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## VILLAGE OF PEPIN BOARD MEETING

Village of Pepin Municipal Building  
Tuesday November 12<sup>th</sup>, 2024, at 7:00pm

### MINUTES -

1. **Call Meeting to Order-** Randy called the meeting to order at 7:00PM.
2. **Roll Call-** Randy Kallstrom, Toni Raethke, Mike Michaud, Shannon Van Allen, Kelsey Gilmore, Vicki Kosok, and Pat Sandstrom were all present. Others present were Julie Wheeler, Tracy Rundquist, Jon Seifert, and Jeff Heit.
3. **Public Comments-** There were no public comments.
4. **Clerk's Report-** Approval of October 28<sup>th</sup>, 2024, meeting minutes- The board was provided the 10-28, 2024 minutes, Pat made a **motion** to approve the minutes. **Second** by Vicki. All ayes, motion approved.
5. **Treasurer's Report-** Approval of Treasurer's Report- After Tracy answered a few questions from Shannon, Mike and Kelsey, Shannon made a **motion** to accept the treasurer's report as presented. **Second** by Pat. All ayes, motion approved.
6. **Police Report-**The PD Report was provided in the packet. Jesse was not available for questions.
7. **Ambulance Report-**The ambulance report was presented in the packet. No one from the ambulance was available for questions.
8. **Appointment and swearing in of the Fire Chief-**After a state audit and discussion with the district Fire Chief, it was brought to the village's attention that we have never appointed and sworn in our fire chief, which is a state requirement. Fire chief Dustin recited and signed the official oath of office.
9. **Fire Department Report-** Dustin reported no changes to membership, gave an equipment update, it was a quiet month for calls. Recent events were the Trunk or Treat, and a DSPS state audit. The fire department will be undergoing additional training to meet SPST requirements, and lots more training to come.
10. **Attorney's Report-** Jon had discussions with board members regarding employee matters, discussions with the village president regarding various village matters in a wide range of topics, spoke with the police chief on ordinance enforcement, all in all a quiet month.  
**Zoning administrator's Report-** Jeff went over his report provided in the packet. And had two requests for the village board. **1.** To have the ordinance committee create

a fence ordinance. **2.** To create a notice of ordinance changes to be sent out to the residents in some form. There was some discussion by the board along with other ordinance suggestions for the ordinance committee to look at.

11. **Discussion/Action-** on proposal from Trane Technologies to conduct a study of opportunities for energy cost reductions, improving energy and operational efficiency, indoor environmental quality, and community resiliency. Mike presented the board with information to refresh them on the village's energy consumption via Xcel Energy, Propane etc. Trane is proposing a 2-phase contract that would start with looking at the villages' energy usage and what would make sense moving forward to improve resiliency and cost. The first phase would be at no cost to the village. So, they are looking for Board approval to move forward with this process. After some discussion, Toni made a **motion** to move forward with the Trane Technologies analysis to see what they can do/advise the village to do next. **Second** by Mike. 6 ayes, Kelsey abstained, motion approved.
12. **Approval of the 2025 Proposed Budget-Discussion/Action** The summary of the 2025 proposed budget was presented to the board. A **motion** was made by Pat to approve the 2025 Budget. **Second** by Toni. All ayes, motion approved.
13. **New Committee chair for TIF-Discussion/Action** Toni Raethke stepped down as TIF Chair and Randy and Toni Both agreed that Sue Fedie should take the position. The **motion** was made by Mike to approve Sue Fedie as Chair of the TIF committee. **Second** by Vicki. All ayes, motion approved.
14. **TIF Committee-** Boat Launch Project-Discussion/Action on Pember request for payment on contract. Sue Fedie spoke as Chair of the TIF committee. At the last TIF meeting the committee decided Recommend that the Board approve the transfer of funds from TID 3 to TID 7 to pay for the 2<sup>nd</sup> Payment request of \$77,238.80 from Pember on the Boat launch project.
15. **Pember Payment Request 2-Discussion/Action-**Immediately after the TIF Chair's recommendation, Toni made a motion the payment request by Pember be granted and funds be transferred from TID 3 to TID 7 in the amount due of \$77,238.80. **Second** by Pat. All ayes, Motion approved.
16. **Public Comments-** Dan Fedie commented that he had requested a Fence ordinance be established back when he was zoning administrator in 2017. He asked the question of whether we need to follow state statues regarding fences if we do not have a village ordinance? Yes, residents should follow state statutes, but they are not enforceable by the village.
17. **Set Next Meeting Date-** The next meeting will be on Monday, December 9<sup>th</sup> at 7:00PM.
18. **Closed Session-**The **motion** was made by Vicki to go into Closed Session- **A.** 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 and

**B. (1)(e)** Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. **Second** by Pat. All ayes, the meeting went into closed session at 7:45PM.

A **motion** was made to close the closed session by Shannon. **Second** by Toni. All ayes, session was closed.

19. **Reconvene into open session-** **Motion** to reconvene was made by Shannon. **Second** by Vicki. All ayes, meeting reconvened into open session.

20. **Discussion/Action on items in closed session-** There was no action taken on the closed session.

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

Julie Wheeler, Clerk

