

TOWN OF BRISTOL
7747 County Road N, Sun Prairie WI 53590
Town Board Meeting
October 14, 2024, 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, Grove and Willison. Sign-in sheet on file in Clerk’s office.

b. PLEDGE OF ALLEGIANCE – RECITED

c. APPROVAL OF MINUTES: SEPTEMBER 9, 2024, MEETING

Motioned by Willison and seconded by Grove to approve September 9, 2024, minutes with the correction as noted on item VI.(c), line four to read “Hwy 151 south”. All ayes, Motion carried.

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

Motioned by Grove and seconded by Willison to approve September 2024 check register. All ayes, motion carried. Motioned by Willison and seconded by Grove to approve September 2024 Treasurer’s Report. All ayes, motion carried.

PUBLIC COMMENT

Theresa Stevens from the Sun Prairie Library Foundation reported a grant of \$500,000 was awarded for the expansion of the library. Theresa thanked the town for their past support and asked for a consideration to pledge for the expansion in the 2025 town budget. Todd Menzel inquired if the town currently has guidelines or future goals to have 55+ living development in the town.

PARKS COMMITTEE REPORT

Tamara Sondgeroth reported that the tree grant is in its final stages. Tamara and office staff have met with scheduling software companies and plan to have the item come before the board by the end of 2024.

CHAIRPERSON REPORT

- Twin Lane Road project is being finished and pay request one is being processed. The ARIP grant for Bristol Road between Hwy N and Hwy VV has been submitted. Derr met with the Town of Hampden and Cedar Corp. on a small section of Bristol Rd that falls into the Town of Hampton. Hampden is willing to work with Bristol to do a joint grant application.

BUSINESS FOR TOWN BOARD

a. DISCUSS/CONSIDER APPROVAL FOR PARKS COMMITTEE TO APPLY FOR TREE GRANT THROUGH ALLIANT ENERGY

Tamara Sondgeroth gave a review of the Alliant Energy Tree Grant where it is focusing on planting trees as a community event. The Parks Committee is applying for 26 trees with placement in Pearl Court, Brooks Ridge Trail and Sunset Meadows. Motioned by Grove and seconded by Willison to approve the Jung Garden Center quote for 26 trees (minus the sales tax) to be applied toward the Alliant Energy Tree Grant and to give permission to plant the trees on public property (Pearl Court, Brooks Ridge Trail and Sunset Meadows). All ayes, motion carried.

b. DISCUSS/CONSIDER PAYNE & DOLAN PAY REQUEST #1 FOR TWIN LANE RD IMPROVEMENT PROJECT

Pay Application #1, dated 10/9/2024 for the Twin Lane Road project has been submitted. This pay request includes change orders 1-4, and a 5% retainage is being held. Motioned by Willison and seconded by Grove to approve pay application #1, dated 10/9/2024, paying the amount \$733,464.07 for the Twin Lane Road project. All ayes, motion carried.

TOWN OF BRISTOL
7747 County Road N, Sun Prairie WI 53590
Town Board Meeting
October 14, 2024, at 6:00 pm

c. DISCUSS/CONSIDER FALL BURN DATES

Motioned by Willison and seconded by Grove to approve the fall burn dates for subdivisions starting October 17 and going through December 8. Dates will be listed on the website and town hall posting board. The WI DNR website will be listed for residents to check County notices. All ayes, Motion carried.

d. DISCUSS/CONSIDER APPROVAL OF ELECTION INSPECTORS FOR NOVEMBER ELECTION

Clerk Grob is requesting to have additional poll workers approved in preparation for the November 5 election. Additional workstations are going to be added to ensure efficiency in the anticipation of the high volume of voters. Motioned by Grove and seconded by Willison to approve the additional election workers for the November 5, 2024, election. All ayes, motion carried.

e. DISCUSS/CONSIDER APPROVAL FOR TOWN OFFICE TO BE CLOSED TO THE PUBLIC NOVEMBER 6, 2024

Clerk Grob is asking for the town hall to be closed to the public on November 6, 2024, to have uninterrupted time for closing out the November 5 election. Motioned by Willison and seconded by Grove to approve the town hall office to be closed to the public on November 6, 2024. All ayes, motion carried.

f. DISCUSS/CONSIDER REMAINING ARPA FUNDS OBLIGATION

Discussion occurred on how to use the remaining ARPA funds. Motioned by Grove and seconded by Willison to move forward with obtaining quotes on items discussed. All ayes, motion carried.

SET FUTURE MEETINGS AND AGENDAS

November 11, 2024 – Board Meeting

ADJOURN

Board: Motioned by Willison and seconded by Grove to adjourn at 7:38pm. All ayes, Motion carried.

Submitted by Kim Grob, Clerk-Treasurer