

VILLAGE OF ELMWOOD

323 W. Winter Avenue Elmwood, 54740

REGULAR BOARD MEETING

DATE & TIME: September 8, 2025 – 7:00PM

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

MEMBERS ABSENT: None

STAFF PRESENT: Holly Malaszuk, Bryan Bechel, Darren Ekholm, Nick Andrews

PUBLIC PRESENT: Amy Bechel, Carl Schroder, Don Fritz, Laura Wood, Tyler Larson

PRESS PRESENT: None

NOTE: APPROVED MINUTES

1. 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.

2. OPEN REGULAR BOARD MEETING-

3. APPROVAL OF MINUTES FOR AUGUST 11, 2025 -

Dawn Toth made a motion to approve the minutes for August 11th as submitted. Seconded by Pam Marson. Roll call vote was taken, and the motion carried.

4. PUBLIC INPUT –

○ **Community Club**

Amy Bechel reported that Fall Day will be held on October 11th at Butternut Park. The event will include gift bags, races, tractor rides, and other family activities. She also announced that Santa Day is scheduled for December 6th at the Village Auditorium.

5. PRESENTATIONS & COMMUNITY UPDATES:

○ **Staying Put – Trishaw Bicycle Announcement**

Don Fritz, board member of Staying Put, gave a presentation announcing that the organization has officially received their Trishaw bicycle, which was gifted from the Netherlands. The Trishaw will serve residents of both Elmwood and Spring Valley, allowing elderly individuals who can no longer drive the opportunity to get out and enjoy bike rides around town. The bicycle will be stored at the Claflin's residence. Nick noted that this initiative will help promote community connection and outdoor activity for seniors.

6. LICENSES & PERMITS:

a) Class B Alcohol License – Name Change

Discussion and possible action to approve license updates for a business name change to Kern's Hometown Café, LLC (formerly Kern's Kurbside Bar & Grill/Kern's Café, as applicable).

Motion: Jason Severson made a motion to approve; seconded by Dawn Toth.

Roll Call Vote: Motion carried.

b) Operator's (Bartender) License

Discussion and possible action to approve Ethan Marsh (Dollar General) for an Operator's License.

Motion: Paul Unser made a motion to approve; seconded by Mark Wolf.

Roll Call Vote: Motion carried.

c) Temporary Class "B" (Picnic) Licenses

- Discussion and possible action to approve Staying Put for an event on Saturday, September 27, 2025, at the Elmwood Auditorium.

Motion: Paul Unser made a motion to approve; seconded by Dawn Toth.

Roll Call Vote: Motion carried.

- Discussion and possible action to approve Elmwood Rod & Gun for an event on Saturday, October 11, 2025, at the Elmwood Auditorium.

Motion: Dawn Toth made a motion to approve; seconded by Jason Severson.

Roll Call Vote: Motion carried.

7. PERSONNEL & FINANCE

a) CD Investment Recommendation

Discussion and possible action on the Personnel & Finance Committee recommendation to place \$300,000 from a Village account into a 7-month CD.

Motion: Paul Unser made a motion to approve; seconded by Mike Burk.

Roll Call Vote: Motion carried.

b) TID 5 Payment Schedule

Discussion and possible action to determine the timing of the TID 5 payment. The Board agreed that the payment will be issued on the Tuesday following September's Board meeting each year. Any past-due amounts owed to the Village will be deducted from the TID payment prior to issuance.

Motion: Paul Unser made a motion to approve; seconded by Dawn Toth.

Roll Call Vote: Motion carried.

c) Butternut Park Camping Rates

Discussion and possible action on the Personnel & Finance Committee recommendation to increase camping rates beginning Spring 2026 as follows:

- Electric sites: from \$20/night to \$30/night
- Non-electric sites: from \$15/night to \$20/night

Motion: Pam Marson made a motion to approve; seconded by Mark Wolf.

Roll Call Vote: Motion carried.

d) **Sewer Rate Increase Analysis**

Discussion and possible action regarding the Personnel & Finance Committee's review of Ehlers' recommendation to increase the flat sewer rate by 50% (approximately \$20) to ensure the Sewer Fund remains self-sustaining and does not draw from the General Fund. The Village is still awaiting the results of the Water Rate Study.

Motion: Dawn Toth made a motion to proceed with the proper steps to increase the rate; seconded by Mark Wolf.

Roll Call Vote: Motion carried.

e) **Temporary Deputy Clerk**

Discussion and possible action on the Personnel & Finance Committee recommendation to hire a part-time Deputy Clerk during the current Deputy Clerk's maternity leave, with authority granted to the Personnel & Finance Committee to make the hire without further Board approval.

Motion: Pam Marson made a motion to approve; seconded by Dawn Toth.

Roll Call Vote: Motion carried.

8. REPORTS (INFORMATIONAL)

○ **Public Works – Bryan Bechel / Steven Halvorson**

Bryan reported meeting with Hartung Electric about the nursing home generator run time during outages. The project with Déjà Vu and Brian has been delayed until November. Next Level was scheduled for early September and is waiting on Count Materials for the concrete culvert. Public Works also contacted Pierce County about culvert timing and confirmed the sewer line on Nelson Drive only supports a forced 2-inch line. Other work included installing new restroom dispensers, trimming branches and adding benches at the park, replacing a curb stop at 325 E. Race Ave., filling potholes, pumping out and repairing the East Clarifier tank, hanging Farmers Market signs, and assisting the Bowling Alley with a motor replacement.

○ **Police Department – Chief Darren Ekholm**

Chief Ekholm reported 24 calls for service in August and noted that the DOJ Time System Audit is in final review. The Pierce County Sheriff's Office handled 18 additional calls. He is working with Lexipol to update department policy, attended DAAT training in Ellsworth, and participated in the Emergency Management tent at the Pierce County Fair. The squad car is scheduled for new front struts after one broke.

○ **Clerk/Treasurer – Holly Malaszuk**

Holly reported two successful Farmers Markets and attendance at the WMCA Seminar. She noted upcoming absences: September 22 for a personal day, September 25–26 for a Workhorse Seminar, and September 29–October 2 for the WEC Seminar. A new agenda format has been implemented, and progress continues with Pierce Pepin to upgrade Village internet and phone systems, bringing the Village closer to completing the plant system update.

○ **Library – Nick Andrews**

Library Director Nick Andrews presented a five-year outlook for the library and requested a meeting with the Personnel & Finance Committee to discuss a larger budget. The intent is to begin setting aside funds for future building updates and replacement needs.

9. **PAYMENT OF BILLS –**

Dawn Toth made a motion to approve full payment of the bills as submitted. Jason Severson seconded. Roll call vote was taken, and the motion carried.

10. **CLOSED SESSION**

Motion: Pam Marson made a motion to go into Closed Session pursuant to Wis. Stat. §19.85(1)(b) and (c) to discuss the Personnel & Finance Committee's recommendation regarding employee discipline. Motion seconded by Mark Wolf.

Roll Call Vote: Motion carried. The Board entered Closed Session.

11. **OPEN SESSION**

Motion: Dawn Toth made a motion to return to Open Session; seconded by Jason Severson.

Roll Call Vote: Motion carried.

Action: Following Closed Session discussion, the Board took action on the Personnel & Finance Committee's recommendation regarding employee discipline.

Roll Call Vote: All members voted yes. Motion carried.

12. **ADJOURNMENT**

Motion: Mark Wolf made a motion to adjourn at 8:04 p.m.; seconded by Dawn Toth.

Roll Call Vote: Motion carried.

Respectfully Submitted

Holly R. Malaszuk

Clerk/Treasurer