

## VILLAGE OF BRISTOL

### Village Board Minutes

June 26, 2023

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 the Village Website on June 23, 2023.

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 Trustees Leker, Atwood, Kordecki and McCabe, Village Administrator Randy Kerkman, Village Clerk Renee Brickner and fourteen residents.
2. President Farrell led the pledge of allegiance to the flag.
3. Approval of Agenda:  
A motion was made by Trustee Atwood and was seconded by Trustee Kordecki to approve the agenda. The motion was carried unanimously.
4. Approval of Minutes:  
A motion was made by Trustee Leker and was seconded by Trustee McCabe to approve the minutes of the June 12, 2023, Regular Village Board meeting. The motion was carried unanimously.
5. Treasurer's Report:  
A motion was made by Trustee Kordecki and was seconded by Trustee Atwood to receive and file the Treasurer's report showing a checking account balance of \$7,853,247.36. The motion was carried unanimously.
6. Approval of Bills:  
A motion was made by Trustee Atwood and was seconded by Trustee Kordecki to approve payment of the bills. The motion was carried unanimously.
7. Citizen's Comments:  
*Danielle Kozak Joy* requested the notifications when posting of agendas and minutes be reinstated on the Town Web Page.  
*Kathleen Gavre* stated that at the last Village Board meeting on June 12<sup>th</sup> she reiterated with examples of how inadequate the Leo Advenir Traffic Impact Analysis report was and asked to have the project approval vote delayed until the Fleet Farm TIA was completed with the DOT. Her recollection is they were advised that at that point the Traffic Impact Analysis had been completed and approved. The Board proceeded to conditionally approve the project. Ms. Garve provided an email dated June 21, 2023 providing a response from the DOT indicating they are still in the process of reviewing and hold no responsive records, and asked that the documentation be attached to the minutes. She voiced that she is saddened and disappointed that the facts and data are being ignored, and that the process moving forward as it appears to be is all dependent

on one intersection at Hwy 50 and 130<sup>th</sup> Avenue for any entrance or exit. She stated that the traffic light that is going to be potentially added is at 125<sup>th</sup> Avenue, which makes no sense. She implored the Board to revisit with Advenir to try and help make this a safer endeavor for everyone. She questioned how Fire/Rescue vehicles, which now park on 130<sup>th</sup> Avenue, will access the Senior Community in responding to emergencies when this area becomes a through way for Advenir. She stated when the area becomes busier there are going to be problems indicating this is poorly planned and courting disaster. (See attached)

8. President's Comments: None.
9. Trustee's Comments:  
Trustee McCabe stated that it's good to see people coming to the meetings and thanked everyone for coming.  
Trustee Kordecki stated that it's good to see people in the audience, she reminded everyone of the Paris Golf Outing being held on July 14<sup>th</sup> offering registration information to anyone interested and indicated that she is happy to be here.  
Trustee Atwood welcomed everyone.  
Trustee Leker thanked Renee for doing a good job on the minutes in providing all information presented.
10. Administrator's Report: No report.
11. Public Works: No report.
12. Fire Department: No report.
13. Plan Commission Recommendations: None.
14. Unfinished Business:
  - a. Tabled from 6/12/2023: Consider for approval the Mobile Home Park License for MHC Rainbow Lake, LLC d/b/a Rainbow Lake Manor.

A motion was made by Trustee Kordecki and was seconded by Chris Leker to take the unfinished business tabled from 6/12/23 off the table. The motion was carried unanimously.

Citizen's Comments:

*Mary Lawlis #301* stated everything that was brought to John's attention as a Trustee is being worked on in the park, but the same problems arise every year. She indicated that things get taken care of for a month or two and then everything reverts. She stated the reason the Ordinance violation topic was brought up to the Board is to show violations of Village Ordinances that the park should be held responsible for as she feels the park should be doing what the Village says they should do. She stated the residents do not want to live in a trailer trash park and indicated that the way the park is kept looks bad for the Village. The front of the park looks really nice, until you get back into the park.

*Mark Daniels #66* asked the Board to approve the Operating License for the park indicating that he has concerns about the consequences of the park operating without a license. He stated this is the third time he has been to a board meeting to deal with this same issue. His opinion is that tabling the license is not the way to deal with this, there is another way. He said he has tried some things on his own and has had success. He stated he would be willing to share his experience with anyone who wants to listen.

*Char Myers #268* stated she does not like coming to the meetings, but the Board members appointed to assist the residents do not regularly meet with the committee. She stated it is ironic that the residents must go through this every year due to the same issues. She spoke of how the office staff responds to residents, the 16 ill kept lots that have now been cleaned up, most likely due to the park receiving a letter from the Village, and trash in lots along the main entrance and exits. She stated she doesn't feel the residents should have to come to the Board for assistance, the park should be for the residents.

*Attorney Rodney Carter* (representing Rainbow Lake Manor) indicated he is not aware of any complaints made to the Village, citations or enforcement actions taken prior to the letter being sent before the last meeting. He stated that he believes if the residents believe there is a code violation, they need to step up prior to the license proceedings. He stated he does not think the solution is to deny Rainbow Lake Manor its license because the residents will be displaced and will have to find another place to live. He indicated they are willing to communicate with the Village and talk about what needs to be done to resolve the issues in the park. He stated that they are being responsive to the residents.

*Kendra Corkins* (Community Manager of Rainbow Lake Manor) stated she is always willing, and most of the time available, to meet with residents to discuss problems or concerns. She spoke of residents that have come to her with concerns and confirmed that the issues discussed have been or are in the process of being addressed. She said she fully understands that the answer she gives the residents is not always the answer they want to hear, and that it may take time to get things done, but she is always willing to meet with the residents to address their concerns. She indicated that she is not aware of a fire pit conversation and will follow up with her office staff.

*Administrator Kerkman* explained the procedure of enforcement when an Ordinance violation complaint is received.

*Attorney Rodney Carter* stated his position is that given there are no complaints the Village has acted on at this time, it is not appropriate to table the license. He stated under the Ordinance, it is the obligation of the Village to approve the license.

*Char Myers* added that park management used to come to the Wednesday morning coffee meetings four or five years ago. She stated that management would share information, discuss problems, issues, and concerns with residents, but they no longer come. She stated understood why there was no attendance during covid, but not now. Management has been invited and asked to come but does not want to be a part of it, so the residents feel they have no other choice but to come to the Board.

*Marybeth Brachman #273* stated that every place has rules that must be followed. She indicated that she has lived in the mobile home park for five years and has had problems when calling the office. She said it is her understanding that if management does not follow codes residents have to come to the board to complain which she feels is

ridiculous. She stated she does not want to be kicked out of the park, but management should be made to follow the codes just like the residents of the park have to. She spoke of an incident in which she was told she could be evicted from the property for not following rules.

*Mary Lawlis #301* stated the reason she brought the ordinance before the Board is because it has been 5 years of the management not following rules indicating she will start calling on any violations of the Ordinance requesting that a citation be issued.

*Lynn Jestab #216* stated the park was beautiful when she moved in 23 years, now it is a mess. She indicated there is not enough help with maintenance with only one maintenance person for two mobile home parks. She stated the lake is a mess and needs to be cleaned up. She indicated that when inspections were taking place the park was nice. Residents are not neat, there is junk laying in driveways and lots. She said the park is not kept up and it needs to be.

*Roxane Seafeldt #300* stated it is very frightening to be in a mobile home during a severe storm or tornado situation with no storm shelter available at the park, or in a reasonable distance. She requested that the storm-resistant building ordinance be investigated.

A motion was made by Trustee Leker and was seconded by Trustee Kordecki to approve the Mobile Home Park license for Rainbow Lake Manor. The motion carried unanimously.

15. New Business:

a. The following Operator's license was approved by Village Clerk Renee Brickner: Heidi Keen, Amanda Dickson, Chynnee Lewkowicz, Jocelyn Hall, Amber Eve Neuroth, Kimberly Pacucci, Ashley LaBelle, Christopher Wolff, Emma Schepker and Clint Kerkman.

b. Mary Lawlis discussed the issues referred to in the email she provided regarding the licensing requirements for Mobile Home Parks as to Ordinance 15-7.  
No action was taken on Ordinance 15-7 after discussion.

c. A motion was made by Trustee McCabe and was seconded by Trustee Atwood to accept the bid of Titan Steel Structures in the amount of \$98,460.00 for rebuilding the large pavilion at Hansen Park.

16. Communications and Announcements:

- Plan Commission meeting July 27, 2023 @ 7:00 p.m.
- Bristol Progress Days July 7, 2023 - July 9, 2023

17. Adjournment:

A motion was made by Trustee Kordecki and was seconded by Trustee Atwood to adjourn the meeting at 7:56 p.m. The motion was carried unanimously.

Respectfully submitted,  
Renee Brickner



Kathleen Gavre <kcgavre1244@gmail.com>

## RE: FW: Open Records Request - Bristol WI - Hwy 50 Fleet Farm Development

1 message

DOT DTSD SE Records <DOTDTSDSERecords@dot.wi.gov>  
To: Kathleen Gavre <kcgavre1244@gmail.com>

Mon, Jun 26, 2023 at 12:07 PM

Hello,

Thank you for your recent open records request. *Your request included: a copy of the acceptance letter from DOT for the traffic impact analysis performed by raSmith for the HWY 50 Fleet Farm Development.*

*We are currently working within our organization to provide the responsive records and will be in touch when we have more information.*

Under Wis. Stat section 13.35(4)(a), we will work to provide a response "as soon as practicable without delay." What constitutes a reasonable time for a response to any specific request depends on the nature of the request, the staff and other resources available for the authority to process the request, the extent of the request, and related considerations. Whether an authority is acting with reasonable diligence in responding to a particular request will depend on the totality of circumstance surrounding that request.

Please note that WisDOT does not make staff available to interpret any records that are provided in response to open record requests.

The Wisconsin Open Records Law authorizes state agencies to charge reasonable copy fees. The cost associated with paper copies is currently \$0.15 per page for standard size, and search or locations fees may be charged if they exceed \$50.00. Fees exceeding \$5 may require prepayment before any records will be provided. More detailed information on fees can be reviewed under Wisconsin Statutes section 19.35(3). In the event that fees will be charged, an itemized invoice will be provided to you.

If you have any questions or concerns, please do not hesitate to contact us.

Thank you,

**Dulce M Huerta**

Southeast Region Records Coordinator

Wisconsin Department of Transportation |  
DTSD**Email** dulce.huerta@dot.wi.gov**Phone** 262-548-6714**Cell** 414-750-6230

**From:** Kathleen Gavre <kgavre1244@gmail.com>  
**Sent:** Monday, June 26, 2023 11:54 AM  
**To:** DOT DTSD SE Records <DOTDTSDSERecords@dot.wi.gov>  
**Cc:** Thomas Roth <thomas.d.roth@gmail.com>; Dietz Gary <godietz@ameritech.net>  
**Subject:** Fwd: FW: Open Records Request - Bristol WI - Hwy 50 Fleet Farm Development

**CAUTION:** This email originated from outside the organization.  
Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Dulce,

Per your note to Tom Roth on June 20th, the Fleet Farm study was still being processed and no new records were available at that time. Can you please recheck and advise if there has been any further progress? If so, can you please provide us a copy of the notification sent to the Village of Bristol?

Regards,

Kathleen Gavre

(262) 818-5506

----- Forwarded message -----

From: **Tom Roth** <thomas.d.roth@gmail.com>

Date: Wed, Jun 21, 2023 at 10:07 AM

Subject: Fwd: FW: Open Records Request - Bristol WI - Hwy 50 Fleet Farm Development

To: Kathleen Gavre <kcgavre1244@gmail.com>, Dietz Gary <godietz@ameritech.net>

FYI - The WisDOT has not yet approved the Fleet Farm study, but expects to have a response completed by the end of this week.

I'll submit another request next week for it.

Thank you!

Tom R

----- Forwarded message -----

From: **DOT DTSD SE Records** <DOTDTSDSERecords@dot.wi.gov>

Date: Wed, Jun 21, 2023 at 10:04 AM

Subject: FW: Open Records Request - Bristol WI - Hwy 50 Fleet Farm Development

To: thomas.d.roth@gmail.com <thomas.d.roth@gmail.com>

Good morning Tom,

Thank you for your recent open record request. Your request has been sent to the Southeast Region for processing. This is not a denial of your request for this information, but as the Records Coordinator for the Southeast Region of WisDOT, I am informing you that **WisDOT** holds no **responsive records** for your request, and under Wis. Stat. section 19.35(1)(L) an authority is not required to create a record if a record does not exist. At this time no acceptance letter has been sent for this Traffic Impact Analysis. The DOT is **still in the process of reviewing** and we anticipate to have a response by the end of the week.

The denial of your public records request is subject to judicial review by mandamus under Wis. Stat. s.19.37(1), or upon application to the Attorney General or a District Attorney, Wis. Stat. s. 19.35(4)(b).

As the records coordinator for WisDOT, I am considering this request closed as of June 21, 2023.

If you have any questions or concerns, please do not hesitate to contact us.

Thank you,



**Dulce M Huerta**

Southeast Region Records Coordinator

Wisconsin Department of Transportation |  
DTSD

**Email** dulce.huerta@dot.wi.gov

**Phone** 262-548-6714

**Cell** 414-750-6230

---

**From:** DOT Open Records <DOTOpenRecords@dot.wi.gov>

**Sent:** Tuesday, June 20, 2023 8:22:30 AM

**To:** Tom Roth <thomas.d.roth@gmail.com>; Kathleen Gavre <kcgavre1244@gmail.com>; Dietz Gary <godietz@ameritech.net>

**Subject:** Re: Open Records Request - Bristol WI - Hwy 50 Fleet Farm Development

Dear Tom Roth:

We received your message on June 19, 2023, requesting records regarding wetland a traffic study. Your request has been forwarded to the Division of Transportation System Development. You will be contacted if any clarifications or additional information on your request are needed. If you have any questions on the status of your request, do not hesitate to contact us.

Thank you very much.

Vera Crowell

Legal Associate/Open Records Coordinator

Wisconsin Department of Transportation

Office of General Counsel

4822 Madison Yards Way, Room 922 South

P.O. Box 7910

Madison, WI 53707-7910

Phone: 608-266-2544

Fax: 608-267-6734

---

**From:** Tom Roth <thomas.d.roth@gmail.com>

**Sent:** Monday, June 19, 2023 11:58:35 AM

**To:** DOT Open Records <DOTOpenRecords@dot.wi.gov>; Kathleen Gavre <kcgavre1244@gmail.com>; Dietz Gary



<ro@ietz@ameritech.net>

**Subject:** Open Records Request - Bristol WI - Hwy 50 Fleet Farm Development

**CAUTION:** This email originated from outside the organization.  
Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good day,

I would like to submit a records request for the DOT approval for the attached traffic study performed by raSmith. It is believed that the DOT has approved the attached study and I would like to formally request a copy of the DOT approval letter.

Many thanks,

Tom Roth

8046 130th Ave, Bristol, WI 53104

608-469-6622