

TOWN OF AZTALAN
TOWN BOARD MEETING MINUTES
MAY 10, 2023

1. Call Meeting to Order/Pledge of Allegiance: *Chairperson Chwala called the board meeting to order at 7:00pm.*
Present: Chairperson Jeremy Chwala, Supervisor Larry Christianson, Supervisor Megan Dunneisen
Also present: 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 agenda was posted to the Town website and the three posting boxes located at the Aztalan Town Hall; Ann Street, Lake Mills; and River Hill Dr, Johnson Creek on May 6, 2023 (and a revision posted May 8, 2023).
3. Approval of Minutes - April 12, 2023
Supervisor Dunneisen moved, Supervisor Christianson seconded the motion to approve the April 12, 2023 minutes as written. Motion carried, 3-0
4. Treasurer's Report - Approve April 2023 Financial Report - *Supervisor Christianson moved, Supervisor Dunneisen seconded the motion to approve the April 2023 Financial Report w/ discussed corrections to 'Account' details. Motion carried, 3-0 Note: data entry was correct, account description needed to be corrected.*
5. Plan Commission Report- none
6. Jefferson County Report - *County Supervisor Steve Nass reported Main St, Jefferson bridge work; County Courthouse project, 3 yr strategic plan update in the works, Housing Summit in LM, Youth Crisis Center to open in Watertown, Brew with a View supports County Parks (held at Koth Park), Kelly Stade is now the current County Treasurer (John Jensen retired)*
7. Lake Mills EMS Report - *Dave LaSauer clarified that LM EMS will be providing treatment & transport for Aztalan Cycle Club during this race season.*
8. Reports and Meeting Updates from Board Members - *Reports by Supervisor Dunneisen, Supervisor Christianson, and Chair Chwala.*
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. Public Official Orientation Session presented by Atty Eric Larson
Note: moved to last item of Business with no objection
 - b. Amending Section 11.10 (Shoreland Provisions) of the Jefferson County Zoning Ordinance - *Supervisor Dunneisen moved, Supervisor Christianson seconded the motion to approve the Jefferson County Zoning Shoreland Ordinance updates. Motion carried, 3-0.*
 - c. EMS negotiations/contracts - *Supervisor Christianson moved to contract with City of Lake Mills for EMS services. No second. Scheduled a Town Board meeting for May 18, 2023, 5pm for more discussion and possible action.*
 - d. Brush Site Supervision Schedule - *Christianson: May/June, Dunneisen: Aug/Oct, Chwala: July/Sept*
 - e. Purchase of Gas Powered Post Hole Digger - *Chair Chwala moved, Supervisor Christianson seconded the motion to purchase gas powered post hole digger and 6" auger. Motion carried, 2-0, Supervisor Dunneisen abstained.*

- f. Purchase of updated WTA Wisconsin Town Officer's Handbook, 3 copies - *Supervisor Dunneisen moved, Supervisor Christianson seconded the motion to purchase WTA Town Officer's Handbooks, 3 copies. Motion carried, 3-0.*
- g. 2023 WTA Spring Town Officials Workshops participation - *Supervisor Dunneisen moved, Chair Chwala seconded the motion to pay for WTA Officials Training Workshops for Board members {incl. Clerk & Treasurer} that want to 'attend' (virtual). Motion carried, 3-0.*
- h. ARPA Funds - relating to, but not limited to the below item list:
- \$1500 for Town Treasurer (Teresa Keeser) to attend the UW-Green Bay Municipal Clerks & Treasurers Institute; 3yr program. (2023 fee is \$499, before June 1) -*Chair Chwala moved, Supervisor Dunneisen seconded the motion to use \$1500 from ARPA funds to allow the Town Treasurer to attend Municipal Clerks & Treasurers Institute over the next 3 yrs. Motion carried, 3-0.*
 - Replace and/or repair Shop overhead door opener and mounted side track; \$2566.00 - *no motion. (Note: payment will be expensed from the Shop Maintenance account.)*
- i. Regulating Road Right-Of-Way Entry and Obstruction - *no action*
- j. Aztalan Town Roads - including, but not limited to: culverts, shouldering, ditching, tree trimming, Felson Ridge - *{added this item to May 18, 2023 Town Board meeting}*
- k. Appointment of the Town Board Supervisors' responsibilities -
Megan Dunneisen - Contact for Johnson Creek Fire & EMS, Contact for Jefferson County Emergency Management, Contact for GFL, Submit DNR Annual Recycling Report, Submit DNR Annual Recycling Grant, Research grants available to the Town of Aztalan.
Supervisor Christianson - Contact for LM Fire & EMS, Town roads, Shop supervisor, Road Salt contracts.
Jeremy Chwala - Contact for Jefferson Fire & EMS, Contact for Town Attorney, Contact for Driveway Permits, Contact for Jefferson County Sheriff's Department, Back up to Supervisors' duties, backup to Supervisors duties.

11. Possible Future Agenda Items

12. Payment of Bills - *Supervisor Christianson moved, Supervisor Dunneisen seconded the motion to pay bills. Motion carried, 3-0.*

13. Adjournment - *Supervisor Christianson moved, Supervisor Dunneisen seconded the motion to adjourn the May 10, 2023 meeting at 10:12pm. Motion carried, 3-0.*

Respectfully submitted,
Kathleen Pitzner
Clerk