

TOWN OF BRISTOL
7747 County Road N, Sun Prairie WI 53590
Jt. Plan Commission and Town Board Meeting
March 13, 2023, at 6:00 pm

ORDER OF BUSINESS

a. CALL TO ORDER

The meeting was called to order at 6:01pm by Chairman Derr. Board Members Present –Derr, Willison and Grove. Planning Commission Members Present: Steve Schwartz, Jim Ringelstetter, Al Rogers, Travis Larson, and Brian Willison. Sign-in sheet on file in Clerk’s office.

b. PLEDGE OF ALLEGIANCE – RECITED

c. APPROVAL OF MINUTES FROM FEBRUARY 13, 2023, JT. PLAN-BOARD MEETING

Motioned by Ringelstetter and seconded by Rogers to approve February 13, 2023, Jt. Plan-Board minutes as written. All ayes, Motion carried. Motioned by Grove and seconded by Willison to approve February 13, 2023, Jt. Plan-Board minutes as written. All ayes, Motion carried.

d. APPROVAL OF CHECK REGISTER & TREASURER’S REPORT FOR FEBRUARY 2023

Motioned by Willison and seconded by Grove to approve February 2023 check register. All ayes, Motion - carried. Motioned by Grove and seconded by Willison to approve February 2023 Treasurers Report. All ayes, Motion -carried.

PUBLIC COMMENT

Annie Tremaine inquired if the new fire truck has been put into service.

PARKS COMMITTEE REPORT

Tamara Sondgeroth reported that April 22 is scheduled for park clean-up where mulch will be spread, and any branches / debris will be cleaned up. Shelters are planned to be installed in early spring. May 6 & 7 is planned for the installation of the new playground structure at Brooks Ridge Park. Adult volunteers are needed for the project. The Parks Committee received a grant for plants that will be placed around park signs. The Committee set-up a two-year Parks Committee term and they will be looking for two new people to join the committee. Their future agenda items that they will be working on is a 10 year park plan and looking at a reservation system. Next meeting May 9.

BUSINESS

a. DISCUSSION/CONSIDER CSM & REZONE APPROVAL ON PARCEL 0911-141-8240-0 OF 31.36 ACRES TO CREATE A .74 ACRE LOT SEPARATING THE HOUSE AND SMALL SHED. REZONE OF PROPOSED LOT 1 (.74 ACRES) TO SFR AND REMAINDER ACRES OF 30.62, LOT 2 AS AG.

The applicant wishes to separate the existing house and small shed, creating a .74 acre parcel which would be rezoned to SFR. The remainder acres of 30.62 as Lot 2 will be rezoned to AG. Planning – Motioned by Ringelstetter and seconded by Rogers to approve the CSM & Rezone of parcel 0911-141-8240-0, 7277 County Hwy VV, creating a .74 acres parcel, Lot 1 zoned as SFR and a 30.62 acre parcel, Lot 2 zoned as AG with a deed restriction on Lot 2 of a non-buildable lot. All ayes, Motion carried. Board – Motioned by Willison and seconded by Grove to accept the Planning Commission recommendation and approve the CSM & Rezone of parcel 0911-141-8240-0, 7277 County Hwy VV creating a .74 acres parcel, Lot 1 zoned as SFR and a 30.62 acre parcel, Lot 2 zoned as AG with a deed restriction on Lot 2 of a non-buildable lot. All ayes, Motion carried.

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b. DISCUSS/CONSIDER TREE TRIMMING QUOTE TO COMPLETE TREE MAINTENANCE ALONG TOWN ROADS.

Public Works Lead, Dustin Ward received a quote from The Tree Trimmer to complete maintenance tree trimming along town roads. The board discussed of identifying certain areas within the town that need cutting back the most. Motioned by Grove and seconded by Willison to table the acceptance of the quote from The Tree Trimmer. All ayes, Motion carried.

c. DISCUSS/CONSIDER OPERATOR’S LICENSE FOR LISA BARRIENTOS-SCHRARD THROUGH JUNE 30, 2023.

Lisa Barrientos completed the required paperwork and her background search came back satisfactory for an Operator’s License. Motioned by Grove and seconded by Willison to approve the Operator’s License for Lisa Barrientos-Schraud from March 14 – June 30, 2023. All ayes, motion carried.

d. DISCUSS/CONSIDER SPRING BURN DATE FOR SUBDIVISIONS

Motioned by Grove and seconded by Willison to approve the spring burn dates for subdivisions starting March 30 and running every other weekend Thursday – Sunday until May 14. All ayes, Motion carried.

CHAIRMAN’S REPORT

a. ROAD CONDITIONS

Road weight limits are in enforce until the spring thaw is complete. Scott’s Construction plan to have a Regional Manager come look at the bumpy road conditions from their work last fall.

b. LAND USE ISSUES

Prairie Athletic Club owners plan to purchase the Sun Prairie Golf Course and it will remain a golf course.

SET FUTURE MEETINGS AND AGENDAS

Board Meeting – April 10, 2023
Annual Meeting – April 18, 2023

ADJOURN

Planning - Motioned by Rogers and seconded by Larson to adjourn at 7:03 p.m. All ayes, Motion carried.
Board - Motioned by Grove and seconded by Willison to adjourn at 7:03 p.m. All ayes, Motion carried.

Submitted by Kim Grob, Clerk-Treasurer