

TOWN OF AZTALAN  
TOWN BOARD MEETING MINUTES  
JULY 17, 2024

1. Call to Order / Pledge of Allegiance - *Chair Chwala called the board meeting to order at 7:02 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 July 13, 2024.*
3. Approval of Minutes - June 12, 2024 - *Chair Chwala moved, Supervisor Christianson seconded the motion to approve the June 12, 2024 minutes as written. Motion carried. Supervisor Dunneisen abstained.*
4. Treasurer's Report - June 2024 Financial Report - *Supervisor Christianson moved, Chair Chwala seconded the motion to approve the June 2024 Financial Report as written. Motion carried. Supervisor Dunneisen abstained.*
5. Plan Commission Report - July 8, 2024 meeting - *Clerk Pitzner reported that it is the recommendation from the Plan Commission to approve both CUP requests listed as agenda items c & d. Also, Erik Huth has needed to remove himself from the PC effective immediately. We are actively looking for a new member and have a few names to contact.*
6. Fire Dept and EMS Reports/Updates - *no report*
7. Jefferson County Sheriff's Dept and/or County Supervisor Report - *County Supervisor Steve Nass reported that different Town Halls are hosting listening sessions for County representatives and Town Chairs to discuss possible options to the overall EMS situation. Sheriff Milbrath's last day is Aug. 9, 2024, new Sheriff Maze will be sworn in that same morning.*
8. Reports and Meeting Updates from Board - *all three Board members gave reports Chwala - hosting EMS listening session on July 30; reports of downed trees Dunneisen - correspondence regarding Schultz property; N5881 fire # covered, issue being resolved Christianson - referenced agenda items e & g; culvert on N Ziebell Rd needs to be cleaned out.*
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. Public Hearing for Application for Excavation and/or performance of work within the right-of-way made by Bug Tussel for the burial of 1.25" HDPE conduit to fiber utility at a minimum burial depth of 36" within the township ROW. Impacted roadways include Mansfield Rd, Harvey Rd, Cemetery Rd, and Gomoll Rd. - *Chair Chwala opened the public hearing by unanimous consent. No Bug Tussel representative in attendance. Concerns regarding restoration of the right of way were expressed. Supervisor Christianson will follow up with Jefferson County regarding restoration of right of way on the County Highways. Public Hearing closed.*
  - b. Application & Permit for work in the right-of-way received from Bug Tussel - *Supervisor Christianson moved, Supervisor Dunneisen seconded the motion to approve the Bug Tussel application for performance in the right of way subject to the conditions as stated on the permit application. Motion carried.*
  - c. Request by John & Clarissa Kraus to allow for an extensive onsite storage structure in an R-2 zone at N4906 County Road N on parcel 002-0714-3444-008 - *Chair Chwala moved, Supervisor Christianson seconded the motion to approve the conditional use permit for John & Clarissa Kraus. Motion carried.*

- d. Request by Charlie Oestreich to rezone A-1 to A-3 to create two 1- acre lots west of N5913 Ziebell Road, parcel # 002-0714-2114-000 - *Supervisor Christianson moved, Supervisor Dunneisen seconded the motion to approve the request by Charlie Oestreich to rezone A-1 to A-3 to create two 1 acre lots. Motion carried.*
  - e. Aztalan Bio request for posting of additional 'No Thru Truck' signs - *Supervisor Christianson will contact Jefferson County Hwy Dept to discuss new signs per Aztalan Bio request and relocate existing 'No Thru Truck' signs to be viewed by drivers prior to turning onto Jefferson Rd.*
  - f. At what distance to notify residents in proximity to the properties stated on Conditional Use Permits to be on Plan Commission agendas - *No notification will be mailed to residents; notification on website and posting boxes is sufficient. Note: Jefferson County Zoning sends notification to residents in close proximity regarding their public hearing date & time.*
  - g. Maintenance shop roof repair - *more information will be given at the next meeting*
  - h. Eligible for Per Diem compensation - *more discussion at the next meeting*  
Note: As motioned and carried at the 2024 Annual Town Meeting: 'per diem compensation from \$25 to \$30 and to have an approved list by the Town Board of what is eligible for per diem compensation.'
11. Possible Future Agenda Items -
12. Payment of Bills -*Supervisor Christianson moved, Chair Chwala seconded the motion to pay bills. Motion carried. Supervisor Dunneisen abstained.*
13. Adjournment -*Supervisor Christianson moved, Supervisor Dunneisen seconded the motion to adjourn the July 17, 2024 meeting at 8:44pm. Motion carried.*

Respectfully submitted,  
Kathleen Pitzner  
Clerk