Village of PEPIN WISCONSIN
Birthsite of Laura Ingalls Wilder
"Equal opportunityProvider & Employer"
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TIF COMMITTEE MEETING

Village of Pepin Municipal Building

Wednesday May 20th, 2026, at 4:30pm

MINUTES:

1. **Call to order-** Kelsey called the meeting to order at 4:30pm.
2. **Roll Call-** Kelsey Gilmore, Pat Sandstrom, John Hurtley, Jeff Pellegrom, and Troy Miller were all present. Julie Wheeler-Village clerk was also present
3. **Appointment of a committee chairperson and secretary-**Jeff Pellegrom made a motion for Kelsey Gilmore to serve as chairperson. Second by John. All ayes, motion carried.

   John Hurtley made a motion to appoint Pat Sandstrom as secretary. Second by Jeff. All ayes, motion carried.
4. **Go over committee responsibilities, code of ethics, open meetings law & discuss setting a regular meeting schedule.**

   The clerk reviewed responsibilities, the code of ethics, open meeting law considerations, and communication practices with the committee. Members were reminded not to "reply all" to group emails in a way that could create an informal meeting and to route communications through the Village Clerk when appropriate.

   The committee also discussed conflicts of interest. Members were reminded that, if a conflict exists, the member should abstain and state the reason for the abstention.

   The committee agreed that a regular meeting schedule was not necessary at this time. Meetings will be scheduled as needed when projects or funding recommendations are ready for review.

5. **Approval of minutes 09.29.2025, & 4.20.2026 Joint TIF & Finance meeting-** The committee discussed the September 29, 2025, and April 20, 2026, meeting minutes. Questions were raised regarding agenda dates, maps reviewed at prior meetings, follow-up with the zoning administrator, and the status of items handed to other committees. A motion was made by John to approve

September 29, 2025, and April 20, 2026 meeting minutes as submitted. Second by Jeff. All ayes, motion carried.

6. **Discussion/Action** on 2026 2nd Street paving bid.

   The committee reviewed the Monarch Paving bid for the 2026 Second Street paving project. The bid amount was $103,464. The Village Board had already approved moving forward with the project, and the committee discussed whether TIF funds should be used for the project.

   Members discussed project quality, contingencies, testing, specifications, prior paving experiences, and whether Second Street was a priority area for street work. It was noted that Monarch Paving is an established company and that Second Street was identified as a needed project.

   Jeff Pellegrom made a motion to use $103,464 from TIF 3 funds for the Second Street project from Highway 35 to Pine Street. Second by Pat. All ayes, motion carried.

7. **Discussion/Action** on Beautification project for new planters.

   The committee discussed a proposed beautification project involving new planters for the Village. The Tourism Commission had been considering the project, and the committee discussed whether TIF funds could be used instead of Tourism Commission funds.

   It was noted that TIF funds are eligible for this type of beautification project. The planters under consideration were estimated at $648 each. The number of planters had not yet been finalized, and the Tourism Commission was expected to discuss the matter further and coordinate with Aaron. The committee discussed that the TIF Committee approves or recommends funding use but does not lead projects. The Tourism Commission would determine the scope and return with a proposal for TIF review and possible joint recommendation to the Village Board.

   Pat made a motion to take the planter project back to the Tourism Commission to continue developing the proposal. Second by Jeff. All ayes, motion carried.

8. **Discussion on potential park projects fund allocations-** playground equipment & Depot lead abatement.

   The committee reviewed potential park projects, including playground equipment, park improvements, and lead abatement at the depot. Playground equipment purchased through a prior grant has not yet been installed. The previous installation estimate was $4,475, and an updated estimate was approximately $5,000. Additional playground improvements under consideration bring the current estimate to a little over $15,000, pending further information.

The depot lead abatement project was also discussed. Sealed bids for the depot lead abatement are due June 4. The lead issue relates to exterior paint on the depot. The interior was reported to be in acceptable condition if properly sealed and repainted.

Members discussed broader park needs, including pavilion repairs, picnic tables, the Veterans Memorial, playground condition, and long-term park maintenance. There was discussion of a larger Laura Ingalls Wilder-themed park concept that could involve the TIF Committee, Tourism Commission, Infrastructure and Grounds Committee, local contractors, volunteers, and other community partners.

The committee discussed that any larger park concept would require further planning, including capital costs, ongoing maintenance costs, eligibility questions, and coordination among committees. The topic was expected to be discussed further by the Infrastructure and Grounds Committee.

9. **Set next meeting date - TBD**

10. **Adjourn**- Jeff made a motion to adjourn. Second by Pat. All ayes, the meeting adjourned.

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Julie Wheeler-Clerk