

TOWN OF AZTALAN
TOWN BOARD MEETING MINUTES
NOVEMBER 9, 2023

1. Call Meeting 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 agenda was posted to the Town website and the three posting boxes in Aztalan on Nov. 4, 2023 w/ a revision posted to the website and town hall posting box on 9/8/23.
3. Approval of Minutes - Oct. 11, 2023, Oct. 16, 2023, Nov. 1, 2023
Supervisor Dunneisen moved, Supervisor Christianson seconded the motion to approve all stated meeting minutes as written. Motion carried.
4. Financial Report - October 2023
Supervisor Dunneisen moved, Supervisor Christianson seconded the motion to approve the October 2023 Financial Report as written. Motion carried.
5. Plan Commission Report - *Plan Commission met on November 6, 2023. After review & discussion on the request from the Jefferson County Zoning Dept, it was voted to recommend the Town Board deny the amendment request because it does not conform to the Town of Aztalan Comprehensive Plan - as reported by Clerk Pitzner. (Note: reference the Town of Aztalan Comprehensive Plan, chapter 3)*
6. Jefferson County Report - *none*
7. Reports and Meeting Updates from Board Members - *All Board members gave reports/updates/addressed concerns*
8. Public Comment on agenda items only (limited to 3 minutes per person) - *Resident John Drake requested that River Hill Dr. be closely reviewed during the next road tour.*
9. Business - **business items are matters of discussion and possible action**
 - a. Amending Section 11.04(f)8 (A-3 Agricultural/Rural Residential) of the Jefferson County Zoning Ordinance and an Amendment to the County Comprehensive Plan and Farmland Preservation Plan - *Supervisor Christianson moved, Supervisor Dunneisen seconded the motion to deny the Jefferson County Zoning Dept request for Amending Section 11.04(f)8 (A-3 Agricultural/Rural Residential) of the Jefferson County Zoning Ordinance and an Amendment to the County Comprehensive Plan and Farmland Preservation Plan. Motion carried.*
 - b. Glatfelter Public Entities package renewal quote for insurance coverage 11/15/23-11/15/24 - *Chair Chwala moved, Supervisor Christianson seconded the motion to approve the Glatfelter renewal for insurance coverage 11/15/23-11/15/24. Motion carried.*
 - c. Bitco Insurance - Workers' Compensation renewal for coverage 11/15/23-11/15/24 - *Chair Chwala moved, Supervisor Dunneisen seconded the motion to approve the Bitco Workers' Compensation renewal for coverage 11/15/23-11/15/24. Motion carried.*
 - d. Application & Permit received from Charter Spectrum for Project Charter RDOF JN41E - *per Ordinance public hearing scheduled for Dec. 13, 2023*
 - e. FIRE/EMS -

- Area EMS providers available to the Town of Aztalan - *Supervisor Dunneisen discussed the availability of Cambridge EMS*
 - Intergovernmental Agreement with City of Lake Mills for EMS coverage - *Chair Chwala moved, Supervisor Christianson seconded the motion to approve the proposed agreement for EMS service with Lake Mills, subject to a final agreement being presented for final approval next month addressing the following: The term begins January 1, 2024; Specifying the service area; Addressing equalizing the per capita cost. Motion carried.*
- f. Resolution Adopting Per Diem Compensation - *moved to December TB meeting*
- g. Aztalan town roads - including but not limited to below items
- Rename Valero Way - *Supervisor Christianson will research the process to rename a road*
 - If needed, amend June 25, 2023 motion that approved replacing the Riess Rd culvert by the County Highway Dept for \$17288.39 using ARPA funds, to be divided between ARPA funds and 55006 Road Materials/Supplies - *Chair Chwala moved, Supervisor Dunneisen seconded the motion to use Road Materials/Supplies (acct 55006) to pay for Riess Rd culvert instead of ARPA funds {previous motion from June 25, 2023}. Motion carried.*
 - Bidding 2024 crack filling - *Supervisor Christianson to get quotes on roads in need of crack filling and present at the next meeting.*
- h. 2024 Budget formulation update/revisions - *Treasurer Keeser shared updated proposed 2024 Budget; Budget Public Hearing was scheduled for Nov. 27 at 6pm with proper posting*
- i. Set Town of Aztalan tax collection dates - *Dec. 27, 2023 from 3-7pm, Jan. 27, 2024 from 8-12pm*
- j. Include Town letter with the residents' tax bill mailing - *suggestions for inclusions were made; Clerk Pitzner to draft letter*
- k. Service to be done on Town Treasurer laptop -
- Data recovery services, \$947.00
 - IT services to set up new laptop, estimate \$100-150
- *Chair Chwala moved, Supervisor Christianson seconded the motion to approve using the remainder of Office Supplies budget (55006) & remaining funds to come from ARPA (50036). Motion carried*
10. Possible Future Agenda Items - Winter Road Maintenance Policy, fee for emails from Atty Larsen of general opinion, etc.
11. Payment of Bills - *Chair Chwala moved, Supervisor Christianson seconded the motion to pay bills. Motion carried.*
12. Adjournment - *Chair Chwala moved, Supervisor Christianson seconded the motion to adjourn the Nov. 9, 2023 meeting at 9:50pm. Motion carried.*

Respectfully submitted,
 Kathleen Pitzner
 Clerk