

TOWN OF BRISTOL
7747 County Road N, Sun Prairie WI 53590
Town Board Meeting
June 10, 2024, at 6:00 pm

The Bristol Town Board and Planning Commission will hold a Joint meeting on Monday, June 10, 2024, 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, 2024, Board Meeting
 - d. Approval of Check Register & Treasurer's Report for May 2024
- II. Public Comment – Items Not on The Agenda
- III. Parks Committee Report
- IV. Chairperson Report
- V. Business
 - a. Discuss/Consider Power Wash and Stain Bridge at Norway Road Park
 - b. Discuss/Consider the Following Liquor License Renewals for the 2024/2025 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
 - c. Discuss/Consider Operator Licenses for 2023/2024 Year
 - d. Review Lov-It Brands Updated Specific Implementation Plan (SIP)
- VI. Set Future Meetings and Agendas
- VII. 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.

Kim Grob, Town Clerk-Treasurer
Certified Posting: 6-7-2024 Town Hall and website.

TOWN OF BRISTOL
7747 County Road N, Sun Prairie WI 53590
Jt. Planning -Town Board Meeting
May 13, 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. Planning: Sandy Dulin, Al Rogers, Travis Larson, and Brian Willison. Sign-in sheet on file in Clerk's office.

b. PLEDGE OF ALLEGIANCE – RECITED

c. APPROVAL OF MINUTES FROM APRIL 8, 2024, BOARD MEETING

Planning: Motioned by Dulin and seconded by Larson to approve April 8, 2024, minutes as written. All ayes, Motion carried. Board: Motioned by Grove and seconded by Willison to approve April 8, 2024, Board minutes as written. All ayes, Motion carried.

d. APPROVAL OF CHECK REGISTER & TREASURER'S REPORT FOR APRIL 2024

Motioned by Grove and seconded by Willison to approve April 2024 check register. All ayes, Motion carried. Motioned by Willison and seconded by Grove to approve April 2024 Treasurer's Report. All ayes, Motion carried.

PUBLIC COMMENT - NONE

PARKS COMMITTEE REPORT

Grove reported the park punch card activity will be June 1 – 8th. Residents can receive a punch card to visit Bristol parks, punch their card at each park and once all the parks are visited filled punch cards can be brought to the town hall office to receive a treat.

CHAIRPERSON REPORT

- Twin Lane Rd project is going well as discussed with MSA Engineer. Additional traffic signage was added by the contractor at the start of the project to help notify traffic of the road being closed.

BUSINESS FOR TOWN BOARD

a. DISCUSSION/CONSIDER 2024 ROAD WORK BIDS

Sealed bids were opened and reviewed.

Wedging: Motioned by Willison and seconded by Grove to accept bid from Tri-County at \$102.50/ton. All ayes, Motion carried. Crack Filling: Motioned by Grove and seconded by Willison to accept bid from Thunder Road, LLC at \$1.50/lb. All ayes, Motion carried. Chipsealing: Motioned by Grove and seconded by Willison to accept bid from Fahner Asphalt Sealers LLC at \$18,657 a 20' mile for ¼" washed granite. All ayes, Motioned carried.

b. DISCUSS/CONSIDER SECURITY CAMERA SYSTEM INSTALLMENT FOR TOWN HALL AND RECYCLE CENTER

Motioned by Derr and seconded by Grove to table until additional information can be given. All ayes, Motion carried.

BUSINESS FOR PLANNING COMM. & TOWN BOARD

a. DISCUSSION/CONSIDER ZONING CHANGE FOR PARCEL 0911-111-8501-3, 1935 COUNTY HWY V, ST. JOSEPH CHURCH FROM A-1 (LEGACY) TO COM COMERCIAL ZONING DISTRICT

St. Joseph Church is requesting a rezone change from A-1 (Legacy) to COM to bring the property into zoning compliance for building an addition onto the church. Planning: Motioned by Rogers and seconded by Larson to recommend for the Board to approve the rezone from A-1 to COM for St. Joseph Church. All

TOWN OF BRISTOL
7747 County Road N, Sun Prairie WI 53590
Jt. Planning -Town Board Meeting
May 13, 2024, at 6:00 pm

ayes, motioned carried. Board: Motioned by Willison and seconded by Grove to approve the rezone request by St. Joseph Church from A-1 to COM as recommended by the Planning Commission. All ayes, motioned carried.

b. DISCUSS/CONSIDER SIP FOR PRAIRIE PINES GOLF CLUB

John Kastner from Vierbicher explained the submitted Specific Implementation Plan (SIP) phase 1, the development of the clubhouse, venue buildings and parking lot. Discussion occurred regarding the relocation of the driver's range. The club owners are planning on moving the range but there are no definite plans on what would be done with that piece of land. Residents expressed concerns about the increased traffic and speed of the traffic on Happy Valley with several ideas being discussed. The Simon's expressed that the safety of everyone traveling on Happy Valley is important to them and are open to working with the town to the best of their ability. The lighting plan is still in process and should be discussed/reviewed at future meetings. Planning: Motioned by Rogers and seconded by Larson to recommend approving the Specific Implementation Plan (SIP) Phase 1 for the Prairie Pines Golf Club. All ayes, motioned carried. Board: Motioned by Willison and seconded by Grove to approve, as recommended by the Planning Commission, the Specific Implementation Plan (SIP) Phase 1 for the Prairie Pines Golf Club contingent approval by the town's attorney in reviewing of the Developer's Agreement. All ayes, motioned carried.

c. DISCUSS/CONSIDER ZONING CHANGE FOR PARCEL 0911-192-8075-0, 3081 VINBURN ROAD, LETHA GAST FROM A-1 (LEGACY) TO SFR

Letha Gast is requesting a zoning change from A-1 (Legacy) to SFR in compliance with the town's zoning and to be able to construct an accessory building to the height allowed in the SFR zoning. Motioned by Willison and seconded by Grove to approve the rezone from A-1 (Legacy) to SFR. All ayes, motioned carried.

d. DISCUSS/CONSIDER ZONING CHANGE/C.U.P. REVIEW FOR PARCEL 0911-063-8790-0, 3142 GILBERTSON ROAD, JASON & ERICA KNAUS FROM A-1 (LEGACY) TO SFR

Jason and Erica Knaus are requesting a zoning change from A-1 (Legacy) to SFR and a Conditional Use Permit to add a bathroom to their accessory building. Sandy Dulin read the C.U.P. conditions stated. Planning: Motioned by Rogers and seconded by Willison to recommend approval of the rezone from A-1 (Legacy) to SFR and the Conditional Use Permit as all standards have been met. Board: Motioned by Grove and seconded by Willison to approve the rezone from A-1 (Legacy) to SFR and the Conditional Use Permit as recommended by the Planning Commission. All ayes, Motion carried.

e. DISCUSS COMPREHENSIVE PLAN UPDATE STRATEGIES & ACTIONS TO ACCOMPLISH GOALS & OBJECTIVES OF THE PLAN

Review and discussion occurred on the draft goals and objectives for the comprehensive plan. Future meeting dates were discussed for public review with anticipating a draft to be presented by early fall 2024.

SET FUTURE MEETINGS AND AGENDAS

June 10, 2024 – Jt. Planning-Board Meeting

ADJOURN

Planning: Motioned by Willison and seconded by Rogers to adjourn at 8:33pm. All ayes, Motion carried.
Board: Motioned by Willison and seconded by Grove to adjourn at 8:33pm. All ayes, Motion carried.

The Town of Bristol
Account QuickReport
As of May 31, 2024

Type	Date	Num	Name	Memo	Amount
Liability Check	05/02/2024	DEBIT	WRS	69-036-0118-000 - March WI Retirement System	-2,742.66
Bill Pmt -Check	05/08/2024	29864	Alliant Energy/WPL	Twñ Hall, Recycle Cntr, Egre Pk, St. Lights, Ice Rink	-1,356.68
Bill Pmt -Check	05/08/2024	29865	Associated Appraisal Consultants, Inc.	May SrvcS 2024	-1,409.79
Bill Pmt -Check	05/08/2024	29866	Compass Minerals	Inv. #1329329 - Road Salt 129.17 tn	-11,616.26
Bill Pmt -Check	05/08/2024	29867	CyberReef	April Internet SrvcS	-60.00
Bill Pmt -Check	05/08/2024	29868	VOIDED	VOIDED	0.00
Bill Pmt -Check	05/08/2024	29869	Frontier	May 2024 SrvcS	-92.21
Bill Pmt -Check	05/08/2024	29870	General Engineering Company	Zoning Admin Mtg Attendance	-2,292.00
Bill Pmt -Check	05/08/2024	29871	Horstman Networks	May SrvcS IT management & Emails	-140.00
Bill Pmt -Check	05/08/2024	29872	MG&E	April Services	-231.57
Bill Pmt -Check	05/08/2024	29873	Northeast Community Court	1st Quarter 2024 Payment	-40.00
Bill Pmt -Check	05/08/2024	29874	Pellitteri Waste Systems	Inv. #4742456 - May Recycle & April Trash SrvcS	-3,561.44
Bill Pmt -Check	05/08/2024	29875	Sun Prairie Lawn Care LLC	April Lawn SrvcS	-870.00
Bill Pmt -Check	05/08/2024	29876	Terminator Pest Control, LLC	Inv. 238471 April SrvcS	-52.00
Bill Pmt -Check	05/08/2024	29877	Weber Tires	Inv. #31185 - Two Tires for 550 Truck	-638.00
Bill Pmt -Check	05/08/2024	29878	Wisconsin Department of Natural Resources	2024-25 Woodburning License	-165.00
Bill Pmt -Check	05/08/2024	29879	Wisconsin Towns Association	2024 / 25 WTA Dues	-1,415.00
Liability Check	05/08/2024	E-pay	United States Treasury	39-6005805 QB Tracking # -2017640186	-1,682.90
Bill Pmt -Check	05/08/2024	29882	Dom True Value Hardware	April 2024 Stmt	-40.00
Liability Check	05/09/2024		QuickBooks Payroll Service	Created by Payroll Service on 05/08/2024	-6,814.01
Bill Pmt -Check	05/16/2024	29883	Thomas Hanley	Old Stone Quarry Rd Vacating - Reimburse Remaining Security Deposit	-1,221.28
Liability Check	05/22/2024	DEBIT	WRS	69-036-0118-000 - April WI Retirement System	-1,811.84
Liability Check	05/22/2024	E-pay	Wisconsin Department of Revenue	39-6005805 QB Tracking # -1500021186	-580.20
Liability Check	05/22/2024	E-pay	United States Treasury	39-6005805 QB Tracking # -1471601186	-1,579.26
Liability Check	05/23/2024		QuickBooks Payroll Service	Created by Payroll Service on 05/22/2024	-5,928.89
Bill Pmt -Check	05/29/2024	29884	Circle B Inc.	Inv. #332774 Park Mulch 10yds	-275.00
Bill Pmt -Check	05/29/2024	29885	Community Insurance Corp.	3/15/2023 - 03/15/2024 Workers Comp Audit Adjustment	-717.00
Bill Pmt -Check	05/29/2024	29886	Frontier	June 2024 SrvcS	-92.21
Bill Pmt -Check	05/29/2024	29887	General Engineering Company	March - Bldg & Land Use Permits Fees	-2,501.96
Bill Pmt -Check	05/29/2024	29888	Insight FS	Fuel - April Statement	-1,431.39
Bill Pmt -Check	05/29/2024	29889	LRS, LLC	April SrvcS Bristol Gardens	-278.30
Bill Pmt -Check	05/29/2024	29890	Sundance BioClean Inc.	Inv. #2779 - March SrvcS	-335.00
Bill Pmt -Check	05/29/2024	29891	Terminator Pest Control, LLC	Inv. #239306 - May SrvcS	-55.00
Bill Pmt -Check	05/29/2024	29892	Truck Country of Wisconsin	Inv. #R201129712:01 Western Star Repair	-4,640.94
Bill Pmt -Check	05/29/2024	29893	Visa - Cardmember Service	Postage, Twñ Hall Supplies, Machine Repair Supplies	-96.90
Bill Pmt -Check	05/29/2024	29894	Wingra Stone Company	Inv. #32421 & #32103 = 85.94 tn Recycled Asphalt	-623.07
					-57,387.76

Town of Bristol
Treasurer's Report
May 2024

General Fund

Beginning Balance 05/01/2024			\$49,109.40
Deposits	\$	30,541.77	
Transfer from ICS Account	\$	20,000.00	
Withdrawals			\$ 71,269.50
Ending Balance 05/31/2024			<u>\$28,381.67</u>

Money Market

Beginning Balance 05/01/2024			\$2,013.92
Deposit of Funds - BCPL Loan Twin Lane Rd	\$	1,050,000.00	
Interest	\$	12.90	
Wire Fee			\$ 20.00
Transfer to ICS Account			\$ 1,000,000.00
Ending Balance 05/31/2024			<u>\$52,006.82</u>

ICS Account

Beginning Balance 05/01/2024			\$21,237.97
Transfer from Money Market	\$	1,000,000.00	
Interest	\$	474.61	
Transfer to General Fund			\$ 20,000.00
Ending Balance 05/31/2024			<u>\$1,001,712.58</u>

LGIP Fund

General

Beginning Balance 05/01/2024			\$214,961.56
DOR - Personal Property Aid	\$	2,909.96	
Interest	\$	990.13	
Ending Balance 05/31/2024			<u>\$218,861.65</u>

Parks

Beginning Balance 05/01/2024			\$85,133.20
Interest Earned	\$	387.73	
Ending Balance 05/31/2024			<u>\$85,520.93</u>

Equipment

Beginning Balance 05/01/2024			\$4.80
Interest Earned	\$	0.02	
Ending Balance 05/31/2024			<u>\$4.82</u>

Total Funds As May 31, 2024 **\$1,386,488.47**

Parks Fund - LGIP -\$85,520.93
ARPA Funds Available -\$165,678.71

Total Funds **\$1,135,288.83**

TOWN OF BRISTOL
Cover Sheet for Agenda Packet Section

V. Business

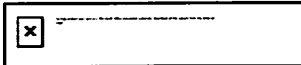
a.

Clerk Treasurer

From: Tamara Sondgeroth <tamsond@live.com>
Sent: Monday, June 3, 2024 1:40 PM
To: Kim Moermond; snox857@aol.com; Mark Jurovic; mankes@msn.com; lindsay.earhart@gmail.com; Clerk Treasurer
Subject: FW: Quote from Seasonal Solutions LLC - May 16, 2024

This is quote 1 for the bridge in Norway Road park.

From: Seasonal Solutions LLC <notification@getjobber.com>
Date: Thursday, May 16, 2024 at 9:21 PM
To: tamsond@live.com <tamsond@live.com>
Subject: Quote from Seasonal Solutions LLC - May 16, 2024



Quote

Hi Tamara Sondgeroth,

Thank you for asking us to quote on your project.

The quote total is \$3,615.00 as of May 16, 2024.

If you have any questions or concerns regarding this quote, please don't hesitate to get in touch with us at Se

Sincerely,

Seasonal Solutions LLC

[View Quote](#)

Button not working? Copy and paste this link to your browser address bar: https://clienthub.getjobber.com/client_hubs/4d39c28f-e812-4772-bbb5-ed607e448adb/quotes/33041164.html?auth_token=eyJhbGciOiJIUzI1NiJ9.eyJidW5rZXJfdXNlcl9pZCI6ODM3MTg3NzIsImRlbGVnYXRlljpmYWx

Seasonal Solutions LLC

6082129390

Seasonalsolutions19@gmail.com

P.O. Box 434

Windsor, WI 53598

Powered by Jobber

Copyright © 2024, Octopusapp, Inc.

Clerk Treasurer

From: Tamara Sondgeroth <tamsond@live.com>
Sent: Monday, June 3, 2024 1:41 PM
To: snox857@aol.com; Mark Jurovic; Kim Moermond; mankes@msn.com; lindsay.earhart@gmail.com; Clerk Treasurer
Subject: FW: Estimate 104

This is quote 2 for the bridge in Norway Road Park.

From: Bisbee Home Improvements <reply+79ba2b6e-3e57-418f-bfdc-8e0ec5ccf795@mail.billdu.com>
Date: Thursday, May 16, 2024 at 6:13 PM
To: tamsond@live.com <tamsond@live.com>
Subject: Estimate 104

Dear Town of Bristol,

please see the attached estimate for \$2,805.00.

Best regards,
Bisbee Home Improvements

[View Estimate](#)

Trouble viewing estimate?
You can download a PDF file [here](#)

Powered by Billdu

TOWN OF BRISTOL

Cover Sheet for Agenda Packet Section

V. Business

b.

TOWN OF BRISTOL
LICENSE RENEWALS
JULY 1, 2024 - JUNE 30, 2025

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

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

Prairie Pines Golf Club
Agent: Jennifer Simon
3039 Happy Valley Rd
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

TOWN OF BRISTOL

Cover Sheet for Agenda Packet Section

V. Business

c.

TOWN OF BRISTOL
OPERATOER LICENSE APPLICANTS
JULY 1, 2024 - JUNE 30, 2025

Samantha Ahimsa	North Bristol Sportsman's Club	Renewal
Dawn Allen	North Bristol Sportsman's Club	New
Lisa Barrientos-Schrard	North Bristol Sportsman's Club	Renewal
Timothy Kilian	North Bristol Sportsman's Club	Renewal
Thomas Seasor	North Bristol Sportsman's Club	Renewal
Brittney Buchner	Midway Roadhouse, LLC	Renewal
Brittany Winters	Midway Roadhouse, LLC	Renewal
Mathew Marks	N V Corners, LLC	Renewal
Tracey McClure	N V Corners, LLC	Renewal
Marly Regel	N V Corners, LLC	Renewal
Kevin Roate	N V Corners, LLC	Renewal
Dawn Kartman	N V Corners, LLC	New
Jacey Bellfeuille	Prairie Pines Golf Club	Renewal
Moli Haak	Prairie Pines Golf Club	Renewal
Grace Hilber	Prairie Pines Golf Club	Renewal
Michael Hornung	Prairie Pines Golf Club	Renewal
Charles Kostichka	Prairie Pines Golf Club	New
Erin Ruland	Prairie Pines Golf Club	Renewal
Sydney Maxwell	Prairie Pines Golf Club	New
Britt Schumann	Prairie Pines Golf Club	Renewal
Alec Silbernagel	Prairie Pines Golf Club	Renewal
Grace Simon	Prairie Pines Golf Club	Renewal
Carter Simon	Prairie Pines Golf Club	Renewal
Kendall Weisensel	Prairie Pines Golf Club	Renewal
Jayden Winger	Prairie Pines Golf Club	Renewal
Jack Zander	Prairie Pines Golf Club	Renewal
Brittanie DornBrook	Club Bristol	Renewal
Casey Easley	Club Bristol	Renewal
Andrew Enebretson	Club Bristol	Renewal
Tyler Leonard	Club Bristol	Renewal
Thomas Spoerl	Club Bristol	Renewal
Michelle Thompson	Club Bristol	Renewal
Dierdre Valentine	Club Bristol	Renewal

TOWN OF BRISTOL

Cover Sheet for Agenda Packet Section

VI. Business

a.

No Packet Material For This Item