Approved: 07.13.2026
Posted: 07.15.2026

Village of PEPIN WISCONSIN
Birthsite of Laura Ingalls Wilder

"Equal Opportunity Provider & Employer"

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# VILLAGE OF PEPIN BOARD MEETING

Village of Pepin Municipal Building
**Monday June 8th, 2026, at 7:00pm**

## MINUTES-

1. **Call Meeting to Order -** Randy Called the meeting to order at 7:00pm.

2. **Roll Call –** Randy Kallstrom, Pat Sandstrom, John Hurtley, Vicki Kosok, Mike Michaud, Kelsey Gilmore, and Shannon Van Allen were all present. Others present were Julie Wheeler, Tracy Rundquist, Jon Seifert, Jeff Heit, Jesse Van Alstine, Thomas Pawlak, Jesse Muenkel, and members of the public.

- The board recognized the passing of Vern Seifert and expressed appreciation for his many contributions to the community. Board members thanked Vern and his family for the time, effort, and service he gave to the village.
  Recognition of Jesse Van Alstine;
  The board also recognized Jesse Van Alstine at his final meeting and thanked him for his many years of service. The board offered thanks and applause before moving to public comments.

3. **Public Comments-**
   - Dan Fedie noted that the Planning Committee list appeared to be missing one member. After discussion, the clerk confirmed that Tom Latane' remained an active member and the committee list would be corrected.
   - Larry Stahl asked how water used for firefighting is billed when fire trucks draw water from the village system. Board members and staff discussed a recent fire response, noting that approximately 89,000 gallons were used and that the understanding was the cost would be billed at a bulk rate to the homeowner for submission to insurance. It was also noted that there are questions about how mutual aid situations should be handled and that the issue may need further clarification.
   - Mary Pellegrom asked whether a sailboat and trailer parked near the public beach would be removed. The response given was that the Wharf Block area may allow year-round parking, and that the matter would likely be discussed further at an upcoming Harbor Commission meeting.

4. **Clerk's Report-** Approval of 05.11.2026 meeting minutes.
   Shannon asked that the clerk correct the spelling of her name in the minutes.
   Pat made a motion to approve the 5.11.2026 meeting minutes with the correction. Second by Vicki. All ayes, motion approved.

5. **Treasurer's Report-** Approval of Treasurer's Report.
   Shannon made a motion to approve the treasurers report. Second by Pat. All ayes, motion approved.

6. **Alcohol/Tobacco License Renewals-**Discussion/Action on renewals for 2026-2027
   The clerk presented the board with the alcohol renewal application list and checklist along with all paperwork submitted available to review. All applicants are compliant. A motion was made by Pat to approve the alcohol tobacco license renewals for 2026 to 2027 as presented by our clerk. Second by Kelsey. All ayes, motion approved.

7. **Utility Committee-** Update and Discussion/Action on Waste Valve replacement.
   John presented a quote for a replacement waste valve, emphasizing the urgency due to a 20–24-week lead time. The current waste valve is not operating in automatic mode as designed, requiring manual operation. John made a motion to approve funding for the purchase of the direct replacement (explosion proof) waste valve item one the Dorner quote in the amount of $10,469.00. Second by Pat. All ayes motion approved.

8. **Jeff & Mary Pellegrom-** Discussion/Action on Sewer Charge at 400 First St.

   Mary and Jeff addressed the Board regarding sewer billing for their property at 401 First Street, requesting that the account be realigned to a single sewer base rate of $135.65 and that a retroactive credit be issued for past overbilling. They stated that although the property was initially estimated at three units when purchased, Village records and a fire inspection on May 16, 2024, confirmed the property had only two units, yet billing continued at three units. They argued this resulted in unfair and inconsistent treatment compared with similar nearby properties.
   Board discussion focused on whether sewer charges are properly based on equivalent dwelling units, whether this methodology has been applied uniformly across the Village, and whether Village procedures clearly assign responsibility for reporting or updating changes in property use. Counsel noted that some legal citations presented by the property owners did not directly apply to municipal sewer systems but acknowledged that the fairness of the billing practice was still an issue the Board could consider. Members also discussed the need for clearer policy and better communication between inspection, clerk, and utility billing processes.
   During discussion, the owners indicated they would accept, at minimum, a forward-looking adjustment to one sewer base rate and raised the possibility of a credit of approximately $1,085.20 from the date the Village was aware of the two-

unit status. The matter was not resolved at the meeting. The Board agreed that further review was needed, including a follow-up meeting with Village representatives and the property owners. A motion was made by Mike and seconded by John to table the matter for further discussion. All ayes, motion carried.

9. **PSC-** Discussion/Action on quote from Bauman's to conduct a rate case.

   The board discussed Baumann's quote to conduct a water rate case. Members emphasized the need to recover delayed maintenance expenses and noted concern that using 2027 as the test year could miss costs for repairs still in progress due to long equipment lead times. The report timeline was confirmed as due by December 31. After discussion, a motion was made by Randy and seconded by Mike to hire Baumann's to complete the water rate case for $7,500. All ayes, motion approved.

10. **Depot Museum-** Discussion/Action on sealed bids received for lead abatement for the depot building in the park.
    Discussion focused on addressing lead paint at the depot. A single qualified bid of $40,552.75 was received for the remediation work, with costs not expected to exceed that amount. Members noted the need to confirm eligibility for funding under TIF and potentially other sources, including the Tourism Commission. The project may qualify as a park improvement under existing TIF plans, pending verification.
    A motion was made by Randy and seconded by Mike to forward the bid to the TIF committee and involve the Tourism Commission to determine funding eligibility and allocation. All ayes, motion approved. It was also noted that the project would likely be scheduled for fall due to required hazmat procedures.

11. **Police Report-**
    - Call volume: 99 calls for service in reporting period
    - Enforcement priorities: Speed limit enforcement ongoing; nuisance violations for excessive grass height and visible garbage accumulation
    - Short-term rental compliance: Chief Jesse reminded board of ordinance requirement for committee to verify good standing with police department before annual renewals

12. **Ambulance Report-**
    - Equipment: Ambulance rig chains repaired
    - Personnel needs: EMT positions remain critical need; first responder group adequately staffed

13. **Fire Department-**
    - **Certifications:** Entire department now state-certified following recent testing; two members remain for HAZMAT and state certification completion
    - **Boat fleet status:** Tender and Scarab titles submitted for registration; Kevlar Cat donated by William Kettle being registered as fire boat; old rescue boat to be sold
    - **Fundraiser:** Smashburger event scheduled June 20, 3-7 PM at fire hall with live music
    - **Equipment needs:** SCBA units require replacement by 2030; Friends of Fire Department 501(c)(3) in process to support fundraising

14. **Attorney's Report-** This past month Jon had discussions with various board members and visited with the clerk about ongoing water and sewer issues.

15. **Zoning Administrator-** Slow permit month with multiple inquiries about fence regulations; no height restriction ordinance for bamboo fencing exists.

16. **WWTP-**Discussion/Action on Resolution to submit CMAR Report.

    The board reviewed the CMAR report for the wastewater system and discussed several 2025 challenges reflected in the report, including a high phosphorus sample caused by equipment issues, staffing shortages earlier in the year, financial concerns, and deficiencies in preventive maintenance documentation. Members have noted that the equipment problems have been resolved, staffing has improved with the current operator now in place, and documentation efforts are underway.
    Kelsey also raised a question about the financial management section. That item will be researched and verified. A motion was made by Mike to adopt Resolution No. 2026-0608 approving submission of the CMAR report for the Wisconsin Pollution Discharge Elimination System permit, subject to verification of the timing issue. The motion was seconded by John. All ayes, motion approved.

17. **Public Comments-** Dan Fedie raised safety concerns related to towing and fire response, with a recommendation that they confirm insurance coverage and follow fire department guidance when handling hazardous situations.
    Kevin Sandwick raised concerns about possible short-term rental activity and RV/vehicle congestion near Lake Street over Memorial Day weekend. Staff clarified that the property referenced was being used by the owner's family rather than as a short-term rental and noted that family RV use is permitted within applicable time limits. Staff further stated that RVs may not be used as additional rentable units under the ordinance and encouraged reporting suspected violations.

18. **Set the next meeting date.** The next meeting will be on Monday July 13th at 7:00 pm.

19. **Closed Session-** Pat made a motion to go into closed session Per SS 19.85 (1) (c) Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Second by Vicki. All ayes, the meeting went into closed session.

20. **Reconvene into Open Session-** Pat made a motion to end the closed session and reconvene into open session. Second by Shannon. All ayes, the meeting was reconvened.
    Shannon made a motion to increase the part time street help pay to $15.50 per hr. Second by Vicki. All ayes, motion approved.

21. **Adjourn-** The motion was made by Shannon to adjourn. Second by Pat. All ayes, meeting adjourned.

Julie Wheeler-Clerk