VILLAGE OF ELMWOOD
323 W. Winter Avenue Elmwood, 54740
REGULAR BOARD MEETING
DATE & TIME: March 10, 2025 – 7:00PM
BOARD MEMBERS PRESENT: Neil Boltik, Paul Unser, Jason Severson, Pam Marson, Dawn Toth, Mark Wolf
MEMBERS ABSENT: Pat Geraets
STAFF PRESENT: Holly Malaszuk, Chief Chris Thibado, Bryan Bechel, Nick Andrews
PUBLIC PRESENT: Meg Ivey, Rita Prinko, Mary Sailer

PRESS PRESENT: None

NOTE: APPROVED MINUTES

CALL TO ORDER
President Neil Boltik called the Board Meeting to order at 7:00PM

PLEDGE OF ALLEGIANCE

NOTE COMPLIANCE WITH THE OPEN MEETING LAWS
Neil Boltik noted that the Village had complied with the open meeting law requirements.

OPEN REGULAR BOARD MEETING-

APPROVAL OF MINUTES FOR FEBRUARY 10, 2025 -
Paul Unser made a motion to approve the minutes for February 10th as submitted. Seconded by Dawn Toth. Roll Call and motion carried.

PUBLIC INPUT –
None

COMMUNITY GROUPS – ENRICHMENT COUNCIL/COMMUNITY CLUB/AMERICAN LEGION –
None

ST. PATRICK'S DAY PARADE –
Jason Severson made a motion to approve the Street Use Permit from 1:30p.m-2:30p.m. and the Open Container Permit from 1:30p.m.-3:00p.m. on March 15th as submitted. Seconded by Mark Wolf. Roll Call and motion carried.

DISCUSSION OF ACCOUNTS: TRANSFERRING AND CLOSING AN ACCOUNT –
Holly Malaszuk stated that there has been no activity on this account since May 16, 2024, and requested its transfer and closure. Paul Unser made a motion to approve the transfer and closing of account x0283. Seconded by Dawn Toth. Roll Call and motion carried.

DISCUSSION AND PAYOFF OF TIDS – NOT RENEWING A CD –
Holly Malaszuk stated that the TID closures ended up costing more than expected. The approximate distributions are as follows: CVTC will receive a total of $17,389, the County will see a 15.5% increase to the Village, totaling $108,827, and the School District will receive a 62.38% increase to the Village, amounting to $250,485. The Village's portion will be $94,223. Holly mentioned that a CD is set to mature next month and suggested not renewing it, using the funds instead to cover part of the amounts owed to CVTC, the School District, and the County, thereby reducing the impact on the checking and savings accounts. Jason Severson made a motion to not renew the CD and to use it towards paying off the TIDs. Seconded by Dawn Toth. Roll Call and motion carried.

APPROVE SUNNY LINK – PROFESSIONAL IT SECURITY SERVICE –
Holly Malaszuk stated that Sunny Link is a professional IT security service that was approved by the Personnel and Finance Committee. She expressed concerns about the current lack of IT security and the challenges of securing a reliable technician when needed. Sunny Link will rewire the entire building and implement a backup system that includes both an on-site device and a secure cloud-based storage within their system. Dawn Toth made a motion to approve Sunny Link to work in the auditorium. Seconded by Mark Wolf. Roll Call and motion carried.

DISCUSSION OF ORDINANCE UPDATE –

Holly Malaszuk noted that Bob Loberg is currently out of town, but they will proceed with updating the ordinances to prevent any delays. She asked the Board Members when they would like to begin reviewing and updating the Village Ordinances. A meeting to discuss revisions for Title 7, Chapter 1, and Title 12, Chapter 1, is scheduled for Tuesday, the 25th, at 6 PM.

Library Board: Nick Andrews provided an update on the library's IT. He noted a slight increase in library memberships and shared details about a recent neon art show featuring artwork from kindergarten through 4th grade, which looked especially impressive under blacklights. They are considering holding a similar event for UFO Days. The library is also accepting donations of books in good condition and will be hosting a book sale on April 12th at the Village Auditorium. Additionally, they have received day passes for both the county and state parks, which are available for anyone interested.

Nursing Home: None
Parks & Buildings: None

Public Works: Bryan Bechel stated that on February 14th, a water main break occurred, which was quickly isolated, and Next Level was scheduled for repairs on February 15th. That same day, snowfall also had to be managed. On February 28th, Steve, Holly, and I met with Safe Step, a company specializing in sidewalk mapping and maintenance. They offer services to cut uneven sidewalk sections, with an initial setup cost, including the first year of cutting, starting at $2,500. Additionally, we have been working on clearing culvert ends to prevent blockages. Regarding road maintenance, chip sealing estimates were obtained for several areas: County Road P South would cost $5,225 to seal the width beyond the 24 feet maintained by the county, Wilson Avenue is estimated at $8,970, and May Avenue at $4,830. The latter two roads are planned for new pavement sections.

Personnel & Finance: None
Police Report: Chris Thibado said in February, the Elmwood Police Department responded to 31 calls for service and continued an ongoing juvenile investigation. Officers attended first appearance court hearings and assisted the Spring Valley Police Department with an event at Spring Valley High School. Additionally, they participated in a two-hour Drug Endangered Children webinar and conducted an escort out of the Village for high school wrestlers who qualified for the State Wrestling Tournament. The department also worked on reviewing and updating ordinances, and one citation was issued during the month.

Clerk Report: Holly Malaszuk announced that after reviewing and updating the Liquor and Beverages ordinance, we discovered that the Village has been missing several required documents for events, including Non-Alcohol Events, Temporary Extension of Premises (for Bars), Outdoor Sports & Beer Gardens, and Open Container Permits. Lexi and I have been working on creating updated forms to address these gaps. Additionally, we assisted CLA with the requested documents for the 2024 audit. Our auditor, Jonathan, noted that with the current method of saving documents digitally, an on-site visit will no longer be necessary next year, potentially saving the Village up to $10,000 annually. We have also received positive feedback from CLA and Workhorse as we continue to refine processes and ensure accuracy in our operations.

Regarding the water and sewer rate study, I followed up with Ehlers and have obtained the necessary documents to begin adjusting the rates. I have a meeting with them tomorrow to discuss a clearer timeline for completing the study. We successfully completed the primary elections on February 18 and are now preparing for the upcoming Spring Elections on April 1.

A reminder that Reviews will take place on the 17th at 6 PM. Additionally, the Village will be transitioning to all new email addresses. It is becoming a requirement to have an email address ending in **.gov**, so it is best to implement this change now rather than waiting.

PAYMENT OF BILLS –
Dawn Toth made a motion to approve full payment on the bills as submitted. Seconded by Pam Marson. Roll call and motion carried.

ADJOURN –
Dawn Toth moved to adjourn. Second by Paul Unser. Roll Call and motion carried. Meeting adjourned at 7:35 PM.

Respectfully Submitted
Holly R. Malaszuk
Clerk/Treasurer