

VILLAGE OF ELMWOOD

BOARD MEETING MINUTES

Monday, June 8, 2026 – 7:00 p.m.

Elmwood Village Auditorium – 323 W. Winter Avenue

NOTE: APPROVED 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 Schwaybach, Jason Severson, Mark Wolf, and Paul Unser.

Absent: None

Staff present: Holly Malaszuk, Clerk/Treasurer; Miranda Danzeisen, Deputy Clerk; Darren Ekholm, Chief of Police; Nathen Nelson; Public Works Assistant

- b) Public Present: Amy Bechel and Andrew Harrington. Peter Curtin, Financial Advisor with Ehlers, attended remotely via Microsoft Teams.
- 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 Paul Unser, seconded by Pam Marson, to approve the minutes of the May Board Meeting.

Voice vote. Motion carried.

4. Public Comment (Non-Agenda Items)

None

5. Community Groups – Enrichment Council/Community Club/American Legion Enrichment Council –

Amy Bechel, on behalf of the Community Club, stated that the items she wished to discuss would be addressed later on the agenda.

(No action taken.)

6. 2026 Water Rate Study – Phase 1 Presentation

Peter Curtin, Financial Advisor with Ehlers, presented Phase 1 of the 2026 Water Rate Study via Microsoft Teams. The presentation included information regarding PSC rate case requirements, the Village's historical water rate performance, future cash flow projections, and potential rate impacts. Peter Curtin explained that the PSC generally recommends utilities complete a Conventional Rate Case (CRC) on a regular basis and noted that the Village's last CRC was completed in 1996. He further explained that the Village recently received correspondence from the PSC expressing concern that the Utility had not applied for a CRC within the recommended timeframe. It was explained that if the Village does not proceed with filing a CRC, the PSC could initiate and conduct a rate case on behalf of the

Village, resulting in additional costs to the Village and limiting the Village's input in the process.

Motion by Paul Unser, seconded by Jason Severson, to direct Ehlers to proceed with Phase 2 of the 2026 Water Rate Study as presented.

Roll call vote. Motion carried.

7. CMAR Resolution #2026-108

Discussion occurred regarding approval of CMAR Resolution #2026-108.

Motion by Paul Unser, seconded by Neil Boltik, to approve CMAR Resolution #2026-108 as submitted.

Roll call vote. Motion carried.

8. Business License Renewals

Discussion occurred regarding business license renewals.

Village President Neil Boltik expressed concern regarding Kern's Hometown Café LLC and La Veracruzana not submitting their renewal paperwork on time. Trustee Jim Schwebach asked what action would be taken and whether penalties applied. Chief Darren Ekholm explained that the licenses expire on June 30th and that alcohol would need to be removed or secured until the licenses were renewed and approved by the Board. He further explained the establishments could be subject to inspection to ensure compliance.

It was stated that similar issues occurred the previous year with other businesses and expressed that there should be consequences because it is the responsibility of the business owners to submit the paperwork on time. Jim Schwebach and Paul Unser expressed that the businesses should wait until the July Board Meeting for consideration of license renewal.

Motion by Jim Schwebach, seconded by Mark Wolf, to postpone consideration of the Kern's Hometown Café LLC and La Veracruzana license renewals until the July Board Meeting.

Voice vote. Motion carried.

Motion by Pam Marson, seconded by Neil Boltik, to approve all remaining business license renewals as presented.

Voice vote. Motion carried.

9. UFO Days – July 22-27, 2026

Discussion occurred regarding UFO Days plans, led by Paul Unser while Village President Neil Boltik worked on setting up the presentation equipment. Amy Bechel stated she was still gathering information regarding the fireworks display.

Chief Darren Ekholm explained that the road closure permits would remain the same as previous years. He also explained that open container hours would be Friday from 6:00 p.m. to 2:00 a.m., Saturday from 11:00 a.m. to 2:00 a.m., and Sunday from 11:00 a.m. to 6:00 p.m. Set-up and tear-down hours would match the road closure permit hours. Chief Ekholm further explained that residents affected by the road closures would need to obtain parking passes from the Village Office.

Motion by Pam Marson, seconded by Jim Schwebach, to approve UFO permits.

Voice vote. Motion Carried.

10. Personnel & Finance Committee Recommendations

Pam Marson reviewed the Personnel and Finance Committee recommendations.

a) Village Website Options

Motion by Jim Schwebach, seconded by Paul Unser, to approve the Village website through Town Web as recommended by the Personnel & Finance Committee.

Voice vote. Motion carried.

b) Certificate of Deposit Maturity

Motion by Neil Boltik, seconded by Mike Burke, to leave the funds from the matured Certificate of Deposit in the Village MMA account at this time.

Voice vote. Motion carried.

c) Auditorium Upstairs Floor Repairs

Discussion occurred regarding quotes for the upstairs auditorium floor repairs. The item was tabled pending additional quotes.

d) Resident Proposal – Water Bill Credit for Painting Services

The Board discussed a resident proposal to provide painting services for a Village building in exchange for credit toward a delinquent water bill. No action was taken. It was stated that the Board was not in favor of the proposal.

11. Committee Reports

Public Works – Nathen Nelson reported that repairs were made to the East Clarifier tank due to a broken airline. The sidewalk replacement project from May Avenue to Pierce Avenue on the east side of Main Street has been completed. Public Works also traveled to Rice Lake for additional sewer testing. Bundy Tree Service removed dead boulevard trees on Main Street and Wilson Avenue, and R&R Sewer Service cameraed the sewer main near Highway 128 due to a homeowner concern; no issues were found.

Police Report – Chief Darren Ekholm reported that the Elmwood Police Department handled 59 calls for service during the month of May, while the Pierce County Sheriff's Office responded to 14 calls for service within the Village. Chief Ekholm stated the implementation of Axon equipment is complete and that the Draft One report writing system has significantly reduced report writing time. Additional updates included radar recertification, participation in annual firearms qualification training, participation in the Nuclear Power Plant Reception Center Drill, completion of the FirstNet transition, and repairs to the squad car docking station and printer power supply. Two citations were issued in May, and monthly state reporting was completed.

Clerk/Treasurer – Holly Malaszuk reported meeting with six different website providers regarding website options and holding multiple meetings with banks regarding CD and MMA rates. She also reported the Village had its first meeting with Ehlers regarding the water rate increase study and that staff are currently working on fulfilling multiple open records requests. Additional updates included the upcoming public hearing for the garage variance request at 319 S. Main Street on June 18th, the EMS addition meeting scheduled for the following evening, the start of the Farmers Market on June 9th, and upcoming Village Office closures on June 30th and July 3rd.

Library – Pam Marson reported the Library is continuing to work on obtaining quotes for the handicap accessibility button. She also stated the Library is planning activities for UFO Days and that approximately 300–400 people attended the Touch-a-Truck event, which was considered a success for its first year. The Library is also working on multiple programs and activities for children.

12. Payment of Bills

Motion by Paul Unser, seconded by Pam Marson, to approve payment of the bills.
Voice vote. Motion carried.

13. Closed Session – Nursing Home Property

Motion by Paul Unser, seconded by Pam Marson, to convene into closed session pursuant to Wis. Stat. §19.85(1)(e) for the purpose of deliberating or negotiating the sale of public property regarding the nursing home property.
Voice vote. Motion carried.
The Board convened into closed session at 8:13 p.m.

14. Reconvene Into Open Session

Motion by Jim Schwebach, seconded by Mike Burke, to reconvene into open session.
Voice vote. Motion carried.
The Board reconvened into open session at 8:17 p.m.

Village President Neil Boltik explained that changes regarding the nursing home property could not be announced publicly until the Village Realtor had been informed and the listing changes had been made.

Motion by Jim Schwebach, seconded by Neil Boltik, to change the nursing home listing price as discussed in closed session.
Roll call vote. Motion carried.

15. Adjournment

Motion by Pam Marson, seconded by Mike Burke, to adjourn the meeting at 8:18 p.m.

Respectfully Submitted
Holly R. Malaszuk
Clerk/Treasurer