

TOWN OF AZTALAN  
TOWN BOARD MEETING MINUTES  
SEPTEMBER 10, 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 Sept. 5, 2025 (revision posted on Sept. 8, 2025)*
3. Approval of Minutes - August 13, 2025 - *Supervisor Dunneisen moved, Supervisor Christianson seconded the motion to approve the August 13, 2025 minutes as written. Motion carried.*
4. Approval of Financial Report - August 2025 - *Chair Chwala moved, Supervisor Christianson seconded the motion to approve the August 2025 Financial Report as submitted. Motion carried.*
5. Plan Commission Report - *Clerk Pitzner reported on the Sept. 8, 2025 Plan Commission meeting; business items a. & b., below, were recommended for approval.*
6. Fire Dept and EMS Updates - *none*
7. Jefferson County Supervisor or Sheriff's Dept. Updates - *two deputies attended; no updates, but reminded everyone to contact the Sheriff's Dept with any questions or concerns.*
8. Announcements and Meeting Updates - *Supervisors Christianson and Dunneisen gave reports*
9. Public Comment (limited to 3 minutes per person)
10. Business - **business items are matters of discussion and possible action**
  - a. Petition to Amend Zoning Ordinance. Request by Scott Schneider to amend the Town of Aztalan zoning to change the zoning classification of .210-acres from A-1 to A-3 from parcel 002-0714-3041-000 and add to lot at N5485 Harvey Road for a total lot size of 1.891 acres, parcel 002-0714-3041-003 - *Chair Chwala moved, Supervisor Christianson seconded the motion to approve the petition by Scott Schneider. Motion carried.*
  - b. Preliminary Review for Certified Survey submitted by Scott Schneider. A division of land being a part of the NE1/4 of the SE1/4 of Section 30, Township 7N, Range 14E, Town of Aztalan, Parcel #002-0714-3541-003 - *Supervisor Dunneisen moved, Supervisor Christianson seconded the motion to approve the Preliminary Certified Survey . Motion carried.*
  - c. Petition by Torey Smith, Agent for LMPM, LLC, to schedule a town board meeting the week of Sept. 22, 2025 for discussion and possible action on the Combination Class A Fermented Malt Beverage and Intoxicating Liquor application submitted on Sept. 2, 2025 - *Torey Smith present and spoke to withdraw the petition for a special meeting at this time.*
  - d. Comprehensive Road Services; 5 yr road plan
    - i. raSmith Consulting presentation & service proposal
    - ii. Cedar Corporation presentation & service proposal
  - e. To hire a firm for professional road services/5 year planning - *continue at the next meeting.*
  - f. Upon motion duly made, seconded and adopted by roll call vote, the Town Board will convene into closed session pursuant to Wisconsin Statutes Section 19.85(1) (e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, specifically to discuss road management consulting firms - *no action*
  - g. Following the closed session, the Town Board will reconvene into open session and may further discuss and take action on matters discussed in closed session

- h. To approve the Alcohol Beverage Operator's License Application submitted by Todd Kruser - *Supervisor Dunneisen moved, Chair Chwala seconded the motion to approve the operator's license. Motion carried.*
  - i. To approve the request to Lower Gomoll Rd speed limit from 55 mph to 45 mph
  - j. To approve the request to Lower Cemetery Rd speed limit from 55 mph to 45 mph  
*business items i. & j. were stated not necessary due to business item k.*
  - k. To approve Ordinance to Lower Speed Limits on Gomoll Rd & Cemetery Rd - *Supervisor Christianson moved, Chair Chwala seconded the motion to approve the ordinance to lower speed limits on Gomoll Rd & Cemetery Rd. Motion carried.*  
*Jeremy Chwala - yes Megan Dunneisen - yes Larry Christianson - yes Motion carried.*
  - l. To approve Jefferson County Hwy Dept estimate to purchase and post (4) 45 mph speed limit signs on Gomoll Rd & Cemetery Rd - *Supervisor Christianson moved, Chair Chwala seconded the motion to approve the proposed estimate by the Jefferson County Hwy Dept. of \$488. Motion carried.*
  - m. To approve funds for 'Using PASER and WISLR to Manage Your Roads' training, Aug. 14, 2025; \$50 ea for Supervisor Christianson and Clerk Pitzner - *Chair Chwala moved, Supervisor Christianson seconded the motion to approve the funds for training. Motion carried.*
  - n. To approve funds for WTA Convention, Oct. 12-14; up to \$210/person - *Chair Chwala moved, Supervisor Christianson seconded the motion for 2 attendees plus one night lodging for one person, up to \$575. Motion carried.*
  - o. Review draft of driveway/access ordinance and application - *continue to review next meeting*
11. Possible Future Agenda Items - *replace Sterling Truck #3, schedule budget workshops*
12. Payment of Bills - *Chair Chwala moved, Supervisor Dunneisen seconded the motion to pay bills. Motion carried.*
13. Adjournment - *Chair Chwala moved, Supervisor Christianson seconded the motion to adjourn the September 10, 2025 meeting at 9:21 pm. Motion carried.*

Respectfully submitted,  
Kathleen Pitzner  
Clerk