VILLAGE OF ELMWOOD
- BOARD MEETING AGENDA –

Elmwood Village Auditorium
323 West Winter Avenue
7:00pm
Monday – November 9, 2026

Agenda:

1. **Call to Order**
   a) Roll Call
   b) Note compliance with the open meeting law
   c) Pledge of Allegiance

2. **Open Regular Board Meeting**

3. **Approval of Minutes**
   - Discussion and Possible action to approve the minutes of the October meeting(s).

4. **Public Comment (Non-Agenda Items)**
   - Citizens may speak for up to five (5) minutes. The Board cannot discuss or act on items not listed on the agenda, but comments will be noted and may be placed on a future agenda.

5. **Community Groups – Enrichment Council/Community Club/American Legion**
   - Updates from community groups. This item is for informational purposes only and no action will be taken.

6. **Enrichment Council – Auditorium Counter Casters**
   - Discussion and possible action regarding the selection and purchase of 24 locking casters for the upstairs auditorium counters, including determining who will be responsible for installation.

7. **Village Mail – Insufficient Postage**
   - Discussion and possible action regarding the Village's policy for handling mail received with insufficient postage, including returning such mail to the sender.

8. **American Legion – Proposed Well House Mural**
   - Discussion and possible action regarding the American Legion's request for permission to explore design ideas for a military-themed mural on the west side of the Village well house

9. **Operator License Application – Kymani Hagen – Half Throttle Saloon**
   - Discussion and possible action on approval of operator's license application.

10. **Resident Request – Parking Restrictions at 316 S. Scott Street**
    - Discussion and possible action regarding Cheryl Huebner's request for parking restrictions near her property at 316 S. Scott Street.

11. **Bowling Alley Concessions – Frozen Pizza Sales**
    - Discussion and possible action regarding offering prepared frozen pizzas for sale at the Village bowling alley, including any necessary equipment and food licensing requirements.

12. Personnel & Finance Committee Recommendations

a) 2027 Village Budget – Resolution #2026-111

Review and possible adoption of Resolution #2026-111, adopting the 2027 Village Budget, including proposed employee compensation adjustments and cost-of-living increases, following the public budget hearing and Personnel & Finance Committee meetings.

b) Employee Health Insurance Benefits

Discussion and possible action regarding proposed employee health insurance coverage and Village contributions for 2027.

c) Public Works Assistant Hiring Recommendation

- Discussion and possible action regarding the Personnel & Finance Committee's recommendation to hire a Public Works Assistant, contingent upon satisfactory completion of a background check and other applicable pre-employment requirements.
- The Village Board may convene into closed session pursuant to Wis. Stat. §19.85(1)(c) to consider the employment and qualifications of a specific candidate for the Public Works Assistant position.
- The Village Board may reconvene into open session to take possible action regarding the hiring recommendation.

13. Committee Reports

- Public Works
- Police Report
- Clerk/Treasurer
- Library

14. Payment of Bills

15. Adjournment

VILLAGE OF ELMWOOD
BOARD MEETING MINUTES
Monday, October 12, 2026 – 7:00 p.m.
Elmwood Village Auditorium – 323 W. Winter Avenue

NOTE: UNAPPROVED MINUTES

1. **Call to Order**
   Village President Neil Boltik called the meeting to order at 7:00 p.m.
   a) Roll Call – Board members present: President Neil Boltik - Trustees: Pam Marson, Mike Burke, Jim Schwebach, Mark Wolf, and Paul Unser.
      Absent: Jason Severson
      Staff present: Holly Malaszuk (Clerk/Treasurer), Miranda Danzeisen (Deputy Clerk), Bryan Bechel (Public Works Director), Darren Ekholm (Chief of Police) and Nick Andrews (Library Director).
   b) Public Present: Amy Bechel, John Cormican, Stephanie Beyer, and Carl Schroder.
   c) The meeting was noted in compliance with the Open Meeting Law.
   d) Pledge of Allegiance was recited.

2. **Open Regular Board Meeting**
   The regular monthly meeting of the Village of Elmwood Board of Trustees was opened.

3. **Approval of Minutes**
   Motion by Jim Schwebach seconded by Pam Marson, to approve the September Board Meeting. Voice vote. Motion carried.
   Motion by Paul Unser, seconded by Jim Schwebach, to approve the September Special Board Meeting minutes as presented. Voice vote. Motion carried.

4. **Public Comment (Non-Agenda Items)**
   None

5. **Community Groups – Enrichment Council/Community Club/American Legion**
   Enrichment Council –
   Amy Bechel reported that the October 4 Fall Festival in the park had a good turnout. 100 treat bags were prepared, with 95 distributed to children, and very little food remained following the event. The local royalty attended and will also participate in Santa Day on December 5, from 1:00 p.m. to 3:00 p.m. at the Village Auditorium.
   Stephanie Beyer, representing the Enrichment Council, announced that their Craft Day will be held on November 14 at the Village Auditorium from 9:00 a.m. to 2:00 p.m.

6. **Resident Concerns – 429 S. Scott Street**
   No one was present to discuss the concerns regarding the neighboring property. The Board agreed to move the item to the end of the agenda to allow additional time for someone to attend.

7. **2026 Halloween Trick-or-Treating Hours**
   Police Chief Darren Ekholm recommended that the Village not establish designated trick-or-treating hours for October 31, 2026.
   Motion by Jim Schwebach, seconded by Pam Marson, to not establish regulated trick-or-treating hours within the Village.
   Voice vote. Motion carried.

8. **2026 Joint Review Board Resolution**
   The Board reviewed the resolution from the September 29, 2026 Joint Review Board meeting.
   Motion by Neil Boltik, seconded by Mark Wolf, to approve Joint Review Board Resolution #2026-109.
   Roll call vote. Motion carried.

9. **Operator License Applications**
   a) **Tyce Thiry – Half Throttle Saloon**
      Motion by Mark Wolf, seconded by Pam Marson, to approve the Operator License Application for Tyce Thiry.
      Roll call vote. Motion carried.
   b) **Jamie Blaeser – Half Throttle Saloon**
      Motion by Neil Boltik, seconded by Jim Schwebach, to approve the Operator License Application for Jamie Blaeser.
      Roll call vote. Motion carried.
   c) **Heidi Weber – Sandbar of Elmwood**
      Motion by Jim Schwebach, seconded by Mark Wolf, to approve the Operator License Application for Heidi Weber.
      Roll call vote. Motion carried.

10. **Friends of Butternut Park**
    The Board discussed the proposed Friends of Butternut Park organization and the submitted bylaws. It was agreed that further review and discussion should take place at a Parks and Buildings Committee meeting.
    Motion by Pam Marson, seconded by Jim Schwebach, to refer the proposed Friends of Butternut Park organization and bylaws to the Parks and Buildings Committee for further review.
    Roll call vote. Motion carried.

11. **Auditorium Counter Improvement Request**
    The Board discussed the proposal to install locking casters on the upstairs Auditorium counters, including the number of casters needed and the associated costs. Stephanie Beyer indicated that the Enrichment Council may be willing to contribute toward the expense.
    The item was tabled pending additional information from the Enrichment Council.

12. **Zoning Board Recommendation – Fence Variance at 514 W. Pierce Avenue**
    Paul Unser explained that the existing fence is located near or on the property line and that the property owner would like to proceed with the replacement before the ground freezes. It was noted that a previous variance may have been granted for the fence; however, records could not be located

due to the length of time that had passed. A public hearing is scheduled for October 19, 2026, at 6:00 p.m.
The Board discussed allowing the Zoning Board to make the final determination following the public hearing to avoid delaying the project until the next Village Board meeting.
Motion by Pam Marson, seconded by Mark Wolf, to authorize the Zoning Board to make the final determination to approve or deny the fence variance request for Alexis Steine at 514 W. Pierce Avenue following the required public hearing.
Voice vote. Motion carried.

13. Committee Reports

Public Works – Bryan Bechel reported that he attended continuing education courses throughout September to maintain his certifications. Public Works located and removed the time capsule from the nursing home property on September 28, which Jim Krause would be delivering to the Historical Society. Luke began his position as Public Works Assistant on October 5, and R&R completed sewer main jetting and camera inspections throughout several sections of the Village. Streets were also swept multiple times to help keep storm drains clear of leaves. Fall Cleanup is scheduled for October 17.

Police Report – Chief Ekholm reported that the Elmwood Police Department responded to 39 calls for service during September, while the Pierce County Sheriff's Office responded to 16 calls within the Village. Additional activities included attending the Pierce County Emergency Management meeting and participating in the Homecoming Parade. Two citations were reported, and monthly State reporting was completed. The Department also worked with IT to restore the police computer to the Village's business account after discovering it was connected to a previous Chief's personal OneDrive account. Updated security protection was installed. Chief Ekholm also reported continued enforcement of the Village's ordinance regarding the storage of automobiles and other debris, noting that many residents have complied with notices, while citations may be issued to those who remain noncompliant.

Clerk/Treasurer – Holly Malaszuk reported that she continues to work with Ehlers on the PSC water rate case and recently attended the League of Wisconsin Municipalities seminar in Appleton. Upcoming dates include the October 19 fence variance public hearing, the beginning of in-person absentee voting on October 20, public testing of voting equipment on October 28, Special Voting Deputies conducting absentee voting at Welcome Home on October 30, and the November 3 General Election. She also noted that a Personnel and Finance Committee meeting would be scheduled to begin the Village's budget process.

Library – Nick Andrews reported that the Pierce County Library Committee is reviewing funding for libraries based on usage by residents living outside Village limits. He discussed the possibility of expanding the Library's operating hours by at least 10 hours per week, which would increase the budget by approximately $6,000, with roughly one-third of the additional cost covered by the County. Further discussion will take place at a Personnel and Finance Committee meeting. Nick also discussed the increasing amount of AI-generated content in books, audiobooks, and videos. The Library continues to explore options for replacing its sign, although the full awning replacement will not

be pursued. He hopes the sign replacement will be completed before the end of the year. The Library's back door has been replaced and is now functioning properly.

14. Resident Concerns – 429 S. Scott Street (Revisited)

The Board returned to this item following the Committee Reports. No one was present to discuss the concerns, and no action was taken.

15. Payment of Bills

Motion by Mike Burke, seconded by Pam Marson, to approve payment of the bills as submitted.
Roll call vote. Motion carried.

16. Adjournment

Motion by Paul Unser, seconded by Pam Marson, to adjourn the meeting.
Roll call vote. Motion carried.
The meeting was adjourned at 7:26 p.m.

Respectfully Submitted
Holly R. Malaszuk
Clerk/Treasurer

VILLAGE OF ELMWOOD
SPECIAL BOARD MEETING MINUTES
Monday, October 14, 2026 – 6:00 p.m.
Elmwood Village Auditorium – 323 W. Winter Avenue

NOTE: UNAPPROVED MINUTES

1. **Call to Order**
   Village President Neil Boltik called the Special Village Board Meeting to order at 6:30 p.m.
   a) Roll Call – Board members present: President Neil Boltik - Trustees: Pam Marson, Jim Schwebach, Mark Wolf, Jason Severson, Jim Schwebach, and Paul Unser.
      Absent: Mike Burke
      Staff present: Holly Malaszuk, Clerk/Treasurer; Miranda Danzeisen
      Others Present: Brandi Gregory (Village Realtor, Keller Williams Realty).
   b) Public Present: None
   c) The meeting was noted in compliance with the Open Meeting Law.
   d) Pledge of Allegiance was recited.

2. **Rod and Gun Club – Temporary Licenses**
   Motion by Jason Severson, seconded by Jim Schwebach, to approve the Temporary Class "B" Beer License for the Rod and Gun Club banquet on October 24, 2026, and the Temporary Operator's License for Jordanne Nygaard, as submitted.
   Roll call vote. Motion carried.

3. **Authorization for Temporary Alcohol Beverage and Operator's License Approvals**
   The Board discussed granting the Clerk/Treasurer and Police Chief authority to approve Temporary Class "B" Beer Licenses and Temporary Operator's Licenses for recurring annual events. It was clarified that this authority would apply only to established recurring events, and any new events would still require Village Board approval.

   Motion by Pam Marson, seconded by Neil Boltik, to authorize the Clerk/Treasurer and Police Chief to review and approve Temporary Class "B" Beer Licenses and Temporary Operator's Licenses for recurring annual events, with new events continuing to require Village Board approval.
   Roll call vote. Motion carried.

4. **Closed Session**
   Village President Neil Boltik read the closed session notice as listed on the agenda.

   Motion by Jim Schwebach, seconded by Pam Marson, to convene into closed session pursuant to Wis. Stat. § 19.85(1)(e) to discuss the offer, sale price, purchase agreement contingencies, and negotiation strategy regarding the Village-owned former Heritage of Elmwood nursing home property at 232 E. Springer Avenue.

   Roll call vote. Motion carried. The Board entered closed session at 6:03 p.m.

Respectfully Submitted
Holly R. Malaszuk
Clerk/Treasurer

5. **Reconvene Into Open Session**
Motion by Jim Schwebach, seconded by Jason Severson, to reconvene into open session.

Roll call vote. Motion carried. The Board reconvened into open session at 6:41 p.m.

Motion by Jim Schwebach, seconded by Neil Boltik, to authorize signing the cancellation agreement and returning the earnest money to the prospective purchaser of the nursing home property.
Roll call vote. Motion carried.

Motion by Jim Schwebach, seconded by Jason Severson, to approve an expenditure of $1,000 to Legendary Plumbing to test and document the operation of the nursing home boilers and re-winterize the building following testing.
Roll call vote. Motion carried.

Motion by Paul Unser, seconded by Jason Severson, to obtain estimates and bids for the remaining repairs identified at the nursing home property.
Roll call vote. Motion carried.

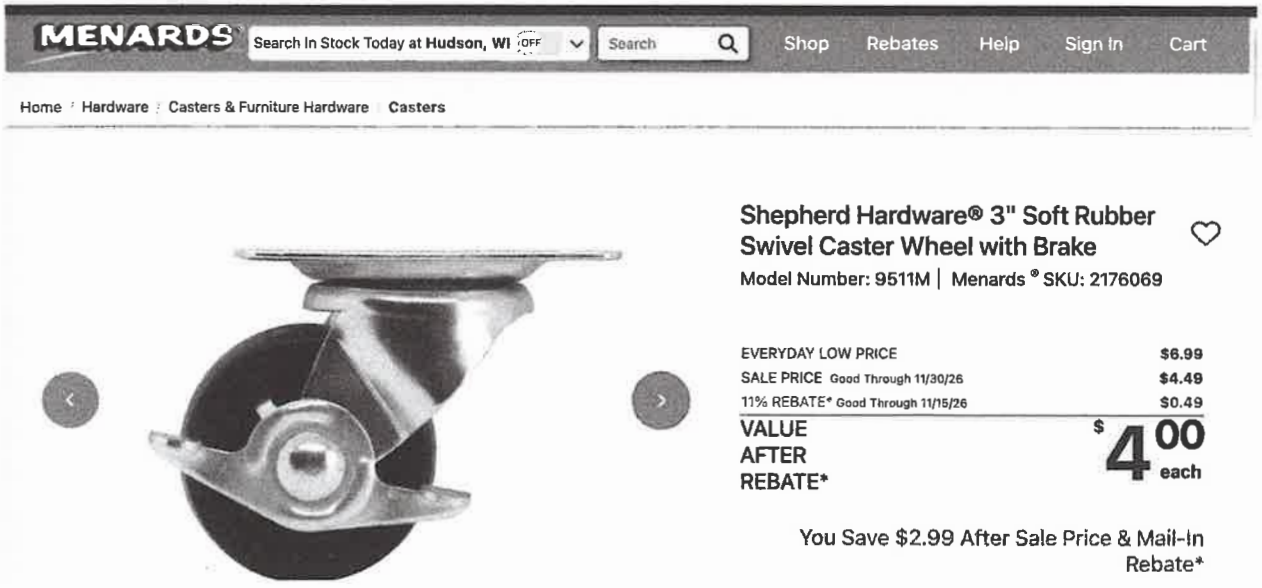
6. **Adjournment**
Motion by Pam Marson, seconded by Mark Wolf, to adjourn the meeting.
Voice vote. Motion carried. The meeting adjourned at 6:45 p.m.

Respectfully Submitted
Holly R. Malaszuk
Clerk/Treasurer

Soft rubber is the workhorse of the caster family, and this swivel caster wheel is made of just that. It provides easy movement and protects all types of floors, including hardwood and laminate. Soft rubber is durable over the widest range of flooring surfaces. These casters are a great choice when quiet mobility and floor protection are major considerations.

Features

- 175-lb load capacity
- 3" diameter black soft rubber with ball-bearing swivel plate mount with side brake
- 3-1/8" x 4-1/8" swivel plate
- Solid steel construction for maximum load capacity with anti-vibration and shock-absorbing rubber tread
- 2-13/16" x 3-5/16" plate hole spacing



#6


Ragged Old Flag
250 YEARS OF
DEFENDING LIBERTY
1775 – 2025
DEFENDING LIBERTY
SINCE 1775

#8


FREEDOM ISN'T FREE
fineart
americ


Do It!
I'M COUNTING ON YOU!
DEFEND
AMERICA
FREEDO
ITS EVERYBODY'S JO
WOMEN!
HELP AMERICA'S SONS
WIN THE WAR
U.S.MARINES
I WANT
BUY WAR BONDS

Application for an "Operator's" License.

To serve fermented malt beverages and intoxicating liquors.

This application must be filled out completely and legibly or the application will be rejected

I, Lyman Hayen, do hereby respectfully make application to the local governing body of the Village Elmwood, County of Pierce, State of Wisconsin for a license to serve, from date hereof to June 30, 2027, inclusive (unless sooner revoked), fermented malt beverages and intoxicating liquors, subject to the limitations imposed by section 125.32(2) and 125.68(2) of the Wisconsin Statutes and all acts amendatory thereof and supplementary thereto, and hereby agree to comply with all laws resolutions, ordinances and regulations, Federal, State, or Local, affecting the sale of such beverages and liquors if a license is granted to me.

I certify that I am 22 years of age. Date of Birth 09.03.2004

Signature of Applicant [signature]

APPROVED
OCT 2026
Elmwood PD

Answer the following questions fully and honestly:

Full Name of Applicant (First, Middle, Last)

Is application a renewal? YES

Address of Applicant 1908 Broadway S City Menomonie State WI

Zip code 54751 Phone number (715) 308-7214

If renewal (within the past 2 years held a Class "A", Class "A", Class "C", Class "B" or "Class "B" license or permit or manger's or operator's license), where was the privilege obtained? City, Town, or Village of.

Boyceville WI

As required by Wisconsin Statue Section 125.17(6), have you completed the alcohol awareness course?

YES

If so where? _____

(Please attach a copy of this to the application.

#9

1: Have you ever been convicted of violating any laws of the State of Wisconsin or of the United States? (Circle one) YES or (NO)

2: Have you ever been convicted of a felony? (Circle one) YES or (NO)

Date of such conviction(s) N/A

Name of Court(s) N/A

Nature of offence(s)

N/A

Have you ever been convicted of violating any law or ordinance regulating the sale of fermented malt beverages or intoxicating liquors? N/A

Nature of violations(s)

N/A

I Kymani Hagen, being first duly sworn on oath says that he or she is the person who made and signed the foregoing application for an operators license; That all the statements made by the applicant are true.

Signature of Applicant: [signature] Date 10/03/2022

****Per the Elmwood Police Department Failure to complete this application honestly, and in full will be grounds for denial of Operators License*****



This is not a Wisconsin operators/bartenders license.
This certificate will be requested to obtain a Wisconsin operators/bartenders license from the Wisconsin city clerk's office in the municipality where you are working.
Find your city clerk's office here: https://elections.wi.gov/clerks/directory

Wisconsin Alcohol Seller/Server Course
Name: Kymani Hagen
Certification Date: Oct 13th, 2026
Certificate Code: v4dVY3WpYY
Verify Online: servingalcohol.com
125.17(6), 134.66 (2m), 125.04(5)(a)5 Wis. Stats.
SERVING ALCOHOL INC
VALID FOR 2 YEARS

Learn more about this wallet card at http://servingalcohol.com/wallet-card

Crime Information Bureau
WI Department of Justice

Background Request Payment

Date: 10/21/2026
Time: 12:44 PM
Entered By: dekholm@elmwoodwi.org
Order Reference Number: AatNsJc4
Request Type: General
Subject Name: HAGEN, KYMANI
Number of Requests: 1
Fees per Request:
CIB: $7.00

Kymani Hagen

Total Fee: $7.00

Payment Method: Bill to Account

Use the Order Reference Number listed above to retrieve your result online at: https://recordcheck.doj.wi.gov/BackgroundRequest/Results/AatNsJc4

Village of Elmwood | 2027 Budget

General Fund expenses	Printed baseline	2027 working budget
General Government	255,000.00	255,000.00
Public Works	185,000.00	185,000.00
Police	128,478.80	128,478.80
Other Public Safety	81,545.20	81,545.20
Culture, Recreation & Education	105,000.00	72,618.00
Conservation / Zoning	613.00	12,000.00
Health / human services	1,500.00	—
Contingency	15,000.00	10,000.00
Operating expenses	**772,137.00**	**744,642.00**
FNC principal	95,000.00	95,000.00
FNC interest	8,720.40	8,720.40
Total General Fund spending	**875,857.40**	**848,362.40**

General Fund revenues	Printed baseline	2027 working budget
Taxes	460,000.00	460,000.00
Intergovernmental	364,000.00	364,000.00
Licenses and permits	10,000.00	10,000.00
Fines and forfeits	1,000.00	1,000.00
Public charges for services	10,000.00	10,000.00
Miscellaneous	12,000.00	12,000.00
Other revenues	—	—
Special assessments	—	—
Total revenues	**857,000.00**	**857,000.00**
Surplus / (shortfall)	**(18,857.40)**	**8,637.60**

#12.A

- **Public Works – Bryan Bechel**
- 10/15 – Worked with Sonny from the DNR to do the sanitary sewer report. Got a list of things to start doing the update.
- 10/21 – Worked on getting the water to work at the new CMS building.
- Contacted Backwoods Electric about a couple streetlights – they had to order new heads and will get them installed when they get them.
- Swept streets multiple times.
- 10/22 – Worked with Pierce County to patch potholes – we used around 4 tons of patching material.

- **Police Report – Darren Ekholm**
- Elmwood PD-30 calls for service (CFS) during the month of October
- The PCSO-13 calls for service (CFS) during the month of October
- 10/19-Assisted Spring Valley PD with security detail for political campaign appearance
- 2025 Wisconsin Act 179 passed by the Wisconsin Legislature has increased the Circuit Court Civil Violation Cost by an additional $30.50. An additional $30.50 has been added to forfeiture totals to reflect the Circuit Court cost increase. The deposits for traffic code and municipal/ordinance violations did not change for the department, the only increase to the forfeiture total is to reflect the approved Legislative action. This increase went into effect on November 1.
- $500 was awarded to Elmwood PD by Pierce County Emergency Management for our participation in the Prairie Island Nuclear Power Plant Reception Center.

- **Clerk/Treasurer – Holly Malaszuk**
- 11/13 – Reminder that all outstanding Village invoices and past-due water and sewer bills must be paid by 3:30 p.m. on Friday, November 13. Any remaining unpaid balances will then be submitted to Pierce County.
- 11/26 & 11/27 – Office will be closed on November 26th and 27th.
- 11/30 & 12/1 – We'll meet remotely with KerberRose on November 30 and December 1 to begin planning for the 2026 audit.
- We had 306 Voters for the Fall Election.
- We finished providing Ehlers with the information requested for the PSC water rate case.
- We are preparing for property tax season.

Dated From: From Account:
Thru: Thru Account:

Voucher Nbr	Check Date	Payee	Amount
	11/09/2026	ALL CROIX INSPECTIONS LLC INV# 7192	378.00
	11/09/2026	BAKKE NORMAN, S.C. inv# 10632, 10342, 10526, 10201	1,045.50
	11/13/2026	CITIZENS STATE BANK - HSA HOLLY MALASZUK & BRYAN BECHEL	79.00
	11/20/2026	CITIZENS STATE BANK - HSA HOLLY MALASZUK & BRYAN BECHEL	79.00
	11/27/2026	CITIZENS STATE BANK - HSA HOLLY MALASZUK & BRYAN BECHEL	79.00
	12/04/2026	CITIZENS STATE BANK - HSA HOLLY MALASZUK & BRYAN BECHEL	79.00
	12/11/2026	CITIZENS STATE BANK - HSA HOLLY MALASZUK & BRYAN BECHEL	79.00
	12/01/2026	CITIZENS STATE BANK - HSA DECEMBER'S HSA	511.20
	11/09/2026	COMMERCIAL TESTING LAB. INV# 81530	1,033.40
	11/09/2026	DAVY LABORATORIES INV# 26J0382 - SDWA LEAD/COPPER	545.00
	11/09/2026	EHLERS & ASSOCIATES, INC. INV# 108769 - 2026 ANNUAL TID REPORTING	2,500.00
	11/09/2026	ELMWOOD AREA FIRE DEPARTMENT 2026-2% FIRE DUES & 2 RESIDENT RESPONSES	4,792.70
	11/09/2026	LEGENDARY PLUMBING LLC INV# 2343 - SEWER - 301 N PUBLIC STREET	740.00
	11/09/2026	LINDUS CONSTRUCTION INV# SIN033287 - BACK DOOR REPLACEMENT	5,899.50
	11/09/2026	MAXVILLE TRUCK & REPAIR INV# 35970 - HAULING OF SLUDGE	2,471.67
	11/09/2026	RIDGELINE UTILITY CO. LLC INV# 2276 - WATER METERS & TESTING	1,230.00
	11/09/2026	T & S HARDWARE INV# 18308 - LIBRARY	282.48
	11/09/2026	WATERCARE SERVICES # 247126, 248442, 248255, 248241, 248242	47.40
	11/09/2026	WISCONSIN DOR - MANUFACTURING PROPERTY ANNUAL FEE	357.82

#14

Dated From: From Account:
Thru: Thru Account:

Voucher Nbr	Check Date	Payee	Amount
		Grand Total	22,229.67