

TOWN OF SHELBY

County of La Crosse

State of Wisconsin



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APPROVED

Town Board Meeting Minutes

Date & Time: Tuesday, September 5, 2023, at 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, Fire Chief Tony Holinka, Clerk Fortune Berg, Shelby Ball President Aaron Sill and Administrator/Treasurer Christina Peterson.

Town Officials Excused: None.

Attendance List: Melissa Erdman (New Deputy Treasurer), Paul and Diane Augenstein (Coachlite Estates W5655 State Road 33 #13), and Rod Herlitzke (W5649 Skyline Dr).

1. Town Board Meeting called to order by Chairperson Candahl at 5:00 p.m.
2. Approve Minutes from 8/22/2023. Clarification of Ford Explorer, Berg will fill in years of the Police Squad Truck and Ford Explorer. Motion by Knutson to approve minutes from 8/22/2023 with the clarification of vehicles, second by Heal. Motion carried unanimously.
3. Bills Payable. Motion by Heal, second by Padesky to approve paid invoices in the amount of \$30,744.99. Motions carried unanimously.

Candahl introduced Melissa Erdman, the new Deputy Treasurer and stated her first day is September 7th, 2023.

4. Citizen's Concerns.

Paul & Diane Augenstein (Coachlite Mobile Home Park) want better communication with public works for flushing dates and times because during the last flushing cycle they had four lines blow. Augenstein is unsure if there is a way to bypass them or shut off their lines to avoid this. Ehler asked if the other park is having the same problems, Augenstein was unsure about the water lines, but knows each resident isn't getting a postcard to notify them about the flushing.

Rod Herlitzke (Skyline Drive) expressed concerns about the pond being built to hold two million gallons of water for the ski hill. Peterson noted that this project would require a permit from La Crosse County, but the town has not been made aware of any permits issued. Herlitzke is concerned about the safety of drivers if they go off the road in the winter and requested guardrails for safety. Candahl encouraged the board to drive by it to see the project.

Al Lorenz (Millstream) expressed concerns via phone to Peterson about the culvert put in on his street and the effect on drainage. Public Works completed additional ditch work to try and combat any potential issues. Mr. Lorenz would like an engineering study to be completed and asked for more information about a timeline and about public meetings. Candahl agreed that an engineering study would be needed due to the size of the project. Peterson commented that having public works work with the engineer would be the best way to get the most information to the engineer. Peterson added that for an assessment, a study is required, if the board pursues an assessment. Peterson will look into bringing an assessment policy to the board for review in the future.

5. Law Enforcement. Peterson gave an overview of the discussions with La Crosse County regarding a Law Enforcement Contract for 2024. The County asked for a letter of intent from the Town to begin

drafting a contract. Peterson noted the contract parameters can be discussed further after a letter of intent is signed and sent. Motion by Ehler to send a letter of intent to La Crosse County second by Padesky. Motion carried unanimously.

6. Fire Department Report. Holinka stated a burn ban is currently in effect, due to *Extremely High Fire Danger*. Holinka reported a Well pump in the Town of Greenfield is being repaired and currently the Fire Department cannot use Greenfield hydrants. Holinka added this should be resolved by September 6th, but hydrants cannot be used until September 13th. Holinka noted this could cause stress on Town of Shelby systems if there is need for large amounts of water to be taken from Shelby to Greenfield. Candahl is taking a truck and some department members to Cashton for a parade this coming week. Holinka noted there were 22 calls in August (19 medical and 3 fire, 1 in Greenfield, 21 in Shelby) with an average response time of 3 minutes. Holinka stated a few members are going to Rochester to look at a truck. Holinka reviewed the aging trucks that are still in service, some from the late 80's and 90's. The Department is looking at selling two trucks to help offset the cost of buying a newer truck. Holinka stated a new truck would be able to serve the same purpose as the two trucks being retired. Peterson asked how much the department anticipates asking the Town to contribute for the new truck. Holinka answered that he anticipates \$30,000.00 from the social club, in addition to trying to sell the trucks for the highest possible amount, the remainder would be requested from the Town. Heal asked how much he anticipates getting from the sales, Holinka stated that \$20,000.00 would be reasonable. Discussion on the price of the new truck. The board will look at the numbers and see what amount could be covered by the Town and Peterson will communicate with Holinka. Holinka reviewed RAVE communication training; Shelby residents can sign up for it. Holinka noted Shelby is one of the top municipalities to have signed up for the program, SMART 911. Holinka explained that SMART 911 is used to communicate with large numbers of people during emergencies similar to the Amber Alert System. SMART 911 information fliers will be made for the next election and information will be in the next newsletter for residents.
7. Shelby Ball Report. Aaron Sill stated the 2023 season has ended and was one of the best seasons in a long time. Sill reported the program came out of a deficit and made a profit, had the highest number of kids in the T-Ball program, and hosted seven tournaments. Sill noted that he received several compliments on the fields, and even Boys and Girls Club used the fields for a tournament. Sill gave additional information on the fields, noting that some fields are restricted by field size and due to the rules and regulations cannot be used for tournaments for older age groups. For those age groups, the program needed to utilize Carroll Fields, which meant the concession stand was limited to what they were able to set up there. Sill reported an issue with a culvert that is washing out the area by the batting cages. Sill reviewed the field expansion project and noted grants and donations received and rough estimate of what the project will cost. Sill will get a budgetary estimate on what would be needed from the town. Discussion on a loan from the Town to Shelby Ball. Candahl reiterated the need for field improvements and stated Shelby Ball would pay back the town in time. Sill will get an estimate before the next meeting on September 19th.
8. Public Works Report.
 - a. Peterson reported Public Works finished seal coating for Skyline Road and Hagen Road.
 - b. Public Works is still working on replacing culverts on Bloomer Mill Road.
 - c. Wright is looking at mowers. The proposed mower would be about \$21,000.00 after trade in.
 - d. The Hoeth Street ditch has been completed.
 - e. Hickory Lane drainage work is beginning soon.

- f. Work on Wedgewood Drive E will be started this Fall. The road will be re-paved in Spring.
 - g. Candahl asked if Public Works can look at Pammel Pass East/West, there is an area that needs attention.
9. Office/Clerk Report - August. (see attached) Berg reported two building permits were issued for new homes on Willow Trail and Skemp Road. Berg added the number of dogs and cats licensed in Shelby in August and reported on one complaint related to multiple dogs (Ordinance 2.09), Berg followed up with a letter. Berg noted the number of bartender operator licenses issued and added some updates coming for liquor licensing that will be relevant in 2024. Berg reported on a report from the La Crosse County Sheriff Department on a hit and run. Berg stated La Crosse County amended the Stormwater permit for Potato King reflecting updates to their stormwater plan. Berg reported on Freedom of Information Act (FOIA) Requests received in August, and the responses given. Berg added that updates are coming relating to elections and will affect 2024. Berg noted a report of a Fire Ring Permit Violation (Ordinance 2.01), Berg followed up with the person via letter.
10. Administrator Report. None.
11. Chairperson/Supervisor Reports.
- a. Candahl suggested painting pickle ball lines on the other tennis court to Parks Committee, Knutson will suggest that at the next meeting.
12. 2023 Budget Status. (see attached) Peterson reviewed projects budgeted for 2023 and 2024. Peterson noted work will begin on Wedgewood Drive in 2023, moved \$30,000.00 for 2023 from 2024. Peterson noted Chipseal budget for 2024 of \$150,000.00. Candahl suggested waiting until the Breidel Coulee Bridge is redone to chipseal Breidel Coulee Road. Ehler asked about micro seal on Hiawatha, Knutson stated it has been holding up very well. Peterson noted dollar amount is what the Board is reviewing currently, Public Works can propose a list of roads that need attention. Discussion on an estimate to grind Boma Road. Hickory Lane Storm Sewer in 2023 moved to 2024. Peterson reviewed the budget for purchases for 2023 and 2024. Peterson explained the Town is on track for 2023. Peterson added the purchase of a backhoe is planned for 2024, and purchasing a skid steer is tentatively planned for 2024. Discussion on truck mounted street sweeper. Peterson noted truck mounted sweepers are not usually used in developments, more for highways and rural roads. Peterson will look for more information. Wright will get quotes and estimated delivery for a plow truck before the board approves or denies 2024 order for a 2025 delivery. \$30,000.00 added to 2024 for Mormon Coulee Park paving. Discussion on Shelby Ball loan and Fire Department Truck.
13. 2024 Budget Work Session. Peterson reviewed Budget worksheet (see attached). Discussion on line items that have been increased or decreased. Discussion on surplus usage and loan for 2024 budget. Discussion on referendum. Discussion on revenue streams. Another budget meeting will be scheduled for October.
14. Adjournment. Motion to adjourn at 7:16 p.m. by Knutson, second by Padesky. Motion carried unanimously.

Next regular meeting will take place Tuesday, September 19, 2023 @ 5:00 p.m.

Respectfully Submitted, Fortune M. Berg, Clerk