

Approved: 05/11/2026

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## **VILLAGE OF PEPIN REORGANIZATIONAL MEETING**

Village of Pepin Municipal Building

**Monday, April 27, 2026, at 5:00pm**

### **Minutes**

1. **Call meeting to order**-Randy called the meeting to order at 5:00PM.
2. **Swearing in of Elected Officers**- Kelsey Gilmore, Vicki Kosok, & Shannon Van Allen all individually stated the official oath of office.
3. **Roll Call**-Randy Kallstrom, Shannon Van Allen, Kelsey Gilmore, Vicki Kosok & Pat Sandstrom were all present. Mike Michaud was 15 minutes late & John Hurtle was absent. Others present was Julie Wheeler.
4. **Clerk's Report**-Approval of April 04.20.2026, meeting minutes. The **motion** was made by Pat to approve the April 20<sup>th</sup>, 2026, meeting minutes. **Second** by Vicki. All ayes. Motion approved.
5. **Treasurer's Report**- No report to approve.
6. **Boat Landing Committee**- Discussion/Action on Roll-in Dock Contract tabled from the 4.20.2026 Board meeting.  
David Brandt informed the board that the docks at the boat landing were measured and found to be 6 feet, matching the size of the intended replacement. The new dock will have the same length and width, with the main difference being the replacement of two docks with one.

Financial concerns were raised regarding the cost of the new dock. Last year approx. \$10,000 was collected in fees, but the quote from Pember for this year is approximately \$13,000 to install. Members expressed doubts about increasing revenue this year to offset the higher expense. Improvements with the new dock are expected to enhance user experience and potentially save money in the long run. Questions were raised about complaints from outsiders and the influx of visitors, especially families with toddlers. There have not been significant complaints from village residents, but some challenges were observed with out-of-town visitors. Kevin Sandwick noted the potential annual savings of \$8,100, which could be allocated to other needs if funds become available. Questions were raised regarding the status of contract negotiations. It was confirmed that John is coordinating with the legal counsel, and

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that dates may need to be adjusted as required. The board was assured that the contract details were being reviewed thoroughly.

A **motion** was made by Vicki to approve the contract previously tabled for the roll-in dock offer.

**Second** by Pat. All ayes, motion approved.

7. **Clarification on Committee responsibilities**-The skipped over the utility item as Mike was not present to present that item. The clerk went over the Committee Responsibilities.
8. **Utility Committee**-1) Discussion/Action on replacement/repair of WWTP Sludge Blower.

Mike Michaud acknowledged that the item under discussion had been previously listed on the agenda. It was brought to the board's attention that a new quote had been received from Nelson Electric, which was more affordable than the approved quote at the prior meeting. As a result, the item was brought back before the board for additional review and consideration.

The total for the Nelson Electric proposal was \$8,267, compared to an earlier amount of approximately \$9,500.

A **motion** was made by Mike to proceed with Nelson Electric Motor Repair for the sludge Blower replacement in the amount of \$8,267.14. **Second** by Pat. All ayes, motion approved.

- 2) Discussion/Action on purchasing/repair of replacement intake screen/auger system.

Again, Mike Michaud acknowledged that the item under discussion had been previously listed on the agenda. The prior approved amount from GNE was incorrect. As a result, the item was brought back before the board for additional review and consideration.

The board discussed the purchase with a quoted price of \$165,500.00. Additional details regarding the quote and payment terms were provided. The payment terms included a 90% payment upon shipping and a 10% retainage, totaling \$165,500.00, due upon startup and completion. The shipping timeline was estimated to be between 22 and 28 weeks. There was also discussion about the source of funding for the purchase, referring to previous meeting conversations.

A **motion** was made by Mike to accept the alternative proposal from Great Northern Environmental for the equipment purchase in the amount of \$165,500.00. **A roll call vote was conducted**. All in favor, so the motion passed.

9. **Committee Re-Organization and Appointments for 2025-2026-**

A discussion regarding the number of committees currently active was started, with concerns expressed about some committees not having met in the past three years. The possibility of combining committees was raised, referencing previous attempts at consolidation.

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The group discussed the Planning Commission and related committees, including the Comp Plan Smart Growth Committee. It was noted that certain committees, such as the Comp Plan Smart Growth Committee, have not met in five years and may no longer be necessary. Members considered folding the Smart Growth Committee into the Planning Commission, as its functions align with statutory responsibilities of the Planning Commission.

After further discussion, a **motion** was made by Kelsey to dissolve the Comp Plan Smart Growth Committee and include its duties within the Planning Commission committee. **Second** by Pat. All ayes, motion carried.

There was discussion on possible restructuring of the Building, Property, Parks, and Beach Committee. Members debated whether to merge the Streets and Sidewalk Committee with the Building Committee. The conversation concluded with a tentative list of members for the restructured committee. Randy made a **motion** to combine the two committees. **Second** by Mike. All ayes, motion approved.

The Committees were appointed by the board, and after confirmation of members by the clerk will be presented for approval at the May 11<sup>th</sup> board meeting.

10. **Public Comments-** \*Jan Buntz discussed her interest in joining certain committees and inquired about whether residents could still become involved. She suggested engaging the local superintendent to see if students might participate in committees. She said it could be a way for students to learn, help plan, and possibly encourage them to remain in the town, highlighting the importance of community involvement and opportunities for youth engagement.

\*Jeff Heit noted that in his two and a half years of involvement, he has not observed any Ordinance Committee meetings or changes to relevant pages. He recommended that the Board ensure there is at least one meeting per month to address these issues, as the committee currently appears inactive. Jeff referenced discussions about new members possibly joining and shared his own experience of submitting items to the committee without seeing progress. The conversation highlighted the need for prioritizing ordinance revisions and addressing areas lacking clarity.

Participants acknowledged that meetings are necessary for progress and suggested a regular schedule, such as quarterly meetings, to encourage resident participation. It was noted that the utility committee meets monthly, while the scheduling of other committee meetings may depend on Board direction or the committees themselves. Questions were raised about the roles of non-voting members, such as the zoning person, and the importance of their input, even if they do not have a vote. The group agreed that meetings and clear roles are essential for moving forward with updates and decisions.

\* Jan asked for a response to her question. Randy affirmed that all committees had been filled and residents are welcome to attend posted meetings. Participants clarified that while committee meetings are open for residents to attend, public comments are typically not part of the agenda unless the committee chair permits them.

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11. **Closed Session-** Pat made a **motion** to go into 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. **Second** by Kelsey. All ayes, the meeting went into closed session.
12. **Reconvene into open Session-** The **motion** was made by Shannon to end close session and reconvene into open session. **Second** by Vicki. All ayes, the meeting reconvened. There was no action taken.
13. **Adjourn-**The **motion** was made by Shannon to adjourn. **Second** by Vicki. All ayes, the meeting adjourned.

Julie Wheeler -Clerk