

# TOWN OF AZTALAN MONTHLY BOARD MEETING MINUTES

November 10, 2021

1. Call Meeting to Order: *Chairperson Chwala called the board meeting to order at 7:02pm. Present: Chairperson Jeremy Chwala, Supervisor Larry Christianson, Supervisor John Drake Also present: Treasurer Karen Mundt, and Clerk Kathleen Pitzner. The meeting was held at Aztalan Town Hall located at W6260 CTH B, Jefferson WI 53549.*
2. Pledge of Allegiance
3. Proof of Posting and Notice:  
*The agenda was posted on the Town of Aztalan website and in the posting boxes located at the Aztalan Town Hall, Ann Street, Lake Mills, and River Hill Dr, Johnson Creek.*
4. Approval of Minutes - October 13, 2021  
*Supervisor Drake moved, Supervisor Christianson seconded to approve the October 13, 2021 minutes as presented. Motion carried.*
5. Treasurer's Report  
*October Financial Report entered into record as presented.*
6. Planning Commission Report: *none*
7. Jefferson County Report: *none*
8. EMS Report: *Dave LeSuer discussed increased rates with Board and the residents in attendance*
9. Reports and Meeting Updates from Board Members: *Supervisor Drake, Supervisor Christianson and Chair Chwala gave updates.*
10. Public Comment on agenda items only (limited to 3 minutes per person)
11. Business
  - a. Discussion and possible action on the Town of Aztalan roads - *no actions*
  - b. Discussion and possible action on snow plowing procedures and responsibilities - *review other town policy and create a policy for Aztalan; Supervisor Christianson & Clerk*
  - c. Discussion and possible action on Town employment items
    - Hiring a part-time employee - *Supervisor Drake motions to approve posting two part-time Town positions for plowing snow & summer help, position starting at \$20/hr; Supervisor Christianson seconded. Motion carried.*
    - Procedure on tracking employee hours - *no action*
  - d. Discussion and possible action on renewal contracts - *all contracts stated below were approved for renewal; Supervisor Drake made motions for all three, Supervisor Christianson seconded for all three. Motions carried.*
    - Horton Group Insurance, 11/15/21-11/15/22
    - Bowmar Appraisal, Inc: Assessor Contract for 2022-2024
    - Jefferson Humane Society Contract for 2022
  - e. Discussion and possible action on additional 2022 Budget items - *suggestion made to purchase new computer for the Town Shop*

- f. Discussion on adding a Town letter in the residents' tax bill mailing - *Clerk Pitzner volunteered to write*
  - g. Discussion and possible action on setting Town of Aztalan tax collection dates - *Tax Collection dates are set for December 30, 2021 from 3-7pm and January 29, 2022 from 8am-12pm.*
  - h. Discussion and possible action regarding failure to comply fines incurred against property at N5074 County Hwy N - *Supervisor Drake motions to take Attorney Griggs recommendation to offer \$36.500 to the property owner of N5074 County Hwy N, Supervisor Christianson seconds. Motion carried.*
12. Possible Future Agenda Items: *Discussion with Town Attorney applicant*
13. Payment of Bills:  
*Supervisor Christianson moved, Supervisor Drake seconded the motion to pay bills. Motion carried.*
14. Motion to Adjourn:  
*Supervisor Drake moved, Supervisor Christianson seconded the motion to adjourn the November 10, 2021 meeting at 9:14pm. Motion carried.*

These minutes are not approved and could possibly be revised by the town board or approved at the next scheduled Town Board meeting held in the Town of Aztalan

Respectfully submitted,  
Kathleen Pitzner, Clerk