

TOWN OF SHELBY BOARD MEETING MINUTES

DATE: Tuesday, April 23rd, 2019

LOCATION: 2800 Ward Ave.

TIME: 5:00 PM

TOWN OFFICIALS PRESENT: Chairperson Tim Candahl, Supervisor Renee Knutson, Tim Padesky, Marlene Heal, and Tim Ehler, Administrator/Treasurer Carroll Vizecky, and Clerk Michelle Kind

TOWN OFFICIALS EXCUSED:

ATTENDANCE LIST: see attached

1. Call to order at 5:15pm by Candahl.
2. Motion by Padesky/Heal to approve the minutes for 4/9/19 Town Board meeting-see attached. Motion carried.
3. Motion by Padesky/Heal to approve the minutes for 4/16/19 Town Board meeting-see attached. Motion carried.
4. Motion by Padesky/Knutson to approve the Town Open Payables report as presented through 4/22/19 of \$63,713.66 - see attached. Motion carried.
Heal inquired on the number of Poll worker. Clerk Kind responded we offer split shifts to allow for more real time training and half day shifts have decreased errors.
Tow charges were for Officer Horton's vehicle of resident rear ended him and also the Water truck due to air compressor repairs needed.
The DOJ was the Court system.
Board discussed the use of credit cards and all Town purchases should be on a Town card, not a personal card for better tracking of receipts. Padesky suggested each department of Fire, Office, Road Crew, and Administrator each have a card issued and limits to be set on each card. Ehler noted the last card limit was \$3,500 but they can all be a different dollar limit. Shelby Youth Ball does not have a credit card as all invoices go through the Town. Store cards issued for Festival Foods are each separate for Office, Fire, and SYB. Candahl also requested the Credit Card charges be itemized with detail and the department on the AP report. Candahl will review AP with Chief Waller for meetings.
5. Motion by Padesky/Knutson to approve the Town Check Register report as presented through 4/12/19 of \$1,910.00 - see attached. Candahl requested the FD and PD items be noted so that invoices such as Atlas Outfitters have some detail. Motion carried.
6. Motion by Padesky/Ehler to approve the SYB Open Payables report as presented through 4/22/19 of \$530.14 - see attached. Motion carried.
7. Motion by Padesky/Heal to approve the SYB Check Register report as presented through 4/11 & 4/12/19 of \$650.00 - see attached. Motion carried.
8. Citizens Comments:
Betz of 2408 Ristow Court has a 2nd request for his parcel be returned to Shelby from

the City of La Crosse annexation and requested the Town Board add his City Parcel at 2409 Ristow Court to the Boundary agreement. All the parcels around this building are in Shelby. Betz has been to the City to address water run-off and storm sewer on the Court be addressed but has not been able to get action. Betz has added a retention pond to the area at the end of the cul-de-sac. The turnaround is tight for the snow plow. Betz provided a hand out for the suggested improvements. The Board will review the request and Candahl will review with the City during the Boundary agreement. Servais of W5050 Knobloch road requested a review of a new CSM for Lot 2 of 5.833 acres to merge Parcel 11-1047-3 with part of 11-1047-1 to provide the home at W5050 Knobloch Road with 5.833 acers total and therefore keep the outbuildings. The Planning Commission approved the CSM at their meeting today upon payment of the review fee – see attached. Servais to be placed on the next Town agenda for action. Van Aelstyn requested a review for an Easement and a road for a new subdivision with 14 possible lots off Skyline Blvd Parcel #11-1321-1. Vizecky and Van Aelstyn to review the easement, water retention, and slope of the parcel to see what the road options are.

9. Discussion held on the Conditional Use Permit for a Cell Tower with Bug Tussel Wireless for Cloud 1/Ramaker Wireless on parcel # 11-1047-0 Knobloch Road. The U.S. Department of Defense has retained AT&T to provide a system for Fire, EMS, Police, and Municipal Officials called First Net to provide priority communications band ability since 911 occurred. Knutson inquired and La Crosse County requires Towers are at least ½ mile apart and there will be 21 towers in La Crosse County with 2 in Shelby. The tower is designed to collapse on itself and La Crosse County will hold a bond. There will be a light on the tower to shine upwards white during the day and red at night. Ramaker Wireless will proceed to the County Planning next week. State Statue 66.0404 was cited and Ramaker would like to work with each community for the tower structure. Water towers do not typically provide the best access for cell tower (co-locate) and also require different engineering of the structure. Tower height and also blending into the landscape were also options discussed.
10. Motion by Padesky/Knutson to clear additional areas under Section 22 of Mormon Coulee creek not to exceed \$7,500 a long-range arm and gravel fork should remove the areas. Additional support from the Road Crew may be necessary to chainsaw and trim the area. Motion carried.
11. Motion by Padesky/Knutson to have Custom Excavating put in a culvert and swale not to exceed \$5,000 at the Mormon Coulee park road to the corn field of Kraemer. Motion carried.
12. Discussion held on the Fireworks Ordinance and Officer Horton provided a review of the fireworks complaints from last July 2018. The Park Committee to install signage in Pammel Creek park and both entrances of Mormon Coulee park stating NO fireworks in the park are allowed. The Board will review any complains after this next July Holiday.
13. Candahl appointed Knutson as the Town Board member to the Planning Commission through 05/2020 - see attached. Candahl to review with Sleik and Kendhammer for term re-appointment.

14. Candahl appointed Padesky as the Town Board member to the Shelby Youth Ball Organization through 05/2020.
15. Candahl appointed Ehler as the Town Board member to the Park Commission through 05/2020. Ehler will inquire with the current Park member for additional appointments to fill the vacancies.

Ehler to review with the Park Committee the subdivision sign replacement as it is budgeted for one per year to be designed like the new sign at the entrance of the Willow Trail subdivision as we currently have wooden ones.

Padesky noted the family of Ruth Minertz would like to donate a cement bench by the Mormon Coulee bridge, they will donate they will bench and the Town to provide a level site or pad to place it on.

Padesky inquired on the scope of work for the parks. Mormon Coulee concrete pad in leu of a wooden deck, gutters, disk golf and golf signs, for additional items for the park committee to review. Park committee meet and reviewed the walking bridge plans. SEH Engineering will finish the design specs and send out for bid.

Eagle Scouts to provide trail maintenance for Old Vineyard, butterfly restoration program and a sign of such to help protect the area.

Knutson noted Odeen did a great job addressing concerns and providing follow through with the last maintenance done at the lift station on Hillcrest. Knutson requested we add lights and an emergency contact sign to each lift station.

Discussion held on the Hwy 33 Shelter project. Ehler to work with Stry Foundation and Booster Club as well as low maintenance building specs such as masonry siding in leu of wood.
16. Motion by Padesky/Ehler for the Common Interest Agreement between the Sanitary District, the Town of Shelby, Hale Skemp, and Godfrey & Kahn S.C. for the Sewer Agreement between the SD and the City of La Crosse. Motion carried.
17. Administrator report – see attached. Vizecky to advertise for a new Foreman and Road Crew. Toke House signage & McDonalds signage was approved according to the Sign Ordinance. Ehler inquired on a sink hole off Hagen by Kirshner. Padesky inquired on mowing equipment, options discussed.
18. Candahl reported additional road concerns and provided pictures. He requested the site at Old Vineyard have sand bags added until the ditch can be seeded next week. Vizecky noted several loads of sand were recovered from the area. He also noted the asphalt plant is not open yet to do road repairs.

Candahl inquired on the amount of road repairs the Town needs. Flood events and temperature changes are hard on roads and road are at a critical stage with the majority of them seal coated. Vizecky contacted Ehlers Financial for general bonding for roads, water tower or reservoir, and fire truck. Padesky requested Vizecky to work on a survey to send to Residents and ask leading questions for road repairs desired possibly with a bond or a referendum.
19. Clerk report - Bank Reconciliation for March
Town Board Workshop has multiple locations to attend, please contact office to sign up.
20. Police Dept report March – see attached.

Meeting was adjourned at 7:40pm.

Next regular scheduled meeting to be held on Tuesday, May 7th, 2019 at 5pm to include a working meeting afterwards.

Board of Review 5/21 from 4-6pm, Town Board meeting to follow.

Respectfully submitted,
Michelle Kind, Clerk WCMC