

## **VILLAGE OF ELMWOOD**

### **BOARD MEETING MINUTES**

**Monday, March 9, 2026 – 7:00 p.m.**

**Elmwood Village Auditorium – 323 W. Winter Avenue**

#### **NOTE: UMAPPROVED 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: Mike Burke, Dawn Toth, Jason Severson, Mark Wolf, and Paul Unser.

Absent: Pam Marson

Staff present: Holly Malaszuk, Clerk/Treasurer; Bryan Bechel, Public Works Director; Nick Andrews, Library Director.

- b) Public Present: Chief Dulcie Lilly (Spring Valley), Roxann Peterson, Linda Garfield, Amy Bechel, Peggy, Gilda Bour

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 Dawn Toth, seconded by Paul Unser, to approve the minutes of the February Board Meeting.

A roll call vote was taken. Motion carried.

##### **4. Public Comment (Non-Agenda Items)**

Chief Dulcie Lilly expressed her gratitude and appreciation for Chief Darren Ekholm and commended his work.

Gilda Bour (The Wretched Raven) shared that her son will be more involved in operating the business upon returning from college and expressed interest in becoming more involved in the community.

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

###### **Enrichment Council –**

Amy Bechel announced upcoming events:

- The Whitesidewalls concert – March 21
- Euchre – March 22
- Easter event and Lunch – April 4

She also noted that flyers created by Deputy Clerk Miranda Danzeisen will be distributed through the school.

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

##### **6. Elmwood Library – Touch A Truck Event**

Nick Andrews, Peggy, and Becky Weix reported on planning efforts for the Touch-A-Truck event scheduled for Saturday, May 30. The event will include food trucks, with Mike Sand's Gyro Truck confirmed.

Discussion was held regarding insurance requirements and the possibility of the Elmwood Area Community Club (EACC) or Gilda Bour assisting with liability coverage.

Nearby residents and businesses, including the apartments, Just You salon, and The Shack, will be notified.

No action was taken.

#### **7. Zoning Board Decision – Camper Occupancy at 1009 W. Partridge Avenue**

Paul Unser explained the Zoning Board's decision allowing temporary occupancy of a camper while the home is being renovated.

A motion was made by Paul Unser, seconded by Dawn Toth, to approve the Zoning Board's decision allowing occupancy for no more than 60 days from March 9, 2026.

A roll call vote was taken. Motion carried

#### **8. Golf Cart Ordinance Introduction**

Discussion was held regarding differences between golf carts and UTV regulations, applicable fees, and compliance with state statutes, including use on and crossing highways.

The item was tabled pending additional information from Chief Darren Ekholm and lawyers.

#### **9. Use of Village Auditorium by Community Groups**

Discussion was held regarding damage to the upstairs auditorium flooring. Photos were presented showing scratches that cannot be removed. It was noted that equipment has been left set up after use, which can interfere with other users and may contribute to damage of the facility.

The Board discussed the need for stricter expectations, including requiring all groups to remove equipment and return the space to its original condition after each use. The possibility of charging for damages or use was also discussed.

The item was tabled pending receipt of repair quotes, and a Parks & Buildings Committee meeting will be scheduled.

#### **10. Temporary Class "B" Retailer's License**

A motion was made by Paul Unser, seconded by Neil Boltik, to approve the Temporary Class "B" Retailer's License for EACC for The Whitesidewalls Concert on March 21<sup>st</sup> as submitted.

A roll call vote was taken. Motion carried.

#### **11. Committee Reports**

##### **Personnel and Finance – Dawn Toth**

##### **a) Dining Room Renovations – Flooring and Painting of the Village Dining Room**

Discussion occurred regarding the quotes received for flooring and painting of the Village Dining Room. Motion by Paul Unser, seconded by Mark Wolf, to approve Carpets Plus by Design for the flooring (Ash color, 30 mil) and Jim's Painting for the paint color (Whiskers). Roll Call Vote – Motion Carried

##### **b) Public Works Paint Sprayer – Purchase**

**c)** The Board reviewed the purchase of a paint sprayer for Public Works. The cost falls within the department's authorized spending limit; therefore, no Board action was required.

**d) Lift Purchase**

Motion to table this item. Motion carried by voice vote.

**e) Delinquent Payments from Local Businesses**

An update was provided on previously delinquent accounts, which have now been brought current. Clerk/Treasurer Holly Malaszuk was directed to assess late fees and place any unpaid balances on the property tax roll if not paid by year-end, consistent with the previous agreements with the business owners.

**f) Personnel Policy Update**

Proposed revisions to the Personnel Policy were reviewed.

Motion by Mark Wolf, seconded by Dawn Toth, to approve changes stating employees will receive PTO on their first paycheck of the month instead of the 1<sup>st</sup> and to add President's Day as a recognized holiday.

Roll Call Vote – Motion carried.

**g) Village Hall Cleaning Staff**

Discussion occurred regarding Village Hall cleaning responsibilities. It was said that the current cleaner will take on additional duties for the month and will no longer be responsible for cleaning the Public Works building.

**h) Grand Marshal Plaques**

Responsibility for Grand Marshal plaques was clarified. Dawn Toth noted that the Elmwood Area Community Club (EACC) is responsible for nominating the Grand Marshals; therefore, they will also be responsible for purchasing the plaques.

**i) Wireless Telecommunications Tower – Buell Consulting, Inc.**

The Board reviewed the proposed wireless telecommunications tower project. Holly Malaszuk explained that, due to outdated ordinances, it was recommended by staff and legal counsel to waive the applicable fees. It was also noted that the company will be responsible for removal of the tower and restoration of the site when it is no longer in use.

Motion by Dawn Toth, seconded by Jason Severson, to waive all Village zoning and permit fees associated with the project, contingent upon removal of the tower and site restoration.

Roll Call Vote – Motion carried.

**12. Committee Reports**

**Public Works Report – Bryan Bechel**

Public Works continues addressing streetlight repairs, with most lights in the business district now operational and remaining work scheduled. Staff completed water locates, assisted the DNR with required reporting, and treated areas of roadway affected by freeze/thaw conditions. Installation of a heater in the old fire hall is underway. Staff will also be traveling to Rhinelander for certification testing.

**Police Report – Chief Darren Ekholm**

The Elmwood Police Department handled 28 calls for service in February, while the Pierce County Sheriff's Office responded to 7 calls within the Village. Chief Ekholm attended multiple trainings, assisted with a residential search warrant in Spring Valley, and participated in court proceedings. A new mobile computer system was installed, and the department is transitioning to FirstNet service, which will improve reliability and reduce costs. One citation was issued during the month.

**Clerk/Treasurer Report – Holly Malaszuk**

Updates included a request to temporarily close a portion of the alley near 226 W. Wilson Avenue for painting. Absentee ballots for the Spring Election will be mailed by March 17, with machine testing scheduled for April 1 and Election Day on April 7. Election training is ongoing for poll workers and staff. A community survey regarding holiday decorations has

been posted, with early results showing strong support for current light pole decorations and replacing the intersection display, while opinions on park decorations are more divided. Materials for the Clerk/Treasurer's three-year review were distributed.

**Library Report – Nick Andrews**

While overall circulation has slightly declined, programming remains active. A glow-in-the-dark art show held with the school art teacher drew 109 attendees and included additional activities such as balloons and popcorn. Increased youth attendance has been observed on Tuesdays and Thursdays, prompting discussion about extending evening hours. The library is also exploring options for a new awning and updated signage.

- 13. Closed Session** - Motion by Dawn Toth, seconded by Jason Severson, to convene into closed session pursuant to Wis. Stat. §19.85(1)(c) and §19.85(1)(e).

Motion carried by voice vote.

The Board entered closed session at 7:55 p.m.

- 14. Reconvene Into Open Session** – Motion by Dawn Toth, seconded by Mark Wolf, to reconvene into open session. Motion carried by voice vote.

**a) Deputy Clerk Position**

Motion by Neil Boltik, seconded by Jason Severson, to hire Miranda Danzeisen as a full-time Deputy Clerk.

**b) Nursing Home Property**

Motion by Dawn Toth, seconded by Paul Unser, to direct Clerk/Treasurer Holly Malaszuk to consult with legal counsel on options for the sale of the nursing home property and any contractual considerations before moving forward. Roll Call Vote – Motion carried.

**15. Village Office Hours**

Motion by Neil Boltik, seconded by Dawn Toth, to set Village Office hours to Monday through Friday, 9:00 a.m. to 5:00 p.m., effective May 1. Roll Call Vote – Motion carried.

**16. Payment of Bills**

Motion by Mike Burke, seconded by Mark Wolf, to approve payment of the bills as submitted. Motion carried by voice vote.

**17. Adjournment**

Motion by Paul Unser, seconded by Jason Severson, to adjourn the meeting.

Motion carried by voice vote. The meeting adjourned at 8:08 p.m.

Respectfully Submitted

Holly R. Malaszuk

Clerk/Treasurer