

TOWN OF AZTALAN
TOWN BOARD MEETING MINUTES
MARCH 12, 2025

1. Call to Order / Pledge of Allegiance - *Chair Chwala called the board meeting to order at 7:00 pm. Present: Chair Jeremy Chwala, Supervisor Larry Christianson, Supervisor Megan Dunneisen Also present: Treasurer Teresa Keeser and Clerk Kathleen Pitzner. This meeting was held at Aztalan Town Hall located at W6260 County Rd B, Jefferson WI 53549.*
2. Proof of Posting and Notice - *Clerk Pitzner stated that the notice for this meeting was posted to the Town website and the three posting boxes in Aztalan on March 10, 2025.*
3. Approval of Minutes - February 12, 2025 & March 6, 2025 - *Supervisor Dunneisen moved, Supervisor Christianson seconded the motion to approve the February 12, 2025 & March 6, 2025 minutes as written. Motion carried.*
4. Treasurer's Report - February 2025 Financial Report - *Chair Chwala moved, Supervisor Christianson seconded the motion to approve the February 2025 Financial Report as submitted. Motion carried. Supervisor Dunneisen abstained.*
5. Plan Commission Report - *none*
6. Fire Dept and EMS Reports/Updates - *Chief Russ (LMFD) gave report/updates*
7. Jefferson County Sheriff's Dept and/or County Supervisor Report - *County Supervisor Steve Nass spoke*
8. Reports and Meeting Updates from Board - *all Board members gave reports/updates*
9. Public Comment on agenda items only (limited to 3 minutes per person)
10. Business - **business items are matters of discussion and possible action**
 - a. Review employment application received - *no interview discussed; application will remain on file*
 - b. Rent the Town Hall for public use - *Supervisor Christianson moved, Supervisor Dunneisen seconded the motion to not rent out the town hall at this time. Motion carried.*
 - c. Finalize details of Aztalan Town Hall Rules & Regulations and Facilities Use Agreement
 - d. Open financial accounts at Badger Bank -
Chair Chwala moved, Supervisor Christianson seconded the motion to move \$300,000 from BLM Money Market to Badger Bank. Motion carried.
Supervisor Christianson moved, Supervisor Dunneisen seconded the motion to assign \$50,000 to open a checking account at Badger Bank. Motion carried.
 - e. Assign Earmarked accounts with starting balances -
Chair Chwala moved, Supervisor Christianson seconded the motion to assign Earmarked funds of \$100,000 for Equipment Purchases, \$25,000 for Equipment Maintenance, \$125,000 for Road Projects. Motion carried.
Chair Chwala moved, Supervisor Christianson seconded the motion to invest the approved Earmarked funds in 6 month CD accounts at Badger Bank. Motion carried.
 - f. Review Sealed Bid Request for shop roof replacement - *Chair Chwala moved, Supervisor Christianson seconded the motion to approve the Sealed Bid Request to publish. Motion carried.*
 - g. Open an account with Jefferson County Hwy Dept for large truck wash facility;
\$10/vehicle/wash - *Chair Chwala moved, Supervisor Christianson seconded the motion to open a large truck wash account with the Jefferson County Hwy Dept. Motion carried.*
 - h. Training Opportunities
 - i. Jefferson County Hwy Dept safety training, April 8, \$50/person
Topics: CDL updates, MSHA refresher, OSHA general construction updates -
Supervisor Christianson moved, Supervisor Dunneisen seconded the motion to send all part time employees to the Jefferson County Hwy Dept safety training. Motion carried.
Chair Chwala moved, Supervisor Christianson seconded the motion to pay part time employees transportation wages for training attendance hours. Motion carried.

- ii. WTA - Spring Road School - \$199/elected official; \$125/guest (April 1 deadline; \$299/\$225 respectively after April 1) - *Chair Chwala moved, Supervisor Christianson seconded the motion to send Supervisor Christianson & Clerk Pitzner to the WTA Spring Road School. Motion carried.*
 - i. Purchase a roadside sprayer
 - j. Approve funds for road maintenance:
 - i. crack filling - *Chair Chwala moved, Supervisor Christianson seconded the motion to accept Thunder Road, Inc. proposal of \$30650.00 for crack filling. Motion carried.*
 - ii. ditching - *Chair Chwala moved, Supervisor Christianson seconded the motion to accept the Jefferson County Hwy Dept proposal of \$4820.55 for ditching {according to details in 3/12/25 email from Hwy Superintendent Brian Mattke}. Motion carried. Supervisor Dunneisen abstained.*
 - iii. retrieving shoulders - *Chair Chwala moved, Supervisor Christianson seconded the motion to accept the Jefferson County Hwy Dept proposal of \$2785.22 to retrieve shoulders {according to details in 3/12/25 email from Hwy Superintendent Brian Mattke}.*
 - iv. tree removal/trimming - *Supervisor Christianson moved, Supervisor Dunneisen seconded the motion to accept Northwest Services, Inc proposal of \$13831.00 for brushing & tree trimming. Motion carried.*
 - k. Riess Rd and Haumschild Ln maintenance - *Riess Rd to be reassessed at a later date. Chair Chwala moved, Supervisor Christianson seconded the motion to accept the Jefferson County Hwy Dept proposal of \$12128.62 to repair Haumschild Ln {according to details in 3/12/25 email from Hwy Superintendent Brian Mattke}. Motion carried.*
 - l. Discuss Spring Road Tour - *scheduled for April 18 at 8:15am*
11. Possible Future Agenda Items -
12. Payment of Bills - *Chair Chwala moved, Supervisor Christianson seconded the motion to pay bills. Motion carried. Supervisor Dunneisen abstained.*
13. Adjournment - *Supervisor Dunneisen moved, Chair Chwala seconded the motion to adjourn the March 12, 2025 meeting at 9:05pm. Motion carried.*

Respectfully submitted,
Kathleen Pitzner
Clerk