

TOWN OF BRISTOL
7747 County Road N, Sun Prairie WI 53590
Jt. Planning-Town Board Meeting
August 12, 2025, at 6:00 pm

ORDER OF BUSINESS

a. CALL TO ORDER

The meeting was called to order at 6:01pm by Chairman Willison. Board Members Present – Willison, Grove and Kvalo. Planning: Steve Schwartzer, Sandy Dulin, Al Rogers, Travis Larson and Chuck Kvalo. Sign-in sheet on file in Clerk's office.

b. PLEDGE OF ALLEGIANCE – RECITED

c. APPROVAL OF MINUTES: July 8, 15, 23 & 31, 2025, MEETINGS

Motioned by Grove and seconded by Kvalo to approve July 8, 2025, minutes as written. All aye's, motion carried. Motioned by Grove and seconded by Kvalo to approve July 15, 2025, minutes as written. All aye's, motion carried. Motioned by Kvalo and seconded by Willison to approve July 23, 2025, with the correction of time for adjournment. All aye's, motion carried. Motioned by Grove and seconded by Kvalo to approve July 31, 2025, minutes as written. All aye's motion carried.

d. APPROVAL OF CHECK REGISTER AND TREASURER'S REPORT FOR JULY 2025

Motioned by Kvalo and seconded by Grove to approve July 2025 check register. All aye's, motion carried. Motioned by Kvalo and seconded by Grove to approve July 2025 treasurer's report. All aye's, motion carried.

PUBLIC COMMENT

Gilbert Bradley expressed concern with areas of roads needing improvement on shouldering because of continuous washouts that occur with heavy rains.

Kolby Hirth stated that on her road gravel is being pushed into yards by vehicles and requested to have only what is needed be placed for gravel along the road edges.

Tyler Bergstrom representing the Lerum family, presented a concept plan creating three parcels from the 160-acre family farm that runs along County Hwy V and Russet Road. Future intended use of the land will be agricultural.

PARKS COMMITTEE REPORT

Ben Grove and Karen Weidner reported that park meetings have been set for the first Tuesday of each month. Dave VonBehren will hold Chairman position and Scott Manke will be Co-Chair. The Committee plans to apply for another Alliant Energy Tree Grant this fall.

BUSINESS FOR PLANNING & TOWN BOARD

a. DISCUSS/CONSIDER REZONE FROM A-1 (LEGACY) TO AG FOR PARCEL 0911-233-9680-8, 2042 BRANCH RD

This is a rezone request to bring the property into the town's current zoning and to allow the property owner to build a new home on a different area of the parcel. The southwestern section of the parcel falls into a shoreland zone and a wetland delineation review was conducted, with the County reviewing. Once the new driveway is installed the old driveway will need to be abandoned. Plan: Motioned by Dulin and seconded by Rogers to recommend approval for rezone from A-1 (Legacy) to AG for Parcel 0911-233-9680-8, 2042 Branch Rd. All aye's, motion carried. Board: Motioned by Kvalo and seconded by Grove to approve rezone from A-1 (Legacy) to AG for Parcel 0911-233-9680-8, 2042 Branch Rd. All aye's, motion carried.

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b. DISCUSS/CONSIDER REZONE FROM A-1(LEGACY) TO AG AND PRELIMINARY CSM FOR PARCEL 0911-184-9001-0, 3006 VINBURN ROAD

The property owner wishes to create a five-acre parcel from the existing 39.4 acres to build a home. The zoning change would bring the parcel into compliance with the Town's Zoning. The driveway is planned to be located on the west side of the parcel, closest to the existing farmhouse. The future home would have its own well and septic. Plan: Motioned by Rogers and seconded by Dulin to recommend approval for rezone from A-1 (Legacy) to AG and approval of preliminary CSM for parcel 0911-184-9001-0. All aye's, motion carried. Board: Motioned by Grove and seconded by Kvalo to approve the rezone from A-1 (Legacy) to AG and approval of preliminary CSM for parcel 0911-184-9001-0. All aye's, motion carried.

C. ACKNOWLEDGMENT OF ANNEXATION FOR PARCELS 0911-331-8572-2 AND 0911-331-8501-7 TO THE CITY OF SUN PRAIRIE

Bristol Clerk received notification that a petition was submitted for annexation to the City of Sun Prairie for parcels 0911-331-8572-2 and 0911-331-8501-7 totaling 5.005 acres. The two parcels will go from agricultural to industrial and will connect to the City's Business Park. WI Dept of Administration has reviewed the proposed annexation and found it to be satisfactory. Town of Bristol Board acknowledges the annexation.

BUSINESS FOR TOWN BOARD

a. DISCUSS/CONSIDER TEMPORARY LIQUOR LICENSE FOR ST. JOSEPH FALL FESTIVAL TO BE HELD ON SEPTEMBER 20 & 21, 2025

St. Joseph's church submitted the required form and the fee was paid. Motioned by Willison and seconded by Grove to approve the Temporary Liquor License for St Joseph's Fall Festival on September 20 & 21, 2025. All ayes, Motion carried.

b. DISCUSS/CONSIDER CHANGE IN SERVICE COMPANY FOR PORTABLE RESTROOMS AT RECYCLE CENTER AND BRISTOL GARDENS

The board reviewed quotes from four vendors with an interest in price and ratings of the companies. Motioned by Kvalo and seconded by Grove to accept Bucky's Porta Potty to supply and service portable restrooms to the Recycle Center and Bristol Gardens. All aye's, motion carried.

c. DISCUSS/CONSIDER UPDATING 2025 ROAD REPAIRS

The board has been in discussion with Fahrner Asphalt on the challenges for chip sealing roads late in the season. Motioned by Grove and seconded by Kvalo to approve allocating an additional \$40,000 of road budget to wedging (totally \$90,000) and remove chip sealing from the 2025 road work. All aye's, motion carried.

d. DISCUSS/CONSIDER APPROVAL OF BCPL LOAN FOR END OF YEAR FINANCING OPERATION

BCPL loan was reviewed and discussed by the board. Motioned by Kvalo and seconded by Grove to approve the Board of Commissioners of Public Lands (BCPL) loan application and Resolution for \$100,000 plus interest for 2025 end of year expenses. All aye's, motion carried.

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SET FUTURE MEETINGS AND AGENDAS

September 2, 2025 - Parks Meeting
September 9, 2025 –Board Meeting

ADJOURN

Planning: Motioned by Dulin and seconded by Rogers to adjourn at 7:36pm. All aye's, motion carried.
Board: Motioned by Kvalo and seconded by Grove to adjourn at 8:26pm. All aye's, Motion carried.

Submitted by Kim Grob, Clerk-Treasurer

APPROVED