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## VILLAGE OF PEPIN BOARD MEETING

Village of Pepin Municipal Building  
Monday, February 13, 2023, at 7:00pm

### MINUTES-

1. **Call Meeting to Order**-Randy Kallstrom called the meeting to order at 7:00pm
2. **Roll Call**-Randy Kallstrom, Mike Michaud, Shannon Van Allen, Pat Sandstrom, and Vicki Kosok present. Carrie Arens and Toni Raethke absent. Others present: Tracy Rundquist, Julie Wheeler, Roy Forsstrom, Jon Seifert.
3. **Personnel Committee**- Randy moved this item from 13 to number 3 on the agenda at the meeting. Pat Sandstrom introduced the new clerk, Julie Wheeler. Randy then asked committees if they could try to hold off on their meetings until Tracy returns from her vacation as a courtesy to the new clerk, also suggested moving the March Board meeting back a week to March 20<sup>th</sup> for that same reason. Pat gave a shout out to Tracy for all her hard work and extra hours. Randy also requested everyone to state their name before speaking to make it easier for Julie to take notes.
4. **Public Comments** – Dan Fedie expressed that he would like to see the ordinance committee act quickly on updating the Flood plain ordinances in case we ever need help from FEMA. Dan also offered to Contact the DNR for the village. Mike Michaud asked Dan to pass that Contact information on for him to handle. John (Jack) McDonough), Tom Hulloper, Pat Wodele (via Letter to the board & zoom), and Jennifer Lindahl, all expressed their concerns over the new wine bar “Bobbleheads” going into the commercially zoned property in their residential neighborhood. Some of their concerns are noise, traffic, parking, and garbage, need for more stop signs, etc. Jon Seifert explained to everyone why the village cannot deny an application/applicant who has taken all the proper steps, just because people don’t like their business idea. The village must have “Good Cause” to deny. Based on zoning, their concerns being brought forward before licensing was granted would not have changed the outcome. Jesse briefly spoke on stop signs. Roy Forstrom then spoke on the zoning, both commercial & low impact. More questions arose about possible re-zoning. Dan Fedie expressed there is not enough time to resolve this at this meeting.
5. **Clerk’s Report**- Tracy spoke on Memorandum of Understanding with Pepin County for WisVote Management. We would like to continue to have Pepin County manage the WisVote for the village. Mike Michaud thought that this worked out well in the past and at the cost of \$442.00 it is money well spent. Mike then made a **motion** that we contract with WisVote again. **Second** by Pat. Motion approved.
6. **Treasurer’s Report**- Treasurers report was given to the board members. Pat **motioned** to approve the treasurers report, Vickie **second**. Motion approved.

7. **Police Report-** Other than what is in the reports given to the board, Jesse suggested that the public concerns on parking and traffic be brought to the street committee meeting. They have CPR with the sophomores, and the protecting you protecting me with the 5<sup>th</sup> graders.
8. **Ambulance Report-** Ambulance report in board packet, no member present.
9. **Fire Department Report-** Dustin Gold mentioned that it is nice to see people helping with snow removal around the fire hydrants around town. Membership is at 9 active, and 1 inactive currently. Equipment- working on getting the fire hall back into shape, some freightliner engine repairs have been done and the pump test passed, but valve work will be required in the spring. Events- Members and spouses are invited Feb. 19 for Critical Incident training., Wheel Rally in April, Ice rescue training in March, and budget discussion. Dustin then spoke to his request to add "other services rendered" to fee schedule in Chapter 31.23. Mike Michaud suggested that the board refer this to the ordinance committee, to have a meeting and public hearing on changing the ordinance. Mike made a **Motion** to have the ordinance committee develop the language for the board to review. **Second** by Vicki. Motion moved. Jesse also suggested change to ordinance for the Police Dept. as well.
10. **Tourism Commission Report-** Update form Sue Fedie was made. The commission has been working hard this past quarter marketing Pepin. They are working with the West Coast of Wisconsin business and tourism association (WCOW) and took part in hosting part of the Women's weekend. This event was very successful in bringing people to our community, which is the goal. They also purchased new Christmas lights for the park and hosted a lighting to kick off the holiday season. They hope to make the lighting an annual event. Now they are working on marketing and coordinating with WCOW on the upcoming 2023 summer season. Then Sue wanted to bring attention to some false information about the Tourism commission giving money to Stockholm. The tourism commission has a contract with WCOW to act on behalf of the tourism commission to coordinate advertising and marketing projects. So, therefore money is being paid for services for Pepin's portion of advertising. WCOW is a non-profit that works with multiple villages and towns on the Great River Road to combine efforts to promote the areas. Any questions can be referred to Sue.
11. **Attorney's Report** – Jon assisted with some lease negotiations, variance reviews and conditional use permits. Was a quiet month with your run of the mill Municipal business.
12. **Zoning Administrator's Report-** For the month of January there were no permits issued. Lots of phone call and emails about zoning and status, short term rentals, the 407 Prairie Street garage, and the new beer & wine bar permit on 2<sup>nd</sup> St. Roy worked with Tracy to prepare for the Planning Commission hearing, which required newspaper notices and neighbor notifications.
13. **Planning Commission-**
  - a) Discussed the Conditional Use Permit regarding a license to operate a Short-Term Rental at 902 4th Street. Occupancy level set at 2 bd., 6-persons. Roy recommended on behalf of the planning commission to grant a conditional permit. **Motion** was made by Mike Michaud to accept the planning commission's recommendation to grant a conditional use permit at 902 4<sup>th</sup> St., if they maintain the same parameter of occupancy, maintain the same property ownership of short-term rental license, and keep the license current. **Second** by Pat, motion approved.

- b) Discussed the Conditional Use Permit regarding a license to operate a Short-Term Rental at 610 First Street. Occupancy level set at 4bd., 8 persons. Roy recommended on behalf of the planning commission that the board grant a conditional permit with the same conditions as the previous property. Mike Michaud made a **motion** to grant a conditional permit for short term rental at 610 First St with a priority for off street parking, maintain the 4bd 8-person occupancy parameter, maintain the same property ownership, and keep current the short-term rental license. **Second** by Vicki, motion approved.
- c) Discussed the Conditional Use Permit regarding a license to operate a Short-Term Rental at 506 First Street. Occupancy level set at 3 bd., 8 persons. Roy on behalf of the planning commission recommends approval of the conditional permit. Mike Michaud made a **motion** to grant the conditional permit for this location with off street/driveway parking, if they maintain occupancy parameter, maintain the same property ownership, and keep current the short-term license. **Second** by Pat, motion approved.
- d) No discussion/action required on an Area Variance request at 407 Prairie Street to allow a six (6) foot alley setback for a detached garage. Mr. Oberzut (in attendance via zoom) withdrew his request prior to the meeting.
- e) Discussed action on non-compliant garage under construction at 407 Prairie Street. Randy asked that we set some dates for the property owner to comply. Mr. Oberzut said he could have the permits & plans for the new location to Roy by Feb. 24<sup>th</sup>. He should also have the garage moved into compliance by June. Mike commended Mr. Oberzut for being proactive in trying to resolve this issue. Mr. Oberzut will work with Roy and if any issues arise, Roy will bring them to the board. No motion needed.

14. **Consumers Co-op, Cenex-** Alcohol & Tobacco license -304 Third Street. Just changing from one entity to another. **Motion** to approve said license by Vicki. **Second** by Shannon. License approved.

15. **Public Comments-**Jeremy Marcks along with Kris Schlosser brought up trying to get a spring/summer fishing contest going again, so he would like to get something put on the agenda. Randy asked them to put something together for the March meeting agenda, so it can be discussed then. Randy mentioned that we are getting close to getting the boat ramp up and running.

16. **Set Next Meeting Date-** March 20<sup>th</sup>, 2023.

17. **Adjourn-Motion** made by Shannon, **Second** by Pat, meeting adjourned at 8:48 pm

Julie Wheeler, Clerk

### ZOOM MEETING

<https://us02web.zoom.us/j/81001973206>

**Meeting ID: 810 0197 0197**

Or call: 312-626-6799