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VILLAGE OF PEPIN BOARD MEETING

Village of Pepin Municipal Building
Tuesday, February 15th, 2022, at 7:00pm

MINUTES

1. President Randy Kallstrom called the meeting to order at 7:02 PM.
2. **Roll Call-** Village President Randy Kallstrom, Village Board Members Shannon Van Allen, Vicki Kosok, Mike Michaud, Pat Sandstrom, and Toni Raethke, and Goran Pesic. **Other-** Drew Adams- Clerk, Tracy Rundquist- Treasurer, Jesse Van Alstine- Police Chief, Roy Forsstrom- Zoning Administrator, Jon Seifert- Village Attorney, Chad Riesgraf (Ambulance), Steve Westman, John Hurtley, Debra Fisher, Larry Stahl, Dan Fedie, and Chris Noel.
3. **Public Comment-**
 - Toni Raethke shared that the TIF Committee received final approval from the WI Department of Revenue for the 4 new TIF districts (numbers 4,5,6, and 7) that were recently created.
 - Toni also said the individuals looking to purchase the nursing home are looking to close on the property this week. She has been in communication with Joe Gates out of Amery, one of the purchasers. Purchasers are in the process of filling out their application for TIF financing. If the real estate deal closes this week, Toni will meet with Joe next week to discuss the next steps. If all goes well it could be open as a nursing home in 3-4 months.
 - Randy shared the Village application for a Capital Tourism Grant has been denied. The plan was to hopefully put the money towards fixing up the boat landing.
4. **Clerk's Report-**
 - a. **Motion** by to approve Village Caucus minutes from January 10, 2022, by Randy. **Second** by Vicki. All in favor, motion carried.
 - b. **Motion** to approve Village Board meeting minutes from the January 10, 2022, with the addition of a comma followed by the word "and" by Randy, **second** by Toni. All in favor, motion carried.
5. **Treasurer's Report-** **Motion** to approve Treasurer's report by Randy, **second** by Goran. All in favor, motion carried.
6. **HBC-** The Planning Commission met before the meeting to discuss the possibility of an HBC antenna being installed on the east side of the Village on Highway 35, in the right-of-way near Pat Ament's property. Installation would require a conditional use permit. There was also a public hearing on the matter last week, and the citizens attending were in support of this. Internet service in the Village would be improved. Planning

Commission recommends approval of the antenna tower. **Motion** to approve the Conditional Use Permit for the HBC tower on the east end of the Village by Mike, **second** by Toni. All in favor, motion carried.

7. **2022 Memorandum of Understanding Relating to WisVote-** WisVote is a state-wide database created by the Wisconsin Elections Commission. It contains voter information records back to 2006 and is also a full election administration package. Pepin County recently sent out a Memorandum of Understanding Relating to WisVote. If approved by the board and signed by the President, Pepin County would then be the WisVote provider and the Village would be the relier. As the provider, Pepin County would oversee WisVote for the Village, provide all needed supplies for elections, as well as doing post-election work making sure the names, ballots, and numbers match up. Clerk would appreciate having Pepin County as a provider as he is new and would appreciate the election guidance. **Motion** by Randy to have Pepin County maintain Village WisVote records, **second** by Toni. All in favor, motion carried.

8. **Utilities Committee Update-**

a. After the last water rate case study, the Village is now required to collect a very large sum of money for fire protection charges (rate raised from \$41,000.00 per year to \$90,000.00), Board decided to apply to the Public Service Commission for permission to allocate roughly half of the charges to Village utility customers. PSC staff is now working on the details as to how those charges will be allocated. Once Village receives the details of the Public Service Commission analysis there will then be a public hearing.

b. Mike has recently been made aware of some funding possibilities for a potential electric vehicle charging station in the Village. This could be beneficial for some of the tourists as there aren't many charging stations in the area. There may also be a possibility in the future to switch to electric vehicles for Village employees (Street and WWTP supervisors) as operating costs are so low, and Ford now manufactures an electric pickup truck. The state of WI will receive about 79 million dollars worth of funding for this from the federal infrastructure bill. When the time comes it would be worth looking into to see if the Village could qualify for aid on this.

c. Governor Evers recently announced there is \$600,000.00 to pay for testing of PFAS chemicals in WI water supplies. While it is suspected the Village probably does not have a problem with this, it would be wise to know exactly where we're at in the situation. Eventual funding for the testing will be distributed through the DNR, and they will contact the Village if eligible.

9. **Ordinance Committee Update-**

a. Committee has been meeting regularly to go over the Short Term Rental draft ordinance and at the last meeting took input from some of the operators. Some details still need to be reviewed (such as the length/cycle of a license period and penalties for violations), but Committee is hoping to bring things to the Board shortly. Public Hearing will take place when it is ready.

b. Mike shared that the codification project is now complete on the Village's end. On February 3rd things were sent to American Legal, and it will likely take about 3 months for them to review. There will be an eventual public hearing before all the changes are codified.

c. A resolution has been created for the Village Board to approve the creation of a Tourism Commission through Ordinance Chapter 114. **Motion** by Mike to approve the resolution. **Second** by Toni. All in favor, motion carried.

d. **Motion** by Mike for Village Board to adopt Tourism Commission Chapter 114 as presented to the Board tonight. **Second** by Pat. All in favor, motion carried.

e. A resolution has been created for the Village Board to approve the amendment of the Room Tax Ordinance in Chapter 112. **Motion** by Mike to approve the resolution. **Second** by Toni. All in favor, motion carried.

f. **Motion** by Mike for the Board to adopt the amendments to Room Tax Chapter 112. **Second** by Toni. All in favor, motion carried.

10. **Harbor Commission Update-** Harbor Commission is meeting tomorrow morning at 9:00AM to go over the Marina lease agreement to make some upgrades.
11. **Pepin County Housing Authority Eastside Apartments Negotiation-** Since 1971, a PILOT (Payment In Lieu Of Taxes) agreement has been in place between the Housing Authority and Eastside, as government subsidized housing units do not usually have to pay property tax. Since that time there have been many changes, and The Housing Authority is working with Pepin and 2 other municipalities to get everything updated and to have all 3 municipalities on the same agreement. It is necessary for the agreements to all be the same in order to have the USDA release federal funding to help subsidize rent for the tenants.
12. **Police Report-** Jesse presented 2 proofs from Durand Publishing for the Boat Landing: one was for the ticket/stub for customers to use at the Landing parking lot, and the other was for the annual parking permits to be issued from the Clerk's office. Jesse will also be very busy the next month and a half with both law enforcement trainings, and CPR classes for the school kids.
13. **Ambulance Report-** Chad shared that they are working on grants for an ambulance rig. ARPA grant has been submitted. EMT's and EMR's are needed.
14. **Street Report-** Other than some snow-related nuisance items, nothing to report.
15. **WWTP Report-** There is a leak somewhere in town, and due to winter/frozen ground it has been hard to locate. They are getting closer to zeroing in on it as they know the general area it's in, and Mike is confident it will be found.
16. **Zoning Administrator Report-** Roy had a relatively quiet month. One LUCR permit currently in review. People are still asking about vacation rentals. He's been working with the Krieser/Sander family on the situation at 1485 First Street. The Dockside is being converted into 2 vacation rentals. He has met with the owner of the property, and they discussed how to go about this on commercial property. A commercial inspector will be looking at things as well. 400 First Street is currently remodeling so that there can be a bar downstairs and a vacation rental upstairs. Roy met with Jeremy Marcks recently to discuss potential construction plans at the trailer park. After sitting in limbo

for a while, work will hopefully resume on the Comprehensive Plan next month, with plans to hold a public hearing and to take the plan before the board by June.

17. **Attorney's Report-** Nothing to report.
18. **Public Comment-** Steve Westman was curious what Roy, as Zoning Administrator, may have to do with the construction/addition/elimination of slips at the Marina. Roy said zoning ordinance don't regulate Marina slips, just construction, but that the Village should always be aware of what's going on, through the Harbor Commission.
19. **Set March Meeting Date-** Next meeting date set for Monday, March 14th at 7:00 PM.
20. **Adjourn-** Randy made **motion** to adjourn at 8:16 PM, **second** by Toni. All in favor, motion carried.

Drew Adams
Clerk