

## VILLAGE OF ELMWOOD

BOARD OF TRUSTEES

December 3, 2025 7:00 PM

REGULAR BOARD MEETING MINUTES

Meeting Held at Elmwood City Hall

The Village Board of Trustees met in regular session on Wednesday, December 3, 2025. Chairperson, Renee Holland, called the meeting to order at 7 pm. Holland stated that a current copy of the Nebraska Open Meetings Act was posted.

**Roll Call:** Renee Holland, Becky Kicak, Heather Scott, Tony Greise all present at roll call. Patric Euse absent.

**Consent agenda:** Kicak moved to approve the consent agenda; Scott seconded the motion. RCV: 4-0 ayes, Motion carried

**Claims Key:** Bond Debt(BD)Contract Labor(CL), Electricity (E), Education(ED)Natural Gas (NG), Monthly Allotment (MA), Refuse (R), Fuel (F), Supplies (S) Publication (P), Telephone (T), Mile Reimbursement (MR), Labs (L), Attorney (A), Cellphone(CP), Postage(PO), Payroll Tax(PT), Capital Improvement(CI), Simple IRA(SI), Dues(D), Payroll (PR) Workman's Comp Audit (W) Petty Cash Reimbursement(PR), Engineer (EN) , Sales Tax (ST), Truck Repair (TR), Dog License (DL), Street Surface Supplies (SSS), Tech. Repair (TR) Tech. purchase (TP), Debt Service (DS), Audit Service(AS) Lodging(LO)

**Claims:** Elmwood C-Store(F) 344.99, Elmwood C-Store(S)45.19, KFC(misc)13.12, NAPA(S)17.49, ADP(PF)46.44, AFLAC(I)537.19, NE Dept of Rev(ST)1185.36, Spaulding CarWash(TR)4.85, IRS(PT)2013.5, NE Dept of Labor(PT)303.33, PR6649.65, American Funds(SI)293.4, USPS(P)261, TACSS(D)230, WireBuilt(D)29, Meeske's(S)169.46, Midwest Labs(L)353.82, PeopleService(CL)1350, NDWEE(D)115, Rasmussen(CL)352.72, Consolidated(CM)790, Quik Dump(R)794.35, Verizon(CP)39.94, USABlueBook(S)260.60, Utility Service Co(CM)3112.22, NE Lab(L)31, Quill(S)116.98, PowerManager(D)3187.04, Randy Bornemier(SH)1680, CC Register of Deeds(D)16, HTM(S)1076, Mick's(TR)923.19, OPPD(E)8367.25, Keckler(TR)774.74, Meeske Auto(S)34.99, Library(MA)3125, Frontier(S)19.95, AMGL(AS)3980, Voice(P)71.86, CC Refuse(R)75, Windstream(T)200.91, NE Rural Water(D)300, NE Generator(CL)918.14, Commonwealth(CL)285,

### Public Comment Period

none

### New Business

#### Book walk at the park

Scott moved to approve the proposed plan for a book walk at the park that was presented at the last meeting, Greise seconded the motion. RCV: 4-0 ayes

#### JEO Consulting Group, Inc's design services agreement for the 2026 Elmwood Water Treatment Plant Improvements project

Sarah Nguyen here to represent JEO. She reviewed the design services agreement and what it entails. She went over the phases of the planning process, the permitting process and the construction process. Nguyen answered board questions. Kicak moved to approve JEO's design services agreement for the 2026 Elmwood Water Treatment plant improvement project. Greise seconded the motion. RCV: 4-0 ayes, motion carried.

**Resolution #1232025-1 Signing of the Year-End Certification of City Street Superintendent 2025**

Scott read the resolution in full to the board. Kicak moved to approve resolution #1232025-1, Scott seconded the motion. RCV: 4-0 ayes, motion carried.

**Bid for salt/sand vs. screenings for the streets**

Huxhold has provided a bid from Westover rock and sand for salt for the streets. It is very expensive and will not be pursuing it. No action.

**Bids for tree removal/trimming at the park**

The board reviewed the bids provided. Scott moved to approve the bid from S&S Tree Service for \$2700 to remove 2 trees and trim 2 other trees at the park. Kicak seconded the motion. RCV: 4-0 ayes, motion carried.

**Part-time help**

Holland asked the board to consider keeping Oscar Zierott on through the winter to help Kevin as needed instead of hiring someone else. She would also like to increase his pay to \$20/hour. The board agreed. Greise moved to keep Oscar on as part-time help and increase his pay to \$20/hour. Scott seconded the motion. RCV: 4-0 ayes, motion carried.

**Snow Removal**

David Althouse will continue to help with snow removal this winter. No action.

**Clerk's vacation and clerk school in March**

Alicia reviewed the dates for vacation and clerk school in March 2026. Kicak moved to approve the dates of vacation and clerk school for March 2026. Scott seconded the motion. RCV: 3-0 ayes, Greise abstained. Motion carried.

**NE Rural water class on 12/10**

Kicak moved to approve Huxhold attending the NE rural water class on 12/10 and the use of the village truck to travel to the class in Wahoo. Greise seconded the motion. RCV: 4-0 ayes, motion carried.

**Harvest Moon Hustle 2026**

Kicak moved to approve the date of September 11, 2026 for the Harvest Moon Hustle. Scott seconded the motion. RCV: 4-0 ayes, motion carried.

**Planning for the 2026 Meetings**

Reviewed the dates of the upcoming year's meetings. Scott moved to approve moving the February 4<sup>th</sup> meeting to February 11<sup>th</sup>, April 1<sup>st</sup> to April 8<sup>th</sup>, July 1<sup>st</sup> to July 8<sup>th</sup> and August 5<sup>th</sup> to August 12<sup>th</sup>. Greise seconded the motion. RCV: 4-0 ayes, motion carried.

**Unfinished Business**

**Resolution #1152025-3: Lower Platt South NRD Hazard Mitigation Plan approval and adoption**

Kicak read the resolution in full. Scott moved to approve resolution #1152025-3. Greise seconded the motion. RCV: 4-0 ayes, motion carried.

## Reports/Boards, Commissions, and Committees

**Library:** next meeting 1/5

**Park:** bathrooms have been closed and winterized

**Streets:** David Althouse helped with snow removal

**Water:** moving forward with water project

**Sewer:** Huxhold has been working with JEO on the sewer plant

### **A. Reorganization of the Board**

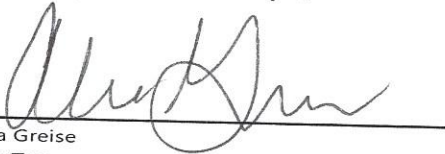
1. Newly elect and re-elected members of the Board of Trustees take their oath of office (Administered by Village Clerk) No newly elected officials
2. Roll call: Becky Kicak, Heather Scott, Tony Greise, Renee Holland.
3. The board of Trustees shall elect a Chair, then Vice Chair
  - i. Kicak motioned to maintain current Chair/Vice Chair appointments. Scott seconded. RCV:4-0 ayes
4. Appointments: (current appointments in parentheses)
  - a. Appoint Village Clerk-Treasurer (Alicia Greise)
    - a. Scott motioned to appoint Alicia Greise as the village Clerk-Treasurer, Kicak seconded. RCV: 4-0 ayes
  - b. Appoint Village Street Superintendent (Evan Wickersham)
    - a. Scott motioned to appointment Evan Wickersham as the Village Street Superintendent, Kicak seconded. RCV: 4-0 ayes
  - c. Appoint Village Engineer (JEO Consulting Group)
    - a. Scott motioned to appoint JEO Consulting Group as the Village Engineer, Greise seconded. RCV: 4-0 ayes
  - d. Appoint Village Attorney (Solheim Law, LLC)
    - a. Kicak motioned to appointment Solheim Law as the Village Attorney, Greise seconded. RCV: 4-0 ayes
  - e. Appoint Building inspector (Mike Jensen with Cass County Department of Zoning)
    - a. Kicak motioned to approve Jim Chappell as the Building inspector, Greise seconded. RCV: 4-0 ayes
  - f. Appoint Nuisance Officer (Becky Kicak)
    - a. Greise motioned to appointment Becky Kicak as the Nuisance Officer, Scott seconded. RCV: 4-0 ayes
  - g. Appoint Hearing Officer pursuant to Municipal code (Becky Kicak)
    - a. Scott motioned to maintain Kicak in the position, Greise seconded. RCV: 4-0 ayes
  - h. Appoint Health Board (Patric Euse)
    - a. Kicak motioned to maintain Euse in this position, Greise seconded. RCV: 4-0 ayes
  - i. Appointment of Planning Commissioners whose terms have expired (Linda Blunt)
    - a. Kicak motioned to appointment Blunt for another term on the Planning Commission, Scott seconded. RCV: 4-0 ayes
    - b. Scott motioned to appoint Abby Brophy as replacement of Joe Jennings due to removal by P&Z committee. Kicak seconded. RCV: 4-0 ayes

- j. Appoint commissioners
  - a. Park Commissioner (Heather Scott)
    - i. Greise motioned for Scott to maintain her position as Park Commissioner, Kicak seconded. RCV: 4-0 ayes
  - b. Street Commissioner (Patric Euse)
    - i. Scott motioned for Euse to maintain his position as Street Commissioner, Kicak seconded. RCV: 4-0 ayes
  - c. Water/Sewer Commissioner (Tony Greise)
    - i. Scott motioned for Greise to maintain his position as Water/Sewer Commissioner, Kicak seconded. RCV: 4-0 ayes
- B. Designation of American Exchange Bank as the Village Depository Bank
  - 1. Kicak motioned to designate American Exchange Bank as the village Depository Bank, Scott seconded. RCV: 4-0 ayes
- C. Designation of Official Newspaper for legal notices (The Voice News)
  - 1. Scott motioned to designate The Voice News as the office newspaper for legal notices, Greise seconded. RCV: 4-0 ayes
- D. Designation of method by which responsible advanced published notice of the time and place of each meeting of the Board of Trustees is to be given by the Clerk, setting forth the Posting of Notice and the three (3) public places in the Village of Elmwood where the same shall be posted. (Village hall, C-Store, Post office)
  - 1. Kicak motioned to keep the designated posting places as the village hall, Convenience Store and Post office, Greise seconded. RCV: 4-0 ayes

**Future agenda items**

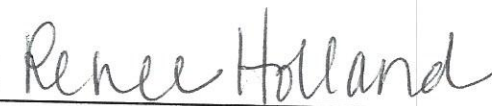
**Meeting adjourned at 7:50 pm**

X



Alicia Greise  
Clerk/Treasurer

X



Renee Holland  
Chairperson