

Village of Black Earth - Village Board Meeting Minutes - 1210 Mills St., Black Earth, WI 53515

October 1st, 2024 | 6:00 p.m.

1. **Call to Order/Roll Call**
 - a. Called to order at 6:00pm
 - b. Present: Moyer, Patchin, Hodson, Helmenstine, and Marks present.
 - c. Absent:
2. **Pledge of Allegiance**
3. **Proof of Posting:** A copy of the notice was delivered to the following By Monday September 30th, 2024: emailed to the Editor of Star News, MBE CPA – Black Earth, and Lake Ridge Bank Black Earth; posted at the Black Earth Municipal Building, Black Earth Post Office, and Black Earth Web Page.
4. **Public Comment (Please limit to 3 minutes)**
 - a. David Stanfield – Black Earth Historical Society
 - i. Discussed the effigy mound, and the Society’s desire to put up signage & his personal support for the project. Also believes the Society can be a partner in
5. **Discussion/Action: Approval of Meeting Minutes from September 3rd, 2024.**
 - b. Patchin moves to approve the minutes as presented; Hodson seconds.
 - c. Motion Passed

Moyer requested unanimous consent to move items #7 & #9 to immediately follow #5. Motion Passed.

6. Discussion/Action: Historical Society Effigy Mound Resolution
 - d. Motion by Patchin to approve the resolution; Hodson seconds.
 - e. **Munson enters at 6:04pm.**
 - f. Motion Passed.
7. Discussion/Action: Street Use Permit – Webb St (Mills to Center) Black Earth Chamber for Trunk or Treat on October 31st during trick-or-treat hours.
 - g. Patchin motions to approve the request; Marks seconds.
 - h. Helmenstine noted that the application does not have a listed timeframe. Moyer responded that it will be concurrent with the Village trick-or-treat timeframe.
 - i. Moyer called the vote.
 - j. Motion Passed.
8. Discussion/Action: Town and Country Presentation on Dane-Iowa Improvements
 - a. Ben Heidemann and Lisa Twarog (Town and Country Engineering Inc.) presented information about Dane-Iowa’s planning for infrastructure improvements.
 - i. Jeff Moyer (Superintendent) and Norm Hann (Dane-Iowa Board member) also present.
 - b. Dane-Iowa facilities and machinery are reaching the end of their useful life. This planning began to address the need to update these pieces of infrastructure.
 - i. Commission Communities: V. of Arena, V. of Black Earth, V. of Mazomanie.
 - ii. Contract Users: Wisconsin Heights School District, V. of Cross Plains.
 - c. Research of “Summed” demand and “Combined” projections do not indicate that Dane-Iowa needs more capacity.
 - d. Current total implementation cost estimated at \$19.7 million.
 - e. Conservative estimate for Black Earth’s cost increase: Go from \$176K to \$427K (2024 dollars)

9. Discussion/Action: Library Requesting Exemption from Dane County Library Tax Resolution
 - a. Hodson moves to approve the resolution; Patchin seconds.
 - b. Motion Passed.
10. Discussion/Action: IT Contract for Village Office and Public Works
 - a. Notes from B. Marty: No commitment or contract yet signed. Previously had Phoenix Consulting. In 2022 Spectrum and TDS were considered for quotes, but this did not move forward. "Simple Networking Consultant" was discovered after discussions with Cross Plains and Mazomanie.
 - b. Hodson and Moyer added context for the usefulness of an outside contractor to help manage the services.
 - c. Hodson stated that there could be some up front costs to bring the systems up to good order. Such as 10 hours of dedicated time to audit and evaluate.
 - d. Helmenstine asked about working with Mazo and Cross Plains to have a shared contract for these services. Moyer noted that it was an option in the future.
 - e. Hodson moves to approve 10 hours at \$165/hr (\$1,650) to evaluate current IT systems and to prepare for a contract for the next year; Patching seconds.
 - i. Motion Passed
11. Discussion/Action: Hillside Overlay Update
 - a. Kahl stated that the project increased beyond the \$50K that was originally budgeted from the GO Note. The Well driveway needs more excavation to ensure stability of the new material. There are soft spots and drainage issues at the site right now. The Hillside Road part of the project did not change in price. Kahl stated that the village could decide not to do the driveway at this time. Need another \$11K for the increase cost.
 - b. Munson said that some of the project costs may be related to the full project being completed, and that cancelling the driveway project could lead to increases in the other parts of the bid.
 - c. Patchin motions to approve Tri County's project for the Hillside Road Overlay for \$32,355.00 and Service House Road Excavation and Pavement \$28,850.00; Munson seconds.
 - d. Helmenstine asked where the additional funding will come from. Hodson stated that there will be enough left in the General Fund, Moyer agreed that the \$11K will come from general fund.
 - e. Moyer called the vote
 - i. Motion Passed
12. Discussion/Action: Carpet Cleaning in the Village Hall Before November Election
 - a. Patchin asked why this could not wait until after the election? Kahl stated it was discussed as an option by the village staff. Patchin said that the carpets will get dirty during the voting period and should be cleaned after.
 - b. No motion made.
13. Discussion/Action: Black Earth Substation Construction
 - a. Meier reviewed the Substation project costs. \$50.6K by MJ Electric for the concrete work and other
 - b. Hodson stated that this cost was already factored into the GO Note Designation.
 - c. Hodson motioned to approve the \$50,693 for the Substation Construction to be completed by MJ Electric; Munson seconds.
 - i. Motion Passed
14. Discussion/Action: ARPA Spending and Budget 2025

- a. Moyer stated that \$45,436.76 remains for the village to designate.
 - b. Kahl and Hodson discussed how the funds were split between Public Works and Parks (\$67K each).
 - c. Hodson asked if Public Works has spent all their ARPA allocation. Kahl stated that there is \$2-3K remaining due to interest accrual.
 - d. Kahl stated that the remaining funds need to be designated by December 31st by the Parks Committee. Because of the interest, both Public Works and Parks still have funds to spend.
 - e. No motion made.
15. Discussion/Action: Invoices to be Paid
- a. Patchin asked about the Optimist Club charge. Helmenstine and Hodson stated that such expenses are typical for organizations to cover for employees.
 - b. Hodson motions to approve the invoices as presented; Marks seconded.
 - c. Motion Passed.
16. Committee Reports
- k. Vanguard Commission
 - i. Did not meet.
 - l. Electrical Superintendent Report (Meier)
 - i. Meier: Finished overhead for conversion for an area on Pheasant Branch Road. Some maintenance and service work. Looking at May or June for the Substation project to be finished. Crew are looking into the lighting at the Tennis court. Found some issues, but are still working on it. Half of the court is now working and lighted.
 - m. Black Earth Fire District
 - i. Met on September 12th to review Budget Number. Executive Committee met on September 15. Public hearing on 10/2 with a meeting to follow on budget action.
 - n. Clerk/Treasurer & Financial Reports
 - o. Dane-Iowa Wastewater Commission
 - i. Meets again October 17th.
 - p. Economic Development Committee
 - i. Meeting tomorrow on 10/2 at 5:30pm
 - q. Emergency Management
 - i. Helmenstine stated that he was not able to find an item relating to an Emergency Response Plan on village board agendas between 2021 and 2024. He was able to find the Hazard Mitigation Plan that was sent to FEMA and Dane County. He also looked through physical binders to see if there was a more recent plan, but could not find one. Current village staff do not have access to old Clerk/Treasurer's files
 - ii. Moyer stated that the new IT services may help with that.
 - iii. Committee will find a time to meet to begin updating the Emergency Response Plan based on the 2019 draft.
 - r. EMS Committee
 - i. Helmenstine reviewed the notes that were sent to the board.
 - ii. Hodson asked about the total ask for the village from EMS. Helmenstine stated \$75,273 is total ask for 2025.
 - s. Gateway to the Driftless

- i. Met on September 6th. Passed a resolution in support of the regional trail system
 - ii. No updates on River Bridge project.
 - iii. Made the \$1,500 ask from each of the villages. Moyer stated that this was expected. Next meeting late November or Early December
 - t. Library Board
 - i. Helmenstine reported that Director Anderson is resigning effective October 4th, and noted her success during her tenure. The library board appointed Kirsten Rogers as the interim director until a new library director is hired. The library board also approved the 2025 draft budget which represents a 3.8% increase.
 - ii. Helmenstine stated it is important for the Village Board to start with respect when working with all departments and employees. He is concerned about the village's retention of skilled employees. Patchin asked for specifics. The board began a discussion about its relationship with the library board. The board discussed the importance of respect for all departments, board members' expectations for budget requests, a summary of the changes at the library and village boards, the limited funding available for a small village, and the value of the library services. All board members stated their support for the library, and their thanks for the efforts of Anderson over the years.
 - iii. Moyer asked if Anderson had not been in attendance due a feeling of lack of respect. Helmenstine responded that to his knowledge Anderson has had vacation or other job duties that have kept her from attending.
 - u. Library Director Report (Anderson)
 - i. Not present
 - v. President's Report (Moyer)
 - i. Real estate: Octagon closed & funds transferred into the money market account. Mills street is in the works; the buyer is working with their agents. Plan Commission reviewed the draft. Open book meetings were held today 8am-4pm. Moyer will be attending a free levy-limit workshop. Moyer working on the budget with staff. Emphasizing going through the budget as much as possible. Going all the way back to 2022 to put in invoices. Hoping to have Personnel Costs and Budget Costs all done by Jan 1. Likely need to schedule a special budget meeting to stay on track. Bev from Johnson block has done a lot of work and has been cross training Beth Marty.
 - w. Public Works Director Report (Kahl)
 - i. Kahl reviewed the projects of the last month. Munson stated that the Baseball field is an attraction to the village at this point, and bringing in.
 - ii. Sewer Rate Case should be budgeted for about \$10K.
 - x. Public Works Committee
 - i. Next on October 17th
 - y. Parks Committee
 - i. Next meeting November 18th.
 - z. Police Committee
 - i. Waiting for final costs of the combined project.
 - ii. Data submitted by police.
17. Motion to enter closed session pursuant to

- aa. 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.” (Considering Employment, promotion, compensation or performance)
- 18. b. Wis. Stats. 19.85(1)(e), Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. (Sale of Parcel # 107/080626428315 and Discussion of Purchase on Parcel # 107/080626435923)(Roll call vote)
 - a. Patchin motions to enter closed session pursuant to the statutes listed above.
 - i. Moyer; Yes – Patchin; Yes – Hodson; Marks; Yes – Helmenstine; Yes – Munson; Yes – Lois-Reindl; Absent
- 19. Motion to arise from Closed Session and reconvene in Open Session
 - a. Hodson motions to arise from closed session. Seconded by Marks.
 - b. Motions Passed
- 20. Discussion/Action: Closed Session items
 - a. No items.
- 21. Any other business that may be brought before the board on future agendas.
 - a. Budget
 - b. Habitat for Humanity presentation?
- 22. Setting of the Next Village Board Meeting: Wednesday November 6th, 2024. (Election Day 11/5)
 - a. Next meeting confirmed Wednesday November 6th, 2024 at 6:00pm.
- 23. Adjournment
 - a. Patching motions to adjourn; Seconded by Hodson.
 - b. Motion passed.