



508 Second Street, P.O. Box 277, Pepin, WI, 54759, Phone 715-442-2461  
Emails: clerk@pepinwisconsin.org and treasurer@pepinwisconsin.org

## VILLAGE OF PEPIN BOARD MEETING

Village of Pepin Municipal Building  
Monday, January 9, 2023, at 7:00pm

### MINUTES -

1. **Call Meeting to Order-** President Randy Kallstrom called the meeting to order at 7pm
2. **Roll Call-** - Randy Kallstrom, Shannon Van Allen, Vicki Kosok, Mike Michaud, Pat Sandstrom, Carrie Arens and Toni Raethke  
**Others present-** Tracy Rundquist, Jon Seifert, Jesse Van Alstine
3. **Public Comments**
4. **Clerk's Report-** Approval of meeting minutes
  - a. November 14, 2022-Amended- **Motion** to approve by Toni, **second** by Vicki. All ayes, motion passed.
  - b. November 28, 2022- **Motion** to approve by Pati, **second** by Carrie. All ayes, motion passed.
  - c. December 12, 2022- **Motion** to approve by Shannon, **second** by Vicki. All ayes, motion passed.
5. **Treasurer's Report-** Approval of Treasurer's Report- **Motion** to approve by Mike, **second** by Toni. All ayes, motion passed
6. **Police Report-** Monthly report in packet, a reminder to please shovel and clear snow and ice.
7. **Ambulance Report-** Treasurer reports in the packet, Jesse wanted to mention that the ambulance was in service for 19 days straight over the holiday season, so if you see and ambulance service member, please thank them.
8. **Fire Department Report-** Dustin Gold introduced himself as the new fire chief. He wanted to give us an update that they lost one member, and as of now have 10 active members and one inactive, who is a student away at college. They have started a new Facebook page to get some information out and to hopefully get some more community involvement. No unusual repairs on equipment, but the fire hall does have some maintenance issues. The fire department staff are cleaning it up and trying to do some work themselves, using their talents and labor. Hopefully this would save some money. Mike M thanked Dustin for taking the Fire Chief position and offered to walk through the fire hall to look at maintenance issues.
9. **Zoning Administrator's Report-** Roy said it was a quiet month but did have in his report the 2022 summary. There were 32 permits issued in 2022, the construction value was \$551, 926. That is how much people invested in their homes in Pepin last year. This included two new houses and lots of small projects. The fees received totaled \$1137.

Some calls this month about landlord/tenant issues. This is not something that the village has authority over.

Short-term rental application reviews, all completed applications have licenses, some are waiting for their public hearing for their conditional use permits. Any new STR that came online after July 2<sup>nd</sup> goes to the Planning Commission and then the board for approval.

There is also a non-compliant garage, more information on item 14 on this agenda.

10. **Attorney's Report-** Jon has been working with ordinance compliance and enforcement with the zoning administrator.
11. **Interim Clerk-** The State of Wisconsin had suggested that the board make the Treasurer the interim clerk to administer the upcoming February 21<sup>st</sup> election and handle the paperwork. **Motion** to appoint Tracy made by Pat, **second** by Vicki. All ayes, motion passed.
12. **Bobbleheads Alcohol License-** No discussion on issuing the alcohol license to Lerum's for the 211 Second Street commercial building. Question for Roy regarding the zoning of that building, which is commercial. Some clarification on what type of license, beer and wine, not liquor. Carrie made a **motion** to approve Bobbleheads Beer and wine license. **Second** by Toni. All ayes, motion passed.
13. **Emergency Management Committee-** Pepin County have created an updated Hazard Mitigation plan. Back in October our board looked at our local plan and approved the updates. We forwarded those to the county who incorporated them into their master plan. The county has now completed their plan. This is a comprehensive document, listed on the front page of our website. This has been sent to the State who have approved the county plan. Now we need to approve a resolution to officially approve it. The county did send us a letter from the state once it was approved, and what goes along with approving their plan is it opens up opportunities for the possibility of a lot of federal grant money. Mike M makes a **motion** to adopt the resolution for the county hazard mitigation plan, **second** by Shannon. All ayes, motion passed.
14. **407 Prairie Street-** In November, the board required the homeowner to provide a plan by December 31<sup>st</sup> to bring the garage into compliance with the zoning ordinance. An email was received on Dec 31<sup>st</sup> with a plan and a request for a variance off the alley set back, to remove concrete and pour new concrete to relocate the structure. He also requested a longer timeline to allow for contractor's schedules and weather which could go into May/June. Roy talked about the survey, setbacks, and zoning requirements. Roy has asked the homeowner and his attorney to be more specific with their plan and their variance request when they submit it. Once the request is received, a hearing can be scheduled, and the Planning Commission can recommend whether to approve or not approve the full board. The homeowner Mr Oberzhut addressed some of the concerns voiced by neighbors and the board. Some further discussion and questions from the public and board, with some clarification from Jon on correct steps to take to move this along. **Motion** from Toni to table this item pending receipt of the variance request, **second** by Vicki. All ayes, motion passed.
15. **Utilities Committee-** Mike M wanted to update the board that their committee has met and reviewed some information regarding adding solar to some buildings that use

a lot of electricity. They have some preliminary data on what it would take to install and costs, but the committee is planning on getting some actual quotes from contractors. They are also looking at getting some heat pump quotes for the shop and fire hall, to hopefully save on propane use. Stay tuned for news.

16. **Personnel Committee** –Pat said the committee met last week, they reviewed three applications and have decided to bring them to an interview, this will be on Thursday at 4pm. All three were contacted and one rescinded their application, so they are down to two applicants.
17. **Public Comments**- Jesse wanted the board to know that they have a mock tabletop aircraft crash on the 18<sup>th</sup>. Board members are invited to observe. June will be a full-scale operation with all emergency services in the county. If anyone is interested in attending, please let Jesse know.  
Steve Westman wanted to say that the boat landing plowing issues being discussed, in his opinion, spending time and money clearing that every snowfall is unnecessary. These are typically 4-wheel drive pieces of equipment and snowmobiles.  
Some discussion between the public and the board, no action can be taken as it is not an agenda item.
18. **Set Next Meeting Date**- February 13<sup>th</sup>, 7pm
19. **Adjourn- Motion** to adjourn by Randy, **second** by Pat. All Ayes, motion passed.

Tracy Rundquist  
Treasurer