

TOWN OF AZTALAN
TOWN BOARD MEETING MINUTES
APRIL 8, 2026

1. Call to Order / Pledge of Allegiance - *Chair Chwala called the board meeting to order at 7:00 pm.
Present: Chair Jeremy Chwala and Supervisor Larry Christianson
Also present: Treasurer Teresa Keeser and Clerk Kathleen Pitzner
Absent: Supervisor Megan Dunneisen
This meeting was held at Aztalan Town Hall located at W6260 County Rd B, Jefferson County, WI.*
2. Proof of Posting and Notice - *Clerk Pitzner stated that the notice for this meeting was posted to the Town website and at the Town Hall posting box on April 3, 2026*
3. Approval of Minutes - March 11, 2026- *Chair Chwala moved, Supervisor Christianson seconded the motion to approve the March 11, 2026 minutes as written. Motion carried.*
4. Approval of Financial Report - March 2026- *Chair Chwala moved, Supervisor Christianson seconded the motion to approve the March 2026 Financial Report as submitted. Motion carried.*
5. Treasurer Review of Tax Collection Procedures - *Treasurer Keeseer shared her procedure of handling tax payments received in the mail, including disposal of envelopes. Asked for TB thoughts of any change in procedure. Suggestion made to have another set of eyes check envelopes prior to destruction.*
6. Plan Commission Report - *none*
7. Fire Dept and EMS Updates - *none; no representative in attendance*
8. Jefferson County Supervisor or Sheriff's Dept. Updates - *none; no representative in attendance*
9. Announcements and Meeting Updates - *Supervisor Christianson gave a report on Milford-Aztalan Cemetery quarterly meeting.*
10. Public Comment - *Joe Pappa addressed the TB with updates regarding his request for the abandonment of North St; specifically with the intent to increase the lot size of N6354 County Rd Q for new home construction.*
11. Old Business - **business items are matters of Discussion and Possible Action**
 - a. To repair or remove the oil burner in Town Shop - *Supervisor Christianson moved, Chair Chwala seconded the motion to [remove] get rid of the waste oil burner. Motion carried.*
12. New Business - **business items are matters of Discussion and Possible Action**
 - a. Review quote from Sprinter Business for: wi.gov set up for (4) email addresses, Migration of (4) email account, Computer backup for Clerk & Treasurer, Email backup for Clerk & Treasurer, M365 Exchange Online: option 1 & option 2 - *Chair Chwala moved, Supervisor Christianson seconded the motion to invest in the Sprinter Business cyber security options, up to \$3000.00. Motion carried. {quantity and specific option designations at the discretion of Clerk Pitzner}*
 - b. Resolution 2026-01 Supporting a Comprehensive and Sustainable Transportation Funding Solution - *Chair Chwala moved, Supervisor Christianson seconded the motion to approve Resolution 2026-01. Motion carried.*
 - c. Review Alcohol Control Ordinance 03-2026 - *Clerk Pitzner to continue to revise/edit; review at next meeting*
 - d. Review draft of Driveway & Culvert Permit Application - *Clerk Pitzner to revise with suggested changes; review at next meeting*
 - e. Brush drop-off schedule - *Christianson: May & July, Chwala: June & September, Dunneisen: August & October - update schedule on town website*

- f. Shop roof repair - *tear off & replace steel roofing w/ alternate bid for hourly wage & material markup if problems found; draft sealed bid advertisement & specs; send to Atty Larson for review.*

13. Possible Future Agenda Items -

14. Payment of Bills - *Chair Chwala moved, Supervisor Christianson seconded the motion to pay bills. Motion carried.*

15. Adjournment - *Chair Chwala moved, Supervisor Christianson seconded the motion to adjourn the April 8, 2026 meeting at 8:15pm. Motion carried.*

Respectfully submitted,
Kathleen Pitzner
Clerk