



Village of Black Earth
Emergency Management Committee
December 4th, 2025 | 5:30 pm.
Village of Black Earth Meeting Room
1210 Mills St., Black Earth, WI 53515

Minutes

1. Call to Order – By Dylan Helmenstine at 5:30PM.
2. Roll Call / Confirmation of Quorum: Roll Call: Dylan Helmenstine, Jen Schuetz, Tom Marks and Terry Moyer. Absent is Nathan Cavanagh. Also present is Dan Machotka – Black Earth Fire Chief and Matt Kahl – Director of Public Works.
3. Confirmation of Public Notice. A copy of the notice was delivered by Wednesday, December 3th, 2025, by email to the Editor-Times Tribune; posted at the Black Earth Municipal Building, Black Earth Post Office, and Black Earth Village Website. – Read aloud by Dylan Helmenstine.
4. Public Comment (3 minutes per person) – None present
5. Discussion/Action on Meeting Minutes from October 9th, 2025. – Motion to approve by Terry Moyer, second by Jen Schuetz. All ayes, motion approved.
6. Discussion/Action on Current Events Related to Emergency Management
 - a. Village Department and Agency Updates
 - i. Fire – Dan Machotka retired from fulltime job, will now be focusing on teaching.
 - ii. EMS – No updates
 - iii. Clerk’s Office - None
 - iv. Public Works – Well 2’s generator was set today, not up and functioning yet.
7. Discussion: Updates
 - a. Volunteer Coordination – No updates today.
 - b. Jurisdiction of Different Agencies – Brief discussion
 - c. Definitions of Disasters – Brief discussion
 - d. General Updates
8. Other Items for Future Agenda Discussion
9. Setting the next meeting date – January 8, 2026, @ 5:30 PM : Committee elected to meet in February, meeting date: February 5th, 2026 @ 5:30 PM.
10. Adjournment – Motion to adjourn by Jen Schuetz, second by Terry Moyer. All ayes, meeting adjourned at 6:06PM.

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

Committee Members: Dylan Helmenstine – Chair, Jen Schuetz, Nathan Cavanagh, Tom Marks
Alternate: Terry Moyer

Requests for persons with disabilities who need assistance to participate in this meeting should be made to the Village of Black Earth Office at 608-767-2563.

Notice is hereby given that a quorum of the Village Board may be present on this day to gather information about all items that appear on this agenda, a subject over which they have decision-making responsibility. This constitutes a meeting of the Village Board pursuant to State ex rel. Badke v. Greendale Village Bd., 173 Wis. 2d 553, 494 N.W. 2d 408 (1993), and must be noticed as such although the Village Board will not take any formal action at this meeting.