

TOWN OF BRISTOL
7747 County Road N, Sun Prairie WI 53590
Jt. Plan Commission and Town Board Meeting
July 10, 2023, at 5:00 pm

ORDER OF BUSINESS

a. CALL TO ORDER

The meeting was called to order at 5:02pm by Chairman Derr. Board Members Present –Derr, Willison and Grove. Planning Commission Members Present: Steve Schwartz, Sandy Dulin, Travis Larson, Al Rogers, Jim Ringelstetter, Keith Arnold and Brian Willison. Sign-in sheet on file in Clerk’s office.

b. PLEDGE OF ALLEGIANCE – RECITED

c. APPROVAL OF MINUTES: JUNE 6, SPECIAL BOARD MTG & JUNE 12, 2023 BOARD MTG

Board - Motioned by Willison and seconded by Grove to approve June 6, 2023 Special Board meeting minutes as written. All ayes, motion carried. Board – Motioned by Willison and seconded by Grove to approve June 12, 2023, Board meeting minutes as written. All ayes, motion carried.

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

Motioned by Willison and seconded by Grove to approve the June 2023 check register. All ayes, motion carried. Motioned by Grove and seconded by Willison to approve June 2023 Treasurer’s report. All ayes, motion carried.

BUSINESS

a. MOVE TO CLOSED SESSION UNDER WI STATS. SEC. 19.85(1) FOR PURPOSES OF EMPLOYMENT, COMPENSATION, OR PERFORMANCE EVALUATION OF ANY PUBLIC EMPLOYEE OVER WHICH THE GOVERNMENTAL BODY HAS JURISDICTION OR EXERCISES RESPONSIBILITY AND TO CONSIDER LEGAL COUNSEL ISSUES.

Motion by Willison and second by Grove to move to closed session. Roll call: Gerald Derr, aye; Brian Willison, aye and Ben Grove, aye. All ayes, Motion carried.

b. RETURN TO OPEN SESSION TO CONSIDER ANY ACTION NECESSARY FROM CLOSED SESSION.

Motioned by Willison and seconded by Grove to move to open session. Roll call: Gerald Derr, aye; Brian Willison, aye and Ben Grove, aye. All ayes, Motion carried. The Board discussed the Club Bristol agreement dated June 25, 2021 and will hold an Informational Meeting (DTBD) for listening to public input.

c. DISCUSS/CONSIDER OPERATOR LICENSES FOR JULY 11, 2023 – JUNE 30, 2024

All five applications were submitted with appropriate paperwork and paid. No concerns were found with background checks. Motion by Grove and second by Willison to approve Kevyn Quamme, Jacey Bellefeuille, Ellie Michaels, Leah Hamilton, and Britt Schumann Operator Licenses for July 11, 2023 – June 30, 2024. All ayes, motion carried.

d. DISCUSS/CONSIDER CREATING BEST PRACTICE LIST OF STORMWATER SYSTEMS

Nahn & Associates is recommending creating a best practice list of Bristol’s stormwater systems which will support the DNR requirements for the town’s stormwater permit. Motion by Willison and second by Grove to approve Nahn & Associates creating a best practice list of stormwater systems in the Town of Bristol. All ayes, motion carried.

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e. DISCUSS/CONSIDER FLY DANE 2024

Fly Dane is an aerial photography of Dane County in a three-inch resolution imagery. Motion by Willison and second by Derr to approve the town to join in acquiring the Fly Dane 2024 project. 2 aye; 1 nay. Motion passed. Grove expressed he would like to see what the value is of the information before approving.

f. DISCUSS/CONSIDER HAPPY VALLEY RD CAUTIONARY TRAFFIC SIGNAGE SURROUNDING GOLF COURSE ENTRANCE

With the reopening of the golf course on Happy Valley Rd there has been an increase in traffic. A cautionary sign of some kind, speed board and rumble strips were suggestions to alert travelers of the golf course entrance. The board agreed to have Public Works to obtain estimates of the options suggested.

g. DISCUSS/CONSIDER TRI-COUNTY QUOTE ON DRIVEWAY CUT-OUT

Tri County Paving gave a proposal to fix a driveway connection to the road on Happy Valley that needs to be repaired. Motion by Grove and second by Willison to approve the proposal from Tri County Paving to fix the driveway/road connection at 2982 Happy Valley Rd.

h. DISCUSS/CONSIDER ADDING ELDER LANE TO THE CRACK FILLING QUOTE

Discussion occurred to add Elder Lane to the Crack Filling quote for 2023. Motion by Grove and second by Willison to not add Elder Lane to the 2023 crack filling list at this time. All ayes, motion carried.

i. DISCUSS/CONSIDER MOVING FORWARD WITH THE TWIN LANE RD CONSTRUCTION SCHEDULE

Joe from MSA Engineering recommends starting a construction schedule for the Twin Lane Rd project for 2024 as winter bidding will give the best pricing. Twin Lane has larger farm equipment frequently traveling on the road which helped it qualify for the grant. Motion by Willison and second by Grove to approve MSA to begin scheduling the Twin Lane project. All ayes, motion carried.

j. OVERVIEW/DISCUSS OF COMPREHENSIVE PLAN UPDATE WITH CARPC

Sean Higgins presented a map of the town's developed areas.

PUBLIC COMMENT

Kolby Hirth expressed her concern of the Bird & Edgre development where street lights were installed with no shielding. Hirth requested to have the topic on next month's agenda in discussing a smart growth plan. The board discussed options of talking with the developers and sending a letter to the City of Sun Prairie.

PARKS COMMITTEE REPORT

No parks report was given.

CHAIRPERSONS REPORT

Patrick Marsh Presentation by Birrenkott
Marked out cemetery lots and refreshed entrance gates with paint
Attended AccessDane meeting
Scheduled road wedging for season

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SET FUTURE MEETINGS AND AGENDAS

August 14, 2023, at 6:00pm - Jt. Plan-Board meeting, includes Comp. Plan update workshop

ADJOURN

Planning - Motioned by Willison and seconded by Larson to adjourn at 8:30pm. All ayes, Motion carried.

Board - Motioned by Willison and seconded by Grove to adjourn at 8:30pm. All ayes, Motion carried.

Submitted by Kim Grob, Clerk-Treasurer

APPROVED