



Village of Black Earth

Village Board Meeting and Public Hearing

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

Minutes

1. Call to Order/Roll Call – Called to order at 6:00PM by Terry Moyer. In attendance: Terry Moyer, Mitch Hodson (by phone), Jen Schuetz, Nathan Cavanagh, Tom Marks and Joe Winandy. Absent is Dylan Helmenstine. Also present is Matt Kahl – Public Works Director, Carla Huston – Library Director, Kurt Meier – Vanguard Superintendent and Matthew Miller – Vierbicher Planner.
2. Pledge of Allegiance – Recited by all in attendance.
3. Proof of Posting: Notice of the public hearing was published in the Times Tribune on Thursday, November 13, 2025. A copy of the agenda notice was delivered to the following By Monday, December 1, 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
4. Public Hearing – 2026 Village of Black Earth Budget – No public present for the hearing, motion by Jen Schuetz to close public hearing, second by Nathan Cavanagh. All ayes, none opposed motion carried.
5. Public Comment (Please limit to 3 minutes) – None present.
6. Discussion/Action: Approval of meeting minutes from November 4, 2025, and November 18, 2025 (Budget Workshop and Special Meeting/Public Hearing). – Motion to approve all 3 sets of minutes by Jen Schuetz, second by Nathan Cavanagh. All ayes, none opposed motion carried.
7. Discussion/Action on Recommendation from Plan Commission:
 - a. Certified Survey Map – 1121 Ripp Dr, Jordan and Nicole Breunig (Parcel # 107/0806-351-6501-1).
 1. Motion to approve CSM with the following language by Tom Marks, second by Jen Schuetz, all ayes none opposed. Motion carried unanimously.
 1. Motion to recommend approval of the proposed Breunig CSM at 1121 Ripp Drive and 1115 Ripp Drive (Ripp Meadow Lot 1 & Lot 2) to the Village Board, subject to the conditions in the Vierbicher review letter dated October 31, 2025 and particularly noting the following:
 2. Per Item 1 on page 1, that the park impact fee shall not be collected.
 3. Per item 2(b) on page 2, that if a mortgage exists on either lot, the CSM shall be updated with appropriate Consent of Mortgagee Owner's Certificate language.
 4. Per item 2(c) on page 2, that on CSM page 2 under "Notes," the clause "including the road dedication herein," shall be removed from the CSM.
 5. Per item 2(d) on page 2, that a document shall NOT be filed at the Dane County Register of Deeds, eliminating the Driveway Easement in Doc No. 4118212. Proof shall be provided to the Village.
 6. Per item 2(e) on page 2, that an electronic version of the recorded CSM shall be provided to the Village.
 7. That the CSM be subject to final review and approval by the Village Attorney.
8. Discussion/Action: Approval of Election Inspectors for the 2026-2027 Season – Motion to approve by Nathan Cavanagh, second by Joe Winandy. All ayes, none opposed motion carried.
 - a. **Dylan Helmenstine arrived at 6:09PM**
9. Discussion/Action: Village Fee Schedule – Brief explanation of recommended Fee Schedule by Village Planner, Matthew Miller, and brief discussion with board members regarding implementation of fee schedule. Motion to approve fee schedule with an escrow amount of \$2000 by Dylan Helmenstine, second by Jen Schuetz. All ayes, none opposed motion carried unanimously.
10. Discussion/Action: 2026 Budget Adoption – Brief discussion of budget changes. Motion by Dylan Helmenstine to approve the budget as presented, second by Mitch Hodson. All ayes, none opposed, motion carried unanimously.
11. Discussion/Action: Invoices to be Paid – Motion to approve invoices by Dylan Helmenstine, second by Jen Schuetz. All ayes, none opposed motion carried.

12. Committee Reports

- a. Clerk/Treasurer & Financial Reports
 - b. Vanguard Commission (Hodson) – Met Nov 18th, approved raises. Next meeting Jan 20th.
 - c. Electrical Superintendent Report (Meier) – Wrapping up services and line extensions. Will be starting tree trimming in the rural areas. Helped get the Christmas lights up.
 - d. Black Earth Fire District (Moyer) – Met Nov 6th
 - e. Dane-Iowa Wastewater Commission (Moyer) – Met Nov 20th.
 - f. Economic Development Committee (Helmenstine) – Next meeting is in January.
 - g. Emergency Management (Helmenstine) – Meeting Thursday Dec 4th.
 - h. EMS Committee (Helmenstine) – Next meeting Jan 8th.
 - i. Gateway to the Driftless (Schuetz) - Next meeting in January.
 - j. Library Board (Cavanagh) – Met Nov 18th, approved the subcommittee for the expansion. Moved the annual pay raise to January from April.
 - k. Library Director Report (Huston) – Received Sauk Prairie Healthcare Foundation grant. Will be closed Christmas Eve/Christmas and New Years Eve/New Years.
 - l. President's Report (Moyer) – Wrapping up budget. Office has received compliments regarding cleanup from the first snow fall. Tree lighting will be on Sunday in Veterans Park.
 - m. Public Works Director Report (Kahl) – One resident expressed discontent with snow cleanup on Sunday. Will pick up remaining leaves/brush as things get exposed again when the snow melts, last pick up was to be done 12/1, but not possible with the snow.
 - n. Public Works Committee (Hodson) – Not met
 - o. Parks Committee - Not met
 - p. Police Committee (Moyer) – No meeting in Dec, will meet in first quarter of 2026.
13. 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, Promotion, Compensation or Performance) – No closed session needed tonight.
14. Motion to arise from closed session. – N/A
15. Discussion/Action on items discussed in closed session. – N/A
16. Any other business that may be brought before the board on future agendas.
- a. Main Street Concept Plan – Jan
 - b. Ehlers to do Budget/Levy Workshop - Feb
17. Setting of the Next Village Board Meeting – Tuesday, January 6, 2026 @ 6:00 PM
18. Adjournment – Motion to adjourn by Dylan Helmenstine, second by Jen Schuetz all ayes, none opposed. Meeting adjourned at 7:13PM.

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

Village Board Members

Terry Moyer, Mitch Hodson, Dylan Helmenstine, Jen Schuetz, Nathan Cavanagh, Tom Marks and 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.