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## VILLAGE OF PEPIN BOARD MEETING

Village of Pepin Municipal Building

Tuesday, May 09, 2023, at 7:00pm

### Minutes -

1. **Call Meeting to Order**-Randy Kallstrom called the meeting to order at 7:00PM
2. **Roll Call**-Present-Randy Kallstrom, Mike Michaud, Shannon VanAllen, & Vicki Kosok. Absent-Pat Sandstrom, Toni Raethke, & Carrie Arens. Others Present-Julie Wheeler, Tracy Rundquist, Jon Seifert, & Roy Forsstrom.
3. **Appointment of Tourism Commission**-Sue told the Board that 5 of the 6 current members would like to continue serving on the Commission. **Motion** by Randy to appoint Sue Fedie, Anne Murray, Denise Parker, Heidi Baader, & Pat Sandstrom as members of the Tourism Commission. **Second** by Mike. All Ayes, motion approved. There is still one more position to fill.
4. **Public Comments**-Pat Wodele spoke to the board about her concerns with the commercial property next to her residence "Bobbleheads". (She was unable to attend prior meetings because she was in Florida). She wants to know what type of liquor license they have, what type of inspections were performed to ensure that the building is compliant with ordinances and State statutes, how close this type of business can be to a residential dwelling, etc. Also, would like to see a change to ordinances, so that residents are sent individual letters of notification about things of this nature instead of just public notices posted and in the newspaper. She was informed that she would have to make a formal public records request to the village, and they will get back to her with answers to her concerns.  
Paul Wurtz from the Pickle Factory asked if the Village provides trash receptacles between the Pier and the Pickle Factory, as non-patrons are using the ones for his business or setting garbage on his tables. Secondly, Paul asked whose responsibility it was to fix the road in front of his business as it is crumbling/breaking up worse than before due to the recent flooding. He is concerned about the liability if someone were to get injured because of this. He was informed that there are trash receptacles provided and that the Village is responsible for that street and is working on some State disaster funding to address the flood damage repairs.
5. **Clerk's Report**- Approval of 04.27.2023 meeting minutes  
Mike mentioned that the committee's list was incorrect, and suggested changes be made. **Motion** made by Vicki to approve the minutes with the change to the extraterritorial Committee. **Second** by Mike. All Ayes, motion approved.

6. **Treasurer's Report-** Approval of Treasurer's Report  
**Motion** by Shannon to approve the treasurer's report as presented. **Second** by Vicki. All Ayes, motion approved.
7. **Alcohol license update-**Tracy informed the Board that the annual alcohol Licenses are due by May 26<sup>th</sup> to the Village to be brought to the June meeting. She is working with the State and a couple of business owners on updating licenses that were issued incorrectly before the June meeting.
8. **Committee List-**Final approval of changes  
There were two changes to the committees. **Motion** by Randy to approve Steve Westman to the Streets committee. **Second** by Vicki. All Ayes, motion approved.  
**Motion** by Randy to approve Jennifer Lindahl to the Ordinance committee. **Second** by Mike. All Ayes, motion approved.
9. **Police Report-**Report in Packet, no representative available.
10. **Ambulance Report-**Report in packet, no representative available. Mike did have a question about clarity on ambulance funding which Tracy/Julie will follow up on for clarification.
11. **Fire Department Report-**Report in packet, no representative available.
12. **Fire Dept.-**Discussion/Action on fee schedule changes for Fire Dept. services under Village Ordinance Ch 31.23 for additional types of services rendered.  
There was discussion about the current ordinance and the possible changes to the fees. **Motion** by Randy to bring these changes to the ordinance committee. **Second** by Mike. All Ayes, motion approved.
13. **Attorney's Report-**This month Jon has been working on the Real Estate purchase by the village of 207 Lake St, across from Captains Legacy, some research on questions regarding sales tax records relative to room tax submitted to the village, so the village has a way to cross check the accuracy of the information provided to them by the room tax participants.
14. **Zoning administrator's Report-**4 permits issued, numerous phone calls and emails with residents, potential residents, real estate agents, appraisers, contractors, and county and state officials on zoning and flood plain regulations and short-term rentals. Roy also completed a DNR webinar series on state requirements for construction and remodeling properties in the flood plain.
15. **Streets Committee-**Update on four-way stop signs at Prairie and Second St.  
The Streets committee has decided to put a four-way stop at the intersection of Second and Prairie Street and paint yellow no parking setbacks 15ft. from the stop signs. Also, as the situation evolves around the emerging business, they will have to have more meetings to address any safety/parking issues if any arise.
16. **Implementation of a Village of Pepin local Commercial Building Inspector Service-**  
Discussion/Action  
Roy informed the board of the reason for requesting that the Village implement a Local Commercial building inspector, then introduced Todd Dolan from All Croix Inspections, Corp. out of Hudson, WI. Todd explained how All Croix operates. They currently serve Pierce and St. Croix County, the City of Prescott, Village of Ellsworth,

and Maiden Rock to name a few. To join All Croix Inspections, the Village would first need to implement some changes to their ordinances. There would be no cost to the Village, as they are a permit fee-based operation. Some Municipalities do charge a percentage (10-15%) to cover administrative costs. Todd answered multiple questions from the board. The board appreciated Todd taking the time to come and speak with them. **Motion** by Mike to take this to the ordinance committee to develop revisions to the existing dwelling code, to include inspections of commercial properties per the state rules. **Second** by Shannon. All Ayes, motion approved.

17. **Emergency Management Committee**-update on flood impacts to the Village.  
The Village has been working with the county to coordinate reporting and integrating with the State Emergency response efforts. Governor Evers declared an emergency for flood related stuff at the State level. Currently there has not been a disaster declaration at the Federal level. We are still accumulating costs and assessing damages. There is a possible grant through the State that will potentially cover 70% of the costs accumulated if we qualify. The grant deadline is June 3<sup>rd</sup>. We will continue to work with the county to meet this deadline. Randy gave a shout out to Dennis Bennis for all his hard work and expertise in preparing for the flood.
18. **Public Comments**- Steve Westman asked who was going to clean up the piles of debris by the Pickle Factory and Fish Cleaning Building. Randy said that Aaron would clean that up. Steve also expressed concerns about getting the barriers back to the proper location/owner.
19. **Set Next Meeting Date**-Next meeting will be June 12<sup>th</sup> at 7:00pm.
20. **Adjourn-Motion** by Randy to adjourn. **Second** by Shannon. All Ayes, meeting adjourned.

Julie Wheeler, Clerk