

Town of Black Earth  
DRAFT Minutes of Town Board Meeting  
Tuesday, December 3, 2024

1. Meeting call to Order. Town Chair Tom Turk called the meeting to order at 6:30 PM. Supervisors Barb Parrell, Joann Bennett, Treasurer Brenda Kahl, and Clerk Stephanie Zwettler were present. Also in attendance: Jason Handel and Steve Parrell.
2. Proof of Posting. An affidavit of posting was provided.
3. Approval of the Agenda. Joann Bennett moved and Barb Parrell seconded a motion to approve the agenda. Motion carried. 3-0
4. Approval of Minutes of Previous Meeting – November 14, 2024. Barb Parrell moved and Joann Bennett seconded the motion to approve the minutes from November 14, 2024, as presented. Motion carried. 3-0
5. Financial Report.
  - a. Money Market: \$344,301.73                      Checking: \$23,873.58
  - b. Approval of checks written. Barb Parrell moved and Joann Bennett seconded the motion to approve written checks numbered 12493-12506, including direct deposit paychecks. Motion carried. 3-0
6. Plan Commission: Solar Energy Licensing Ordinance – update of review by Attorney Hazelbaker. No update was available.
7. Town Chairman’s Report. Town Chairman Tom Turk wished to thank Clerk Stephanie Zwettler for soliciting requests for proposals for engineering and bridge design services this week.
8. Patrolman’s Report. Road Patrolman Jason Handel received a delivery of chips; the Mack truck requires a repair of two cylinders and an air leak; the truck received wing extensions on the plow; and proposed canceling the town’s cell phone.
9. Reeve Rd bridge replacement – DOT design consultant selection. Town Chair Tom Turk and Clerk Stephanie Zwettler had a phone conference with WisDOT Local Program Project Manager Lorrain Betzel regarding the bridge design solicitation process. The Request for Proposal was prepared and emailed to the 337 contacts on WisDOT’s Roster of Eligible Consultants. Companies were asked to submit their proposal documents to the Town by January 6, 2025. The target date for the final design contract to be received by WisDOT is March 25, 2025.
10. Reeve Rd at Morton Park – culvert and road repair. An estimate has not yet been received.
11. Fee Schedule – update for dog licenses. Barb Parrell moved and Joann Bennett seconded the motion to approve the updated dog licenses in the Fee Schedule. Motion carried. 3-0

12. Broadband internet service. No update provided.
13. Set Caucus date – January 2025. Joann Bennett moved and Barb Parrell seconded a motion to hold the 2025 Town caucus on Tuesday, January 7, at 6:00 PM with the regular town board meeting to immediately follow. Motion carried. 3-0
14. EMS Board Report. No update this month.
15. Fire Board Report. No update this month.
16. Convene Closed Session, under WI Stat. 19.85(1)(b) and (c). Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Barb Parrell made the motion and Joann Bennett seconded to convene into closed session. The board convened into closed session at 6:59 PM. Roll call vote: Tom Turk – yes, Barb Parrell – yes, Joann Bennett – yes.
17. Reconvene Open Session per WI Stat. 19.85(2). Tom Turk made a motion to reconvene to open session and Barb Parrell seconded. Roll call vote: Tom Turk – yes, Barb Parrell – yes, Joann Bennett – yes. The board reconvened to open session at 7:09 PM.
18. Set employee 2025 compensation. Tom Turk moved and Joann Bennett seconded a motion to change the hourly compensation effective January 1, 2025, for Town Patrolman Jason Handel to \$33.00 per hour. Motion carried. 3-0  
  
Barb Parrell moved and Joann Bennett seconded a motion to change the annual compensation for Town Clerk to \$23,000, effective January 1, 2025. Motion carried. 3-0  
  
Barb Parrell moved and Tom Turk seconded a motion to change the per diem compensation for Plan Commission members to \$30.00 per meeting, effective January 1, 2025. Motion carried. 3-0  
  
Joann Bennett moved and Barb Parrell seconded the motion to change the hourly compensation effective January 1, 2025, for Chief Election Inspectors to \$15.00 per hour and Election Inspectors to \$13.00 per hour. Motion carried. 3-0
19. Discussion of future agenda items. Reeve Rd bridge project, Reeve Rd culverts and road repair estimate, Solar Ordinance update.
20. Adjourn. Joann Bennett moved and Barb Parrell seconded the motion to adjourn. Motion carried. The meeting adjourned at 7:11 PM.

Respectfully submitted,  
Stephanie Zwettler, Town Clerk