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## VILLAGE OF PEPIN BOARD MEETING

Village of Pepin Municipal Building  
Monday, July 8<sup>th</sup>, 2024, at 7:00pm

### MINUTES -

1. **Call Meeting to Order**-Randy called the meeting to order at 7:01PM.
2. **Roll Call**-Randi Kallstrom, Toni Raethke, Shannon Van Allen, Mike Michaud, Pat Sandstrom, Kelsey Gilmore, and Vicki Kosok were all present. Others present were Julie Wheeler, Jon Seifert, Jeff Heit, and Jesse Van Alstine.
3. **Public Comments**-No public comments.
4. **Clerk's Report- Approval of 06.10.2024 meeting minutes**-Mike Michaud made some suggested edits to the minutes. The **motion** was made by Pat to approve the 6.10.2024 meeting minutes with the suggested changes. **Second** by Mike. All ayes, motion approved.
5. **Treasurer's Report- Approval of Treasurer's Report**. The **motion** was made by Shannon to approve the Treasurer's report as presented. **Second** by Pat. All ayes, motion approved.
6. **Pepin Peppies- a) Pepin Day event update. Discussion/action on street closure for the event**. No one was present for the Peppies so Pat Sandstrom spoke on behalf of the Pepin Peppies. They are looking to block off the 200 block of Lake St. for the Pepin Day event on August 10<sup>th</sup> from 2-12:00PM. **Motion** was made by Pat to allow the street to be shut down on August 10<sup>th</sup> from 2-12:00PM. **Second** by Toni. All ayes, motion approved.  
  
**b) Temporary Alcohol Beverage (Picnic) License- Discussion/Action on approving a picnic license for the Pepin Lions club for the Pepin Day event**. The Lions Club will be selling chicken and beverages at the Pepin Day event and have provided a Picnic License application for approval. **Motion** was made by Vicki to approve the picnic license. **Second** by Kelsey. All ayes, motion approved.
7. **Police Report**-The report was provided in the packet. No questions for Jesse.
8. **Ambulance Report**-The report was provided in the packet, no one was available from the ambulance.
9. **Fire Department Report**-Chief Dustin Gold was present for the Fire Dept. Membership remains steady at 16 members/1 inactive. Dustin discussed some equipment issues

and the addition of equipment for new members. He also went over the calls for the last month. Upcoming events are Vehicle extrication training, & a Pancake Breakfast. Short-term Rental inspections are almost complete. Three have not scheduled their inspections, so Dustin asked the board what will happen if they do not get this done by the end of the month? The answer being that they cannot operate without an inspection. The Clerk will reach out to these three to hopefully get a response.

10. **Attorney's Report-** This month Jon recently had some dealings with PACC issues. Spoke with the president regarding the boat launch, and paperwork for the sportsman's club & their Real Estate ownership as that is involved with the boat launch. Answered some questions on open meeting law & notice of publication for board members. Also answered some questions on procedural matters for the clerk.
11. **Zoning administrator's Report-**The report was provided in the packet. Seven Permits were issued. Jeff went over each one briefly. He also had numerous phone calls, emails regarding setbacks, short-term rentals, potential options for new buyers, Can & Can't do, and commercial questions.
12. **Streets & Sidewalks Committee-** LRIP Grant project on Washington St. Discussion/Action on awarding the project construction. An affidavit of publication was provided to the board for the advertisement for the LRIP project bid submission published in the May 30<sup>th</sup> and June 6, 2024, Courier Wedge Newspaper. The Village did not receive any bids from any contractors. However, the County of Pepin submitted an estimate for this project to the Village for \$26,384.00. At the bid opening with the streets & Sidewalks committee, the committee made a motion to recommend that the Board award the Washington St. project to Pepin County. And the motion passed unanimously. After some discussion, and due to no sealed bids being submitted, Randy made a **motion** to award the Washington Street LRIP project to Pepin County for their estimate submitted in the amount of \$26,384.00. **Second** by Shonnon. All ayes, Motion approved.
13. **Planning Commission-**It was decided to combine a-e in one motion. Mike Michaud went over each STR individually with the Board.
  - a) **1107 Cindi's Court**
  - b) **1204 Charland Drive**
  - c) **606 Lake St.**
  - d) **310 2<sup>nd</sup> St.**
  - e) **203 Main St.** - Discussion/ Action on Conditional Use Permits regarding a license to operate a Short-term Rental at the locations listed in a-e.

After some discussion, Mike made a **motion** that the board certify the decision of the Planning Commission to issue short-term rental licenses to properties at 1107 Cindi's Ct., 1204 Charland Drive., 606 Lake St., 310 Second St., and 203 Main St. conditional on them satisfying all the application requirements that are needed before they can operate. **Second** by Pat. All ayes, motion approved.

f) **205 2<sup>nd</sup> St.**-Discussion/Action on a request for a Zoning Setback Variance at 205 2<sup>nd</sup> St. for a utility shed location.

The board's decision was not to grant the variance request. Randy made the **motion** to have Tom Hulloper move the shed at 205 2<sup>nd</sup> St. into compliance by August 10<sup>th</sup>, 2024, and supply a valid invoice for reimbursement, as well as enlisting the zoning administrator's assistance for proper placement. **Second** by Toni. All ayes, motion approved.

14. **Ordinance Committee**- Discussion/Action on Codification of changes to Ch 153 Building Code. Mike explained that Ch 31 Fire Dept. Services and Ch 35 Election officials needed to be added to this discussion and action. The changes made to these ordinances were approved and put into place by the board last August, and now just need to be codified through American Legal. Mike made the **motion** to codify Ch 153 Building Code, Ch 31 Fire Dept. Services, and Ch 35 Election officials. **Second** by Toni. All Ayes, motion approved.

15. **Public Comments**-Steve Westman asked if the "Do not Enter" signs could be taken down at the Lake? The plan is to take them down if the flooding has gone down enough to allow.

Jesse asked Mike if there was any progress on the UTV ordinance. Yes, the ordinance committee approved the changes to the UTV ordinance at the last meeting and now it needs to go to a public hearing.

Dan Fedie asked to have a Harbor commission meeting scheduled after the water goes down to normal to look at the breakwater conditions. There was a little discussion about other items to talk about at that meeting.

16. **Closed Session**- Toni made the **motion** to go into closed session Per SS19.85 (1) (g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. **Second** by Shannon. All ayes, motion approved. The meeting went into closed session at 7:50PM. **Motion** was made by Randy to close the closed session. **Second** by Pat. All ayes, motion approved.

17. **Reconvene into Open Session**-Discussion/Action -**Motion** was made by Pat to reconvene into open session. **Second** by Vicki. All ayes, Motion approved. Per Legal Counsel, no action is needed.

18. **Set Next Meeting Date**-Next meeting will be August 19<sup>th</sup> at 7:00 PM due to the election on the 13<sup>th</sup>.

19. **Adjourn**- **Motion** was made by Shannon to adjourn. **Second** by Toni. All ayes, motion meeting adjourned.

Julie Wheeler, Clerk