



TOWN OF SHELBY

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Town Board Working Meeting Minutes – APPROVED

Date: Tuesday, August 6, 2024

Time: 5:00 p.m.

Location: 2800 Ward Ave, La Crosse, WI 54601

Present: Chairperson Tim Candahl, Supervisors Marlene Heal, Tim Ehler (5:20 p.m.) and Renee Knutson, Assistant Fire Chief Travis Proksch, Administrator Christina Peterson, Treasurer Melissa Erdman, and Clerk Fortune Berg.

Absent: Supervisor Tim Padesky

Attendance List: Chip Schilling (W5734 Thistledown Drive), Will Schilling (N2436 Larson Road), and Steve Reeck from Brooks Machine.

1. Meeting called to order by Candahl at 4:58 p.m.
2. Minutes from 7/2/2024. Motion by Knutson to approve minutes from 7/2/2024, second by Heal. Motion carried unanimously.
3. Minutes from 7/23/2024. Motion by Knutson to approve minutes from 7/23/2024, second by Heal. Motion carried unanimously.
4. Bills Payable. Knutson asked about where hazardous waste is stored, Erdman answered there is a holding area in the shop (for oil changes, etc.). Heal asked about the contract amount paid to Associated Appraisal – Erdman answered monthly fee plus additional for re-assessment. Heal asked about Shelby Ball invoices and if there are more invoices expected, Erdman anticipates there will be more invoices coming to finish up the year. Motion by Heal to approve paid invoices for \$140,498.79, and to pay open invoices for \$33,037.01, second by Knutson. Motion carried unanimously.
5. Public Comment. None.
6. Carson Schilling Eagle Scout Project. Carson could not attend, so Will Schilling is presenting in his place. The proposed project consists of clearing the Butterfly Trails on Hedgehog Bluff. See attached map. Heal asked how the trails will be cleared, Schilling answered with sheers and other equipment. Candahl asked if it would be appropriate for the Town to loan out equipment, Knutson noted Public Works used to allow that but were onsite during use. Schilling's father confirmed he will be onsite when the project is being completed. Discussion on supervision and liability. It was agreed upon to make several piles of the brush in key spots in the field on top to serve as cover for the small wildlife. Will Schilling Eagle Scout Project. The proposed project consists of measuring offshoot trails that have not been measured. Schilling noted measurements for the main trails were previously done by another Eagle Scout. Candahl confirmed the town has a measuring wheel available for use. Part of the scout's role will be to supervise other scouts working on the project with them. Measuring trails would include noting which road

the trail lets out on. Knutson noted the information will provide locations for emergency markers which is important for emergency response services. Motion by Candahl to approve both proposed Eagle Scout projects, second by Knutson. Motion carried unanimously.

7. Skid Steer Quotes. Peterson noted low bid and recommendation from Public Works is the John Deere. Brooks (John Deere) representative reviewed the differences between the models. Motion by Ehler to purchase the John Deere for \$41,500.00 from Brooks Machine, second by Heal. Motion carried unanimously. Discussion on additional options and additions that can be added at a later time.
8. Fire dept Fund B. Proksch reiterated the need to replace the rescue lights on the old police truck that is now used by the Fire Department. Proksch reviewed the proposed uses for the truck including towing and storing ice rescue and water rescue gear. Proksch reached out to local vehicle outfitters to get quotes. Proksch noted the wiring needs to be reworked to ensure the lights will be able to function properly. Proksch noted quote received and cost of \$9,950.00. In addition, Proksch purchased a used topper for \$750.00 and with his own funds, a pull-out bed tray for \$325.00. Proksch explained additional incidental costs that could be incurred. Peterson inquired about any major mechanical issues, Proksch answered there are none to his knowledge. The social club approved up to \$11,000.00 to cover incidental costs. Motion by Ehler to approve up to \$11,000.00 out of Fund B, and if under \$11,000.00 is spent to reimburse Proksch for the pull-out drawer privately purchased, second by Knutson. Motion carried unanimously.
9. Resolution 2024-4 for Fire Department Signors. Peterson noted discussion with Coulee Bank and the goals for Fire Department Funds. Fire Department Fund A for Fire Department expenses and to run the fundraisers, any proceeds over \$5,000.00 will be deposited into Fund B. Peterson reviewed signors. Candahl noted importance for two signors on each check. Town staff will follow up with Cara Shanley and Adam Steedle to make sure the checks have two signature lines. Motion by Ehler to approve resolution, second by Heal. Motion carried unanimously.
10. Wisconsin Trust Fund Loan. Peterson detailed the loan options and interest rates. Heal asked when the money would be received, Erdman answered she hopes before the end of August to make sure there is a payment due in 2025 to ensure the levy can cover the loan payment. Erdman noted the board will be able to review the loan paperwork at a later meeting. No action taken.
11. Legal Services and Law Firm Options. Peterson recommends adding options to the pool of attorneys to use for Town matters. Motion by Knutson to add Attorney Nikki Swayne and Attorney Brandon Weber to the pool of legal options, second by Heal.
12. Boma Road Project. The Design work took more time than expected (see attached email from Bernie Lenz). Peterson reviewed the items listed by Lenz. Peterson noted the proposed amendment received was \$45,000.00 over the original estimate, but CBS Squared was willing to write off \$20,000.00 due to some internal delays on their end.

Motion by Heal to accept amended Boma Road design contract for \$107,686.00, second by Knutson. Motion carried unanimously.

13. Administrator and Public Works Report.

- a. Public Works working on Boma Road and Bloomer Mill
- b. Crew working overtime on Fridays and Saturdays to make sure they stay on track.
- c. Peterson touched base with the Mormon Coulee Lions – Lions will double check their numbers to see what they have on record for payments on enclosed shelter. Peterson or Candahl to attend an upcoming meeting.
- d. Shelby Ball meeting on Monday night to tie up loose ends from 2024 Season.
- e. Peterson will attend a training on incident command at La Crosse County Emergency Management.

14. Clerk Report. See Attached.

15. Fire Department Report.

- a. Peterson asked about the resale of the light bar currently on the truck, Proksch will look into this.
- b. Peterson asked about the docking station for the laptop, IT company stated it has some value, Proksch will investigate if it can be resold.
- c. Proksch reported calls are down.
- d. Proksch noted one storm call on 8/5/24 for a tree in the powerlines.
- e. Proksch reported upcoming training classes.
- f. Proksch reported McKenna Timm resigned from the department.

16. Chairperson and Supervisor Report.

- a. Heal praised Eric Geise for recent mowing.
- b. Knutson reported her recent conversation with La Crosse Parks and Recreation regarding recommendations for resurfacing tennis courts. Erdman shared a grant opportunity for tennis courts.
- c. Knutson reached out to La Crosse Sign Co. for the design ideas for subdivision signs. Knutson asked for more board involvement. The initial consultation with La Crosse Sign is free. Peterson noted that a couple of residents have called regarding the need for subdivision signs, and they mentioned contributing to the project. Peterson suggested adding this project to a future agenda. Candahl volunteered to assist.

17. Adjournment. Motion by Knutson to adjourn at 6:54 p.m., second by Heal. Motion carried unanimously.

Next regular meeting will take place Tuesday, September 3, 2024 @ 5:00 p.m.

Next working meeting will take place Tuesday, August 27, 2024 @ 4:30 p.m.

Respectfully Submitted by Fortune M. Berg, Clerk.