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## **VILLAGE OF PEPIN BOARD MEETING MINUTES**

**Tuesday, October 13, 2020**

**7:00 PM**

### **MINUTES**

1. President Randy Kallstrom called the meeting to order at 7pm.
2. **Roll Call**
  - a. Attending: Randy Kallstrom, Carrie Arens, Shannon Van Allen, Vicki Kosok, Mike Michaud, Rob Buntz, (EMPTY SPOT)
3. President Randy Kallstrom appointed Goran Pesic to fill the empty board seat.
  - a. Goran spoke to the Board and stated that being apart of the community, he would like to help make a difference for the citizens of the Village.
  - b. Vicki made a motion to add Goran Pesic as a board member, 2<sup>nd</sup> by Carrie, all in favor, motion carried.
4. **Tim Stockman, Davy Engineering**
  - a. Update on 2020 Water System Improvements Project – 1<sup>st</sup> layer of blacktop was put down, hoping to get the 2<sup>nd</sup> layer on in the next 2 weeks.
  - b. Change Order No. 2 to Haas & Sons Contract to replace existing hydrant and valve at 4<sup>th</sup> & Cedar St, and move hydrant from Miller Property on Boyd St to 2<sup>nd</sup> & Prairie St
    - Motion to accept Change Order No. 2 made by Carrie, 2<sup>nd</sup> by Vicki, all in favor, motion carried.
  - c. Pay Application No. 2 for Haas & Sons in the amount of \$454,356.17 for work on the 2020 Water System Improvements Project.
    - Motion to accept and pay the second pay application made by Mike, 2<sup>nd</sup> by Carrie, all in favor, motion carried.
  - d. Want to put in a storm sewer for Main St to help with drainage, would like board pre-approval for up to \$35,000. Motion made by Mike to accept the pre-approval, 2<sup>nd</sup> by Shannon, Roll Call Vote, all in favor, motion carried.
5. **Additions/Deletions:** None
6. **Post Office:**
  - a. Red Wing Glass quoted \$2,000 to replace both windows. Suggested to table discussion and have a committee review options.
  - b. Powerlines – Village would pay \$860 to Xcel Energy to bury the overhead lines. Greg Foster agreed to pay half. Greg Foster needs to pay up front before we have Xcel begin. Travis Johnson will get us a quote on electric work that will be needed, estimated at \$1,200.
  - c. Rob made a motion to accept both a & b, 2<sup>nd</sup> by Carrie, all in favor, motion carried.

7. **Laura Ingalls Wilder Park:** A huge thank you to The Pepin Lions Club who have offered to re-roof the park shelters at no cost to the Village of Pepin. Motion made by Rob to accept, 2<sup>nd</sup> by Carrie, all in favor, motion carried.
8. **Halloween:** Post flyers from Pepin Co Health Dept around town and add hours of Trick-or-treating around town from 4pm to 7pm.
9. **Snowplow:** Cost of \$2,000 to attach the snowplow to Aaron's truck will be Included in USDA Rural Development loan. Shannon made a motion to go forward with having the plow attached to the truck, 2<sup>nd</sup> by Carrie, all in favor, motion carried.
10. **New Logo:** Viewed the new logo for the new website. Motion made by Shannon to accept the new logo, 2<sup>nd</sup> by Carrie, all in favor, motion carried.
11. **Attorney Annual Fee Agreement:** Reviewed the agreement that states the fee of \$10,000 for 2021. Jon Seifert spoke and explained how there hasn't been an increase in several years, and the workload for the Village of Pepin has greatly increased. Motion made by Rob to accept the agreement, 2<sup>nd</sup> by Randy, all in favor, motion carried.
12. **Board Members Stipends**
  - Committee Members are paid for a maximum of 12 meetings a year, \$25 for members and \$50 for the chairperson, per meeting.
  - Jon wants to see us shift the Board's work to committees instead of the Board spending so much time on every subject at the board meetings. The Chairperson of each committee should then get the information to the Clerk so the Clerk can then pass along the information to the Board for them to review before the monthly meeting.
13. **Clerk's Report:** A motion was made by Carrie to accept the minutes of the meeting on September 14, 2020, 2<sup>nd</sup> by Mike, all approved, motion carried.
14. **Treasurer's Report:** A motion was made by Shannon to accept the Treasurers report, 2<sup>nd</sup> by Vicki, all approved, motion carried.
15. **Police Report:** Nothing to report.
16. **Ambulance Report:** Nothing to report.
17. **Attorney's Report:** Still working with the PSC and Mr. Schlosser's lawyer. Spoke with the Board Members about the room tax.
18. **Personnel Committee Report**
  - a. Tracy's 90 Day review
  - b. Motion made by Carrie to move Tracy to a salaried position, 2<sup>nd</sup> by Rob, all in favor, motion carried.
  - c. Reorganization of committees: Meeting set for October 21, 2020 to reorganize committees.  
Carrie suggested that we have a committee that will work on a for Board and Committee Members. Reach out to the community to get people interested in joining the committees.
19. **Ordinance Committee:** Food Truck/Temp Restaurant ordinance tabled until October 21<sup>st</sup>.

20. **Finance Committee Report:** Finance Committee met on 10/13/20, refinance loan was closed on 10/07/20 at 1.85%.
21. **Streets Committee Report:** All the pipe is in the ground. Started the blacktop today, 10/13/20. Will be working on the cement work on Front St next.
22. **WWTP:** Everything going well.
23. **Smart Growth/Comprehensive Plan update:** Reviewed summary of raw data, 220 responses. Meeting set for tomorrow, 10/14/20, hoping to get focus groups set to discuss specific topics.
24. **November meeting:** Set for November 16,2020.
25. **Adjourn:** Motion made by Shannon to adjourn, 2<sup>nd</sup> by Carrie, all in favor, motion carried.

Misty Rustad

Clerk