

TOWN OF AZTALAN
TOWN BOARD MEETING MINUTES
OCTOBER 8, 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 October 3, 2025*
3. Approval of Minutes - September 10, 2025 - *Supervisor Dunneisen moved, Supervisor Christianson seconded the motion to approve the September 10, 2025 minutes as written. Motion carried.*
4. Approval of Financial Report - September 2025- *Supervisor Christianson moved, Chair Chwala seconded the motion to approve the September Financial Report as submitted. Motion carried.*
5. Plan Commission Report - *Clerk Pitzner stated that Lee Keeser has needed to remove himself from the Plan Commission; will look for a 5th member*
6. Fire Dept and EMS Updates - *none*
7. Jefferson County Supervisor or Sheriff's Dept. Updates - *none*
8. Announcements and Meeting Updates - *Supervisor Dunneisen and Supervisor Christianson gave reports*
9. Public Comment (limited to 3 minutes per person)
10. Business - **business items are matters of discussion and possible action**
 - a. To approve Liquor License Renewal Applications for the period of October 9, 2025 - June 30, 2026 for Combination Class A Fermented Malt Beverage and Intoxicating Liquor submitted by Torey Smith, Agent for LMPM, LLC; dba Lake Mills Party Mart, W7124 County Rd V, Lake Mills - *Chair Chwala moved, Supervisor Dunneisen seconded the motion to approve the liquor license for LMPM, LLC. Motion carried*
 - b. To approve the Alcohol Beverage Operator's License Applications submitted by Andrea Smith and Kimberly Trimborn - *Supervisor Dunneisen moved, Supervisor Christianson seconded the motion to approve the Alcohol Beverage Operator's License for Andrea Smith and Kimberly Trimborn. Motion carried.*
 - c. To implement a policy that allows the Jefferson County Hwy Dept to invoice the Town of Aztalan for road materials purchased by an Aztalan resident who will in turn pay the Town; request submitted by Troye Klecker - *no action*
 - d. To approve purchase of Election Equipment DS300; \$3550 - *Chair Chwala moved, Supervisor Christianson seconded the motion to purchase election equipment. Motion carried.*
 - e. Purchase of used equipment; skid loader plus attachments, larger trailer - *no action; Jeremy Chwala will get quotes*
 - f. Sale of town owned equipment; wood chipper, tar kettle, trailer - *Supervisor Christianson moved, Chair Chwala seconded the motion to sell the wood chipper & tar kettle. Motion carried.*
 - g. Applying for state road grants for Hope Lake Rd and Junction Rd - *Supervisor Christianson moved, Supervisor Dunneisen seconded the motion to enter into an agreement with Cedar corp to apply for LRIP grant with Town of Oakland & Town of Lake Mills for Hope Lake Rd with grant fee of approx.\$1000 to be expensed from the Transportation Account. Motion carried. Supervisor Christianson moved, Supervisor Dunneisen seconded the motion to apply for the STP grant for Junction Rd {also includes W. Junction & E. Junction} and request traffic count be completed by Jefferson County Hwy Dept. Motion carried.*

- h. Review road management service proposals from Delmore Consulting, raSmith, and Cedar Corporation - *Supervisor Dunneisen moved, Supervisor Christianson seconded the motion to hire Cedar Corporation for road service maintenance Tasks 1,2,3,5,8 of proposal; \$7700 expensed from the Transportation Account. Motion carried.*
Supervisor Dunneisen moved, Supervisor Christianson seconded the motion to hire Cedar Corporation for additional Tasks 6 & 9; \$4050 expensed from the Transportation Account. Motion carried.
 - i. 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 bidding on a Jefferson County Hwy Dept surplus plow truck - *Chair Chwala moved, Supervisor Christianson seconded the motion to move into closed session. Jeremy Chwala - yes, Megan Dunneisen - aye, Larry Christianson- yes Motion carried*
 - j. 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 - *Chair Chwala moved, Supervisor Christianson seconded the motion to proceed with a bid on the Jefferson County Hwy Dept Surplus Plow Truck as discussed in closed session. Motion carried*
 - k. Review draft of driveway/access ordinance and application - *move to future meeting*
 - l. Budget workshop dates - *Oct. 15, 6pm*
11. Possible Future Agenda Items - *discussion w/ GFL re: condition of roads*
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 October 8, 2025 meeting at 10:03pm. Motion carried.*

Respectfully submitted,
Kathleen Pitzner
Clerk