

TOWN OF BRISTOL
7747 County Road N, Sun Prairie WI 53590
Town Board Meeting
June 10, 2025, at 6:00 pm
Revised

The Bristol Town Board will hold a meeting on Tuesday, June 10, 2025, at 6:00 p.m., located at the Bristol Town Hall, 7747 County Road N, Sun Prairie WI 53590.

AGENDA

- I. Order of Business
 - a. Call to Order
 - b. Pledge of Allegiance
 - c. Approval of Minutes: May 13, 2025, Meeting
 - d. Approval of Check Register & Treasurer's Report for May 2025
- II. Public Comment – Items Not on The Agenda
- III. Parks Committee Report
- IV. Business
 - a. Discuss/Consider Approval of ATV/UTV Ordinance
 - b. Discuss/Consider Culvert Quote for Muller Road
 - c. Discuss/Consider the Following License Renewals for the 2025/2026 License Year:
 - i. "Class B" Beer/Liquor for Midway Roadhouse
 - ii. "Class B" Beer/Liquor for North Bristol Sportsman's Club
 - iii. "Class B" Beer/Liquor for NV Corners
 - iv. "Class B" Beer/Liquor for Prairie Pines Golf Club
 - v. "Class B" Beer/Liquor for Club Bristol
 - vi. Adult Entertainment License for Club Bristol
 - vii. Tobacco Retail License for Prairie Pines Golf Club
 - d. Discuss/Consider Operator Licenses for 2025/2026 Year
- V. Set Future Meetings and Agendas
- VI. Adjourn.

Notice is hereby given that it is possible that a majority of the Town Board or other governmental body may be present at the above meeting of the Town Board to gather information about a subject over which they have ultimate decision-making responsibility. If such a majority is present, it will constitute a meeting of the Town Board or other governmental body under Wisconsin's Open Meeting Laws and is hereby being noticed as such, although only the Planning Commission and Town Board will take formal action at the above meeting. Any person who has a qualifying disability as defined by the American with Disabilities Act that requires the meeting or materials at the meeting to be in an accessible location or format must contact the clerk at 608-837-6494, 7747 County Road N, Sun Prairie, WI 53590, at least 24 hours prior to the meeting so the necessary arrangements can be made to accommodate each request.

TOWN OF BRISTOL
7747 County Road N, Sun Prairie WI 53590
Jt. Planning-Town Board Meeting
May 13, 2025, at 6:00 pm

ORDER OF BUSINESS

a. CALL TO ORDER

The meeting was called to order at 6:02pm by Chairman Willison. Board Members Present – Willison and Grove. Kvalo by phone. Planning: Sandy Dulin, Al Rogers, Scott Manke and Chuck Kvalo. Sign-in sheet on file in Clerk's office.

b. PLEDGE OF ALLEGIANCE – RECITED

c. APPROVAL OF MINUTES: APRIL 8, 15, & 17, 2025, MEETINGS

Motioned by Grove and seconded by Kvalo to approve April 8, 2025, with the correction to line three of the Parks Committee Report to "Brooks Ridge walking path". All aye's, motion carried. Motioned by Kvalo and seconded by Grove to approve April 15, 2025, minutes as written. All aye's, motion carried. Motioned by Kvalo and seconded by Grove to approve April 17, 2025, minutes as written. All aye's, motion carried.

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

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

PUBLIC COMMENT

Matt and Donelle Sauby spoke on compensation for their expenses for returning the easement back to the original plans. Willison stated no public funds will be expended at this time. Grove will contact GEC to schedule a meeting to discuss 3057 Viking Pass. Tamara Sondgeroth inquired about Norway/Vinburn Rd retention pond stormwater baskets being inspected by Jason Tuggle. Jason Tuggle will be contacted for the inspection. The Colonial Club is in need of a meal delivery person for Bristol residents.

PARKS COMMITTEE REPORT

Tamara Sondgeroth reported that park clean-up and tree planting is May 17 and anyone willing to help would be appreciated. Tamara announced she is stepping down from the Park Committee Chair position and a new person will take the position.

BUSINESS FOR TOWN BOARD

a. DISCUSS/CONSIDER 2025 ROAD WORK BIDS

Sealed bids were opened and reviewed.

Crack Filling: Motioned by Kvalo and seconded by Grove to accept the bid from Thunder Road, LLC at \$1.50/lb. All aye's, motion carried. Chip Sealing: Motioned by Grove and seconded by Kvalo to accept the bid from Fahner Asphalt Sealers LLC at \$16,897/mile for FA2 washed fractured granite. All aye's, motioned carried. Wedging – No bids received. The Clerk will publish RFP for wedging a second time.

b. DISCUSS/CONSIDER DANE COUNTY PAVEMENT MARKING AGREEMENT

Motioned by Kvalo and seconded by Grove to approve the Dane County Pavement Marking Agreement with the revised 2025 pricing of \$10,000 for 5.20 miles of centerline marking with zones. All aye's, motion carried.

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C. DISCUSS/CONSIDER APPROVAL OF AMENDED INTERGOVERNMENTAL AGREEMENT FOR FIRE SERVICES BETWEEN NEDFU AND CITY OF SUN PRAIRIE

The fire contract has been in negotiations for the past several months. Motioned by Kvalo and seconded by Grove to approve the Amended Intergovernmental Agreement Between the City of Sun Prairie, Town of Bristol, Town of Sun Prairie and the Northeast Dane County Fire Unit for fire protection and prevention services through 2029. All aye's, motion carried.

D. DISCUSS/CONSIDER EXTENDING CURRENT CITY OF SUN PRAIRIE INTERGOVERNMENTAL BOUNDARY AGREEMENT

The current boundary agreement with the City of Sun Prairie expires July 15, 2025. Motioned by Kvalo and seconded by Grove to extend the current Intergovernmental Boundary Agreement with the City of Sun Prairie for one year to allow ample time for review and discussions with the City of Sun Prairie. All aye's, motion carried.

E. DISCUSS/CONSIDER PAYMENT SCHEDULE OF REZONE FEE

Discussion occurred on appropriate timing of fee payments for rezones, conditional use permits, variances and certified survey maps. Planning: Motioned by Dulin and seconded by Rogers to approve Town of Bristol policy that General Engineering Co. is not authorized to do work on Bristol zoning related activities until prior confirmation that fees are paid by applicant. All aye's, motion carried. Board: Motioned by Willison and seconded by Kvalo to approve Town of Bristol policy that General Engineering Co. is not authorized to do work on Bristol zoning related activities until prior confirmation that fees are paid by applicant. All aye's, motion carried.

BUSINESS FOR PLANNING & TOWN BOARD

a. DISCUSS/CONSIDER REZONE FROM A-1 (LEGACY) TO SFR FOR PARCEL #0911-171-8190-8, 7366 COUNTY HWY N

Rezone request is to bring the property into the SFR zoning, allowing a home addition being within the 25' setback. Planning: Motioned by Rogers and seconded by Manke to recommend approving the rezone from A-1 (Legacy) to SFR for parcel #0911-171-8190-8, 7366 County Hwy N. All aye's, motion carried. Board: Motioned by Grove and seconded by Kvalo to approve the rezone from A-1 (Legacy) to SFR for parcel #0911-171-8190-8, 7366 County Hwy N. All aye's, motion carried.

SET FUTURE MEETINGS AND AGENDAS

June 10, 2025, 3:45pm-5:45pm – Board of Review
June 10, 2025 – 6:00pm Board Meeting

ADJOURN

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

Submitted by Kim Grob, Clerk-Treasurer

06/05/25

The Town of Bristol
Account QuickReport
As of May 31, 2025

Type	Date	Num	Name	Memo	Amount
Check	05/05/2025	DEBIT	Upnet Wisconsin	Town Hall Internet	-89.99
Bill Pmt -Check	05/06/2025	30341	Alliant Energy/WPL	Twn Hall, Recycle Cntr, Egge Pk, St. Lights, Ice Rink	-1,399.94
Bill Pmt -Check	05/06/2025	30342	APG of Southern Wisconsin	Inv. #28887-0425 Road Bid Notice	-32.86
Bill Pmt -Check	05/06/2025	30343	Associated Appraisal Consultants, Inc.	Inv. #180025 -May Services	-1,425.03
Bill Pmt -Check	05/06/2025	30344	Community Insurance Corporation	3/15/2024-03/15/2025 Workers Comp Audit Adjustment	-362.00
Bill Pmt -Check	05/06/2025	30345	Compass Minerals	Road salt	-14,055.69
Bill Pmt -Check	05/06/2025	30346	Dane County Clerk	Spring Election Ballots & Coding	-748.75
Bill Pmt -Check	05/06/2025	30347	Dorn True Value Hardware	April 2025 Stmt - Misc building supplies	-16.19
Bill Pmt -Check	05/06/2025	30348	General Engineering Company	March Bldg & Land Use Permits, Zoning Svcs	-8,498.58
Bill Pmt -Check	05/06/2025	30349	Good Oak Ecological Services	Prescribed burn Vinburn & Norway Rd	-1,343.00
Bill Pmt -Check	05/06/2025	30350	Jefferson Fire & Safety	Fire Extinguisher Annual Inspection & Repairs	-239.90
Bill Pmt -Check	05/06/2025	30351	MG&E	April2025 Stmt	-290.46
Bill Pmt -Check	05/06/2025	30352	Municipal Treasurers Assn of Wisconsin In	2025 Membership Due	-60.00
Bill Pmt -Check	05/06/2025	30353	Peillitteri Waste Systems	Inv. #5868305 - May Recycle & April Trash Svcs	-4,481.95
Bill Pmt -Check	05/06/2025	30354	Rhyme Business Products	May2025 Maint. Charge & Qtr 1 Overage	-146.11
Bill Pmt -Check	05/06/2025	30355	Sun Prairie, City of	Inv. #20250024 - EMS 1st Qtr 2025	-44,896.75
Bill Pmt -Check	05/06/2025	30356	Sundance BioClean Inc.	Inv. #3011 April Janitorial Svcs	-335.00
Bill Pmt -Check	05/06/2025	30357	Weld Riley S.C.	April 2025 Svcs	-419.62
Bill Pmt -Check	05/06/2025	30358	Wisconsin Towns Association	2025-2026 WTA & TAC Membership Dues	-2,031.38
Liability Check	05/07/2025	E-pay	United States Treasury	39-6005805 QB Tracking # 1378008630	-1,989.78
Liability Check	05/08/2025		QuickBooks Payroll Service	Created by Payroll Service on 05/07/2025	-7,681.97
Liability Check	05/09/2025	DEBIT	North Shore Bank	010-7001187	-100.00
Bill Pmt -Check	05/13/2025	30359	GFL Environmental	February Bristol Gardens & Recycling Svcs	-438.90
Bill Pmt -Check	05/13/2025	30360	Horstman Networks	Inv. #2053595 - May Monthly IT/Email Svcs	-140.00
Bill Pmt -Check	05/13/2025	30361	JOHNSON BLOCK	Inv. #527420 - 2024 Audit Final Billing, CT Form	-6,600.00
Bill Pmt -Check	05/13/2025	30362	JR's Mulch Sales	Certified Playmat 120 yds	-2,970.00
Bill Pmt -Check	05/13/2025	30363	Northeast Dane County Fire Unit	2nd Qtr 2025 Fire Fees SP#20251059	-87,928.50
Bill Pmt -Check	05/13/2025	30364	Rent-A-Flash	ATV / UTV Signs	-1,346.00
Bill Pmt -Check	05/13/2025	30365	ROTO-ROOTER SERVICE	Srvce at Town Hall-Clear downspout line	-437.50
Bill Pmt -Check	05/13/2025	30366	SSM Health	4614127 drug testing	-42.00
Bill Pmt -Check	05/13/2025	30367	Wisconsin DNR-Environmental Fees	2025 Stormwater Municipal Permit	-500.00
Bill Pmt -Check	05/15/2025	30368	Jung Garden Center	2025 Tree Grant Alliant Energy	-1,926.74
Liability Check	05/21/2025	E-pay	United States Treasury	39-6005805 QB Tracking # 2019072630	-3,267.98
Liability Check	05/22/2025		QuickBooks Payroll Service	Created by Payroll Service on 05/21/2025	-9,007.22
Bill Pmt -Check	05/29/2025	30369	Axley Brynson, LLP	ATV/UTV/Golf Cart Ordinances	-1,446.90
Bill Pmt -Check	05/29/2025	30370	Insight FS	Inv. #16020572 - April Fuel	-1,148.41
Bill Pmt -Check	05/29/2025	30371	Kathy Georgi	Refund of Hall Rental Cancellation	-125.00
Bill Pmt -Check	05/29/2025	30372	MSA Professional Services Inc	Inv. #016216 - Twin Lane Rd Improvement	-1,388.41
Bill Pmt -Check	05/29/2025	30373	Visa - Elan Financial Services	May2025 Stmt - TwnHall Culvert Permit, Office Supply	-106.57
Bill Pmt -Check	05/29/2025	30374	Wolf Paving & Excavating of Madison, Inc.	Town Hall Parking Lot Replacement	-65,431.20
Liability Check	05/30/2025	DEBIT	WRS	69-036-0118-000	-1,941.08
Total 100 - General Fund					<u>-276,837.36</u>

Town of Bristol
Treasurer's Report
May 2025

General Fund

Beginning Balance 5/01/2025			\$52,429.54
Deposits	\$	11,881.00	
Transfer from ICS Account	\$	150,000.00	
Withdrawals			\$ 166,143.36
Ending Balance 5/30/2025			<u>\$48,167.18</u>

Money Market

Beginning Balance 5/01/2025			\$2,011.23
Interest	\$	0.10	
Transfer to General Fund			\$ -
Ending Balance 5/30/2025			<u>\$2,011.33</u>

ICS Account

Beginning Balance 5/01/2025			\$328,630.36
Interest	\$	1,010.79	
Transfer to General Fund			\$ 150,000.00
Ending Balance 5/30/2025			<u>\$179,641.15</u>

LGIP Fund

General

Beginning Balance 5/01/2025			\$89,810.59
Interest	\$	343.62	
DOR - Personal Property Aid	\$	2,909.96	
DOR - 2023 WI Act 12 PPA	\$	505.21	
Ending Balance 5/30/2025			<u>\$93,569.38</u>

Parks

Beginning Balance 5/01/2025			\$89,386.46
Interest Earned	\$	331.03	
Ending Balance 5/30/2025			<u>\$89,717.49</u>

Equipment

Beginning Balance 5/01/2025			\$5.04
Interest Earned			
Ending Balance 5/30/2025			<u>\$5.06</u>

Parks Fund - LGIP
ARPA Funds Expenses

Not Cleared
 \$110,327.95
 Wolf 65,431.20
 City EMS 44,896.75

30, 2025	\$413,111.59
	<u>-\$89,717.49</u>
	<u>-\$5,140.64</u>
Total Funds	<u>\$318,253.46</u>

TOWN OF BRISTOL
Cover Sheet for Agenda Packet Section

IV. Business

a.

**TOWN OF BRISTOL
ORDINANCE 50.09**

**REGULATING THE OPERATION OF ALL-TERRAIN VEHICLES AND UTILITY
TERRAIN VEHICLES ON TOWN ROADS**

WHEREAS, section 23.33(11) of the Wisconsin Statutes authorizes the Town to designate routes within the Town for use by all-terrain vehicles ("ATVs") and utility terrain vehicles ("UTVs"); and

WHEREAS, after review and recommendation from town staff, the Town Board deems it to be in the public interest to designate routes and regulate the operation of ATVs and UTVs on town roads.

NOW, THEREFORE, the Town Board of the Town of Bristol, Dane County, Wisconsin, does hereby ordain as follows:

A. Section 50.09 of the Town Code of Ordinances is hereby created as set forth in Exhibit A attached hereto.

B. All other provisions of the Code of Ordinances not specifically amended herein shall remain unmodified and in full force and effect.

C. This ordinance shall take effect upon passage and publication as provided by law.

The above and foregoing ordinance was duly adopted at a meeting of the Town Board of the Town of Bristol on the ____ day of _____, 2025,
by a vote of _____ in favor and _____ opposed.

TOWN OF BRISTOL

Brian Willison, Town Chairman

Attested by:

Kimberly M. Grob, Town Clerk-Treasurer

EXHIBIT A

Sec. 50.09 Operation of All-Terrain and Utility Terrain Vehicles on Town Roads

- (1) **Statement of Purpose.** This ordinance is intended to establish and maintain all-terrain vehicle ("ATV") and utility terrain vehicle ("UTV") routes in the Town of Bristol and to regulate the operation of same upon such routes.
- (2) **Authority.** The Town Board of the Town of Bristol, Dane County, Wisconsin, has the specific authority to adopt this ordinance under Wis. Stats. § 23.33(11), Wis. Stats.
- (3) **State Statutes Adopted by Reference.** The provisions of Wis. Stats. § 23.33, and Ch. NR 64, Wis. Admin. Code are hereby adopted and by reference made a part of this ordinance as if fully set forth herein. Unless otherwise provided in this ordinance, any act required to be performed or prohibited by any statute or regulation incorporated herein by reference is required or prohibited by this ordinance. Any future amendments, revisions, or modifications of the statutes or regulations herein are made as part of this ordinance. Any terms used in this ordinance that are defined in Wis. Stats. § 23.33(1), Wis. Stats., shall have the meaning prescribed by statute.
- (4) **ATV/UTV Routes Designated.** Pursuant to Wis. Stats. § 23.33(8)(b)(1), Wis. Stats., the Town of Bristol designates all Town roads within the Town of Bristol as ATV/UTV routes.
- (5) **Route Signs.** Under the direction of the Town, all authorized ATV/UTV routes shall be designated by route signs in accordance with Ch. NR 64.12, Wis. Admin. Code. The route signs shall be inspected by the Town annually.
- (6) **Conditions.** In addition to the provisions of Wis. Stats. § 23.33, Wis. Stats., and Ch. NR 64.07, Wis. Admin. Code, the following restrictions are placed on the use of the ATV/UTV routes permitted under this section:
 - (a) All ATV and UTV operators shall be at least 16 years of age and possess a valid operator's license as defined in Wis. Stats. § 340.01(41g), Wis. Stats., as may be amended from time to time, including a safety certificate if required by State law. A learner's permit shall not be considered as a valid driver's license nor shall any license that has been revoked, temporarily or otherwise, or suspended for any reason, be considered as a valid driver's license during the period of suspension or revocation.
 - (b) All ATV and UTV operators shall observe the posted speed limits and all other applicable traffic regulations.
 - (c) The operators of ATVs/UTVs shall ride in single file.
 - (d) ATV/UTV headlamps and tail lamps must be turned on at all times and ATV/UTVs must have operational brake lights.
 - (e) All UTV operators and passengers must wear seat belts at all times.
 - (f) All Town designated ATV/UTV routes are closed between 11:00pm and 5:00am every day of the year.
- (7) **Enforcement.** This ordinance may be enforced by any law enforcement officer authorized to enforce the laws of the state of Wisconsin.
- (8) **Violations and Penalties.** Any person who shall violate any provision of this ordinance shall, upon conviction thereof, forfeit not more than \$250, together with the costs of prosecution.
- (9) **Severability.** If any section, clause, provision or portion of this ordinance is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remaining provisions shall not be affected.

TOWN OF BRISTOL

Cover Sheet for Agenda Packet Section

IV. Business

b.

Skalitzky Drainage LLC
W8593 Michel Ln
Waterloo, WI 53594-9453
9209880079
skaldrainage@gmail.com



Estimate

ADDRESS

Town OF Bristol
7747 County Road N
Sun Prairie, WI 53590

ESTIMATE # 1112

DATE 05/21/2025

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
05/01/2025	CULVERT	24x45 - Muller Road. Culvert Installed+ Backfilled with 3/4 stone + rip rap slopes	1	3,575.00	3,575.00
05/01/2025	CULVERT	48x60 - Seib Dr. Culvert Installed+ Backfilled with 3/4 stone + rip rap slopes	1	10,455.00	10,455.00

TOTAL

\$14,030.00

Accepted By

Accepted Date

TOWN OF BRISTOL
Cover Sheet for Agenda Packet Section

IV. Business

c.

**TOWN OF BRISTOL
LICENSE RENEWALS
JULY 1, 2025 - JUNE 30, 2026**

North Bristol Sportsman's Club
Agent: Kevyn Quamme
7229 Green Way Road
P.O. Box 202
Sun Prairie, WI 53590

N V Corners, LLC
Agent: Rochelle Chadwick
2710 County Hwy V
Sun Prairie, WI 53590

Club Bristol
Agents: Jerry Wood
7653 County Road N
Sun Prairie, WI 53590

Prairie Pines Golf Club
Agent: Peter Simon
3039 Happy Valley Rd
Sun Prairie, WI 53590

Midway Roadhouse, LLC
Agent: Alexander Prebeg
6937 County Road N
Sun Prairie, WI 53590

TOWN OF BRISTOL

Cover Sheet for Agenda Packet Section

IV. Business

d.

TOWN OF BRISTOL
OPERATOER LICENSE APPLICANTS
JULY 1, 2025 - JUNE 30, 2026

Dawn Allen	North Bristol Sportsman's Club	Renewal
Timothy Kilian	North Bristol Sportsman's Club	Renewal
Thomas Seasor	North Bristol Sportsman's Club	Renewal
John Kilian	North Bristol Sportsman's Club	New
Dean Allen	North Bristol Sportsman's Club	New
Brittanie DornBrook	Club Bristol	Renewal
Tyler Leonard	Club Bristol	Renewal
Thomas Spoerl	Club Bristol	Renewal
Michelle Thompson	Club Bristol	Renewal
Andrew Enebretson	Club Bristol	Renewal
Dierdre Siegert	Club Bristol	Renewal
Brittney Buchner	Midway Roadhouse, LLC	Renewal
Brittany Winters	Midway Roadhouse, LLC	Renewal
Marly Regel	N V Corners, LLC	Renewal
Mathew Marks	N V Corners, LLC	Renewal
Tracey McClure	N V Corners, LLC	Renewal
Dawn Kartman	N V Corners, LLC	Renewal
Moli Haak	Prairie Pines Golf Club	Renewal
Jack Zander	Prairie Pines Golf Club	Renewal
Grace Zander	Prairie Pines Golf Club	Renewal
Carter Simon	Prairie Pines Golf Club	Renewal
Jennifer Simon	Prairie Pines Golf Club	Renewal
Kendall Weisensel	Prairie Pines Golf Club	Renewal
Laurie Kessler	Prairie Pines Golf Club	Renewal
Michael Hornung	Prairie Pines Golf Club	Renewal
Lydia Schultz	Prairie Pines Golf Club	Renewal
Alec Silbernagel	Prairie Pines Golf Club	Renewal
Brittany Olsen	Prairie Pines Golf Club	New
Madeline Bay	Prairie Pines Golf Club	New
Carly Suchomel	Prairie Pines Golf Club	New
Jeffrey Ellingson	Prairie Pines Golf Club	New
Sophie Eisett	Prairie Pines Golf Club	New
Andrew Caron	Prairie Pines Golf Club	Renewal