

TOWN OF AZTALAN
TOWN BOARD MEETING MINUTES
JUNE 11, 2025

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, Also present: Treasurer Teresa Keeser and Clerk Kathleen Pitzner Absent: Supervisor Megan Dunneisen 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 June 7, 2025.*
3. Approval of Minutes - May 14, 2025 - *Chair Chwala moved, Supervisor Christianson seconded the motion to approve the May 14, 2025 minutes as written. Motion carried.*
4. Approval of Financial Report - April 2025 & May 2025 - *Supervisor Christianson moved, Chair Chwala seconded the motion to approve the April 2025 & May 2025 Financial Report as submitted. Motion carried.*
5. Plan Commission Report - *Clerk Pitzner reported on the June 2, 2025 Plan Commission meeting. The PC voted to recommend approval of both CUP applications on tonight's agenda. David Dricken's request is contingent on starting at the County Zoning Office and requesting and paying for the proper permits and inspections for the addition to the existing structure.*
6. Fire Dept and EMS Updates - *Ast Fire Chief Wendt (JFD) gave update on UTV request and reported on employee training*
7. Jefferson County Supervisor or Sheriff's Dept. Updates - *none*
8. Announcements and Meeting Updates - *Supervisor Christianson gave a report*
9. Public Comment (limited to 3 minutes per person) - *Julia Chady and Denise Sponem stated they were in attendance on behalf of Michelle Thomsen in regard to CUP application and would answer questions. Caroline Perschke stated she lives adjacent to the property and asked for information regarding the behavior of the dogs referenced in the Thomsen CUP application.*
10. Business - **business items are matters of discussion and possible action**
 - a. To approve the request by David Dricken for conditional use to allow for an extensive on-site storage structure at N6186 Jefferson Road, parcel 002-0714-1344-005 - *Chair Chwala moved, Supervisor Christianson seconded the motion to approve David Dricken's request with the contingencies set by the Planning Commission {PC approved: contingent on David Dricken following the proper process for adding onto an existing structure by applying for all permits necessary and any required building inspections are to be done in 6 months. Motion carried.*
 - b. To approve the request by Michelle Thomsen for conditional use to allow for kennel in R-2 zone for personal dogs at residence located at W5172 Biederman Drive, parcel 002-0714-2521-002 - *Chair Chwala moved, Supervisor Christianson seconded the motion to approve the conditional use request to allow for additional (personal) dogs in an R-2 zone with the contingency that no replacement (over two dogs) after death of these dogs and description of these four dogs to be submitted to Aztalan Town Clerk. Motion carried.*
 - c. To approve Liquor License Renewal Applications for the period of July 1, 2025 - June 30, 2026 for:
 - i. Combination Class A Fermented Malt Beverage and Intoxicating Liquor submitted by Bryan Zastrow, Agent for Party Mart, LLC; dba Party Mart, W7124 County Rd V, Lake Mills

- ii. Combination Class B Fermented Malt Beverage and Intoxicating Liquor submitted by Darren Godfrey, Agent for Godfrey Enterprises; dba Aztalan Inn, W6630 County Rd. B, Lake Mills
 - iii. Class B Fermented Malt Beverage submitted by Joleigh Simes, Agent for Aztalan Cycle Club Inc; dba Aztalan Cycle Club, N6441 Gomoll Rd, Lake Mills
- *Chair Chwala moved, Supervisor Christianson seconded the motion to approve all three liquor license applications. Motion carried.*
 - d. To approve the Alcohol Beverage Operator's License Applications submitted by: Charlotte Reyna, Dianne Reyna, Scott Cerney, Teralina Walters, Patricia Doeberlein, Jeremy Prach, Angela Bouton, Rhonda Caraballo, Andrea Taft, Brittany Cheek, Dawn Miller, Leah Trella, Aryana Worsham
- *Chair Chwala moved, Supervisor Christianson seconded the motion to approve the Operator's License applications for the aforementioned applicants. Motion carried.*
 - e. Review the current 'Ordinance Application to construct driveway/access, along town roads in Aztalan Township - *Clerk Pitzner will draft a separate ordinance and application with suggested updates/changes.*
 - f. To approve funds for additional completed work to remove/replace concrete approach, estimated \$2939.53 per Brian Mattke, Jefferson County Hwy Dept (reference email) - *Chair Chwala moved, Supervisor Christianson seconded the motion to approve the estimated \$2939.53 for the concrete approach. Motion carried.*
 - g. Review unfinished work regarding parking lot & sidewalks, specifically
 - i. concrete sealing - *Supervisor Christianson moved, Chair Chwala seconded the motion to concrete sealant not to exceed \$1000. Motion carried. Note: sealing to be completed by Town Employees.*
 - ii. parking stalls striping - *Chair Chwala moved, Supervisor Christianson seconded the motion to approve the striping layout and estimate of \$620.00 as provided by Tyson Barnes, Jefferson County Hwy Dept. {visual plan given to TB members}. Motion carried.*
 - iii. Landscaping - *Chair Chwala moved, Supervisor Christianson seconded the motion to spend up to \$250 on grass seed & straw for landscaping around the east parking lot. Motion carried. Note: landscaping to be completed by Town Employees.*
 - h. Review cost estimates to repair or to replace the Sterling Dump Truck - *Supervisor Christianson moved, Chair Chwala seconded the motion to have JWR, Inc. repair subframe on the Sterling Dump Truck. Motion carried.*
 - i. Town Shop roof repair - *Supervisor Christianson to contact an engineering firm for an estimate to provide the roof repair plan and specs for sealed bids.*
 - j. To approve \$2000 donation request by Jefferson Fire Dept for purchase of Off Road UTV/Side x Side - *Chair Chwala moved, Supervisor Christianson seconded the motion to donate \$2000 from Badger Bank checking account to the Jefferson Fire Dept. Motion carried.*
 - k. Schedule the July Town Board meeting for Monday, July 14, 2025 at 7pm - *Chair Chwala moved, Supervisor Christianson seconded the motion to change the July Town Board meeting to Monday, July 14, 2025 at 7pm. Motion carried.*
11. Possible Future Agenda Items - *more discussion on maintenance & repair of town roads*
12. Payment of Bills - *Chair Chwala moved, Supervisor Christianson seconded the motion to pay bills. Motion carried.*
13. Adjournment - *Chair Chwala moved, Supervisor Christianson seconded the motion to adjourn the June 11, 2025 meeting at 8:20pm. Motion carried.*

Respectfully submitted,
Kathleen Pitzner
Clerk