

TOWN OF BRISTOL
7747 County Road N, Sun Prairie WI 53590
Jt. Planning -Town Board Meeting
November 11, 2024, Immediately Following Public Hearing

ORDER OF BUSINESS

a. CALL TO ORDER

The meeting was called to order at 6:31pm by Chairman Willison. Board Members Present – Willison, Grove and Kvalo. Planning: Steve Schwartzter, Sandy Dulin, Travis Larson, Scott Manke and Chuck Kvalo. Sign-in sheet on file in Clerk's office.

b. PLEDGE OF ALLEGIANCE – RECITED

c. HONORING OF VETERANS DAY

d. APPROVAL OF MINUTES: OCTOBER 2 & 14, 2024, BOARD MEETINGS

Motioned by Kvalo and seconded by Grove to approve October 2 & 14, 2024, minutes as written. All ayes, Motion carried.

e. APPROVAL OF CHECK REGISTER & TREASURER'S REPORT FOR OCTOBER 2024

Motioned by Grove and seconded by Kvalo to approve October 2024 check register. All ayes, motion carried. Motioned by Kvalo and seconded by Grove to approve October 2024 Treasurer's Report. All ayes, motion carried.

PUBLIC COMMENT

Craig and Jodi White spoke on the reclamation of the easement swale between their property and 3057 Viking Pass. No elevation document has been found for the easement area. The board responded that it is the town's position to determine if the reclamation plan moves obstructions out of the easement boundary. Zachary Duschack expressed his request to have the town go to a town wide contracted trash/recycling service. Discussion occurred on the benefits and disadvantages for the town and the residents. It was concluded that a survey would be a good idea to see what the residents would like. Karen Weidner reported that election data from November 5 is being entered into the state voting system and municipalities have 45 days to complete. The MyVote website will show voter participation after everything is completed for Bristol in the state voting system.

PARKS COMMITTEE REPORT

Tamara Sondgeroth reported that the ice arena boards will not be installed this year as there were not enough volunteers last year to help. The field will still be flooded for ice to be made.

BUSINESS FOR TOWN BOARD

a. RECOGNITION OF THE PASSING OF CHAIRMAN JERRY DERR AND TOWN BOARD PLACEMENTS

Brian Willison reported that Jerry Derr passed away on November 1 after many years of town service. By a Special Board Meeting on November 4, Brian Willison was appointed to Chairman and Chuck Kvalo was appointed to Supervisor2. All three board seats are up for renewal at the April 1, 2025, election.

b. DISCUSS/CONSIDER SCHEDULING SOFTWARE FOR TOWN RECREATIONAL FIELDS AND TOWN HALL

Tamara Sondgeroth gave an overview of the three scheduling software companies being considered for rental of the town's recreational fields and town hall, purchasing of annual and daily recycling permit and dog license. Discussion occurred on the security of data collected by users. Motioned by Kvalo and seconded by Grove to accept and move forward with DaySmart Recreation Scheduling Software with Steve Schwartzter reviewing the agreement of terms and purchasing a credit card reader for the town office. All ayes, motion carried.

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BUSINESS FOR PLANNING COMMISSION AND TOWN BOARD

a. DISCUSSION/CONSIDER ZONING ORDINANCE AMENDMENT TREATMENT OF DOUBLE FRONTAGE LOTS OF SETBACK PURPOSES

Willison explained the current zoning does not define what is considered front and back of a lot with a double frontage road and this amendment proposed would only apply to these types of lots. Motioned by Schwartzter and seconded by Dulin to table until additional information is available. All ayes, motioned carried. Motioned by Grove and seconded by Kvalo to table until additional information is available. All ayes, motion carried.

SET FUTURE MEETINGS AND AGENDAS

December 9, 2024 – Board Meeting

ADJOURN

Planning: Motioned by Schwartzter and seconded by Dulin to adjourn at 8:26pm. All ayes, Motion carried.

Board: Motioned by Grove and seconded by Kvalo to adjourn at 8:26pm. All ayes, Motion carried.

Submitted by Kim Grob, Clerk-Treasurer

APPROVED