

TOWN OF BRISTOL
7747 County Road N, Sun Prairie WI 53590
Town Board Meeting
February 12, 2024, at 6:00 pm

ORDER OF BUSINESS

a. CALL TO ORDER

The meeting was called to order at 6:00pm by Chairman Derr. Board Members Present – Derr and Grove. Absent: Willison. Sign-in sheet on file in Clerk’s office.

b. PLEDGE OF ALLEGIANCE – RECITED

c. APPROVAL OF MINUTES FROM JANUARY 8, 2024, BOARD MEETING AND FEBRUARY 5, 2024, SPECIAL BOARD MEETING

Motioned by Grove and seconded by Derr to approve January 8, 2024, Board minutes with the addition of listing the full name of the fire unit. All ayes, Motion carried. Motioned by Grove and seconded by Derr to approve special board minutes as written. All ayes, Motion carried.

d. APPROVAL OF CHECK REGISTER & TREASURER’S REPORT FOR JANUARY 2024

Motioned by Grove and seconded by Derr to approve January 2024 check register. All ayes, Motion carried. Motioned by Grove and seconded by Derr to approve January 2024 Treasurer’s Report. All ayes, Motion carried.

PUBLIC COMMENT

Derr reported that Attorney Mark Hazelbaker is finalizing zoning ordinance 1.075 Structures Permitted Within Setbacks and estimated to be coming to the town board for approval in March. Dan Everson asked what steps he would need to take for his proposed building to fall under the new ordinance. A review by the Zoning Administrator needs to occur to make sure the building complies. Candidate for Dane Co Board, Andrea Andrews spoke on her campaign. Todd Menzel inquired for zoning regulations on a property.

PARKS COMMITTEE REPORT

The Parks Committee is still in negotiations with the Soccer Club League for a field use agreement. Other business discussed was spring park clean-up, plans for reforestation Pearl Court Park, applying for grant for trees, park gathering scheduled for first weekend in June, creation of a 501c3 for the parks so can qualify for additional grants and signage is being discussed at the crosswalk at Longhorn by the HeyDay development.

CHAIRPERSON REPORT

- Conversation with Attorney Hazelbaker on the status of updating zoning ordinance 1.075 Structures Permitted Within Setbacks.
- Special Board meeting on February 5, 2024. Twin Lane Rd bid was awarded.
- Mike Winters, Public Works Assistant, is ending his employment with Bristol. The town is hiring to fill the position.

BUSINESS

a. DISCUSSION/CONSIDER RESOLUTION NO. 2024-01 TO VACATE A SECTION OF “OLD” STONE QUARRY ROAD LYING SOUTH OF “ACTIVE” STONE QUARRY ROAD, C.S.M. #6763 AND EAST OF FLORENCE DR.

There were no objections at the public hearing. Motioned by Grove and seconded by Derr to approve Resolution No. 2024-01 to vacate a section of “old” Stone Quarry Rd. All ayes, Motion carried.

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b. DISCUSS/CONSIDER WI DOT 6-20 FT. CULVERT AND BRIDGE INVENTORY PROGRAM AND COMPLETING THE FIRST STEP OF THE PROGRAM

WI DOT announced a 6-20 ft culvert/bridge program. The first step for municipalities is to log an inventory of all culvert/bridges that fall in the 6-20ft length, with a reimbursement by the DOT of \$100 for each structure. Delmore Consulting is offering a discount on future work with the signing on to complete the inventory portion. Motioned by Grove and seconded by Derr to approve Delmore Consulting to complete the inventory of the town's 6-20 ft culvert/bridge inventory. All ayes, Motioned carried.

c. DISCUSS/CONSIDER CREATING A POLICY FOR REMOTE MEETING ACCESS AND TELECONFERENCES

Discussion occurred to create a policy for telephone conference and/or virtual meeting options. The board directed the Clerk to research equipment, cost, and operations of achieving remote meeting access and teleconferences. Motioned by Derr and seconded by Grove to table creating a policy for remote meeting access and teleconferences. All ayes, Motioned carried.

SET FUTURE MEETINGS AND AGENDAS

March 11, 2024 – Jt. Plan-Board Meeting with Comprehensive Plan updating

ADJOURN

Motioned by Grove and seconded by Derr to adjourn at 7:21 p.m. All ayes, Motion carried.

Submitted by Kim Grob, Clerk-Treasurer