



508 Second Street, P.O. Box 277, Pepin, WI, 54759, Phone 715-442-2461  
Emails: clerk@pepinwisconsin.org and treasurer@pepinwisconsin.org

## VILLAGE OF PEPIN BOARD MEETING

Village of Pepin Municipal Building  
Monday, November 15, 2021, at 7:00pm

### MINUTES-AMENDED

1. President Randy Kallstrom called the meeting to order at 7:40pm after starting late due to computer sound issues over Zoom.
2. **Roll Call-** Village President Randy Kallstrom, Village Board Members Shannon Van Allen, Vicki Kosok, Mike Michaud, Goran Pesic, Pat Sandstrom. Toni Raethke was absent.  
**Other-** Drew Adams-Clerk, Roy Forsstrom- Zoning Administrator, Mike Schultz- WWTP Operator, Aaron Kallstrom- Street Superintendent, Jon Seifert- Attorney, Police Chief Jesse Val Alstine, Carrie Arens, Larry Stahl, Dan Lerum, Rob Buntz, Steve Dove, Kim Seipel, and Steve Westman.
3. **Public Comment-** Randy thanked Evers Produce for donating pumpkins to the Village, and The Pepin Lions Club for working hard putting roofs on park pavilions. Dan Lerum came before the board to voice his concern over the business signs that went missing from the pole on the corner of 1<sup>st</sup> and Main Streets. He has obtained estimates to replace the pole and missing signs, and this comes to about \$2,100.00. He asked the board to address the company that did the 2020 street reconstruction project, asking them to pay for the missing signs if they were the ones that took them. If it was someone from the Village that took the pole down, he then suggested filing a police report and insurance claim as he was told by the Clerk they had been stolen. Chief Van Alstine will file a report and launch an investigation into the missing signs. Kim Seipel informed the board that PACC has also contributed money to the new park pavilion roofs. Larry Stahl voiced concern over village residents burning brush. Steve Dove spoke of his concerns over people parking their trucks and large boat trailers at the Marina, and how it's affecting his customers ability to park at the Pickle Factory.
4. **Clerk's Report-**
  - a. **Motion** to approve Special Board Meeting Minutes from 09/27/2021 by Randy, **second** by Goran. All in favor, motion carried.
  - b. **Motion** by Randy to approve Board Meeting minutes from 10/12/2021, **second** by Vicki. All in favor, motion carried.
  - c. **Motion** to approve Wage Negotiation Meeting minutes from 10/18/2021 by Randy, **second** by Vicki. All in favor, motion carried.
  - d. **Motion** to approve Budget Meeting minutes from 11/01/2021 by Randy, **second** by Goran. All in favor, motion carried.

5. **Treasurer's Report-** **Motion** to approve Treasurer's report by Randy, **second** by Vicki. All ayes- motion passed.
6. **2022 Budget-** **Motion** by Randy to approve the 2022 Budget, **second** by Goran. All in favor, motion carried.
7. **Weber Inspections-** As the Village's current contract with Weber Inspections ends December 31, 2021, Weber sent a new contract to provide building inspection services that covers January 1, 2022 through December 31, 2022. **Motion** by Randy to approve Weber Inspections 2022 contract, **second** by Pat. All in favor, motion carried.
8. **New Library Board Member-** As Carol Nelson has moved out of the Village, she is unable to remain on the Library Board. Mary Moline, a Village resident, has stepped forward to replace her. **Motion** by Randy to approve Mary Moline as a Library Board Member, **second** by Vicki. All in favor, motion carried.
9. **WWTP Computer-** As the computer at the Wastewater Treatment Plan is getting old, it is time for an upgrade. Village was provided a quote for a new computer from Startech totaling \$2,849.00. Mike noticed the quote said nothing specific about a monitor on the computer. **Motion** by Mike to approve the new computer and quote from Startech for \$2,849.00 plus a possible additional \$500.00 if needed for a monitor, **second** by Vicki. All in favor, motion carried.
10. **Police Report-** Jesse agreed with Steve Dove that the parking by the Marina on First Street is a safety hazard, and that something should be done.
11. **Ambulance Report-** Financial reports included. A new Ambulance rig is needed as the current one is not always running reliably. Tina has been looking into grants and not finding any available at this time. Ambulance crew is looking at purchasing an available rig they located, but that could possibly require storage somewhere outside of Village Hall as the rig is too tall to fit in the Village Hall garage.
12. **Street Report-** Aaron is busy preparing for the winter weather. Nothing else to report.
13. **WWTP Report-** Nothing to report.
14. **Zoning Administrator's Report-**
  - a. **Monthly Report-** Roy approved 4 LUCR permits and has been getting questions weekly from residents curious about starting up vacation rentals. HBC would like to install a new 45-foot tower on the east side of the Village in the Highway 35 right-of-way. This will improve service and internet speed to homes east of the Village. Roy asked them to investigate a different location for the tower, and they will get back to him on that. The tower would require a conditional use permit, which would require a public hearing and approval by the Board.
  - b. **Discussion/Action on deck at 403 Second Street-** Daniel Grove has been working on his deck, which is in the Village right-of-way and was grandfathered in. He has requested board approval to finish his deck and is withdrawing his previous request

to install a patio and ramp. **Motion** to approve Mr. Grove's request to finish the deck as it is now by Randy, **second** by Goran. All in favor, motion carried.

15. **Attorney's Report-** Jon has reviewed the proposed TIF application and has been following the plans of the TIF committee as they move along.
16. **TIF Committee-**
  - a. **Update on TIDs #4 through #7-** All four TID applications were submitted to the Department of Revenue, and they came back saying that there was too much tax value in TIDs 5 and 7. The size of the district needed to be reduced to get it under the 12% guidelines that are established by law. TIF committee met to review this. For TIF 5, the parcel owned by Latane's on Second Street will be removed. Roy has been doing work on revising the TID maps, and they need to be submitted to Ehler's by Friday, November 19<sup>th</sup>. The Committee is expecting to meet this deadline. TIF 7 had to have \$216,000 cut out of the total district. Two parcels were removed from TIF 7: Larry Schultz's residence, and a property at the east end near the WWTP. On the river side of the railroad tracks, there is a property the county was unable to identify on the river side of Dave Smith's place. Every parcel inside the boundary must be identified, so they moved the boundary to fix that problem.
  - b. **State Department of Revenue Application Review Process-** Board had asked TIF committee to come up with an application form for any business entity that wanted to apply. Toni compiled the application, and it will be presented to the board in December.
17. **ETZ Committee-** The previously scheduled Zoom only Public Hearing had to be rescheduled as the Township officials felt not everyone would have access to the meeting via Zoom. ETZ Committee is hoping to have the public hearing rescheduled for the first week in December. Township officials will be letting the Committee know tomorrow whether that week will work or not.
18. **Utilities Committee Fire Protection Charge Update-** Application process with the Public Service Commission should be fairly straight forward, and a consultant will likely not need to be hired to help complete this. Treasurer will work on this along with the Utilities Committee.
19. **Room Tax-**
  - a. **Discussion on Past and Future Room Tax Distributions-** Skipped to part b.
  - b. **Discussion/action on choosing a Tourism Entity or Tourism Commission-** Randy stated there are citizens in the community that would like input into how the room tax money is spent, and that is how the Tourism Commission would come into play. Mike said it would consist of 4-6 members, one of which must represent the Wisconsin Motel/Hotel industry. They would hold meetings to take input from the public. They would also contract with a tourism entity to determine how to use the funds. The funds must be used on tourism development or tourism promotion. Currently there is \$43,000.00 from the first three quarters of 2021 that will be disbursed to the Room Tax Committee, with more to come from the fourth quarter. Much discussion then

ensued between PACC Board of Directors and the Village Board. Steve Dove spoke up encouraging both sides to communicate, educate, maintain transparency, and work toward trust. **Motion** by Mike for the Ordinance Committee to develop a proposed ordinance to establish a tourism commission to bring back to the Village board for the December meeting, **second** by Randy. One nay (Goran), four yeas. Motion carried.

20. **Public Comments-** Dan Lerum asked to be put on the December Village Board meeting agenda for the issue related to the missing signs on First St.
21. **Set December Meeting Date-** Next Village Board Meeting set for Tuesday, December 14<sup>th</sup> as there is a school concert the night before on the usual Monday.
22. **Adjourn-** Randy made **motion** to adjourn at 9:37, **second** by Pat. All ayes- motion carried.

Drew Adams  
Clerk