

TOWN OF AZTALAN
TOWN BOARD MEETING MINUTES
MARCH 13, 2024

1. Call Meeting to Order/Pledge of Allegiance: *Chair Chwala called the board meeting to order at 7:00pm.
Present: Chair Jeremy Chwala, Supervisor Larry Christianson, Supervisor Megan Dunneisen
Also present: Clerk Kathleen Pitzner
Absent: Treasurer Teresa Keeser
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 9, 2024.*
3. Approval of Minutes - February 14, 2024
Chair Chwala moved, Supervisor Christianson seconded the motion to approve the February 14, 2024 minutes as written. Motion carried.
4. Treasurer's Report - February Financial Report - *Chair Chwala moved, Supervisor Christianson seconded the motion to approve the March 2024 Financial Report as written. Motion carried.*
5. Plan Commission Report - no report
6. Fire/EMS Reports - LM Fire Chief Russ addressed the group
7. Jefferson County Report - no report
8. Reports and Meeting Updates from Board Members - Supervisor Christianson and Supervisor Dunneisen gave reports
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. Clarification as to the official 2024 Town Budget adopted on November 30, 2023, specifically whether the budget is:
 - i. A general budget; meaning the budgetary amounts only include the category heading amounts for the expenditures and revenue items as outlined under Wis. Stat. § 65.90(2)-(3)
 - ii. itemized budget; meaning the budgetary amounts include every expense and revenue item shown in the budget worksheets
*Supervisor Dunneisen moved, no second to keep with the itemized budget going forward for this year making budget amendments for those categories that go over. Motion dies.
Chair Chwala moved, Supervisor Christianson seconded the motion to adopt a general budget with a working budget to be followed. Motion carried.*
 - b. Amend 2024 Town of Aztalan Budget to show new revenue and allocate
 - i. \$28732.50 LRIP Grant - applied in 2021; received in Dec. 2023
 - ii. \$14783.95 Work in Right of Way permit fees received in Nov. & Dec. 2023
Chair Chwala moved, Supervisor Christianson seconded the motion to amend the 2024 budget to receive \$28732.50 LRIP Grant as income into 43028 and allocate to 55006 Road Materials & Supplies and \$14783.95 to be received into account 44021 R.O.W and allocate to 55006 Road Materials & Supplies. Motion carried.
 - c. Repair and/or upgrade to Town owned buildings, possibly using ARPA funds

- i. Exterior painting of Town Hall - *no action; move to next meeting*
 - ii. Repair or replace salt shed doors - *no action; move to next meeting*
 - iii. Complete the Truck Shop lighting project - *no action; move to next meeting*
- d. Atalan Town Roads
 - i. WisDot Local Bridge/Culvert 6-20ft Program; who will complete Phase 1 and Phase 2
Supervisor Christianson moved, Chair Chwala seconded the motion to have the Jefferson County Highway Dept complete Phase 1 & Phase 2 of the Local Bridge/Culvert Program at no cost to the Town. Motion carried.
 - ii. Mansfield Road culvert - *Chair Chwala moved, Supervisor Christianson seconded the motion to approve the \$12949 to repair the culvert on Mansfield Rd {per March 8, 2024 email from Jefferson County Hwy Dept}. Motion carried. Supervisor Dunneisen requests the record show that she would like to get more estimates {bids} on the cost {of this job}.*
 - iii. Dewey Road project with the City of Jefferson - *no action; move to next meeting*
- e. ARPA funds- designated by Dec. 31, 2024; projects to be completed by Dec. 31, 2026

11. Possible Future Agenda Items - brush site schedule, schedule road tour w/ Town Board members

12. Payment of Bills - *Chair Chwala moved, Supervisor Christianson seconded the motion to pay bills. Motion carried. {Supervisor Dunneisen abstained}*

13. Adjournment - *Chair Chwala moved, Supervisor Dunneisen seconded the motion to adjourn the March 13, 2024 meeting at 9:26pm. Motion carried.*

Respectfully submitted,
Kathleen Pitzner
Clerk