

VILLAGE OF PEPIN

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Equal Opportunity Provider & Employer

VILLAGE BOARD MEETING MINUTES

Monday, December 9, 2019

Revised: 1-14-2020

1. 2. 7 PM President Bill Wroblewski called the meeting to order and roll call was taken as follows:

Bill Wroblewski, President

Damon Ellison

Carrie Arens

Paul Riesgraf

Rob Buntz

Jon Seifert, Attorney

David Brassfield

Mike Michaud

Cindy Fayerweather,C/T

Maggie Schruth, Clerk

Missy Murray, Treasurer (absent)

3. **Future Issues:** 1) Bill W. stated that he had spoken to Claire Silverman (League of Municipality) on the phone today. Effective January 1st the Department of Labor has a new rule regarding employees (if they qualify and meet the criteria of exemption) would qualify for overtime or a salary raise. He stated that both Missy M. and Maggie S. would qualify for this. Damon 1st the motion and Paul 2nd the motion to have the Finance Committee discuss this and then bring it to the January Village Board meeting. 2) Bill also discussed that regarding Committee meetings with Board members attending (when they are not on that specific board) should not be attending those meetings. Per Claire, she stated that it is not necessary to post that paragraph on the bottom of committee agendas that board members will possibly be present during those meetings. Only if it is a "Special" meeting of the sort. The motion was made by Damon 1st and then Paul 2nd the motion to move this topic to January's Village Board meeting.

4. **Clerks Report:** Carrie 1st, and Paul 2nd the motion to approve the Clerk's report. All were in favor.

5. **Open Items:** 1) Heidi Stewart updated the board and stated that the Sharp's containers have been ordered and when we get them, we will decide where to place them. 2) Heidi made us aware that there is a small grant we received regarding the outreach and awareness "Communities Talk" program from the Federal Government. This specific grant is in regard to the substance abuse and mental health and will benefit our community. More information can be found at www.allwisyouth.org. 3) Univercity Project: Bill gave an update on this project and stated that we are enlisting in the services of UW River Falls students. Bill asked for Volunteers

to oversee this project as well. Roy Forstrom agreed as well as Mike Michaud. We need to bring this project up to date. Mike M. asked that the planning commission look at this as well. Bill will further review.

6. **Treasurer's Report:** The motion to accept this report was made by Damon 1st and Carrie 2nd it. All were in favor, none were opposed.

7. **Public Comments:** None

8. **Police Report:** Jesse gave a snow removal report. With the last snowstorm, north of the Park on Hwy 35 in the 200-300 blocks where there is no boulevard there is no place to put the snow. Jesse asks that the residents don't put snow in the streets. Jesse stated that the ordinance states that all the sidewalk need to stay clear and clean. Letters/bills were sent out to the residents where their sidewalks were not cleared.

9. **Ambulance Report:** The board reviewed the services and call sheet.

10. **Fire Report:** Paul Riesgraf reported that they held the election for the Fire Department. Ted Fenstermacher is the Fire Chief, Paul Riesgraf is 1st Assistant, Dustin Gold is 2nd Assistant, and Brady Kircher is the Secretary.

11. **Attorney's Report:** 1) Jon had sent a letter to Tom Reinhardt at 413 Main Street. Tom contacted Jon and stated that he had back surgery and other issues come up that have prevented him from doing the yard work and house maintenance at that property. Jon suggested to the Village Board that Jon would send another letter to Tom with a deadline of May 1, 2020 to have the outside of the property and grounds cleaned up and put in order, and a deadline of June 1, 2020, to have the structural and other repairs to the house complete so that it is habitable once again. Jesse VanAlstine agreed with Jon. The Chief inspector has deemed this house unfit. We do know that the building hasn't been heated and has been deteriorating for a long time. The Board agreed on giving these deadlines and to have Jon send this letter to Tom.

12. **PACC Report:** 1) Rob B. discussed possibly having all of the vacation rental homes in town "Register" their establishment with the Village so that we would be able to keep track of lodging tax collections. The board decided that this should go to the Ordinance committee to discuss further. Mike made the 1st motion and Damon 2nd the motion. All in favor, none opposed. 2) Rob mentioned that the Laura Ingalls Wilder Museum is interested in a "Laura Historic Walking Tour" along with PACC. They may be able to use some funds from the UniverCity Project in the future. They will investigate this more.

13. **Harbor Commission:** Dennis Bennish had turned in the application for the Pepin Marina grant with CedarCorp. We will wait to hear for an update, which could be the middle of February.

14: **Zoning Administrator Report:** Roy F. 1) The Yacht club/bathhouse needs insurance. Roy need the height above the flood plain. Dan Fedie had records from 1999 or 2000 but they didn't show the building contour above "682". Roy stated that we need a licensed surveyor and it would take about a month since the insurance company gets involved. Looking at possibly March 1st before we would have any flood concerns. If we have coverage, it is included in flood insurance. If it is not, coverage from flooding would be excluded. The estimate is around

\$2,000.00 for this. Dave B. 1st the motion and Rob B. 2nd the motion to proceed with this and get it flood surveyed. All in favor, none opposed.

15. **Finance Committee Report:** 1) Rob B. said the committee voted to suggest to the board that the cost of \$6,970.00 for the American Legal Publishing was better VS. Jon Seifert's proposal of \$5,000.00. Being that the American Proposal included the maintenance (for the changes of any ordinances etc.) for 5 years and it will all be loaded electronically on the system for us. (Jon's proposal didn't include that). Rob 1st the motion and Dave 2nd the motion. We would receive 4 books and the website would be updated. 2) The Finance Committee had a meeting conference call with Brian Reilly (public finance advisor for Ahler's who we have worked with in the past). Brian will be putting together some proposals for a commercial and/or a bond proposal. The estimate is around \$15,000 to do this refinance project. It can take anywhere from 30-90 days as an estimate. Rob 1st the motion and Dave 2nd the motion to go with Brian Reilly over Angela to start the refinancing project. 3) Long Term Financial Planning Committee: Rob B. stated that he had a few recommendations which were: Dave Brassfield, Kim Seipel, Bruce Quinton and Mike Michaud. Rob asked Aaron Meixner during this time as well and Aaron said he would give it some thought. Rob then asked Roy F. if he would be part of the committee. There was discussion about possibly putting something in the paper as a public notice asking if anyone would like to be on this committee. Rob Suggested that we have these 5 people listed for now on the committee (Kim Seipel, Bruce Quinton, Dave Brassfield, Mike Michaud, and himself Rob Buntz). They will look for more committee members and decide for a total number of members at their first meeting. Rob 1st this motion and Mike 2nd the motion. Out of the board members, 6 approved it and was opposed. Damon was opposed it was 6: 1. 4) Rob stated that there will be a January finance meeting.

16. **Heidi Stewart** (was moved up to the beginning of the meeting)

17. **Utilities/Streets/Buildings:** 1) Jon Seifert and the Board approved of the resolution for the Vacation and discontinuance of Elm Street between 1st and 2nd Street. A public hearing will be set for January 13th at 6:30 pm (before the Village Board meeting). Mike M. 1st and Carrie A. 2nd the motion. 2)The new lights on Don Drive are paid for and up and running. Thanks to Mike & Aaron. 3) Discussion was held about the 2020 Water improvement Project. Rob discussed possibly pushing the project back until next year so that we could possibly get more grant money from the CDBG. Mike M. stated that all of the board members were intending to move forward from the decision that was discussed at the November Board meeting and had approved the go ahead on the project. Mike Schultz got on the phone with Tim Stockman at DAVVY Engineering to find out specific deadlines. The Village has to advertise the bid the beginning of January. The Safe Drinking Water has to be signed by March 1st.

18. **The next regular Village Board meeting** will be held on Monday, January 13, 2020. A special Thank You to Cindy Fayerweather for her 30 years at the Village! Her last day at the Village will be December 20, 2019. Wishing her a Happy Retirement!

19. **Set the date for the January Caucus:** Three Trustee positions: Paul Riesgraf, Dave Brassfield, and Damon Ellison. The date was set to January 20th, 2019 at 5:30 pm.

20. **Approve Vouchers:** Rob 1st the motion and Paul R. 2nd the motion to approve the Vouchers.

21. No other action was taken by the Village Board. A motion was made by Mike M. 1st, and Paul R. 2nd to adjourn the meeting; carried, meeting adjourned.

Maggie Schruth- Clerk