

DRAFT

These minutes will not be considered for approval until the next meeting on 6/24/2024

BOARD MINUTES VILLAGE OF BRISTOL, WISCONSIN June 10, 2024

The Notice for the regular semi-monthly meeting of the Bristol Village Board had been posted at the Municipal Building, Bristol BP, Benson's Corners, and on the Village Website on June 7, 2024.

1. The meeting of the Village Board was called to order at 7:00 p.m. by President Farrell. In attendance at the meeting were Trustee Atwood, Trustee Kordecki, Trustee McCabe, Village Administrator Randy Kerkman, Chief Niederer, Village Clerk Renee Brickner and 17 constituents. Trustee Leker joined the meeting at 7:16 p.m..
2. President Farrell led the Pledge of Allegiance:
3. Approval of Agenda:
A motion was made by Trustee Atwood and seconded by Trustee McCabe to approve the agenda. The motion carried unanimously.
4. Approval of Minutes:
A motion was made by Trustee McCabe and seconded by Trustee Kordecki to approve the minutes of the May 29, 2024 meeting. The motion carried unanimously.
5. Approval of Treasurer's Report:
A motion was made by Trustee Kordecki and seconded by Trustee Atwood to approve the Treasurer's Report showing a balance of \$8,301,601.07 for the checking and investment account balance. The motion carried unanimously.
6. Approval of Bills:
A motion was made by Trustee McCabe and seconded by Trustee Atwood to approve payment of the bills. The motion carried unanimously.
7. Citizens' Comments: None
8. President's Comments:
President Farrell read into the record the Kenosha County Sheriff's Department activity report for the month of May 2024. He indicated that there is a detailed report available to view in the Clerk's Office if anyone should want to view that detailed report.
9. Trustee's Comments:
Trustee McCabe stated it is good to see people in the audience and thanked everyone for coming.
Trustee Kordecki stated it is great to see lots of people in the seats and that she is happy to be here.
Trustee Atwood thanked everyone for coming. She stated that she had comments for mainly the Clerk, and Randy stating that reading the minutes on all the voting and everything, she indicated

that in reading between the lines she is thinking there are a few problems. She stated that she would like the Clerk to appoint instead of asking for volunteers, which she is able to do when looking for an Inspector. She indicated that she would like to know why the Village does not interview an Inspector as to what is their background, stating that when she was hired at the Post Office they had to look into her background, and she does not know why anybody hasn't looked into that background stating it is done when applying for another job no matter what it is for a day, for a month or a lifetime. She further stated that if the Clerk is told something, as we heard all night he said she said, you talk to one person it is one way, you talk to another person it is another way, so if the Clerk is told something on voting day the Clerk is to call the head person of voting in the State to double check instead of taking someone's word. She stated that she is really bothered that the absentee ballots were treated one way that they have never ever been treated before and she knows that there is a little truth in everything, but she is not sure still that it isn't what he said she said. She reiterated that she wants the Clerk to do more double checking and not just listen and believe everything she hears. She further stated that she knows it is not easy, the Clerk's job is not easy but with a little more training and everybody needs training, and any training the Clerk can get before the next election she asked that she please get that training. **Clerk Brickner** asked about Trustee Atwood's comment regarding appointment.

Trustee Atwood stated the Clerk can appoint an Inspector; she does not have to ask volunteers; she can appoint one.

Clerk Brickner asked for clarification as to if the appointment if it could be now.

Trustee Atwood stated she is okay with the Clerk appointing an inspector whenever she decides it is pertinent to do so.

President Farrell indicated that the Clerk providing this canvassing of absentee ballot statute is clearer information with regard to process and asked a clarifying question of process not including this section, when you are provided with names for selection of election inspectors and poll workers from each political party that is part of the process, and they are not sought by our Clerk.

Clerk Brickner indicated that the process is different for the Chief Inspector stating there are two requirements to be a Chief Inspector, you are required to live in the Village, and you are required to complete adequate training.

President Farrell stated there was reference to that in the canvassing information provided by the Clerk asking Trustee Atwood if that helps clarify anything for her with regard to process.

Trustee Atwood stated she was fine with the process.

10. Administrator's Report: None

11. Public Works: None.

12. Fire Department:

a. Chief Niederer commented on his request stating that Sarah is a certified fire fighter and a licensed EMT Basic so she will immediately be able to help us. He further stated that unfortunately he had two people who did not finish the last recruit class indicating Sarah will be able to fill in and help out with those gaps.

A motion was made by Trustee Kordecki and seconded by Trustee McCabe for approval of Chief Niederer's request to hire Sara Mendez to serve on the Fire Department as paid-on-call and

paid-on-premises staff. The motion carried unanimously.

b. Chief Niederer gave an overview of the Fire Department monthly report for April and May.

President Farrell thanked Chief Niederer for the update on the goals and accomplishments of the Department stating that many of them are in positive green territory.

Trustee Atwood stated she is impressed with the budget indicating there is only one that is over 50% which is an excellent job.

13. Planning Commission Recommendations:

a. Discuss and consider for approval the request of Matthew and Jill Gillmore (Applicants/Owners) 14700 104th Street, Kenosha, WI 53142 for a Conditional Use Permit for secondary residence on Agricultural tax parcel # 37-4-121-233-0403, located in part of SW 1/4 SEC 23, Town 1, Range 21, Village of Bristol, Kenosha County and State of Wisconsin. For informational purposes, this property is located at 14700 104th Street (Hwy Q), between Hwy MB and 140th Avenue, in Bristol, WI.

A motion was made by Trustee Atwood and seconded by Trustee Kordecki for **CONDITIONAL APPROVAL** of the request of Matthew and Jill Gillmore for a Conditional Use Permit on tax parcel # 37-4-121-233-0403 based on the materials submitted, the GRAEF memorandum dated May 21, 2024 and subject to the following conditions:

- 1) A Site Plan shall be submitted to and be approved by the Village;
- (2) Not more than one (1) dwelling for farm laborers or caretakers shall be permitted per farm;
- (3) The conditional use permit shall be permitted only so long as the occupants of said dwelling are primarily engaged in farm labor on the farm or management of the farm on which the dwelling is located;
- (4) Any and all technical deficiencies shall be corrected;
- (5) All applicable Village of Bristol application and review fees shall be paid by the applicant; and
- (6) The applicant shall address any other issues which are raised by any approving or Objecting authority, which the Village Plan Commission and/or Village Board deem necessary for the applicant to address in the application materials, and which have been made, or may be made, by the Village Administrator, Village Attorney, Village Engineer, and Village Planner.

The motion was carried unanimously.

b. Discuss and consider for approval the on the request of Brett Hickey, Kimley-Horn & Associates 111 W. Jackson Boulevard, Suite 1320, Chicago, IL 60604 (Applicant), Nutting

Properties, LLC, 4606 200th Avenue, Bristol, WI 53104 (Jay Nutting, Current Owner), and The Overland Group, LLC 1598 Imperial Center, Suite 2001, West Plains, MI (Developer) for a Site Plan Review Application for the proposed 12,480 sq. ft. Dollar General Retail Store on Tax Parcel 37-4-121-054-0415 Part of the E 1/2 SE 1/4 SEC 5 T 1 R 21), Village of Bristol, Kenosha County, Wisconsin. For informational purposes, the property is located at 18514 75th Street which is on the Northwest corner of Hwy 50 (75th Street) and County Hwy D (184th Avenue).

A motion was made by Trustee Kordecki and seconded by Trustee McCabe for **CONDITIONAL APPROVAL** of the request of Brett Hickey, Kimley-Horn & Associates 111 W. Jackson Boulevard, Suite 1320, Chicago, IL 60604 (Applicant), Nutting Properties, LLC, 4606 200th Avenue, Bristol, WI 53104 (Jay Nutting, Current Owner), and The Overland Group, LLC 1598 Imperial Center, Suite 2001, West Plains, MI (Developer) for a Site Plan Review Application for a proposed 12,480 sq. ft. Dollar General Store on Tax Parcel 37-4-121-054-0415 based on the materials submitted, notes from the Strand letter dated May 21, 2024 and the GRAEF Memorandum dated May 21, 2024 to include submitting the management plan contingent on the County approving the access on Hwy D and subject to the following condition:

- 1.) Protrusions/Recesses Requirement on the eastern façade;
- 2.) The rear building setback shall be at least twenty-five (25) feet;
- 3.) The Landscape Plan and Plant Schedule shall be revised to include the 4 required canopy trees in the parking lot;
- 4.) The Applicant shall submit a management plan with additional data as part of the Project Summary demonstrating proper staffing, inventory storage space, and cash Security/elimination to deter violent crime and safety hazards on site. This plan should include a measurement of the anticipated deliveries to be received on a regular basis and how they will be stored properly outside of retail sales floor areas. It should also include the minimum number of staff which will be on site during business hours. It should also describe the security measures in place to reduce the presence of easily accessible cash on site – including the minimum frequency with which cash is transferred to a security safe;
- 5.) The outdoor display or storage of merchandise for sale including vending machines, ice machines, or propane tanks or other flammable material shall not be allowed;
- 6.) Any and all technical deficiencies shall be corrected;
- 7.) All applicable Village of Bristol application and review fees shall be paid by the applicant; and
- 8.) The Applicant shall address any other issues which are raised by an approving or objecting authority, which the Village Plan Commission and/or Village Board deem necessary for the applicant to address in the application materials, and which have been made, or may be made, By the Village Administrator, Village Attorney, Village Engineer, and Village Planner.

The Motion was carried on a roll call vote 4 Ayes and 1 Nay (Atwood).

14. Unfinished Business:

Tabled from May 29, 2024:

- a. Discuss and take possible action on the addition of a second polling place location in the Village.

A motion was made by Trustee McCabe and was seconded by Trustee Kordecki to table the addition of a second polling place location in the Village. The motion was carried unanimously.

A motion was made by Trustee Leker and seconded by Trustee Kordecki to remove from the table to discuss and take possible action on the addition of a second polling place location in the Village. The motion was carried unanimously.

Administrator Kerkman indicated that the location visited was First Christian Church at 13022 Wilmot Road which does meet the requirements for a second polling location.

Trustee Leker questioned whether we are confident that we can train enough people to have poll workers at that location.

Ken Wolfe stated that the rule regarding appointment is that the two parties can submit their lists of poll workers if they have enough for all of the polling places. If they do not, the Village would be able to appoint unaffiliated inspectors which have no party affiliation but if the parties have submitted enough poll workers, for example if you have 5 republicans that are able to work you must have to have 4 democrats if you don't have that then you can appoint the unaffiliated.

President Farrell asked the Clerk is she were to need unaffiliated workers; how would they be acquired.

Clerk Brickner stated that unaffiliated poll workers have already been used and there have been several people who have come into the office asking to work as a poll worker in the Village. The reason they have not worked is that they are not on my list or any list because they do not want to be affiliated with either party, so these people could be asked to work.

Ken Wolfe stated that he can speak through his position with the Republican Party of Kenosha County we are actively getting people to join our roles so we can submit a supplemental list to the Village in time to have more poll workers. He stated he could not speak for what the democratic party is doing.

Clerk Brickner stated that she would have to get enough people on a list now to be trained, indicating that poll workers can take training online through the Wisconsin Election Website. Regi, the County Clerk did say that she was going to be holding a training course for all municipalities in the county. She further stated that there are people in the Village that are willing to work, at least 4 people that have worked in the past but are not on any list.

Trustee Kordecki indicated that at one point she was on an affiliated list but was removed because other people wanted to be working in Bristol, so they took her name off the list indicating that she is always willing to step in for the fall elections when she is not on the ballot.

A Motion was made by Trustee Kordecki and was seconded by Trustee McCabe to proceed with a second polling location at First Christian Church. The motion was carried on a roll call vote of 4 Ayes and 1 Nay (President Farrell).

Administrator Kerkman asked the Board members to go over the letter provided to them prepared for notifying the residents as to where their polling location will be, requesting feedback as to any changes they would like to be made to the letter asking when the letter should go out to the residents.

15. New Business:

- a. A motion was made by Trustee Leker and seconded by Trustee Kordecki for the approval of the following Liquor License Applications without objections from the audience:

**“CLASS B” INTOXICATING LIQUOR LICENSE & CLASS “B” FERMENTED MALT
BEVERAGE LICENSE**

NAME	AGENT	“TRADE NAME”	ADDRESS	CITY	ZIP	EXPIRES	PERMIT NUMBER
America’s Action Territory	Christina Beltran	America’s Action Territory	12345 75 th Street	Kenosha	53142	6/30/2024	456-0000- 507218-02
Bristol 45 Diner	Glen Nelson	Bristol 45 Diner	8321 200 th Avenue	Bristol	53104	6/30/2024	004-0003- 369996-01
BOCCE, LLC	Giuseppe Cercjiara	Bristol Oaks Country Club	16801 75 th Street	Bristol	53104	6/30/2024	456-0000- 830047-02
Renaissance Entertainment Productions	Linda McFeter	Bristol Renaissance Faire	12550 120 th Avenue	Kenosha	53142	6/30/2024	456-1025- 462308-03
The Lodge on Lake George	Phillip Jahnke	Lake George Lodge	10433 196 th Avenue	Bristol	53104	6/30/2024	456-1029- 270233-02
Bal Krishna LLC d/b/a SpringHill Suites	Ketan Patel	SpringHill Suites by Marriott	7653 125 th Avenue	Kenosha	53142	6/30/2024	456-1030- 478908-04
Thirsty Horse Pub & Grill	Larry Holst	Thirsty Horse Pub & Grill	12711 Bristol Road	Kenosha	53142	6/30/2024	546-1027- 871693-02

NSCG Red School Café, LLC	Henry Helzer	Red School Cafe	12320 Bristol Road	Bristol	53104	6/30/2024	456-1031- 047174-04
Tricoli's Birchwood Grill LLC	Stephanie Walkanoff	Tricoli's Birchwood Grill	7515 125 th Avenue	Kenosha	53142	6/30/204	456-0001- 285476-02
RARE Hospitality International	Justin Johns	LongHorn Steakhouse	7527 122 nd Court	Kenosha	53142	6/30/2024	37-4-121- 121-0111

The notion was carried unanimously.

A motion was made by Trustee McCabe and seconded by Trustee Atwood to approve the following Liquor License Applications without objection from the audience:

COMBINATION "CLASS A" MALT BEVERAGE AND LIQUOR LICENSE

NAME	AGENT	"TRADE NAME"	ADDRESS	CITY	ZIP	EXPIRES	PERMIT #
Preet Petroleum	Satinder Kaur	Preet Petroleum	20000 75 th Street	Bristol	53104	6/30/2024	456-0000- 514905-03
Golden Country LLC	Parveen Bhardwaj	Bristol BP	20015 93 rd Street	Bristol	53104	6/30/2024	456-1029- 258724-02

The motion was carried unanimously.

A motion was made by Trustee Leker and seconded by Trustee Kordecki to approve the following Malt Beverage License Applications without objection from the audience:

COMBINATION "CLASS A" MALT BEVERAGE LICENSE

NAME	AGENT	"TRADE NAME"	ADDRESS	CITY	ZIP	EXPIRES	PERMIT #
Speedway LLC	Gurtruda Van Der Walt	Speedway #7465	12221 75 th Street	Kenosha	53142	6/30/2024	456-0000- 48548-03

The motion was carried unanimously.

A motion was made by Trustee Kordecki and seconded by Trustee McCabe to approve the following Malt Beverage License Applications without objection from the audience.

CLASS "B" FERMENTED MALT BEVERAGE LICENSE

NAME	AGENT	"TRADE NAME"	ADDRESS	CITY	ZIP	EXPIRES	PERMIT NUMBER
Kenosha Bowmen	Tanya Ware	Kenosha Bowmen	15211 75 th Street	Bristol	53104	6/30/2024	
SML Farms LLC	Scott Thompson	Thompson	7625 144 th Avenue	Bristol	53104	6/30/2024	

The motion was carried unanimously.

b. A motion was made by Trustee McCabe and seconded by Trustee Kordecki for approval of **RESOLUTION NO. 24-8: RESOLUTION CONFIRMING COMPLIANCE MAINTENANCE REPORT OF BRISTOL UTILITY DISTRICT FOR UD #1.**

Administrator Kerkman stated that this is the annual report that is done which is required by the Department of Natural Resources.

The motion was carried on a roll call vote of 5 Ayes.

c. A motion was made by Trustee Leker and seconded by Trustee Atwood for approval of **RESOLUTION NO. 24-9: RESOLUTION CONFIRMING COMPLIANCE MAINTENANCE REPORT OF BRISTOL UTILITY DISTRICT FOR UD #3.**

Administrator Kerkman stated UD #3 is located in the I-94 and Hwy 50 area which is automatically adjusted every year when new mains and new users are added.

The motion was carried on a roll call vote of 5 Ayes.

d. A motion was made by Trustee Atwood and seconded by Trustee Kordecki for approval of **RESOLUTION NO. 24-9: RESOLUTION CONFIRMING COMPLIANCE MAINTENANCE REPORT OF BRISTOL UTILITY DISTRICT FOR UD #4.**

Administrator Kerkman stated that UD #4 is Lake Shangri-La and goes to Salem's Sewer District.

The motion was carried on a roll call vote of 5 Ayes.

e. A motion was made by Trustee McCabe and seconded by Trustee Leker to accept the bid from Eckhart Kenosha Refrigeration, LLC in the amount of \$14,450.00.

Administrator Kerkman stated that he did seek other quotes of which most of them declined or did not understand what he was asking of them. He indicated that the two quotes we have are sufficient and that his recommendation is Eckart Kenosha Refrigeration, LLC as it is the lower quote.

Trustee Atwood stated that the quotes are very close.

Trustee McCabe stated that the quote from Eckart Kenosha Refrigeration, LLC was the only one that included a warranty which helps.

President Farrell asked if we know the completion date for the box that is going to be installed for this refrigeration unit.

Administrator Kerkman indicated it will not be ready to use for Progress Days but will be ready around that time. He stated that the rest of the building is complete, and this specific part is under construction now and needs to be finished, which is dependent on the weather.

The motion was carried unanimously.

16. Communications and Announcements:

- The next Village Board meeting is scheduled for Monday, June 24, 2024 at 7:00 p.m..
- The next Plan Commission meeting is scheduled for Tuesday, June 25, 2024 at 7:00 p.m..
- Kenosha County Dairy Breakfast on Saturday, June 15th from 6:30 a.m. to 10:30 a.m. at Crane Grain Farm at 3930 288th Avenue, Salem.

17. Adjournment:

A motion was made at 7:47 p.m. by Trustee Kordecki and seconded by Trustee Atwood to adjourn. The motion was carried unanimously.

Respectfully Submitted,
Renee Brickner, Village Clerk