

TOWN OF AZTALAN
TOWN BOARD MEETING MINUTES
MAY 13, 2026

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 County, WI.*
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 May 8, 2026.*
3. Approval of Minutes - April 8, 2026 - *Chair Chwala moved, Supervisor Christianson seconded the motion to approve the April 8, 2026 minutes as written. Motion carried. Supervisor Dunneisen abstained.*
4. Treasurer Report
 - a. Approval of Financial Report - April 2026 - *Chair Chwala moved, Supervisor Christianson seconded the motion to approve the April 2026 Financial Report as submitted. Motion carried.*
 - b. Discussion & Possible Action on the Badger Bank CD - *Chair Chwala moved, Supervisor Christianson seconded the motion to renew the CD at Badger Bank for 6 months. Motion carried.*
5. Plan Commission Report - *Clerk Pitzner reported that a Plan Commission meeting was held on May 4, 2026 to discuss the 1.0 acre rezone request submitted by Larry Braats. The Plan Commission recommends approval of the rezone request, as well as the Preliminary CSM submitted.*
6. Fire Dept and EMS Updates - *none*
7. Jefferson County Supervisor or Sheriff's Dept. Updates - *none*
8. Announcements and Meeting Updates - *Chair Chwala report: received some resident complaints regarding Harvey Rd, met with Chairpersons from the Town of Oakland & Town of Lake Mills to discuss the Hope Lake Rd project in regards to LRIP grant award, and continued discussion with City of Lake Mills administrator for more discussion on the Harvey Rd project in regards to LRIP grant award; Supervisor Christianson report: attended Aztalan-Milford Cemetery quarterly meeting, received calls regarding the motor cross race past weekend, town property was taken from the right-of-way during the short trip for more gravel for shouldering, grass seed spread and plants replanted in front of Hall. Thank you to Laurie Fanello & Jo Christianson for providing and planting the flowers, Roger Weidenfeld for straw to cover the grass seed, and Merlin Lange for tilling the ground.*
9. Public Comment - *Joe Pappa requests for the town board to discuss his petition to vacate North St.*
10. Old Business - **business items are matters of discussion and possible action**
 - a. Shop Roof Repair - reference recent legislature that raises the bidding threshold required for bid solicitation from \$25,000 to \$50,000 - Note: Advertisement for Bids for the Aztalan Shop Roof Project and Bid Form with Scope of Project was presented for this meeting per approved motion at April 8, 2026 Town Board meeting. *Chair Chwala moved, Supervisor Christianson seconded the motion to publish the Advertisement for Bid. Motion carried.*
 - b. Review Driveway & Culvert Permit Application - *discussion to add inspection approved signature line; Chair Chwala moved, Supervisor Christianson seconded the motion to approve the application with addition of signature line as discussed. Motion carried.*
 - c. Review Alcohol Control Ordinance 03-2026 - *discussion on changes; Chair Chwala moved, Supervisor Christianson seconded the motion to approve the Alcohol Control Ordinance 03-2026 with discussed changes. Motion carried.*
11. New Business - **business items are matters of discussion and possible action**
 - a. Approve the request by Larry Braatz to create a 1.0 acre residential lot from parcel 002-0714-2031-000 & to rezone the created lot from A-1 to A-3 - *Chair Chwala moved,*

Supervisor Christianson seconded the motion to approve the request to create the 1.0 acre from parcel 002-0714-2031-000 and rezone from A-1 to A-3. Motion carried.

- b. *Approve Preliminary Review for Certified Survey: A division of land located in the SW 1/4, NE 1/4, of Section 20, Town 07N, Range 14 E, Town of Aztalan, Jefferson County, Wisconsin, on parcel Number 002-0714-2031-000 - Supervisor Christianson moved, Supervisor Dunneisen seconded the motion to approve the Preliminary Certified Survey. Motion carried.*
 - c. *Approve the quote from Sprinter Business Solution for M365 Essentials Email for TB Chair & (1) TB Supervisor email accounts - Chair Chwala moved, Supervisor Christianson seconded the motion to approve the quote for M365 Essentials Email. Motion carried.*
 - d. *Review Ordinance 05.2026 Appoint Alternate Members to the Board of Review - Chair Chwala moved, Supervisor Christianson seconded the motion to approve Ordinance 05.2026. Motion carried; adoption of the Ordinance 05.2026 is being reconsidered by unanimous consent; Chair Chwala moved, Supervisor Dunneisen seconded the motion to approve Ordinance 05.2026 with discussed changes. Motion carried.*
 - e. *Road work/maintenance projects according to Capital Improvement Plan provided by Cedar Corp - Chair Chwala moved, Supervisor Christianson seconded the motion to go out for bid to crack fill & chip seal on Canine Dr, Indian Head Dr, Jefferson Rd from Hwy 26 to Joe Turley Way, and Joe Turley Way; crack fill only on Dewey Rd.*
12. *Possible Future Agenda Items - Joe Pappa petition to vacate North St., Capital Improvement Plan, Resolution designating depository*
 13. *Payment of Bills - Chair Chwala moved, Supervisor Dunneisen seconded the motion to pay bills excluding the Cedar Corp invoice until updated detailed invoice is received. Motion carried.*
 14. *Adjournment - Chair Chwala moved, Supervisor Christianson seconded the motion to adjourn the May 13, 2026 meeting at 9:55pm. Motion carried.*

Respectfully submitted,
Kathleen Pitzner
Clerk