

Village of Pepin
508 2nd Street
Pepin, WI 54759

Village Board Meeting Minutes from June 8, 2020

1. Open Meeting
2. Roll Call: William Wroblewski, Carrie Arens, Damon Ellison, Mike Michaud, Rob Buntz, Randy Kallstrom, Shannon Van Allen, and Jon Seifert
3. Additions/deletions:
 - Under #10 Personnel Committee-back pay for Maggie & Missy as of 1-1-2020 (exempt), 90-day evaluation and Personnel committee.
 - Under #15-FEMA & COVID will go quickly
 - #17-Water main improvement action (Aaron will outline 2 blocks)
 - #18- Street Committee report 2nd and Prairie Street, Main & Lake Street, Prairie & 1st Dunn and Prairie (looking to add seasonal stop signs)
 - #19 discuss Harbor View Café and have the board take action
 - #21 Just a change, engage services of Cindy for \$20.00 per hour.
4. Clerks Report- a motion was made to accept the clerks report by Rob, and 2nd by Randy.
5. Police Report-nothing to report
6. Attorney Report- Jon has been reviewing contracts for the Water & Streets project. We are moving forward but there is nothing to report for the Campground sewer issue.
7. Finance Committee Report-Rob turned the discussion over to Brian Reilly with Ehlers. Information was given about the watermain project, reconsolidation/refinancing, existing debt and TID/ TIF projects. Back in November it was approved to do the Reconsolidation. The next step would be to proceed to the commitment then Ehlers would structure the debt paperwork. Rob 1st the motion and Mike 2nd the motion to proceed with Brian at Ehlers to continue moving forward. All were in favor. None opposed.
8. Treasurers Report- Discussion was held how the board would like to see this report be changed such as income YTD, breaking down different expenses. Missy said she will change the format. Rob 1st the motion and Carrie 2nd the motion to approve the report. All were in favor, none opposed.
9. TIF Committee Report- (1) Discussion was held about the sidewalks and streetlamps. A motion was made to turn this over to the Streets Committee. It was 1st by Rob and then 2nd by Mike. All were in favor, none opposed.

(2)- Discussion was held in regards to possibly creating a new TID district. It would be for the former Pepin Manor and the multi-use Marina to 3rd Street district prior to August 1, 2020. It was questioned why we would consider making another district up as it would be costly. Would it be worth the revenue coming in to spend money just to make a new district? Mike suggested that we establish #4 district in the downtown area. A motion was made. Two board members were for this and four were against.

Rob abstained from this vote. Against-Damon, Carrie, Randy, Shannon. For: Bill, and Mike.

10. Personnel Committee Report- (a) Missy gave her resignation and appreciated being with the Village the last 5 years. Carrie stated that they are going to be looking for someone to fill Missy's position part time, 24 hours a week Tuesday, Wednesday, and Thursday. They would like the applications back no later than Friday June 19th. The pay would be \$17.25 an hour. Discussion was held about what types of qualifications they would like to ask for.
(b) Carrie stated that the Village employees will meet with the Personnel Committee once a month to stay up to date on everything. Dates will be later determined as what works with everyone's schedules. Jon specified which employees. It was decided that anyone paid by the Village can attend.
(c) It has been suggested by the auditors for years that the Village take a day or two to be closed to the public to catch up with work. The Personnel committee suggested Wednesdays, the Village office will be closed to the public. Randy made a motion to approve the day to be Wednesday closed to the public and Rob 2nd the motion. All were in favor, none opposed.
(d) Bill discussed that the State of WI minimum salary had changed January 1st and had gotten previously approved. But the Village needs to back pay Missy & Maggie for January thru current. Rob made the 1st motion to approve, and Randy 2nd the motion. Carrie also asked that Maggie has her 90 day review that is overdue from when she was hired. This will be June 15th at 4pm.
11. 2020-2021 Liquor License, Cigarette License, & Operator License-These notices were properly published. A motion to accept these was 1st by Carrie and 2nd by Randy. Rob abstained from the vote being he is a business owner with an application in. All were in favor. None opposed.
12. Emergency Siren-Information went to AARP grant. We should know more in the month of June.
13. Variance for Mobile Food Truck Ordinance- Discussion/Action- Last year an Ordinance was made for Food Vendor trucks. Bill has approved one for the Village. And stated that they must have current insurance on the vendor truck and the place of business is also responsible for making sure the vendor trucks respect the Village rules as well.
14. Smart Growth Plan update- Bill stated that the committee will be meeting with Chris with UWRF very soon to continue discussions about the Villages plans. Roy Forstrom would like to be part of this committee as well!
15. Covid-19 & FEMA status -The park will open, but the restrooms will stay closed at the park until the State/County levels notify us of a change. The Village has signed up for different grants and programs offered due to COVID-19.
16. Committee Meeting to be set: Harbor Commission Meeting: Lease/hold improvements-the lease is not clear so they will investigate it.
17. 2020 Water Main improvement project- Aaron Kallstrom the Streets Superintendent and the Streets committee have been looking at a two-block addition to add onto the upcoming project. There are leftover funds to use, and we do not want to lose out on them. This work would be done on Prairie Street between 7th and 8th Street. Carrie

made the first motion and Shannon 2nd the motion to approve this. All were in favor, none opposed.

18. Street Committee Report-Randy stated that there are numerous streets that people are not yielding at coming up from 1st Street to 2nd Street, and it has become a safety issue. They would like to enforce seasonal stop signs from May 1st thru November 1st. Randy first the motion, and Carrie 2nd the motion to approve the purchase of those stop signs at 4 locations.
19. Harbor View Café – Ruth with the Harbor View Café gave some ideas of what businesses on first street could be doing to expand during this covid crisis. Such as expanding tables and chairs out on the sidewalk and or into the street and have one a one-way street or close the street temporarily during this time. Discussion was held between the different business such as The 404 coffee shop, and the Shoreline Pub as well as the Harbor View. They discussed safety precautions as well as ideas to get people safely in and out during this pandemic. This discussion was sent to move to the Streets department as it also deals with safety concerns. Possibly even have a special board meeting to cover public safety concerns. Mike 1st the motion to move it to the Streets Committee and Randy 2nd the motion.
20. Hot air balloon update-The owner of the hot air balloon company asked permission from the Village Board to tether or fly out of the Village park or the open lot by the Pepin Area Schools sign. It was discussed different issues such as safety, noise ordinances and traffic. The board decided to have the board members watch a test run of a Hot air balloon departing/landing soon and go from there.
21. Ordinance codification and Cindy's Assistance- Bill suggested that Cindy Fayerweather come out of retirement to help with the transition into a new treasurer being hired and helping with the consulting for the codification project. Cindy will receive \$20.00 an hour for her help. Carrie 1st this motion and Shannon 2nd the motion.
22. Public Comments- Discussion held on 1st Street with parking and business moving out onto the sidewalk, problems opening up or trying to stay open during the pandemic as well as the sailboats being parked in front of the first Street businesses.
23. July's board meeting is scheduled for July 13, 2020 for 7:00pm
24. Adjourn- Motion to adjourn was 1st by Shannon and 2nd by Randy.

Maggie Schruth
Village of Pepin-Clerk