

Approved: 10/14/2025

Posted: 10/15/2025



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VILLAGE OF PEPIN BOARD MEETING

Village of Pepin Municipal Building

Monday September 8th, 2025, at 7:00pm

MINUTES -

1. **Call Meeting to Order-** Randy called the meeting to order at 7:00PM.
2. **Appointment & Swearing in of Board member-** Appoint and swear in a new member to replace Brittany Dondlinger. Randy made a **motion** to appoint John Hurley to replace Brittany on the Village Board. **Second** by Mike. All ayes, Motion approved. John then recited & signed the official oath of office.
3. **Roll Call-**Randy Kallstrom, Mike Michaud, John Hurtley, Shannon Van Allen, Kelsey Gilmore, Vicki Kosok, & Pat Sandstrom were all present. Others present were Julie Wheeler, Jon Seifert, Jeff Heit, Jesse Van Alstine, Adam Baader, & Thomas Pawlak. The clerk affirmed that the meeting was properly noticed, and a quorum from the board was present.
4. **Appoint committee members-** Appoint replacements on Comp. Plan, Planning, TIF, Utility, Ordinance & Finance committees. John Hurtley was asked to take on Brittany's board position on the planning commission. John accepted. No one was nominated for the TIF Committee. **Motion** was made by Randy to appoint Dale Fayerweather to the utilities committee. **Second** by Vicki. All ayes, motion approved. Randy made a **motion** to appoint Dale Fayerweather to the Ordinance Committee. **Second** by Mike. All ayes, motion carried. Randy decided to address the rest of the committees at the next meeting.
5. **Public Comments** – Gayla Lerum-Earney expressed her frustration with their family having to pay an extremely large water bill before they could sell their late mother's home. The situation was explained as to how that large bill came to light. Jon Seifert also explained the legalities of the situation. Mike Michaud informed her she could file a complaint with the Public Service Commission.

Mary Pellegrom welcomed John Hurtley to the Board and asked him to tell everyone a little bit about himself. John proceeded to introduce himself.

Gayla Lerum Earney told the board she would like to claim eminent domain on the plated alley behind her house. She explained that that alley has never been used as such, and she has paid for trees to be removed from that alley and would like her money back. John Seifert explained the difference between eminent domain and adverse possession. There is a process to have an alley vacated, she would have to start with a petition to the village.

A resident asked if the water utility issue would be fixed by the next utility cycle.

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That cannot be guaranteed, we are working diligently to resolve this issue as quickly as possible.

6. **Clerk's Report-** Approval of 07.24.2025 and 8.11.2025 meeting minutes. - **Motion** was made by Vicki to approve the minutes from 7.24.2025. **Second** by Kelsey. All ayes, motion approved. **Motion** was made by Pat to approve the 8.11.2025 meeting minutes. **Second** by Mike. All ayes, motion carried.
7. **Treasurer's Report-** Approval of Treasurer's Report. **Motion** was made by Shannon to approve the treasurer's report as presented. **Second** by Pat. All ayes, motion approved.
8. **LIW Days-**Discussion/Action to waive Vendor fees for Laura Days. Sue Fedie asked the board to waive the food vendor fees for the Laura Days event and explained that they could provide the village with all the proper documentation for these vendors. Mike made a **motion** to waive the vendor fees for the food trucks at Laura Days and asked that the vendors be provided with a copy of our food truck ordinance as well as a copy of a list of the vendors being filed with the clerk. **Second** by Pat. All ayes, motion approved.
9. **Police Dept.-** The monthly report was provided in the packet. Jesse also mentioned that besides Laura days the Fall Flood Run would be coming up and annual Police training in the next few weeks. Jesse went over some of the training so that if the staff receives phone calls regarding what's going on, we can let people know it is just training, no real threat is occurring. There was one question regarding the animal complaints in Jesse's report, asked and answered.
10. **Ambulance-** The monthly report was provided in the packet, and Adam reminded everyone of the upcoming Emergency Services Pancake Breakfast on Sunday morning from 7-11am.
11. **Fire Department-**Monthly Report & Discussion/Action regarding authorization to sell and purchase from T-Line Emergency Vehicle. The Board was provided with a copy of the proposed contract with T-Line Emergency Vehicle Sales to trade the fire dept. Ford rescue and Hendrickson aerial truck for a 1992 GMC/Central State 1800-gallon tanker. Adam explained to the board the reasons for the trade and asked the board to authorize the contract so they could move forward to better serve the community. After a lot of discussion, Shannon made a **motion** to authorize to sell and purchase from T-Line Emergency Vehicles as presented. **Second** by Vicki. All ayes, motion approved.
12. **Attorney-**Monthly Report- John had discussions with the Village president on various village issues, talked with a number of board members about personnel, and reviewed contracts regarding village services.
13. **Zoning Administrator-**Monthly Report and Discussion/Action regarding Weber inspections. Jeff's report was provided in the packet. There was a question asked and answered regarding commercial conversion, and a question asked and answered regarding LUCR's issued to himself. Then after some discussion

regarding Weber inspections, Mike made a **motion** to table any decisions regarding Weber inspections until it is time to renew Fred Weber's contract. **Second** by Pat. All ayes, motion approved.

14. Planning Commission-

- a) Discussion/Action-** Regarding a conditional use permit for a display/showroom for Creative Koncepts, LLC at 13 Third St. Kelsey explained the reason for the conditional use permit to the board. After some discussion a **motion** was made by Pat to move forward with issuing a conditional use permit for a display/show room for Creative Koncepts at 13 Third St. as recommended by the Planning Commission. **Second** by Mike. 6 ayes, Kelsey abstained. Motion approved.
- b) Discussion/Action** - Regarding a request by Lake Pepin Campground to rezone parcel number 171-00336-0000 located just Northeast of the intersection of 5th Street and Locust Street from residential to commercial. The point was made that if it gets zoned commercial, that opens that property up to anything that qualifies under the commercial zoning code. At this time there is no definite purpose in mind, just that the rest of the campground is zoned commercial. After some discussion, Randy made a **motion** to accept their request and change the property from residential to commercial. **Second** by Kelsey. 6 ayes, and 1 no (Mike Michaud), motion approved.
- c) Discussion/Action-** Regarding a request by Jason & Angela Jahnke for an area variance to set back requirements for a garage building located at 411 Boyd St. The Planning Commission's recommendation was that the board grant a variance for 411 Boyd St. to permit the construction of the garage as long as the apron does not extend beyond the property line and vehicles are not parked between the garage and platted street. After some discussion, Pat made a **motion** to move forward with the request by Jason & Angela Janke for the area variance for their garage building at 411 Boyd St. as recommended by the Planning Commission. **Second** by Vicki. All ayes, motion approved.

- 15. 2025/2026 Fuel Bids-** Discussion/Action- There were 4 bids submitted for our 2025/2026 season. After some discussion the **motion** was made by Pat to move forward with Quality Propane's bid of \$1.159. **Second** by Mike. All ayes, motion approved.

- 16. WWTP-**Discussion/Action on replacing 2 RAS Pumps at the Wastewater Treatment Plant. Mike discussed the pumps and the need to replace them. As chairman of the utilities committee they are looking for authorization to utilize the Line of Credit the village has at the bank to purchase the pumps. They will be researching grants and working with Cedar Corp. to find ways to possibly pay back this loan. Ultimately the sewer utility will pay these payments, which may mean raising the sewer rates. After much discussion, Pat made a **motion** to

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move forward with the use of the LOC up to \$95,000 for the replacement of 2 RAS Pumps at the wastewater treatment plant. **Second** by Mike. All ayes, motion approved.

17. **Public Comments**- There were no public comments.

18. **Set next meeting date & Wage/Budget meeting**-The Next Board meeting will be on Tuesday October 14th at 7:00PM. The Wage/Budget meeting was not set. TBD

19. **Closed Session**-The **motion** to go into closed session- Per §§ 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 was made by Pat. **Second** by Shannon. All ayes, the meeting went into closed session.

Motion was made by Randy to close the closed session. **Second** by Vicki. All ayes, closed session ended.

20. **Reconvene into Open Session for discussion and action.** **Motion** was made by Randy to reconvene into open session. **Second** by Vicki. All ayes, meeting reconvened. There was no discussion or action taken.

21. **Adjourn**- **Motion** was made by Shannon to adjourn. **Second** by Pat. All ayes, the meeting was adjourned.

Julie Wheeler-Clerk