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VILLAGE OF PEPIN BOARD MEETING

Village of Pepin Municipal Building

Monday, April 12, 2021 at 7:00pm

MINUTES

1. President Randy Kallstrom called the meeting to order at 7:01pm.
2. **Roll Call** – Randy Kallstrom, Carrie Arens, Shannon Van Allen, Vicki Kosok, Goran Pesic, Rob Buntz, and Mike Michaud.
 - Misty Rustad (clerk), Tracy Rundquist (treasurer), Jon Seifert (attorney), Chief Jesse Van Alstine, Aaron Kallstrom (streets), and Mike Schultz (WWTP)
3. **TIF Committee**
 - Discussion on proposal to hire Ehlers to assist in the creation of proposed new TIF Districts and to Amend TIF 3 to allow TIF 3 funds to be used in the new proposed TIF's.
 - Currently, the Village can create districts that each have a value \$1.6 million.
 - Will want to have done before August 1, 2021 which is when property values are reassessed. Villa Bellezza has done large additions to the property, and once reassessed in August, the total value of the Village will be much higher, and therefore any TID's created after August 1st, would be much smaller.
 - The subject was brought up on how the Village will pay for the creation of 4 new TID's. It would be possible to amend TID 3 to allow to use funds to create new TIF districts if they are considered "blighted".
 - Ehlers cost to set up districts....
 - \$5,000 to Amend TIF #3
 - **Plus \$8,000 PER EACH TID....**

PHASE 1	\$1,500
PHASE 2	\$4,500
PHASE 3	\$2,000
TOTAL	\$8,000
 - ***If funds cannot be used from TID 3, funds would have to come from the General Fund***
 - Randy would like to give the Board and residents another month to research TIF to have a better understanding of what the Village will be entering into.
4. **Dan Lerum** – Discussion on parking on Hwy 35 in front of the Garden Pub
 - There have been concerns about multiple spots in the Village regarding public safety on the streets/highway. One area of concern is the intersection of Hwy 35

& Prairie. In order to give better visibility for cars, the yellow for no parking was extended from the corner of Prairie St and Hwy 35 on both sides of the highway.

- There was much discussion on both pros and cons and on both sides.
- Street Committee could check into getting a flashing yellow light for that intersection.

5. **Handy Mart** – New sign up for approval being it's non-conforming as it is bigger than what the ordinance allows. Zoning Admin and Planning Commission recommends approving the sign. **MOTION** – Rob made a motion to approve the sign, 2nd by Carrie, all in favor, sign approved.

6. **New Alcohol Retail License Applications**

- a. Capitan's Legacy Bar & Grill – **MOTION** - Carrie made a motion to approve the liquor license to go into effect 04/13/21, 2nd by Goran, all in favor, liquor license approved.
- b. Phat Bottum Gurl – Applied for Beer/Wine License, but due to an issue with residency requirements, it will need to wait until June of 2021 before application can be brought to the Board for approval.

7. **Public Comments**

- Steve Dove – Spoke about the railroad crossing by the Pickle Factory should be fixed. Aaron will call the Track Master tomorrow to request to be looked at.
- Pat Wodele – She was sad to see that the flowers on the street poles in the Village will not happen this year. Rob Buntz, who is also on the board for PACC, stated that PACC had no way to pay for the person who waters the flowers or insurance to cover that person.

8. **Police Report** – Chief Van Alstine responded to the issue by the Garden Pub, that people do not slow down when driving past the Pub and the number of traffic stops in that area is high.

9. **Ambulance Report** – Nothing to report

10. **Clerk's Report** – **MOTION** - Vicki made a motion to approve the meeting minutes from March 8, 2021 Village Board Meeting, 2nd by Shannon, all in favor, motion carried.

11. **Treasurer's Report** – **MOTION** - Carrie made a motion to approve the Treasurer's Report, 2nd by Goran, all in favor, motion carried.

12. **Attorney's Report** – Jon reported that he has been working with smaller items with staff.

13. **Old Business**

- Discussion on Facebook Page for the Village of Pepin. It was brought up that it would be good way to get out Village news such as times when the water has to get shut off, snow removal, and other emergency items.

- Tracy, Misty, and Carrie will come up with a general set of rules for how the FB page would be used for the next meeting.
- **MOTION** - Randy made a motion to table the discussion until the next meeting to give the girls time to get their list completed, 2nd by Carrie, all in favor, motion carried.

14. New Business

- Mask Mandate & # of people allowed into Board/Committee Meetings** –
 - Pepin Co changed the rules for the Government building for people entering to recommend wearing masks instead of requiring masks to be worn.
 - Discussion on pros and cons of masks and allowing more people in person to attend meetings.
 - **MOTION** - Mike made a motion to keep it the same for the Village to require masks and only allow Board/Committee members and employees to attend meetings in person for 2 more months, 2nd by Goran, all in favor, motion carried.
- Laura Ingalls Wilder Days** – Shannon – Laura Ingalls Wilder Days would be scheduled for September 11 & 12, but with COVID, the LIW Committee believes that the risk may be too high to hold the event this year. The Village of Pepin supports their decision.
- Discussion/Action on public use of the Community Room** - Stockholm Art Fair committee would like to use it for their jurying process in late April/early May, appx 6 people. **MOTION** - Rob made a motion to allow, 2nd by Mike, all in favor, motion carried.
- New lease for the Post Office** – Received a new lease through a company named Jones Lan LaSalle. Roy stated that many governmental agencies now use companies like this to handle business items such as leases. Mike was concerned about it being a 5year term.
 - Discussion tabled until Jon can review the lease.
- Clarification on Committee responsibilities** – Carrie asked for more clarification on committee responsibilities.
 - Discussion tabled until the Committee Re-organizational meeting.

- Lake Pepin Campground** – Review of the settlement agreement with Lake Pepin Campground, LLC regarding sewer rates. The agreement states that both the Village and the Campground will go with whatever Ehlers decides with during the rate study.
 - The Village will sign the agreement if the Pepin Campground will pay the amount of the water portion of the past due utility bill within 5 days of the agreement being signed.
 - Jon's opinion is recommending the Village sign the agreement and will speak with the campground's attorney about having his client pay the water portion.
 - It could be decided by the Board to not turn the water back on at the campground until the water portion of the utility bill is paid.

- Rob made a motion to accept the settlement agreement if the water portion is paid, 2nd by Mike, all in favor, motion carried.

16. **Boat Landing** – Kevin Kosok was in attendance as a representative of the Sportsman's Club.

- Jon spoke about how 20 years ago, the Village entered into a contract with the Sportsman's Club to obtain a grant for the boat landing. However, the boat landing ended up being placed on the Village's property after a wave study was done showing that the placement would be better if placed down lower on the Village's property instead of the Sportsman's Club property. However, a person can not get to the boat landing without going through the Sportsman's Club property.
- The Sportsman's Club would like to see the Pepin area residents being able to use it for free or at least for a small fee.
- Aaron put a sign on the downstream side of the boat landing stating "Use at your own risk" until the boat landing can be fixed.
- Randy will work with the Boat Landing Committee to look into to what will be required to fix the boat landing.

19. c **Extra Territorial Zone** (moved up due to timing)

- Kevin Kosok (Town of Pepin) would like to negotiate with the Village.
- 3 Residents from the Planning Commission or 3 residents appointed by the Village President to make up the Extra Territorial Committee to work with the Town of Pepin.

17. **Zoning Update** – Roy Forsstrom supplied a Zoning report for 01/01/21-04/06/21

- 3 permits approved
- 1 sign permit pending
- 4 houses currently being built
 - 11 3rd St – Heit
 - 201 Boyd St – Kelly
 - 810 & 812 1st St – Fedie
- Villa Bellezza – in progress for an outdoor kitchen and dining area
- Approved construction
 - Orton – building a garage
 - Flowers – building a fence

18. **Finance Committee Update**

- Discussion on Roy Forsstrom being hired as a Village employee as the Zoning Administrator for \$3,900 a year.
- Roy asked for \$15 an hour, 5 hours a week, paid quarterly.

19. **Planning Commission**

- a. Update on Comprehensive Plan – Mike M is working with the Smart Growth Committee to work on the Comprehensive Plan. Will want the Planning Commission to hold an open hearing for public input.

- b. The TIF Committee gave an update to the Planning Commission and they will be involved with the open hearing.
20. **Ordinance Committee** – Tabled, no action listed on agenda
- a. **Golf Cart Ordinance** – Increase fee from \$35 to \$50
 - b. **Direct Sellers Permit** – Increase fee from \$25 to \$30
 - c. **Food Truck Ordinance** – Wording changes in the ordinance.
21. **Open Book/Board of Review dates:**
- a. Open Book will be held from 2:00pm to 4:00 pm on Monday, May 3, 2021.
 - b. Board of Review will be held from 4:00 to 6:00 PM on Monday, May 10, 2021.
Anyone wishing to speak with the Assessor, should plan to attend Open Book to do so.
22. **Re-Organizational Meeting** – Monday, April 26th, 2021 at 7:00pm
23. **May Board Meeting** – May 10th, 2021 at 7:00pm
24. **Personnel Committee - Closed Session** - Per SS 19.85(1)(c) “Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.”
25. **Reconvene into Open Session**
26. **Meeting adjourned**

Misty Rustad
Village of Pepin Clerk