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VILLAGE OF PEPIN BOARD MEETING

Village of Pepin Municipal Building
Monday, April 11th, 2022, at 7:00pm

MINUTES

1. President Randy Kallstrom called the meeting to order at 7:00 PM.
2. **Swearing in of Village Board Trustees-** Carrie Arens, Vicki Kosok, and Shannon Van Allen were sworn in as Village Board members by the Clerk. Oath was administered verbally and then signed. President Kallstrom also thanked former Trustee Goran Pesic for his service.
3. **Roll Call-** Village President Randy Kallstrom, Village Board Members Shannon Van Allen, Vicki Kosok, Mike Michaud, Pat Sandstrom, Toni Raethke, and Carrie Arens. **Other-** Drew Adams- Clerk, Tracy Rundquist- Treasurer, Mike Schultz- WWTP Operator, Roy Forsstrom- Zoning Administrator, Jesse Van Alstine- Police Chief, Jon Seifert- Village Attorney, Ron Schlosser, Larry Stahl, Steve Westman, Dan Fedie, David Vance, Anne Murray, Mel Schoeder, Ruth Holdcraft, Bruce Quinton, Dan Lerum, Steve Dove, David Benrud, and Debra Fisher.
4. **Public Comment-** David Vance came before the Board to introduce himself to the community. He is leasing the property at 414 Second Street and will be opening a wine bar there. Wine and beer will be available, with some food truck service as well. He has enjoyed visiting Pepin for years and is excited to be an involved member of the community.
5. **Clerk's Report-**
 - a. **Motion** by Pat to approve Village Board meeting minutes from March 14, 2022, **second** by Vicki. All in favor, motion carried.
 - b. The annual Open Book Meeting will be held in Village Hall on Tuesday, April 26th from 2:00-4:00 pm. The Board of Review meeting will be held on Tuesday, May 3rd from 4:00-6:00 pm. There is also a Reorganizational Board Meeting to be held on Monday, April 25th at 7:00 pm.
6. **Treasurer's Report-** **Motion** by Toni to approve Treasurer's report, **second** by Carrie. All in favor, motion carried.
7. **Discussion on School Usage of Village Property-** Pepin Area School Superintendent Bruce Quinton came before the board to discuss the possibility of the school developing and using the Village owned property in front of the campground along Highway 35. The tennis courts on the school grounds have fallen into disrepair and could potentially be turned into much needed parking space for the school. If

allowed to use the Village property, the school would like to put in new tennis courts, a pickle ball court, and possibly space for an ice-skating rink. Bruce feels it would be a good way to attract families and tourists to the area. It would be usable for all community members, not just the school. If approved, it would be paid for and maintained by the school district and would likely start to happen next summer.

8. **Discussion on Opening Fifth and Elm Streets by Campground-** Ron Schlosser came before the board saying he would like Fifth and Elm Streets opened in his campground as he would like to put in more campsites. The Village had turned down this request once before, as it was too expensive. Ron would be willing to pay the excavation fees and put the base down but has no interest in putting in water/sewer access. The proposed street would be gravel. It was decided to turn the issue over to the Planning Commission or the Street Committee.
9. **Village Lawn Mower-** At the last board meeting it was decided a new lawnmower would be purchased. Tractor Central in Durand has been holding a mower for the Village after Aaron selected the best option. Tracy looked into financing options with Bank of Alma. Option 1 is to put \$2,000.00 down, with a 2 year note at 2.95%. Payments would be \$408.57 per month. Option 2 is to put \$4,000.00 down with a 2 year note at 2.95%. Payments would be \$322.60 per month. **Motion** to approve option number 2 by Toni, **second** by Carrie. All in favor, motion carried.
10. **Boat Landing Update-** Parking and fee signage at the boat landing has now been posted, with parking passes on sale and some fines having been issued. After the cost to get it up and running things have almost broken even, and more passes are expected to be sold regularly.
11. **WWTP Report-** WWTP has been running well. The EPA will be coming in to do some testing to determine our phosphorous dumping limits. There was a DNR inspection recently, and that went well. Mike talked to the Ordinance Committee Chair regarding some ordinance issues regarding private wells and cross connections. Still waiting on the new water meters to arrive.
12. **Police Report-** There is a quarterly highway safety function coming at the end of the month, and Jesse is hoping for a speed zone update at that time. There will be some State money coming in to be used for community safety purposes. That would allow the Village to afford the lighted school zone crosswalk. There will also be a solar powered radar placed on Highway 35. Total cost is around \$8,000.00. With the money from the state coming in, \$7,000.00 of that will be taken care of. The last Monday of the month there will be a big wheel rally for the schoolkids. Jesse has kept busy with the new boat ramp parking situation. There is a weather/storm spotter training session coming up. The local police k9 recently visited the school, and that went well. Law Enforcement is also preparing for the upcoming Flood Run.
13. **Ambulance Report-** Jesse shared that due to a recent mistake, an unapproved letter was recently sent out stating that local first responders were disbanding. This is not accurate, and emergency services are still available. The Pepin Motel is interested in

helping provide some needed lodging to on-call responders that don't live in the area.

14. **Zoning Administrator's Report-** Roy has had a relatively quiet month, but still many calls regarding vacation rentals. Roy is aware of 28 vacation rentals that are operating, and at least 5 more that are planning to open. With all the vacation rentals appearing, Dan Fedie was concerned about parking congestion on First Street, between Lake and Prairie Streets.
15. **Attorney's Report-** Jon has spent the last month helping review the employee handbook, the harbor lease, and monitoring the Tourism Commission transition.
16. **Ordinance Committee-**
 - a. Discussion/Action on Amendments to Fire Prevention Ordinance Chapter 95 Regarding Fire Code Inspection and Enforcement- After this evening's public hearing which one person showed up to, Committee is recommending Board approval. **Motion** to approve amendments by Carrie, **second** by Vicki. All in favor, motion carried.
 - b. Update on short Term Rental Licensing Ordinance- The recent public hearing provided much valuable input. Ordinance Committee will be meeting on Wednesday as they are nearing completion of the current draft and will soon be ready to bring it to the board.
17. **Utilities Committee-**
 - a. Focus on Energy Opportunity for Energy Audit- As Earth Day is on its way, Mike will be meeting with Focus on Energy to go through the Village for a free Energy Audit to see the ways in which the Village could save money.
 - b. Update on PSC Public Fire Protection and Charge Docket- A final order came in from the PSC. The proposed rates are now in effect and will appear on the July water bills. A letter will be sent out with the next utility bill explaining things.
 - c. County Community Preparedness/Hazard Mitigation Plan- A survey is available on the county website to help gauge local preparedness for Emergency events. The County is encouraging citizens to take the survey as the results will help them be as prepared as possible for emergencies.
18. **Planning Commission-**
 - a. Discussion/Action on Sign Request at 211 Pine Street- Greater Insurance Agency wants to put a 9 foot by 10-inch sign above the door and window on the west side of the building. Planning Commission recommends Board Approval. **Motion** to approve the sign by Randy, **second** by Toni. All in favor, motion carried.
 - b. Extra Territorial Committee Progress Update- Work continues on the Wellhead Protection Ordinance. There was a public hearing on December 6th with the township. Good feedback was received, but due to COVID no meetings have taken place since. Now that numbers are going down, a meeting will be scheduled soon. Due to recent legislation passed, there is an August deadline to finish this. If that is not met, it will be 5 years before another chance comes along.

19. **Personnel Committee Update-** Motion by Pat to close Village Hall the week of July 11th-15th while the Clerk and Treasurer attend educational conferences, second by Carrie. All in favor, motion carried.
20. **Public Comments-** None.
21. **Set Next Meeting Date-** Next meeting date set for Tuesday, May 10, 2022, at 7:00 PM.
22. **Adjourn-** Randy made the motion to adjourn at 8:18 PM, second by Pat. All in favor, motion carried.

Drew Adams
Clerk