

TOWN OF AZTALAN
TOWN BOARD MEETING MINUTES
FEBRUARY 13, 2025

(this meeting was rescheduled from Feb 12, 2025)

1. Call to Order / Pledge of Allegiance - *Chair Chwala called the board meeting to order at 7:01 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 February 12, 2025*
3. Approval of Minutes
 - a. December 5, 2024 - TB meeting to adopt 2025 General Budget
 - b. January 8, 2025 - TB monthly meeting
 - c. January 13, 2025 - TB meeting to conduct employment interviews*- Chair Chwala moved, Supervisor Dunneisen seconded the motion to approve all meeting minutes as written. Motion carried.*
4. Treasurer's Report - January Financial Report - *Chair Chwala moved, Supervisor Christianson seconded the motion to approve the January 2025 Financial Report as submitted. Motion carried. Supervisor Dunneisen abstained.*
5. Plan Commission Report - *Clerk Pitzner reported on the Feb. 3, 2025 Plan Commission meeting; agenda item a. below was recommended for approval*
6. Fire Dept and EMS Reports/Updates - *Chief Russ, LMFD gave updates*
7. Jefferson County Sheriff's Dept and/or County Supervisor Report - *none*
8. Reports and Meeting Updates from Board - *all members has updates*
9. Public Comment on agenda items only (limited to 3 minutes per person)
10. Business - **business items are matters of discussion and possible action**
 - a. Request by Beer Cave Properties LLC for conditional use to allow for a barndominium for storage of concession equipment and supplies, offices, and sleeping quarters at N4976 Business 26, parcel 002-0714-3543-001. - *Supervisor Christianson moved, Supervisor Dunneisen seconded the motion to approve Beer Cave Properties LLC conditional use request. Motion carried.*
 - b. Bug Tussel Permit 0724-1, Conduit construction is complete; fiber blowing and splicing remaining; request end date extension through summer to allow for completion of the project, as weather permits. - *Chair Chwala moved, Supervisor Dunneisen seconded the motion to extend Permit 0724-1 allowing work in the right of way until Sept. 1, 2025. Motion carried, 2-1.*
 - c. Text amendment to the Jefferson County Zoning Ordinance to allow for the regulations of solar development throughout the County - *Supervisor Dunneisen moved, Supervisor Christianson seconded the motion to approve the request for text amendment to the Jefferson County Zoning Ordinance. Motion carried.*
 - d. Attend the WTA District Meeting - March 28, 2025 - *Chair Chwala moved, Supervisor Christianson seconded the motion to approve up to 3 people to attend the WTA District Meeting in-person or virtually. Motion carried.*
 - e. Review employment applications received - *Clerk Pitzner set up meeting interviews for Feb 27 or Mar 6*

- f. Review draft of Facilities Use Policy - *Supervisor Christianson moved, Chair Chwala seconded the motion to accept the Facilities Use Policy & Application with revision to include non-compliant ADA bathrooms. Motion carried.*
- g. Brush site (located on Zimmerman Ln)
 - i. 2025 brush drop off schedule for May thru October - *schedule: Chwala-June; Dunneisen-Sept & Oct, Christianson-May & Aug, Keeser-July (Clerk note: website and posting boxes were updated with this information.)*
 - ii. Suggestions for disposal of logs remaining from trees removed on Zimmerman Ln - *word of mouth, post w/ picture and contact info on the website*
- h. Open a new financial account at Badger Bank - *more discussion at next meeting*
- i. Earmark surplus funds for dedicated expenditures - *more discussion at next meeting*
- j. Request sealed bids for Town Shop roof replacement - *Supervisor Christianson & Clerk Pitzner to create bid document to be reviewed at the next meeting*
- k. Recent change in road conditions on Riess Rd and Haumschild Ln - *Chair Chwala will ask the County Hwy Dept to look at roads as soon as possible for initial damage assessment.*
- l. Discuss the conditions of all town roads to start formulating a 2025 Road Work Plan by priority or funds available - *more discussion at future meetings*
- m. Discuss Spring Road Tour - *more discussion at future meetings*

11. Possible Future Agenda Items -

12. Payment of Bills - *Chair Chwala moved, Supervisor Christianson seconded the motion to pay bills. Motion carried. Supervisor Dunneisen abstained.*

13. Adjournment - *Supervisor Dunneisen moved, Chair Chwala seconded the motion to adjourn the February 13, 2025 meeting at 9:20 pm. Motion carried.*

Respectfully submitted,
Kathleen Pitzner
Clerk