

TOWN OF AZTALAN
TOWN BOARD MEETING MINUTES
FEBRUARY 14, 2024

1. Call Meeting to Order/Pledge of Allegiance: *Chair Chwala called the board meeting to order at 7:01pm. 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 of meeting was posted to the Town website and the three posting boxes in Aztalan on February 10, 2024 .*
3. Approval of Minutes - January 17, 2024
Supervisor Dunneison moved, Supervisor Christianson seconded the motion to approve the January 17, 2024 minutes as written. Motion carried.
4. Treasurer's Report - Approve January 2024 Financial Report - *Chair Chwala moved, Supervisor Christianson seconded the motion to approve the January 2024 Financial Report as written. Motion carried.*
5. Plan Commission Report - *Clerk Pitzner gave a report of PC meeting on February 5, 2024; recommended approval of Charlie Oestreich request (see business item c.); PC members reviewed terms of office as stated in initial appointment, June 2021. Chair, Vice-Chair, & Secretary terms technically ended; all members agreed to continue terms.*
6. Jefferson County Report - {Fire and/or EMS at this time} - *Chief Peterson w/ JCFD on equip grants applied for, 3/1/24 last day at JCFD (took job with City of Fort); Dave Lesauer reported that Lake Mills EMS has officially ceased operations, contract with Event Medical Solutions with one ambulance to service Aztalan Cycle Club events.*
7. Reports and Meeting Updates from Board Members - all Board members gave brief reports/updates
8. Public Comment on agenda items only (limited to 3 minutes per person)
9. Business - **business items are matters of discussion and possible action**
 - a. Public Hearing: Application for Excavation and/or performance of work within the right-of-way made by Charter Spectrum for the installation of underground fiber optic cable. - *Chair Chwala opened the Public Hearing {7:19 pm}; no questions from the public; Chair Chwala closed the Public Hearing {7:20}.*
 - b. Discussion and action on the Application & Permit for Project #RDOF 4053E work in the right-of-way received from Charter Spectrum (referenced in agenda item a.) - *Supervisor Dunneisen moved, Supervisor Christianson seconded the motion to approve the application & permit by Charter-Spectrum on condition of receiving payment for application fee and the bond. Motion carried*
 - c. Request by Charlie Oestreich to rezone from A-1 to A-3 to create a 1-acre lot around the existing home at N5870 Popp Road from parcel 002-0714-2142-000. The property is owned by Charlie K Oestreich Trust. - *Chair Chwala moved, Supervisor Christianson seconded the motion to approve the request form Charlie Oestreich to rezone from A-1 to A-3. Motion carried.*
 - d. Re-Appointment of Nicole Miller as Plan Commission Chair to term ending April 30, 2026 - *Chair Chwala re-appointed Nicole Miller as Plan Commission Chair for term ending April 30, 2026*
 - e. Aztalan Roads

- i. Thunder Road proposal for Mastic flex patching on Felson Ridge - *Chair Chwala moved, Supervisor Christianson seconded the motion to approve Thunder Road proposal for Mastic flex patching on Felson Ridge. Motion carried (Note: Supervisor Dunneisen abstains)*
- ii. Thunder Road proposal for crack filling on Popp Rd, Martin Rd, Felson Ridge Ct. - *Supervisor Christianson moved, Chair Chwala seconded the motion to approve Thunder Road proposal for crack filling on Popp Rd, Martin Rd, and Felson Ridge Ct. Motion carried.*
- iii. WisDot Local Bridge/Culvert 6-20ft Program; who will complete Phase 1 and Phase 2 - *Supervisor Christianson to locate culverts and provide information at next meeting with # of eligible culverts.*
- f. Contract with Municipal Inspectors, LLC - *Supervisor Christianson moved, Supervisor Dunneisen seconded the motion to approve the contract with Municipal Inspectors, LLC. Motion carried.*
- g. Adopt revised Building & Fees Permit Resolution 2024-02 - *in discussion, a few changes made to the wording of the resolution; Supervisor Christianson moved, Supervisor Dunneisen seconded the motion to adopt the Resolution 2024-02 Permit Fee Schedule {as modified at this meeting}. Motion carried.*
- h. Part Time Employee wages - *no action*
- i. Purchase of power tools for shop supplies - *Supervisor Christianson moved, Chair Chwala seconded the motion to purchase up to \$2500 worth of tools using ARPA funds. Motion carried.*
- j. Repair and/or upgrade to Town owned buildings, possibly using ARPA funds
 - i. Exterior painting of Town Hall - *move to next meeting*
 - ii. Repair or replace salt shed doors - *move to next meeting*
- k. Resolution 2024-01 to Amend 2023 Budget (by Roll Call Vote) - *Chair Chwala moved, Supervisor Christianson seconded the motion to approve Resolution 2024-01 to amend the 2023 budget. Motion carried.*
Jeremy Chwala yes Megan Dunneisen yes Larry Christianson yes

10. Possible Future Agenda Items - *redo Dewey Rd with the City of Jefferson, adopted budget clarification, ARPA fund allocations for 2024*

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

12. Adjournment - *Supervisor Christianson moved, Supervisor Dunneisen seconded the motion to adjourn the February 14, 2024 meeting at 9:25pm. Motion carried.*

Respectfully submitted,
 Kathleen Pitzner
 Clerk