

Approved: 05/14/2026

Posted: 05/15/2026



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Utilities Committee Meeting April 2nd, 2026, at 5:00pm

MINUTES

1. Call to order: The meeting was called to order by Committee Chair Mike Michaud at 5:00 PM.

2. Roll call: Committee members; Mike Michaud, John Hurtley, Greg Sandstrom, Dale Fayerweather, and Kelsey Gilmore (Zoom), were present. Also present was Dave Vosen, WWTP staff, Dan Fedie, Pepin resident, and Julie Wheeler, Village Clerk.

3. Review and approval of 2-5-26 meeting minutes. The meeting minutes were included in the meeting information packet for review. A motion was made by John and seconded by Greg to approve the minutes as submitted. The motion carried with all ayes.

4. Utility Plant Staff Update / Report: An activity report was prepared by Dave Vosen and was included in the meeting information packet. Dave Vosen led a review of the report for the informational benefit of the committee members.

5. Update on Utility Staffing Situation: An offer was extended to Ron Goelener for a full-time position. He has accepted and will be starting the week of 4-26-26. Discussions are currently under way with another candidate for weekend coverage on a part-time basis.

6. Discussion / Actions on Water System Issues:

- a. **Water Meter bill public comments, errors update and discussion:**
Dan Fedie commented to the committee that he had conversations with the owner of the Pepin Motel and Lake Pepin campground, and they were expressing confusion over methodology used on the utility billings for their properties. It was

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suggested to Dan by the committee that individuals with questions on the methods of billing should address those with Tracy Rundquist, Village Treasurer.

The process of working through the billing errors is ongoing. Mike is communicating with the Public Service Commission and has received some guidance from them on the logic that should be applied for back billing. He is preparing a case currently with the intent of submitting it to the PSC for their review and feedback.

b. Update on DNR requirement regarding PH control:

PH reading being taken on the water supply is now very close to the level the DNR has indicated we need to target. Our intent is to ask the DNR to review the matter and reconsider their request that we install specialized equipment to adjust / manage PH levels.

As a routine matter, we are in the process of collecting water samples from 20 different homes for lead and copper analysis by June 30. Dave indicated they have list of 20 homes that were used previously, but he may need a few more. The committee members were encouraged to provide Dave with additional homes willing to take part in the sampling.

c. Backflow prevention devices inspection update:

The device for the Firehall has been placed on order. Collins Plumbing has been contracted to perform the installation.

d. Update on new surge protector for well #2:

It was reported that the device is on order. Dave indicated he would check the status.

7. Discussion / Action on Wastewater Treatment Plant Issues:

a. Update on WWTP operating permit:

The permit has been issued. Mike indicated he had made some requests for changes, and those were not included in the new permit. The permit period is 5 years.

b. Update on RAS pumps status, installation, and VF drive repair:

Dave indicated that the new pumps have been installed and are operating well in manual mode. Some issues remain in automatic operation. Work on that is ongoing.

c. Update on bypass gate, bar screen, and conveyor status:

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This had been reviewed as part of Dave's Utility Department Report. Dave indicated that we should get a new conveyor screen on order as the Leadtime appears to be 6 months.

d. Update on dissolved oxygen meter replacement:

We need to purchase replacements. Dave is pursuing quotes and installation options.

e. Update on blower repair:

Dave is pursuing quotes for what is required. Approx. \$7500. Need to get expenditure approved.

8. Discussion/action on project list and project financing:

The group reviewed a spreadsheet that had been put together to list, track, and collect costs for utility projects. A separate sheet will be created for the water system and the WWTP. It was stated that the water system sheet should be the priority at this point as rate increase investigations are currently in process. Some discussion ensued regarding smaller projects that perhaps could be addressed by volunteers.

There was information printed from the PSC website in the meeting info packet. John had spent some time on the website and spoke to the type of information that was available and how it offered a fairly easy way to compare our operation to others across the state.

9. Discussion / Action on Committee Mission Statement:

Mike presented a copy of a mission statement that he created with the help of an IA tool. The group reviewed the statement and determined it was suitable as presented. A motion was made by Greg and seconded by Dale to adopt it as the committee's mission statement. The motion carried with all ayes.

10. Set the next meeting date: Mike indicated he would try to set the next meeting for May 7th

11. Adjournment: At 6:20 PM, a motion was made by Greg and seconded by Dale to adjourn the meeting. The motion carried with all ayes.

John Hurtley – Committee Secretary