

**VILLAGE OF ELMWOOD
BOARD MEETING MINUTES
Monday, November 10, 2025 – 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 7:01 p.m.

- a) Roll Call – Board members present: Neil Boltik, Pam Marson, Mike Burke, Dawn Toth, Jason Severson, Mark Wolf, and Paul Unser.
Staff present: Holly Malaszuk – Clerk/Treasurer, Chief Darren Ekholm – Police Department, and Nick Andrews – Library Director.
- b) The meeting was noted in compliance with the Open Meeting Law.
- c) 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 Dawn Toth, seconded by Jason Severson, to approve the minutes of the October Board Meeting.

Roll Call Vote: All in favor. Motion carried.

4. Public Comment (Non-Agenda Items)

No Public Comment

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

- o Amy Bechel shared that Porch Pots will take place on November 20th, and Santa at the Auditorium will be held on December 6th. Monthly euchre tournaments will be held for the next three months.

6. New Business (*Discussion and possible action unless otherwise noted*)

a. Zoning Board Recommendations – Possible Approval

The Zoning Board of Appeals held a public hearing on **October 30, 2025**, to review four zoning requests. All applications were approved with specific contingencies, and the Village Board took the following actions:

1) Garage – 1025 W. Partridge Avenue (Tom Joyce)

Approved with contingencies requiring removal of conex boxes following All-Croix's final inspection, maintaining access to railroad power boxes, and meeting all setback requirements. A waiver will be signed.

Motion to approve by Jason Severson, seconded by Pam Marson. Roll call vote —motion carried.

2) Garage – 1226 N. Public Street (Brett Kitchner)

Approved contingent on all setback requirements being met. A waiver will be

signed noting the driveway may need to be dug up in the future for utility access. Motion to approve by Paul, seconded by Jason Severson. Roll call vote; motion carried.

3) Fence – 209 S. Main Street (Tyler Larson & Laura Wood)

Approved due to limited yard space, allowing the fence to remain in its current location. T-posts must be replaced with fence posts. Concerns were noted regarding the woven-wire material possibly rusting or deteriorating, and owners understand future maintenance may be required. A waiver will be signed. Motion to approve by Dawn Toth, seconded by Pam Marson. Roll call vote; motion carried.

4) Fence – 306 E. Race Avenue (Nick & Belle Larson)

Approved to be rebuilt in the same location. Owners agreed to paint and maintain the fence. A waiver will be signed.

Motion to approve by Pam Marson, seconded by Neil Boltik. Roll call vote; motion carried.

b. Use of Village Dining Room – Emmaus Church Request

Discussion was held about Emmaus Church's request to use the Village Dining Room at minimal or no cost. The Board expressed concern over appearing to favor any particular religion. Nick Andrews, Library Director, stated the church is welcome to use the Library during open hours at no cost.

c. Elmwood Public Library – Back Door Replacement

Discussion held regarding the quote from Lindus Construction. Paul Unser expressed concerns about the door frame and the likelihood that it may require constant adjustment. Item was tabled until additional estimates can be obtained from more companies.

d. Personnel & Finance Committee Report:

Motion by Dawn Toth, second by Jason Severson, to convene into Closed Session pursuant to Wis. Stat. §19.85(1)(c). Roll call vote at 7:27 p.m.

Motion by Jason Severson, second by Dawn Toth, to return to Open Session. Roll call vote at 7:33 p.m.

Following Closed Session, a roll call vote was taken to hire Nathen Nelson as the Public Works Assistant. Motion carried.

7. Library – Nick Andrews

Nick reported that circulation continues to increase and that teachers and students are actively using library resources. He has already been visiting the school to meet with students and support classroom needs. The Library is also pursuing a \$20,000 grant through the Friends of the Elmwood Library to potentially install automatic front and back doors, with the application due before the December meeting.

Public Works – Pam Marson (report submitted by Bryan Bechel)

Recent work included multiple repairs to the west clarifier tank, ongoing tree removal, street sweeping, compost pile maintenance, and shutting down the park bathrooms for the season.

Hartung Electric repaired several streetlights and still has additional streetlight repairs to complete; the Village is currently waiting on pricing for that work. Fiber was installed at the Public Works building by 24/7. Staff completed several water meter shutoffs and reinstalls, including service changes at 230 S. Main and 122 S. Shaw. Automatic Systems replaced computers and continued updating operational systems. Additional clarifier tank repairs were also completed.

Police – Darren Ekholm

Darren reported that the Elmwood Police Department responded to 26 calls for service in October, while the Pierce County Sheriff’s Office responded to 14 calls within the Village that same month. He attended first appearance court hearings, and the Police Department completed its Lexipol policy update. The hats, mittens, gloves, and gift card donation drive was completed, and Darren expressed appreciation for all contributions. He also participated in a meeting with the Eau Claire County Sheriff’s Office regarding an ICAC case being referred to Elmwood PD.

Clerk/Treasurer – Holly Malaszuk

Holly reported that the TID #5 Joint Review Board meeting with the Elmwood School District, CVTC, Pierce County, and Ehlers is scheduled for Thursday at 3:00 p.m. She noted that today was the deadline for residents to pay past due water and sewer accounts before they were submitted to the County for placement on the tax roll. Holly assisted with the Winter Donation Drive and reported the final distribution amounts for the closed TIDs: TID #3 distributed \$42,650 to Pierce County, \$8,982 to CVTC, \$170,179 to the Elmwood School District, and the Village retained \$89,215. She also informed the Board that the Village Office will be closed on November 27 and 28 for Thanksgiving and Black Friday, and will close early at 3:00 p.m. on Friday, December 5, for Rita Princko’s Celebration of Life.

8. Payment of Bills

Motion: Dawn Toth moved to approve payment of bills as presented. Seconded by Mark Wolf.

Roll Call Vote: All ayes. Motion carried.

9. Adjournment

Motion: Dawn Toth moved to adjourn at 7:46 p.m. Seconded by Neil Boltik.

Roll Call Vote: All ayes. Motion carried.

Respectfully Submitted
Holly R. Malaszuk
Clerk/Treasurer