

VILLAGE OF PEPIN
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Equal Opportunity Provider & Employer

VILLAGE BOARD MEETING MINUTES
Monday, September 14, 2020

1. 7:00 pm President Randy Kallstrom called the meeting to order
2. Roll call was taken as follows:

Randy Kallstrom, President	Damon Ellison	Shannon Van Allen
Carrie Arens	Rob Buntz	Mike Michaud
Vicki Kosok	Misty Rustad, Clerk	Tracy Rundquist, Treasurer
		Jon Seifert, Attorney

 - Carrie Arens introduced Misty Rustad as the new Village Clerk. Her start date was 09/09/2020
3. Tim Stockman (Davy) – Spoke about the financing for the Water/Sewer project.
 - Asked for the review and approval for engineering amendment to the owner/engineer contract. Need to increase of an additional \$216,600 added to the original \$162,500 for engineering services. This includes construction fees that were not on the original quote, and then construction fees, USDA work and engineering fees on the 2 added blocks of 8th Street and Prairie Street. Mike made a motion to accept the \$216,600 amendment to the contract, Shannon 2nd, motion carried
 - Need approval to add 8th and Prairie Street to the construction for \$145,675.65. A motion made by Vicki was made to accept the change order to include the 2 streets listed above, 2nd by Shannon, motion carried
 - Board reviewed the first pay application for Haas Construction for \$127,862.64. A motion was made by Shannon to accept the pay application, 2nd by Mike, motion carried.
4. Brian Reilly, Ehlers: Discussed the interim financing for the Water/Sewer project. The Bank of Alma agreed to finance a Promissory Note for \$1,481,000, scheduled to close September 24, 2020. Rob made a motion to approve the interim financing, 2nd by Carrie, roll call vote as follows...

Randy – Aye Mike – Aye Vicki – Aye Damon – Aye Rob – Aye Shannon - Aye Carrie – Aye
5. Brian Reilly, Ehlers: Discussed the financing to consolidate debts. Consolidation loan for \$1,409,000, note is through Bremer Bank at 1.85% at a 10 year term with a balloon payment at the end. Scheduled to close on October 6th, 2020. Rob made a motion to accept the financing, 2nd by Mike, roll call vote...

Randy – Aye Mike – Aye Vicki – Aye Damon – Aye Rob – Aye Shannon - Aye Carrie – Aye
6. Additions/Deletions: None
7. Clerks Report: Motion to accept reports for August made by Mike, 2nd by Rob, motion carried
8. Police Report: No questions
9. Attorney's Report: Jon S still working with campground issues with PSC, water/sewer project and debt consolidation
10. Treasurer's Report: Motion made to accept report, by Vicki, 2nd by Shannon, motion carried
11. Public Comments: Dan Fedie voiced concerns on VRBO parking and zoning questions. Street committee and ordinance committee to meet. Jon S suggested monthly committee meetings to be held on regular dates and times

12. Personnel Committee Report: Carrie A

- Misty Rustad appointed to Village Clerk
- No malicious activity was found on village computers, deleted files were recovered. Cost was \$490
- Internal audit that was tabled from Aug, doesn't feel like it is necessary.

***Personnel committee meeting scheduled for September 24th, 2020 at 4:00pm

13. Finance Report: Nothing to report. Cindy F has started the budget, need to know now of any additions and will work with Misty and Tracy to complete

- October 19th, 2020 Wage Negotiation meeting
- October 26th, 2020 Budget Prep meeting.

14. Streets Committee Report: Construction going well, has been some public complaints of street blockage which is unavoidable.

15. WWTF: no report

16. Jon S is working on the request to change the alley at 408 7th Street to a lane for re-addressing of properties that was tabled from August.

17. Website Update: Tracy R – The bare bones of the website are put together. Getting pictures and links added

18. Smart Growth: Roy – River Falls University is compiling the surveys and will have a committee to review. Hoping to have completed by the end of the year

19. Telecommuting: Roy F gave update

20. Fuel Bids: 3 bids were received. Countryside Coop came in with the lowest bid at \$0.88 a gallon and locked in price until September 2021. Motion made by Rob to accept the bid by Countryside Coop, 2nd by Mike, motion carried

21. Randy – Stressed that items that need to be added to the agenda for next months board meeting, need to be to the clerk at the latest by noon on the Wednesday before the board meeting, preferably earlier in the month as possible.

22. October Board Meeting: Tuesday, October 13th, 2020

- Oct 19th – Wage Negotiation
- Oct 26th – Budget Prep

*Daman announced that he was stepping down as a Village Board member effective immediately.

23. Shannon made a motion to adjourn the meeting, 2nd by Vicki, motion carried.

Misty Rustad

Village Clerk