



Village of Black Earth

Village Board Meeting and Plan Commission Meeting

1210 Mills St., Black Earth, WI 53515
Tuesday September 2nd, 2025, | 6:00 p.m.

Minutes

1. Call to Order/Roll Call – Village Board – Called to order at 6:00PM by Terry Moyer. In attendance: Dylan Helmenstine, Jen Schuetz, Nathan Cavanagh, Mitch Hodson and Terry Moyer. Quorum confirmed. Also in attendance is Matt Kahl Public Works Director, Carla Huston Library Director and Matthew Miller Vierbicher Planner.
2. Call to Order/Roll Call – Plan Commission – Called to order at 6:00PM by Terry Moyer. In attendance: Dylan Helmenstine, Tom Parrell, Sybyl Wood and Terry Moyer. Quorum confirmed.
3. Pledge of Allegiance
4. Proof of Posting: A copy of the notice was delivered to the following By **Friday August 29th, 2025**: emailed to the Editor of the Times Tribune - Black Earth; posted at the Black Earth Municipal Building, Black Earth Post Office, and the Black Earth Web Page. Read aloud by Terry Moyer.
5. Plan Commission and Village Board Joint Discussion of Transitional Housing inclusion in Zoning Ordinance: Discussion held with Matt Miller and members of the Black Men's Coalition of Madison, WI.
6. Plan Commission Possible Action on inclusion of Transitional Housing in Zoning Ordinance. – Motion to approve inclusion of Transitional Housing in the Village of Black Earth's Zoning Ordinance by Sybyl Wood, seconded by Jen Schuetz. All ayes, none opposed. Motion carried unanimously.
7. Adjournment of Plan Commission – Motion to adjourn by Terry Moyer second by Tom Parrell. All ayes, none opposed. Plan Commission meeting adjourned at 7:16PM.
8. Public Comment (Please limit to 3 minutes) – Brian Bodendine: Concerned about parking at the Children's Museum and low hanging trees on Center St.
9. Discussion/Action: Trustee Appointment to Vacancies: Motion by Mitch Hodson and second by Jen Schuetz to approve appointments. All ayes, none opposed.
 - a. Tom Marks
 - b. Joe Winandy
10. Presentation by David Stanfield and Ritchie Brown, effigy mound signage update. – Presentation of ideas for future historical recognition of the effigy mound. David and Ritchie will reach out if they need Village Board support moving forward.
11. Discussion/Action: Approval of meeting minutes from August 5, 2025. – Motion to approve by Mitch Hodson, seconded by Jen Schuetz. All ayes, none opposed motion carried.
12. Discussion/Action: Amendment No. 1 to Vierbicher Land Surveying Services Agreement – Prepare CSM: Explanation of proposed additional survey by Matt Miller. Would like to survey entire Webb St., South St. area to clean up the property lines. Funds could come from TID#5. Motion to approve survey and payment from TID#5 by Dylan Helmenstine and seconded by Mitch Hodson. All ayes, none opposed.
13. Discussion/Action: Town and Country Pay Request #1 for Black Earth Creek Park Project: Matt Kahl discussed payment request from Town and Country. Mitch Hodson moved to approve request for payment, seconded by Dylan Helmenstine. All ayes, none opposed, motion carried.
14. Discussion/Action: Approval of 2024 Financial Audit from Wipfli: This will be the last audit from Wipfli, next year Johnson Block will be performing the audit. Dylan Helmenstine moved to approve the 2024 audit as presented, seconded by Tom Marks. All ayes, none opposed motion carried.
15. Discussion/Action: Invoices to be Paid: Motion to approve by Dylan Helmenstine, seconded by Mitch Hodson. All ayes, none opposed motion carried.
16. Committee Reports
 - a. Clerk/Treasurer & Financial Reports - None
 - b. Black Earth Fire District (Moyer) – Met July 3rd, discussion on budget and truck/equipment. Next meeting 9/4 @ 6:30PM.
 - c. Dane-Iowa Wastewater Commission (Moyer) – Met August 21st, Town and Country presented for the proposed improvement for the plant. Next meeting 9/18.
 - d. Economic Development Committee (Louis-Reindl) – Did not meet.
 - e. Emergency Management (Helmenstine) – Did not meet

- f. EMS Committee (Helmenstine) – Working on policy updates for the handbook. Meeting next week Thursday 9/11.
 - g. Gateway to the Driftless (Schuetz) – Did not meet
 - h. Library Board (Cavanagh) – Discussed holiday closures. Next meeting is 9/16.
 - i. Library Director Report (Huston) – They have created a Community Committee for the feasibility of library expansion. Hopefully they will be able to reach out in the community to see if this is something that would be feasible to move forward with, or table it. May bring this to the Village Board at some point. Did have an employee resign so they are hoping to promote within. The summer program has wrapped up.
 - j. President's Report (Moyer) – Meeting with Johnson Block on Thursday to discuss working with them moving forward.
 - k. Public Works Director Report (Kahl) – Utility extension happening on South St., mulched the park, battling erosion control issues in the Village, sealed the parking lot, Field Days was a success.
 - l. Public Works Committee (Hodson) – Not met yet.
 - m. Parks Committee (Louis-Reindl) – Not met yet.
 - n. Police Committee (Moyer) – Joint with Mazo TBD
 - o. Vanguard Commission (Hodson) – Not met yet, next meeting is 9/16 @ 6:30PM.
 - p. Electrical Superintendent Report (Meier) – New transformer will be installed 9/9 at 10:00PM. Hopefully, outage will be mitigated by relaying our system off Alliant's system for the couple of hours for this to take place. Ran a test with Alliant and there were no issues. Underground electric conversion has been approved by ATC, still unanswered questions about financing this, but will be reimbursed by ATC.
17. Motion to enter into closed session pursuant to Wis. Stats 19.85(1)(c), Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. (Personnel and Employment) – Motion to enter closed session by Dylan Helmenstine, seconded by Mitch Hodson. All ayes, none opposed. Roll Call – Dylan Helmenstine, Jen Schuetz, Tom Marks, Joe Winandy, Nathan Cavanagh, Mitch Hodson and Terry Moyer. Also joining is Matt Kahl – Public Works Director.
 18. Motion to arise from closed session. – Motion to arise from closed session at 8:31PM. by Dylan Helmenstine, seconded by Jen Schuetz. All ayes, none opposed motion carried unanimously.
 19. Discussion/Action on items discussed in closed session. – Motion to approve items discussed in closed session by Dylan Helmenstine, seconded by Nathan Cavanagh. All ayes, none opposed motion carried unanimously.
 20. Any other business that may be brought before the board on future agendas. - None
 21. Setting of the Next Village Board Meeting: Tuesday October 7th, 2025.
 22. Adjournment – Motion to adjourn by Mitch Hodson, second by Dylan Helmenstine. Meeting adjourned at 8:32PM.

Village Board Members

Terry Moyer, Mitch Hodson, Dylan Helmenstine, Jen Schuetz, Nathan Cavanagh

Plan Commission Members

Dylan Helmenstine (Chair), Terry Moyer, Jen Schuetz, Citizen: Tom Parrell, Sybyl Wood, Tom Marks, Joe Winandy
Requests for persons with disabilities who need assistance to participate in this meeting should be made to The Village Office at 608-767-2563.

Minutes taken from audio by Dani Eastman – Village Administrative Assistant.