

TOWN OF AZTALAN  
TOWN BOARD MEETING MINUTES  
APRIL 10, 2024

1. Call to Order / Pledge of Allegiance: *Chair Chwala called the board meeting to order at 7:00pm. 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 April 6, 2024*
3. Approval of Minutes - March 13, 2024 - *Supervisor Dunnesien moved, Supervisor Christianson seconded the motion to approve the March 13, 2024 minutes. Motion carried.*
4. Treasurer's Report - March Financial Report - *Chair Chwala moved, Supervisor Christianson seconded the motion to approve the March Financial Report. Motion carried. {Supervisor Dunneisen abstains}*
5. Discussion on the (Money Market) General Fund: the purpose, current balance, minimum suggested balance, and an amount possible to allocate for future use - *Treasurer Keeser shared general information and ideas on how to manage the general fund; more discussion next meeting*
6. Plan Commission report - *none*
7. Report from Fire Chiefs or other FD representative - *Chief Russ (LMFD) gave a report*
8. Report from EMS Director or Representative - *none*
9. Jefferson County report - *none*
10. Reports and Meeting Updates from Board - *all members gave reports*
11. Public Comment on Agenda Items Only (limited to 3 minutes per person)
12. Business - **business items are matters of discussion and possible action**
  - a. #2024-03 Resolution to Establish Four Wards - *Chair Chwala moved, Supervisor Dunneisen seconded the motion to approve the #2024-03 Resolution to Establish Four Wards. Motion carried.*
  - b. WTA Spring Road School - approve Town Board Supervisor and part time employee to attend - *Chair Chwala moved, Supervisor Christianson seconded the motion to allow two supervisors (if Supervisor Dunneisen can attend) and one part time employee to attend the WTA Spring Road School. Motion carried.*
  - c. Set brush site schedule - *Chair Chwala moved, Supervisor Dunneisen seconded the motion to adjust brush drop off times {from 8am - noon} to 8-10am. Motion carried  
Schedule: Christianson, May & July; Chwala, June & Aug; Dunneisen, Sept & Oct*
  - d. Schedule road tour - *April 22 & 25 at 5pm*
  - e. Request for public parking on Town property - *Adam & Colleen Taylor will check into liability requirements and update at next meeting.*
  - f. ARPA funds- designated by Dec. 31, 2024; projects to be completed by Dec. 31, 2026 - *move to next meeting for more discussion*
  - g. Aztalan Roads
    - i. Dewey Road project with the City of Jefferson - *City of Jefferson included Aztalan portion of rd on their bid request announcement; Supervisor Christianson to inquire about the details of the bid (for Aztalan portion); update at next meeting*
    - ii. Ditching on all or portions of the following roads: N Ziebell Rd, Wollin Rd, Harvey Rd - *Chair Chwala moved, Supervisor Christianson seconded the motion to have Jefferson County Hwy Dept ditch N Ziebell Rd, Wollin Rd, and Harvey Rd {cost according to the April 10, 2024 email from Greg Koeppel}.*
  - h. Town Building and Grounds

- i. Exterior painting of Town Hall - *Chair Chwala moved, Supervisor Christianson seconded the motion to have Cloute Inc & TKS to paint the town hall according to proposal and contingent on door replacements, tuck pointing, and windows blocked. Motion carried. Discussion; get quotes for tuck pointing and blocking windows, bring to next meeting*
- ii. Parking lots - *discussion; request quotes and bring to next meeting*
- iii. Repair or replace salt shed doors - *discussion; Supervisor Christianson to request updated quote from Lakeside Construction; bring back to next meeting.*
- iv. Complete the Truck Shop lighting project - *Chair Chwala moved, Supervisor Christianson seconded the motion to have Jefferson Electric install six lights in Town Shop according to their proposal; \$3440.00. Motion carried. {Supervisor Dunneisen abstains}*

13. Possible Future Agenda Items - *item 5. and 12. e., f., g.(i)., h.(ii)., tuck pointing and block window quotes*

14. Payment of Bills - *Chair Chwala moved, Supervisor Christianson seconded the motion to pay bills. Motion carried. {Supervisor Dunneisen abstains}*

15. Adjournment - *Chair Chwala moved, Supervisor Dunneisen seconded the motion to adjourn the April 10, 2024 meeting at 9:30pm. Motion carried.*

Respectfully submitted,  
Kathleen Pitzner  
Clerk