

TOWN OF BRISTOL
7747 County Road N, Sun Prairie WI 53590
Jt. Plan Commission and Town Board Meeting
December 11, 2023, at 6:00 pm

ORDER OF BUSINESS

a. CALL TO ORDER

The meeting was called to order at 6:02pm by Chairman Derr. Board Members Present –Derr and Willison, Absent: Grove. Planning Commission Members Present: Sandy Dulin, Al Rogers, Jim Ringelstetter and Brian Willison. Sign-in sheet on file in Clerk’s office.

b. PLEDGE OF ALLEGIANCE – RECITED

c. APPROVAL OF MINUTES FROM NOVEMBER 13, 2023, BOARD MEETING

Motioned by Willison and seconded by Derr to approve November 13, 2023, Board minutes as written. All ayes, Motion carried.

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

Motioned by Willison and seconded by Derr to approve November 2023 check register. All ayes, Motion carried. Motioned by Willison and seconded by Derr to approve November 2023 Treasurer’s Report. All ayes, Motion carried.

PUBLIC COMMENT - NONE

PARKS COMMITTEE REPORT

Tamara Sondgeroth reported the boards for the ice rink are installed and will be working on making ice as weather cooperates. The Committee is still working with the soccer club on a contract for use of the field and plan to have something in place by spring. The next meeting is planned for January 30, 2024 with spring clean-up for the parks being their main topic.

CHAIRPERSON REPORT

- Continued planning for the Twin Lane Rd project with MSA.
- There was an incident at Club Bristol that was reported and waiting to hear more details.

BUSINESS

a. DISCUSSION ON OPTIONS FOR THE EVERSON PROPERTY, BRANCH RD OUTBUILDING LOCATION

Dan Everson explained the location where he wants to build conflicts with the current Ordinance. A Board of Adjustment meeting is scheduled for the end of January where they will be considering changing the Ordinance on location of outbuildings.

b. DISCUSS/CONSIDER INSTALLING LITTLE LIBRARY AT BRISTOL RIDGE PARK

Tamara asked the board for their approval of installing a little library at Bristol Ridge Park. No park in the surrounding area has one and it is suggested to place it next to the pavilion. Motioned by Derr and seconded by Willison to accept the donation of the little library and for it to be installed where Public Works seems appropriate. All ayes, Motion carried.

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c. DISCUSS/CONSIDER BY PLANNING COMMISSION REQUEST TO VACATE SECTION OF OLD STONE QUARRY ROAD & SET DATE FOR PUBLIC HEARING BY THE BOARD

Motioned by Ringelstetter and seconded by Rogers to approve moving ahead to vacate Old Stone Quarry Rd and allow to have a Public Hearing on February 12, 2024. All ayes, Motion carried.

d. DISCUSS/CONSIDER RENEWAL OF ELECTION INSPECTORS FOR TERM 2024-2025

The 2024-2025 list of Poll Workers was presented. Motioned by Willison and seconded by Derr to approve poll workers as listed for the 2024-2025 term with the correction of grammatical errors on the list. All ayes, Motion carried.

e. DISCUSS/CONSIDER E-MAIL MANAGEMENT SERVICES BY TOWNWEB

Kim Grob reported that Horstman Network has agreed to manage the town e-mails and will work on obtaining a discounted rate through TechSoup and the costs will be \$12.50/user/mth or lower. Motioned by Willison and seconded by Derr to approve Horstman managing town e-mails and accepts obtaining a TechSoup account for a possible reduced rate. All ayes, Motion carried.

f. DISCUSS/CONSIDER COMPREHENSIVE PLAN UPDATE BY CARPC

The Open House for residents to review and comment on the preliminary Comprehensive Plan is scheduled for January 30, 2024, at 5:00pm. Discussion occurred on the existing plan goals in comparison to the survey results.

SET FUTURE MEETINGS AND AGENDAS

January 8, 2023 at 6:00pm – Board Meeting

ADJOURN

Motioned by Willison and seconded by Derr to adjourn at 8:52 p.m. All ayes, Motion carried.

Submitted by Kim Grob, Clerk-Treasurer