

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, April 5, 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, and Tim Padesky, Administrator Christina Peterson, Treasurer Sara Jarr

Town Officials Excused: Supervisor Tim Ehler

Attendance List: Fritz Leinfelder (2710 Pleasant Dr, Holmen)

1. Meeting called to order by Candahl at 5:01 p.m.
2. Minutes from 3/15/2022
Motion by Padesky to approve minutes from 3/15/2022 with corrections, second by Knutson.
Motion carried unanimously.
3. Bills Payable & Treasurer's Report
Motion by Padesky to approve open invoices for \$55,872.39, and paid invoices for \$30,798.57, second by Knutson. Motion carried unanimously.
4. Citizen's Concerns
La Crosse County Investigator Fritz Leinfelder introduced himself as a candidate for County Sherriff.
5. Resolution 22-22 Sanitary District #2 Commissioners Compensation
Motion by Candahl to approve Resolution 22-2 for Sanitary District #2 Commissioners Compensation to change to \$200.00 per month (not per diem), second by Padesky. Knutson abstained. Motion carried unanimously. Padesky pointed out that new pay would be in effect immediately as the Commissioners are appointed, not elected.
6. Shelby Youth Ball Field Lease Discussion
Peterson provided the lease between La Crosse County and The Town of Shelby for the Hillview baseball fields for Board review and approval. The premises is described as:

Part of the NW ¼ of the NW ¼ of Section 15, Township 15 North, Range 7 West, City of La Crosse, bounded and described as follows: Commencing at the Northwest corner of the aforesaid Section 15, run thence N 87 44' E 193.00 feet; thence S 02 17' E 234.75 feet to a point on the East line of 33rd Street which is the place of beginning; thence N 89 14' 30" E along the Southerly line of the Trane Company property 360 feet; thence S 0 27' W to the North line of Park Lane Drive; thence Westerly along the North line of said Drive 360 feet to the East line of 33rd Street; thence N 0 27' E along the East line of 33rd Street to the place of beginning.

Changes from the original lease include:

Term #3 - Lessee is authorized to allow other public or non-profit organizations to use the premises for purposes consistent with and under the restrictions of this lease.

Term #9 – Signs. Lessee shall not place or maintain in and about the property any signs (including advertising) without the written consent of the Lessor. On termination of lease, Lessee shall remove its signs, if any, and repair any damage to the rental property caused by the erection, maintenance, or removal of the signs.

Motion by Padesky, second by Knutson to approve new lease with the additional request to add a first right of refusal clause. Motion carried unanimously.

7. Hillview Storage Facility

No action taken. Knutson and Heal to tour the facility with Wright on 4/7/2022.

8. Multiple Dog Application

Motion by Padesky to approve multiple dog applications, second by Heal. Motion carried unanimously.

9. Meeting Frequency Discussion

Peterson proposed the Town Board meet the first Tuesday of each month with the option to meet on the third Tuesday of the month if needed. Heal expressed concern for bills payable approval. The Board agreed that large amount payables could be approved remotely or by emergency meeting. Jarr pointed out that an accounts payable policy and procedure could be implemented.

10. Administrator Report

- a. Peterson and Wright met with representatives from the City of La Crosse Public Works Department to discuss the upcoming road work to be completed on Cliffside Drive. The City's expectation is that the Town will cost share the project. More details to follow.
- b. The Town has been approved for funding from the 2022-23 Town Road Improvement Supplemental (TRIS) program for Breidel Coulee Rd bridge (DOT bridge ID # P32-175 over Mormon Creek). TRIS is a component of the Local Roads Improvement Program (LRIP), a reimbursement program of the WisDOT. The total eligible cost of the project is estimated at \$490,000.00 and the WisDOT will reimburse the Town up to \$340,060.00. The Town will soon receive a signed project agreement (SMA). Peterson pointed out that the bridge was slated by the County for a mandatory inspection and questioned if it would still be needed given that the repair is going to happen. As of now, the inspection is still required.
- c. Bolton & Menk has started a drainage study in the Wedgewood Valley and Boma areas of the Township. Preliminary results should be available soon.
- d. Peterson and Wright have researched GIS options and have concluded that using the County's software, ArcGIS, would be the best option. By using this software, Mari Pietz, GIS Coordinator for La Crosse County, can share the County's public and private templates with the Town. Peterson and Wright are meeting with the Town of Onalaska who is a user of ArcGIS on 4/8/22. This will give the opportunity to learn more about the software and how to use it.
- e. A CSM has submitted by Dave Gebhart (W5374 Boma Rd) to split a parcel in preparation for building a new home. The CSM will be reviewed by the Planning Commission at their next meeting.
- f. A meeting with an attorney, Candahl and Peterson will take place in Madison on 5/2/2022 to discuss the boundary agreement draft with the City of La Crosse.
- g. Peterson has requested a legal description for the land to access Skyline reservoir from Hale Skemp to commence the imminent domain process.
- h. The Town is beginning to hire for summer employment. The Board will be informed of all new hires going forward, including fire department hires. Peterson will provide the Town's current pay scale for seasonal employees for the Board to review before the next meeting so it may be reviewed and revised if necessary.
- i. SYB has started try-outs. Registrations are down a bit from last year, but the softball program has grown. Registration closed on 4/4/2022. Volunteers and paid positions are still needed.

11. Public Works Report

- a. Road Sweeping started 4/4/2022.
- b. The first large item day is 4/9/2022. The first and last event days are always the busiest. 4 road crew are scheduled to work and extra bins will be available.
- c. All Shelby Parks open 4/15/2022.
- d. Wright reported that his crew spent 4 hours prepping the baseball fields for Aquinas High School on 4/5/2022. Peterson instructed Wright to have the road crew track their time and bill parks for the time being. Peterson will have a discussion with Aquinas to formalize an agreement or a plan to provide labor for field prep. Another option would be to have the school pay field fees if the Town provides field prep. Candahl recommended forming a small committee to address field prep and use and any other concerns.
- e. Wright has applied for a DNR "reopening permit" for the old landfill area #2 (off Old Town Hall Road). Sand, gravel, pipe, trailers, etc., items currently at the Old Shop and in the shed by Town Hall could be stored here if approved. A gate would also be constructed.

12. Supervisor Reports

- a. Candahl reported that he continues to pursue land purchases to assist the Town in mitigating flooding. He also hopes to meet with the WI DNR and WI-DOT to discuss drainage improvements along Highway 33.

13. Adjournment. Motion by Heal to adjourn the meeting at 6:29 p.m., second by Padesky. Motion carried unanimously.

Next Town Board Meeting – April 19th, 2022 @ 5:00 p.m. at Town Hall, 2800 Ward Ave.

Respectfully Submitted,
Sara Jarr, Treasurer