

VILLAGE OF ELMWOOD

323 W. Winter Avenue Elmwood, 54740

REGULAR BOARD MEETING

DATE & TIME: November 11, 2024 – 7:00PM

BOARD MEMBERS PRESENT: Neil Boltik, Paul Unser, Dawn Toth, Pam Marson, Jason Severson, Mark Wolf

MEMBERS ABSENT: Pat Geraets

STAFF PRESENT: Holly Malaszuk, Nick Andrews

PUBLIC PRESENT: Carl Schroder, Amy Bechel

PRESS PRESENT: None

NOTE: APPROVED MINUTES

CALL TO ORDER

President Neil Boltik called the Board Meeting to order at 7:06PM

PLEDGE OF ALLEGIANCE

NOTE COMPLIANCE WITH THE OPEN MEETING LAWS

President Neil Boltik noted that the Village had complied with the open meeting law requirements.

OPEN REGULAR BOARD MEETING-

APPROVAL OF MINUTES FOR OCTOBER 14, 2024 -

Dawn Toth made a motion to approve the minutes for October 14th as submitted. Seconded by Pam Marson. Roll Call and motion carried.

PUBLIC INPUT –

None

COMMUNITY GROUPS – ENRICHMENT COUNCIL/COMMUNITY CLUB/AMERICAN LEGION –

Amy Bechel announced that the Community Club will host a Porch Pot Class on November 21st from 7:00 PM to 9:00 PM, and Santa will visit the Village Auditorium on December 7th from 1:00 PM to 3:00 PM.

VILLAGE BUDGET –

Dawn Toth made a motion to approve the 2025 Village Budget as submitted. Seconded by Jason Severson. Roll Call and motion carried.

PERSONNEL POLICY UPDATE –

The following changes are to be made in the Personnel Policy:

- Added a provision that a psychological exam may be required for certain positions within the Village.
- Clarified scheduling and responsibilities for the Officer in Charge.
- Adjusted compensatory time reporting from quarterly to annually.
- Extended the probationary period to 12 months, with the option for an additional extension.
- Replaced separate vacation and sick leave with a PTO system.
- Included a lateral transfer option for employees.
- Granted employees two floating holidays.
- Added a policy requiring police uniforms to be exchanged before receiving new ones.
- Made adjustments to lunch periods and break times.

Dawn Toth made a motion to accept the changes to the Personnel Policy as submitted. Seconded by Mark Wolf. Roll Call and motion carried.

Library Board: Nick Anders announced that the first official meeting of the Friends of Elmwood Library will take place on Thursday, November 21st. During this meeting, the group will establish officers, review and vote on bylaws, and finalize a memorandum of understanding outlining how they will collaborate with and support the library. Friends organizations, which are independent non-profits, are common across the country. They focus on fundraising, volunteering, and raising awareness for local libraries. This initiative will increase access to grants, reducing the need to request additional financial support from the Village.

Nursing Home: Neil Boltik shared that he and Dawn Toth were at the Library on Saturday from 9:00 AM to 11:00 AM, where they listened to residents voice their opinions on the nursing home and request more information, as well as discuss concerns about Village ordinance violations. Currently, four parties have expressed interest in the nursing home; however, legal restrictions prevent further details from being disclosed at this time. More information will be shared with the Village as soon as it becomes permissible. Additionally, a new officer will be starting on December 2nd, and it is hoped they will assist in addressing ordinance violations.

Parks & Buildings: None

Public Works: Paul Unser read the report submitted by Bryan Bechel, detailing recent activities by the Public Works Department. The team has been sweeping the streets, spreading out the compost pile to create more space, and repairing the plow truck wing in preparation for winter. They have also completed oil changes and greased the loader for winter readiness. The park bathrooms have been winterized, and Bryan is currently training Steven on snow removal procedures and the standard snow plowing routes. Additionally, they reset and restarted the boilers at the nursing home and located curb stops in the Nelson Development to enable the installation of two more driveways.

Personnel & Finance: Paul Unser approved the following items as submitted: adding supplemental insurance for full-time Village employees, implementing a cost-of-living increase effective January 1st, raising wages for bowling alley staff and election workers, and approving holiday bonuses. Seconded by Dawn Toth. Roll Call and motion carried.

Police Report: Jason Severson read Chief Chris Thibado's report, which included completing state reports, auditing leased equipment, issuing one parking citation, and noting 21 calls for service from Pierce County last month. Personnel Policy updates were also addressed.

Darren Ekholm, with 25 years of experience, will start on December 2nd after passing all pre-employment checks. Chief Thibado will equip and train him and introduce him at the December board meeting. Plans include a "Coffee with a Cop" event and community introductions to welcome Darren as a valuable addition to the team.

Clerk Report by Holly Malaszuk: On November 5th, we held our elections and were fortunate to have more poll workers than needed. Thank you to all the poll workers for your time and dedication—your service is greatly appreciated. A reminder that any past-due invoices and water bills are sent to the county to be added to property taxes every November. We are currently working on property taxes and aim to submit everything to the county as soon as all information is available. On November 23rd, the Village will host an early Thanksgiving Dinner from 11:00 AM to 2:00 PM. As in previous years, it will be a goodwill donation event, with all proceeds going toward the library's new roof.

PAYMENT OF BILLS –

Dawn Toth made a motion to approve full payment on the bills as submitted. Seconded by Mark Wolf. Roll call and motion carried.

ADJOURN –

Paul Unser moved to adjourn. Second by Mark Wolf. Roll Call and motion carried. Meeting adjourned at 7:32 PM.

Respectfully Submitted

Holly R. Malaszuk

Clerk/Treasurer