

TOWN OF SHELBY

County of La Crosse

State of Wisconsin



2800 Ward Ave

La Crosse, WI 54601

Phone: (608)788-1032

Email: info@townofshelby.com

APPROVED

Town Board Meeting Minutes

Date: Tuesday, March 15, 2022

Time: 5:00 p.m.

Location: 2800 Ward Ave, La Crosse, WI 54601

Town Officials Present: Chairperson Tim Candahl, Supervisors Renee Knutson, Marlene Heal, Tim Ehler and Tim Padesky, Administrator Christina Peterson, Public Works Director Terry Wright, Treasurer Sara Jarr, Clerk Fortune Weaver, and Fire Chief Tony Holinka.

Town Officials Excused: None.

Attendance List: None.

1. Meeting called to order by Candahl at 4:59 p.m.
2. Minutes from 2/22/2022. Motion by Heal to approve minutes from 2/22/2022 with suggested changes, second by Knutson. Motion carried unanimously.
3. Bills Payable. Motion by Padesky to approve open invoices for \$18,399.39, and to approve paid invoices for \$105,479.49, second by Knutson. Motion carried unanimously.
4. Fire Department Report. Holinka reminded everyone of the Chicken Q coming on Sunday. Holinka noted that traditionally the Department has tried to pre-sell half of the tickets to cover the costs of the food. The Department hopes this week is a good sales week. Heal asked about the Drive-Thru Ticket Sales Event hosted previously, Holinka noted that 70 tickets were sold between 8am and 11am. Holinka did an interview with News 8 about the Chicken Q. Holinka reiterated that the Chicken Q will be Drive-Thru and Walk-Up only again this year. Holinka stated the boat was picked up last week and is currently being stored at the Hillview garage. Holinka noted the Department is obtaining quotes for lettering on the side to identify the boat as Shelby Fire Department. Holinka explained the boat needs to go through a 10-hour break in period to be in service, because of this the boat will be in service in a few weeks. Holinka spoke with La Crosse County; a building could be put up for storing the boat at Goose Island (most calls have the boat leaving from there). The building would need electricity and may have some additional storage. The County needs to make sure that they can sublease to the Fire Department. La Crosse County leases the land where the building would be located from Army Corps of Engineers. Holinka noted the average call response time is now 4 minutes, 3 seconds. Holinka briefly reviewed fire calls received in the last month. Holinka noted brush permits are starting to pick up, he is receiving 4-5 per day. Shelby/Greenfield is still considered to be in the low fire category. Holinka stated that Shelby Fire Department is volunteering for River Cleanup Day in May; this will be a boat training opportunity for Department Members. Holinka noted the squad car is now at Station 2, the pickup truck will move down to Station 1, to allow for individuals who have class/training to fit in the vehicle with their gear.
5. Sanitary District #2 Board Reappointment - Kurt Knutson (2022-2028). Motion by Ehler, to reappoint Kurt Knutson to the Sanitary District #2 Board, second by Padesky. Motion carried unanimously.
6. Resolution 22-1 for (TAP) Transportation Alternatives Program – Goose Island Connector Trail. Peterson explained that this would be committing to the 20% and the County/City may be pitching in. This is a commitment and is necessary to finalize the process, however, if Shelby decides not to move forward later, the commitment can be withdrawn at that time. Motion to sign Resolution 2022-01 by Knutson, second by Padesky. Motion carried unanimously.
7. Conditional Use Permit – N2063 Joy Lane. Peterson provided information on the zoning permit requirements for transient rentals. Use of this property as a transient rental (aka Airbnb) is allowed

under the zoning district as a conditional use where this property is located. Peterson explained that conditions can be attached to the permit. Peterson noted the Planning Commission recommended approval with no conditions. Peterson noted that the owner spoke with both neighbors and was told there are no issues. Motion by Ehler to recommend approval of Conditional Use Permit, second by Padesky. Motion carried unanimously.

8. American Rescue Plan Act (ARPA) Discussion. Peterson noted that the new ruling says that the money can be reallocated to pay for some existing expenses. Peterson will work on long term financial plan to show where funds can be placed. Peterson further explained that ARPA money can pay for projects to combat any need for a loan that may have been needed after FEMA revenue ends. Peterson reiterated that this gives room to add more projects or to not be as much of a risk to do projects. Peterson noted report due by April 30th which will serve as an acknowledgement that the Town intends to use the funds. Jarr reiterated that the rules for how the funds can be used are still subject to change.
9. Bipartisan Infrastructure Law (BIL) Discussion. Peterson explained BIL. Peterson noted the Town of Shelby is not likely to get grants for water and wastewater but noted there may be more opportunity for low interest loan for projects for example extending water to Boma Road. Funding may also be obtained for broadband and certain road projects. Initially it was unclear if the Town of Shelby would have roads included because Shelby is part of the La Crosse Area MPO (over 50,000), but did clarify that the roads that are outside the urbanized areas that are within Shelby would qualify (see attached map). Peterson suggested the Board start thinking about projects throughout the Town that need attention. Peterson noted that in addition to roads that qualify, there is a safety grant and more money available for bridges. Typically bridges need a certain rating to qualify, but the qualifications might change. Peterson is hopeful that more information will be available soon. Peterson provided additional information about the map. Peterson explained rules for bidding and management for the project, Town would pay for design beforehand, and DOT takes it from there. There is a different process for selecting an engineer. Still not finalized, first solicitation in May, Shelby won't have plans before then but this summer there should be some that are ready. Peterson explained the difference between this process and the LRIP process and the amounts covered (50% with ARPA, 80% with BIL). Peterson explained that the Town can try for but cannot utilize both for a single project.
10. Public Works Report.
 - a. Wright stated the Crew has been collecting brush for the past two weeks.
 - b. Wright mentioned the resident at W5845 Carla Court does not want his trees trimmed. Wright noted the trees are hanging over the road by 4 feet. Wright noted the trees are arborvitae trees that brush even the top of a pickup truck passing through the area. Wright noted the trees would interfere with a fire truck or snowplow trying to pass. Wright noted that the resident stated the Town Board gave him the permission to plant the trees in the past. Candahl stated and the Board agrees that the trees need to be trimmed. Padesky recommended giving the resident a timeframe to take care of it and if he fails to do so, the town will take care of it, Knutson agreed. Wright will get photos so that if the resident has any issues, the Board will have proof of the violation.
 - c. Wright noted one week left of trimming and collecting brush and then sweeping will begin. Sweeping typically takes 2-3 weeks.
 - d. Wright noted the crew will be starting 10-hour days as of April 4th.
 - e. Wright noted that Scotts Construction will be chipsealing the following roads: Easter Road (paid by Xcel Energy), E Helke Road, Rosewood Lane, W Werner Road, Johnson Road, Bloomer Mill Park (Millstream and Bloomer Mill Sides), Continental Lane, Justin Road, and Leske Road. Storm damage repair will be completed on Le Jeune Road and Breidel Coulee Road due to \$10,000.00

being freed up from Easter Road cost, bid was for \$158,000.00 with \$10,000.00 remaining for Coulee Springs Lane to be done.

- f. Wright stated he is getting pricing for patchwork. Mathy is quoting prices for paving on Forest Ridge Drive (to be paid from roads budget), around Wellhouse 2 in Arbor Hills (to be paid from Sanitary District budget) and rest of Wedgewood Drive E (to be paid from TRIP money received 4 years ago) combining the projects on one quote saves money for the Town.
- g. Battlestone Station Road Condo Residents are asking about the 2-inch lift that needs to be added. Wright reiterated the drainage must be fixed first, Wendy Stachowitz stated Manske and Sons was going to fix the drainage with a skid steer but it never happened. Candahl noted the Condo Association was told something else when Jeff was the Administrator. Wright noted he and Jeff spoke with the Condo Association and stated that as soon as the drainage is fixed, the lift will be put on the road. Wright noted the ponds are cleaned out, but water is still pooling on the road. Candahl suggested sending a letter to the association reminding them to finish the drainage project and then the lift will be added.

11. Administrator Report.

- a. Peterson will meet with the City of La Crosse Mayor for Boundary Agreement discussions. The most recent draft increased revenue sharing costs and extraterritorial review was not waived in requested areas. This meeting may touch on the Sewer Agreement. Peterson noted the attorney the Town hopes to hire will review packet she sent and hopefully be able to assist the Town.
- b. Peterson met with the City of La Crosse Engineering Department regarding the upcoming Cliffside Drive project, drainage fixes, storm sewer, etc. The project on Cliffside Drive ends at Valley View Place. Discussion on adding more to the project or Shelby could see about taking on that project as much of the road beyond Valley View Place needs attention. Potential for cost sharing because 40% of the frontage on that road is the Town of Shelby. Padesky recalled what was done behind St. Joes on Shelby Road. Ehler noted that the City completed the work and then had to negotiate with Shelby about what costs the Town was responsible for. Wright noted that Shelby plows Cliffside Drive from Easter Road to Crown Blvd until the ice builds up and it's no longer possible to plow. Candahl wants the plowing information to be communicated to the City of La Crosse. Peterson noted policy for handling these situations should be mentioned in the Boundary Agreement, stating that "handshake agreements" will no longer be acceptable going forward. Discussion on Storm Utility Fee. City is not assessing their residents for stormwater improvements on Cliffside Drive, however, there is a potential for Shelby to assess their residents as no Storm Utility Fee exists in Shelby. Wright noted that there was never a drainage problem on Cliffside Drive until the gas company came and put a gas line in so Shelby could contact the gas company and see if they will cover some of the cost for fixing the drainage. Peterson noted that the policy for the shared roads will be discussed further for maintenance, cost share, etc.
- c. Shelby Youth Ball is up and running. Peterson reported there are 8-9 people on the Shelby Youth Ball Committee chipping in and working well together. Wright asked if Shelby Youth Ball needs two part-time workers to do ball fields, Peterson confirmed they are needed as Shelby workers they know what they're doing and they're reliable. Peterson will communicate tournament dates and weekends, so that the workers are hired knowing the times and dates that are required. Peterson wants to be involved in the hiring process for new people, returning workers do not need to be cleared through Peterson but the Board should be notified.

12. Supervisor Reports.

- a. Candahl asked for a bill to show the Battlestone Station Condo Association paid their bill for the town providing them water. Jarr confirmed the bill has been paid.
- b. Candahl highlighted Boundary Agreement and land purchasing that's being worked on.
- c. Candahl highlighted the ongoing discussion with a developer on Highway 35.

- d. Candahl asked about when chipsealing will be started. Wright stated the end of May. Wright reminded the Board that parks open April 15th. Trails will be closed if rain comes because they are very muddy. Knutson recommends shutting down trails on old vineyard (butterfly trails) because the trails will be eaten up and muddy if hikers use the trail before the ground dries up.
- e. Heal asked about the field that needs to be burned. Heal inquired if there was a group planning to go see the field that needed to be burned up on the Butterfly Trails (butterfly field at the top of the trail). Wright previously mentioned different DNR requirements because of different species mating and nesting. Knutson stated the final decision was not to burn for this year, another year would be better if they do burn the field. Knutson noted feedback on burning that has been provided in the past and suggested that the Town work with ORA or another organization to make a plan and get a recommendation.

13. Park Committee.

- a. Knutson spoke with manager of the well located in Nolop Park, the manager had no idea the fence was down or left in that condition. Photos have been sent, and the fence issue will be addressed. Knutson stated there is good communication going between her and the well manager. The manager was agreeable to the Parks and Vacant Land Committing planning to add plants or paint, whatever is needed. Manager stated he owns a property adjacent to the well and is renting it to someone, but he currently resides in Holmen. Moving forward Wright will see how many homes are served by the well.
- b. Knutson gave overview of Parks and Vacant Land Committee Report (see attached).
- c. Discussion on adding Electricity to Pammel Creek Park. Wright and Knutson questioned Padesky if a 100-amp service or 200-amp service would be most appropriate for this park. Padesky recommended 200-amp service because it would not add additional cost. Discussion on entering from the road or from the mobile home park, no decision made. Knutson added the same service could be put in for Smyth Park shelter. Padesky recommended planning a budget of \$7,500 for Smyth Park alone. Padesky will do more checking.
- d. Ehler mentioned the Alpine Inn is adding parking for a Dobson Tract connector trail.

14. Planning Commission.

- a. Peterson noted the Comprehensive Plan is on schedule to be reviewed by the Town Board in August. The Public Hearing will take place in June, leaving the July meeting to do and necessary final adjustments.

15. **Annual Meeting April 19th, 2022 @ 6:00 p.m. at 2801 Ward Ave (Fire Department Training Room).**

16. Adjournment. Motion by Padesky to adjourn the meeting at 6:22 p.m. second by Ehler. Motion carried unanimously.

Next Town Board Meeting – April 5th, 2022 @ 5:00 p.m. at Town Hall, 2800 Ward Ave.

Respectfully Submitted, Fortune M. Weaver, Clerk