by Knutson. Motion carried unanimously.
4. Accounting Assistance – Tostrud & Temp SC. Peterson reviewed communication with Tostrud and Temp and noted that an auditor cannot also work on the accounting. Therefore, Peterson suggested finding a new auditor and having Danielle Temp assist with accounting since she is already familiar with our software and accounts. Discussion on accounting software. Motion by Padesky to contract with Tostrud and Temp to assist with accounting , second by Heal. Motion carried unanimously.
5. Adjournment. Motion to adjourn at 5:13 p.m. by Heal, second by Ehler. Motion carried unanimously.

Next regular meeting will take place Tuesday, August 8, 2023 @ 5:00 p.m.

Respectfully Submitted, Fortune M. Berg, Clerk