

Approved: 05/21/2026
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BUILDINGS, PROPERTY & PARKS COMMITTEE MEETING

Village of Pepin Municipal Building

Thursday May 9th, 2024, at 2:00pm

MINUTES:

1. **Call meeting to order** – Randy Kallstrom called the meeting to order at 2 pm.
2. **Roll Call** – Members present were Randy Kallstrom, Shannon Van Allen, Dan Van Allen, Mike Michaud, Aaron Kallstrom.
3. **Appoint a chairman & Secretary** – Randy Kallstrom made a motion to appoint Mike Michaud as Secretary, motion seconded by Shannon Van Allen. Motion passes. Shannon made a motion to appoint Randy Kallstrom as Chair of the committee. Seconded by Dan Van Allen. Motion passes.
4. **Approval of 04.11.2024 and 05.01.2024 meeting minutes** – some discussion of the status of the MIDCO lease item. Mike Michaud made a motion to approve the minutes of 4/11/24. Motion seconded by Dan Van Allen. Motion passes. Shannon Van Allen moves approval of the minutes from 5/1/24. Dan Van Allen seconded the motion. Motion passes.
5. **Bids received for village projects-Discussion/Action** – The committee reviewed bids for repair work on the Post Office Building to replace the front door and the two rear windows. Randy made a motion to accept the low bid from SRS Construction in the amount of \$4,384. Dan Van Allen seconded the motion. Motion passes. Shannon Van Allen abstained.

The committee reviewed bids for replacing the roof on the pavilion by the Sportsman's Landing boat launch. Bids were received from SRS Construction and from Kreative Concepts LLC to install a metal roof. Mike Michaud made a motion to accept the bid from SRS construction in the amount of \$10,794 as it is the low bid. Motion seconded by Dan Van Allen. Shannon abstained.

Discussion of roof quote for the bathroom on Locust and 3rd St, and the one near the playground in Laura Ingalls Park. Randy made a motion to table the discussion pending further investigation into building conditions. Seconded by Shannon Van Allen, motion passes.

6. **Discussion/Action on DNR Tree Inventory opportunity** – Mike explained that this is an opportunity that just came in from the DNR with a grant opportunity to do

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a tree inventory this year yet of the trees on Public Land in the Village of Pepin. They would do the streets and public spaces like the parks and waterfront. The results of the inventory would include an operations plan for managing the trees. They recently did an inventory for Durand. This is a 100% grant that would not cost the Village any money. Mike made a motion to apply for the grant. Shannon seconded the motion. Motion passes.

7. **Set next meeting date** – Next meeting date to be determined.

8. **Adjourn** – Shannon made a motion to adjourn, Seconded by Dan Van Allen. Motion passes.

Mike Michaud
Secretary