

**VILLAGE OF PEPIN**  
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Equal Opportunity Provider & Employer

**VILLAGE BOARD MEETING MINUTES**  
**Monday, October 7, 2019**

- 1 & 2. 7 PM President Bill Wroblewski called the meeting to order and roll call was taken as follows:
- |                            |                        |                               |
|----------------------------|------------------------|-------------------------------|
| Bill Wroblewski, President | Damon Ellison (Absent) | Carrie Arens                  |
| Paul Riesgraf              | Rob Buntz              | Jon Seifert, Attorney(Absent) |
| David Brassfield           | Mike Michaud           | Cindy Fayerweather, C/T       |
|                            |                        | Missy Murray, Dep. C/T        |
3. Future Issues: None
4. Clerks Report: Clarification on #8; add description of resolutions and project plans for future reference. A motion was made by Rob B., 2<sup>nd</sup> by Paul R., to approve the September 9, 2019 Board meeting minutes with clarifications; carried.
5. Open Items:
6. Treasurers Report: Motion by David B., 2<sup>nd</sup> by Rob B. to approve the September 2019 Treasurers Report as given; carried.
7. PUBLIC COMMENTS: Ron Schlosser asked for the well permit for Lake Pepin Campground, the staff will follow up.
8. Police Report: Chief Jesse Van Alstine reported that there is a requirement to update a new records management program. The initial cost is paid for through the budget and will be purchased before the end of the month for the discount so there will be no over budget issues for 2019 but will need to be an added maintenance expense in the future.
9. Ambulance Report: No report.
10. Fire Department Report: Paul Riesgraf reported that its been quiet for the Department.
11. Attorney's Report: Cindy F. gave a brief report on the request to abandon the portion of Elm Street between 1<sup>st</sup> and 2<sup>nd</sup> Streets to clear up the Landwehr property title. Landwehrs' are willing to pay the attorney fees and costs involved to do so. A motion was made by Rob B., 2<sup>nd</sup> by Paul R. to move forward to abandon the said portion of Elm Street to clear the property title, carried.
12. PACC Report: Room Tax collection issues discussed. The Board directed the office staff to send room tax collection letters out, place on the tax roll if not paid.
13. Ted Johnson discussed the Water Rescue Boat. Gofundme account funds needed to be deposited. Ted explained the background of the rescue unit. The Gofundme account will be used for the Fired Department Rescue Boat and equipment. Discussion was held. A motion was made by Rob B. to open the Pepin Fire Department Water Rescue Account at the Bank of Alma, 2<sup>nd</sup> by Mike M.; carried.
14. SHARPS container: Heidi Stewart, Pepin County Nurse, discussed the need in the community for a SHARPS container. Funding is available for one container in Durand and one in the Pepin/Stockholm area. Heidi requested a location that was not on a video monitoring system. Discussion was held, Paul R. made a motion, 2<sup>nd</sup> by Carrie A. to approve and provide a location yet to be determined; carried.

15. Christy Rundquist, Pepin Library Director, reported the auction held on Sept. 28<sup>th</sup> took in approximately \$3000 which will provide the funds for the restoration of the maps. Additional funding will be needed for the actual framing of the maps. Christy also requested Board approval of the appointment of Renee Elberg to the Pepin Public Library Board to replace Barbara Winberg who has resigned. A motion was made by David B., 2<sup>nd</sup> by Rob B. to approve Renee Elberg's appointment to the Library Board; carried.
16. Building Inspection: Fred Weber, Building Inspector, sent a report of the inspection of the property at 413 Main Street. Complaints have been received concerning derelict property by adjoining property owners. Due to the condition of the property, Fred Weber recommended the building to be removed. A motion was made by David B., 2<sup>d</sup> by Paul R., to begin condemnation proceedings; carried.
17. Harbor Commission Report: The Harbor Lease needs to be reviewed. A motion was made by Rob B., 2<sup>nd</sup> by Mike M. to table until further notice; carried.
18. Flood Insurance: Discussion was held on the need for flood insurance on the Marina Yacht Club building which is owned by the Village. A motion was made by Mike M., 2<sup>nd</sup> by Rob B. to table until we can get more information on elevations and costs; carried.
19. UniverCity Projects: Discussion on what the UniverCity Projects program is and what we may be able to use it for. Bill W. suggested updating our Comprehensive Plan and a Historic Tourist Walk. Under discussion, it was proposed to plan on \$10,000 to be budgeted for 2020 to be used towards the UniverCity Project plans. Gavin Luter, UniverCity Project representative, has been invited to attend a meeting in Pepin on October 15<sup>th</sup> to provide further information on the UniverCity Projects and how the municipalities may benefit from it.
20. Personnel Committee Report: Rob B. reported that 12 applications were received for the Clerk's position. 6 applicants were moved forward for interviews. Rob recommended all 6 be called for interviews, the Personnel Committee recommended the list be narrowed to 3 applicants instead. Rob B. made a motion to have all 6 applicants appear for the full Board's interview process, 2<sup>nd</sup> by Mike M. Discussion held. Carrie A. discussed the time involved with interviewing all 6 applicants and the difficulty of getting all 6 applicants to appear in one session. Vote taken, 5 yes, 1 no (Carrie A.); carried. The Board will meet on October 23<sup>rd</sup> to hold job interviews with the 6 applicants.
21. Ordinance Committee Report: Public Hearing held prior to the Board meeting for the Mobile Food/Temporary Restaurant Ordinance and the Exterior Lighting Ordinance. 1) After discussion, David B. made a motion to approve the passage of the Exterior Lighting Ordinance with the stipulation of revisiting in one year, 2<sup>nd</sup> by Carrie A.; carried. 2) Mobile Food/Temporary Restaurant Ordinance: After discussion, David B. made the motion to approve the passage of the Mobile Food/Temporary Restaurant Ordinance with the stipulation of revisiting in one year, 2<sup>nd</sup> by Carrie A.; 5 yes 1 no (Rob B.); carried.
22. Finance Committee Report: Rob B. reported meeting with Eric Davidson, Bauman and Assoc. auditor. Recommendation of consolidating the smaller loans, perhaps consider bonding as well. The Finance Committee will be looking into the auditor's recommendations.
23. Streets/Utilities: 1) Mike Michaud discussed the installation costs of 2 street lights on Don Drive. Xcel Energy has provided an estimate of \$3,427.29 for underground distribution, no overhead lines. Single street light estimated cost of \$1,212.52. A motion was made by David B., 2<sup>nd</sup> by Paul R. to approve the installation of 2 streetlights on Don Drive; carried. 2) Discussion held, Motion by David B., 2<sup>nd</sup> by Rob B. to appoint Aaron Kallstrom to the Building Committee. 3) Aaron K. reported that the Bob Cat tires are worn out. Discussion held, a motion was made by Rob B., 2<sup>nd</sup> by David B. to approve purchasing new Bob Cat tires; carried. 4) Water Rate increase: Application is in the PSC's hands for consideration.

(Street/Utilities continued) 5) LRIP and the PASER program, Aaron K. will be doing the reports moving forward. 6) Sidewalk reimbursement request: Request for \$600 reimbursement for sidewalk replacement for Mel Tinney. The Board determined the project cost as questionable and choose to deny as presented. Bill W. will contact Mel Tinney for corrected costs.

24. Vouchers: A motion was made by Rob B., 2<sup>nd</sup> by David B. to approve the vouchers; carried.
25. Wage Negotiation & Budget Preparation meeting to be held on October 21<sup>st</sup> at 7:00PM.
26. The next regular Board meeting will be held on November 11, 2019.
27. No other action was taken by the Village Board. A motion was made by Carrie A., 2<sup>nd</sup> by Mike M. to adjourn the meeting; carried, meeting adjourned.

Cindy Fayerweather  
Clerk/Treasurer