



TOWN OF SHELBY

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Town Board Working Meeting Minutes – **APPROVED**

Date: Tuesday, September 3, 2024

Time: 5:00 p.m.

Location: 2800 Ward Ave, La Crosse, WI 54601

Present: Chairperson Tim Candahl, Supervisors Marlene Heal, Tim Ehler, Supervisor Tim Padesky, and Renee Knutson, Public Works Foreman Terry Wright, Administrator Christina Peterson, Treasurer Melissa Erdman, and Clerk Fortune Berg.

Absent: None.

Attendance List: Don Humm (4000 Kammel Road), Russ Flower (2500 Shelby Road), Milt and Jackie Schmida (3300 Ebner Coulee Road), Andrew and Teresa Westrich (3442 Ebner Coulee Road), Allan Beatty (3504 Ebner Coulee Road), Christa Canady (W5427 Boma Road), Chuck Gustafson (3320 Floral Lane), and David Valencia (3600 Ebner Coulee Road).

1. Meeting called to order by Candahl at 5:00 p.m.
2. Minutes from 8/6/2024 and 8/27/2024. Knutson noted some corrections for the minutes on 8/6/2024. Motion by Padesky to approve the minutes from 8/6/2024 with corrections and to approve the minutes from 8/27/2024, second by Knutson. Motion carried unanimously.
3. Bills Payable. Heal asked about La Crosse Stormwater charge, Peterson answered those are the annual dues for the Stormwater group. Knutson asked about the Mathy Construction bill, Wright answered the bill is for culverts in Bloomer Mill. Heal asked if there is a final status for Shelby Ball, Candahl answered that the final will be reviewed soon, but is not currently ready. Knutson asked about the two bills to Coaches Corner, Berg answered that she forgot part of the clothing order and had to send in two separate orders. Knutson asked about the Lion's Club Chicken Q Tickets, Candahl answered that Town staff was treated to Chicken Q for lunch. Motion by Heal to approve paid invoices for \$194,956.46, second by Knutson. Heal asked about Compactor purchase, Wright noted the older one broke and could not be repaired, so it was replaced. Motion by Knutson to pay open invoices for \$15,623.49, second by Heal. Motions carried unanimously.
4. Public Comment. None.
5. Boma Road Driveway Variance Request. Candahl reminded the board this was reviewed at the last meeting. Peterson noted her search showed that the driveways at W5427 Boma Road and the neighboring property were installed when the homes were built in 1986. Since the driveways were in existence well before the 2003 ordinance prohibiting more than one driveway was adopted, Peterson recommends approving the variance for resurfacing the second driveway at W5427 Boma Road. Motion by Padesky to approve

resurfacing the second driveway at W5427 Boma Road, second by Ehler. Motion carried unanimously.

6. Ebner Coulee Drainage Way Project. Peterson reviewed grants received and noted the cost estimates for the project. Peterson reported that the Sanitary District is in favor of moving forward with this project. Peterson reviewed one option proposed by CBS Squared. Peterson stated the current presentation is meant to introduce this project to the board and seek their support in contributing to the project. Wright offered an additional explanation of the drainage and water flow. Peterson clarified this project would be managed by the Sanitary District; the Town would just be contributing funds. Padesky asked about the budget, Peterson answered this would be added for 1-2 years in the future. Open discussion between the board and residents about water flow and erosion. Peterson will share this feedback with the engineer. Peterson recommended further review when there is more information and/or the engineer can attend the meeting to answer questions. No action taken.
7. Boma Road (West) – Change Orders. Peterson reviewed change orders and noted the recommendation for this meeting is to table until the engineer can connect with the contractor and new change orders are received.
 - a. Change Order #1 is to change the completion date to October 15, 2024.
 - b. Change Order #2 is for extra removal of rock and retaining wall.
 - c. Change Order #3 additional pay due to working around the fiber line. Wright explained the additional work and communication with Brightspeed and the contractor.
 - d. Change Order #4 deduct for the Town to pulverize the pavement – 2nd time was needed after the delay.

Peterson will add it to an agenda when there is more information. No action taken.
8. Ordinance 4.01 Town Owned Property and Parks. Peterson noted changes made from the last meeting and added that there is no explicit language stating no overnight parking. The board agrees to add a paragraph “No Overnight Parking” including parks, parcels, trail heads, etc. to ordinance between 16 and 17.

Knutson Comments: #4 add signage – no destruction of signage. #3 (a) areas not area. #9 change fireplace to grill. #13 cut sentence 1 and just keep sentence 2 with for an event, special permission can be given from the board and add to the shelter rental agreement. Tabled until future a meeting for review and approval. Add designated roadways or trails for prohibited vehicles. Remove time limit on tents 12 hours. Staff will redraft.

Peterson noted the options for *No Camping No Overnight Parking* signage. Wright confirmed current signage states Closes at 10:00. Proposed design with text only, including *Town of Shelby* and *Ordinance 4.01* is appropriate. Signs 12” x 18” will be ordered.
9. Proposed Valley Road Stormwater Easement. Peterson reviewed proposed concrete debris trap/ catch basin with an inlet that would trap sediment and trap a majority of brush and trees. This project will also include a pipe along the east side of Valley Road. Peterson stated the project will be bid this Winter and constructed in 2025. Peterson noted

another option is updating a smaller inlet in the right-of-way since the large inlet requires an easement from the property owner and an access easement for their driveway. Peterson commented that the property owner is open to granting an easement in exchange for help with the driveway cost. Peterson noted options for driveway replacement. Peterson believes \$20,000.00 is a justifiable expense for the easement and usage of the driveway. The total cost for the driveway with constructing the trap and easements would be approximately \$90,000.00. Discussion on liability issues. Peterson confirmed this project has to occur in 2025 according to the grant agreement. Peterson reviewed the proposed resolution for the easement agreement. Motion by Padesky to approve and sign Resolution 2024-6, second by Knutson. Motion carried unanimously.

10. Wedgewood Valley Stormwater Assessment Resolution. Peterson noted this is part of the same Valley Road project but in relation to the whole development versus one specific road. Peterson added this project is protecting the road they all use, meaning they all benefit from the work and should all be assessed. This resolution gives direction to move forward with the assessment process. Peterson noted the project will be funded by the assessments, La Crosse County grant funds and town monies. Peterson reviewed the verbiage of the resolution. The board would allow up to 3 years to pay the assessment. The second meeting in November will likely be set for the public hearing. Motion by Padesky to approve and sign the Stormwater Assessment resolution, second by Heal. Motion carried unanimously.

11. Administrator and Public Works Report.

- a. Peterson reminded the Board the budget work meeting is next Tuesday. Peterson added a legal update with the attorney if the Sanitary District Board can attend.
- b. ORA was invited to come talk to the board to discuss the trail farm update and current proposal to purchase other properties.
- c. Peterson asked Aaron Sill from Shelby Ball to come to the meeting on September 10, 2024. Peterson hopes to recap the season and review the season end numbers at that time.
- d. Peterson will continue to work on a proposed contract with La Crosse County for law enforcement.
- e. Peterson needs to work with the City of La Crosse on an agreement for Cliffside Drive and the 14/61 sidewalk project. Peterson noted the funding source approvals for the sidewalk took time, so the project will be bid out this Fall and started in 2025.
- f. Wright noted Boma Road East is being paved this week. Boma Road West will be paved after.
- g. Wright noted that Wedgewood Drive will be paved in about two weeks. Only ditching remains to finish preparing the road. The Town crew completed the rest of the work.
- h. Wright stated the ditching in the Bloomer Mill area will be complete tomorrow, wedging and asphalt will be next week for chip sealing. Chip sealing should take less than 2 days to complete.
- i. Wright reported Arbor Hills was chip sealed, Wright is happy with the work completed.

12. Fire Department Report.

a. None

13. Chairperson and Supervisor Report.

a. Heal asked about getting streetlights on Cliffside Drive, Peterson suggested adding this to a future agenda with cost breakdowns, etc.

b. Knutson asked if there is an update from Xcel about the streetlight that was removed at the corner of Birchview Road and Cedar Road. Staff will follow up with Xcel.

c. Knutson asked about construction notification for Hilltopper and residents to eliminate any issues for refuse and recycling pickup.

14. Adjournment. Motion by Padesky to adjourn at 7:30 p.m., second by Ehler. Motion carried unanimously.

Next working meeting will take place Tuesday, September 10, 2024 @ 4:30 p.m.

Board of Review will take place on Tuesday, September 17, 2024 @ 5:00 p.m.

Next regular meeting will take place Tuesday, October 1, 2024 @ 5:00 p.m.

Respectfully Submitted by Fortune M. Berg, Clerk.