

TOWN OF BRISTOL
7747 County Road N, Sun Prairie WI 53590
Jt. Plan Commission and Town Board Meeting
August 14, 2023, at 6:00 pm

ORDER OF BUSINESS

a. CALL TO ORDER

The meeting was called to order at 6:03pm by Chairman Derr. Board Members Present –Derr, Willison and Grove. Planning Commission Members Present: Sandy Dulin, Al Rogers and Brian Willison. Sign-in sheet on file in Clerk’s office.

b. PLEDGE OF ALLEGIANCE – RECITED

c. APPROVAL OF MINUTES: JULY 10, 2023 JT PLAN- BOARD MEETING

Board - Motioned by Willison and seconded by Grove to approve July 10, 2023 Jt. Plan- Board meeting minutes as written. All ayes, motion carried.

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

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

PUBLIC COMMENT – ITEMS NOT ON THE AGENDA

Kolby Hirth passed out her comments on the Intergovernmental Agreement dated April 15, 2005 between the Town and City of Sun Prairie. Hirth requested having a working meeting for updating the agreement.

PARKS COMMITTEE REPORT - NONE

CHAIRPERSON REPORT

Derr and Sean Higgins from CARPC met with the City of Sun Prairie
Dark Skies was discussed with the City of Sun Prairie with no interest shown by the City for change.
Discussion with residents to allow golf carts on town roads
Jerry and Steve Schwartz, Plan Commission Chair, met with Pete Simon, Prairie Pines Golf Course about the future building of a new clubhouse.
Four new Culverts have been installed on Muller Rd.
Chip sealing is done, concluding the 2023 road work.

BUSINESS

a. DISCUSS/CONSIDER OPERATOR LICENSES FOR AUGUST 15, 2023 – JUNE 30, 2024

An application was submitted with appropriate paperwork and paid. No concerns were found with background check. Motion by Grove and seconded by Willison to approve Jayden Winger’s Operator License for August 15, 2023 – June 30, 2024. All ayes, motion carried.

b. DISCUSS/CONSIDER TEMPORARY CLOSING OF PARKWAY DR FOR NEIGHBORHOOD GATHERING

It was requested for approval for temporary closure on a section of Parkway Dr for a neighborhood gathering. Motioned by Grove and seconded by Willison to approve a temporary road closure on a section of Parkway Dr for a neighborhood gathering. There must be road signage of the closure and road needs to reopen by dusk, Fire, EMS, 911 must be notified. All ayes, motion carried.

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

Possible solutions were discussed of safety concerns surrounding the increased traffic at the golf course entrance. Motioned by Grove and seconded by Willison to have cautionary signs installed east and west on Happy Valley Rd near the golf course entrance. All ayes, motion carried.

d. DISCUSS/CONSIDER NON-RESIDENT RENTING OF TOWN FACILITIES

The board discussed the option of non-residents renting town facilities as there was a request that came in for rental of a park. Motioned by Willison and seconded by Grove to keep the town policy the same with only residents eligible for renting town facilities. All ayes, motion carried.

e. OVERVIEW/DISCUSS COMPREHENSIVE PLAN UPDATE WITH CARPC

A draft of the town survey was reviewed and discussed. No Comp Plan update meeting is planned for September.

SET FUTURE MEETINGS AND AGENDAS

August 30, 2023, at 6:00pm – Public Informational Meeting on Club Bristol’s Settlement Agreement

September 6, 2023, 1:00-7:00pm – Open Book

September 11, 2023, at 6:00pm - Board meeting

ADJOURN

Board - Motioned by Willison and seconded by Grove to adjourn at 8:36pm. All ayes, Motion carried.

Submitted by Kim Grob, Clerk-Treasurer