

MINUTES
CITY OF MINERAL POINT HISTORIC PRESERVATION COMMISSION MEETING
Thursday, March 26, 2026 – 6:30 PM
City Hall Community Room

CALL TO ORDER/ROLL CALL

The meeting was called to order by Chair Matthew Payne at 6:31 PM.

Matthew Payne (2025-28), Chair	Present	Alex Ramshur (Council Rep)	Present
Erik Flesch (2023-26)	Present	Gary Cisler (2024-27)	Present
John Spady (2024-27)	Present	Tim Freeman (2025-28)	Absent
Mark Hogan (2025-28)	Present		

Guest: Joe Weier, owner 257/9 High Street.

A quorum was present.

The Chair confirmed that the meeting was properly noticed in compliance with Open Meetings Law.

FEBRUARY 26, 2026 MINUTES

Motion (Ramshur/Cisler) to approve minutes of February 22, 2026. Motion carried (6-0).

CERTIFICATE OF APPROPRIATENESS APPLICATIONS.

2026-COA02 – 324 High St – Repair Façade – Woodman Construction and Sarah & Ash Kyrie

The application involves reconstruction of a roof parapet leaning toward the street. No representative was present to provide an update. The Chair will communicate the need for action due to public safety concerns.

2026-COA03 – 203 High St – AC Unit / Back Shed – Scott & Marlene Stubler

The Property and Safety Committee determined the project constitutes an encroachment on the public right-of-way and that no additional encroachment will be permitted. It was noted Commissioner Ramshur is a member of that committee. The owners are exploring revisions, including shortening the shed and relocating the HVAC unit to ground level within the existing footprint. Discussion addressed challenges of mounting the unit on the side of the building due to sandstone construction and lack of neighboring property permission. The shed was described as necessary to prevent water infiltration at the rear entrance. The general consensus of the Commission favored locating the unit on the ground than on the shed roof. The Chair will work with the applicants to prepare a revised proposal for the next meeting.

2026-COA05 – 257/9 High St – Bennett-Read building, Repair/Paint, Site work – Jo Weier

The owner presented a proposal including repair of fascia and rosettes, repainting of the front and sides, demolition and reconstruction of a rear lean-to, replication of original dentil work, installation of clapboard siding at the rear, construction of a concrete sidewalk, and potential addition of a wrought iron fence. Commissioners' questions focused on materials; the owner indicated all work would closely match original materials and maintain or enhance the historic character. The Commission expressed appreciation for the thorough planning and preservation approach.

Motion (Ramshur/Spady) to approve 2026-COA05 257/9 High St. Motion carried (6-0).

REPORT: TWO-PERSON COMMITTEE

2026-COA04, 125 N Chestnut to re-shingle the roof was approved. The appearance will remain the same, with improved materials.

Commissioners Cisler and Flesch will continue serving on the committee through April 2026.

REPORT FROM THE CHAIR

Social Media. A Facebook post was made on the City's page announcing the public information meeting for the intensive survey. Metrics included 17 likes and one positive comment.

Intensive Survey Phase I. The public information meeting was held March 18. Feedback was positive, and attendance by Commission members was appreciated. Questions primarily related to tax credits, indicating a need for additional public education. It was noted that funding for such work is partially derived from offshore drilling revenues. A follow-up post on the Mineral Point Community Facebook page generated 53 likes, 3 reactions, 10 comments, and 5 shares. One negative comment was addressed constructively by another user.

Intensive Survey Phase II. The grant application for Phase II has been approved under review through the Certified Local Government (CLG) program. The award includes funding for city staff time.

Wisconsin Association of Historic Preservation Committees Conference. The Chair will attend the conference April 23–24 in Sturgeon Bay and requested that the City cover the registration fee. Lodging has been arranged privately, and travel costs will be covered by the Chair. Workshop information was shared; a report will be provided following the conference.

Request to Change April Meeting: Due to the conference conflict, the Chair requested rescheduling the next meeting to April 30. There was no objection.

REPORT: CHAPTER 151 REVIEW COMMITTEE

The Chapter 151 Revision Committee (Commissioners Payne, Ramshur, and Spady) presented Revision 2 of the draft ordinance. The draft reflects review of comparable ordinances, consultation with the State Historical Society, and use of national model frameworks. Key elements include:

- Reorganization for clarity and usability
- Consolidation of Commission provisions
- Streamlined purpose statements and refined definitions
- Unified processes for landmark and district designation
- Standardized Certificate of Appropriateness procedures
- Replacement of "demolition by neglect" with a broader compliance framework
- Incorporation of National Register terminology
- Codification of Secretary of the Interior standards
- Addition of economic hardship provisions
- Inclusion of emergency action and penalty provisions

The Commission discussed the revisions as a shift toward a more procedural framework while maintaining appropriate discretion. The draft improves clarity through defined processes and more direct decision-making criteria. The revision will be introduced as old business at the next meeting for further discussion and possible action. The Chair will distribute both a redline draft and a comparison version of the current ordinance.

2027 BUDGET REQUEST

The Commission reviewed a proposed 2027 budget request totaling \$750. The request includes support for professional memberships, partial funding for conference attendance (registration and mileage), and public education materials. The proposal reflects a shared cost approach and supports continuing education requirements.

Motion (Cisler/Ramshur) to approve submitting the 2027 Budget Request to the city. Motion carried (6-0).

OTHER ANNOUNCEMENTS

The Chair reported that the City has initiated membership in the National Alliance of Preservation Commissions. Commissioners will receive email invitations to activate memberships.

Discussion addressed city staff participation at meetings, which will be determined based on agenda needs. The City Administrator is expected to attend the next meeting for ordinance discussion.

The Commission also discussed preparation of meeting minutes. The Chair currently records, transcribes, and prepares minutes to ensure accuracy and alignment with the Commission's quasi-judicial role. Recordings are not retained after transcription. Commissioners were invited to volunteer to assist with or assume secretarial duties.

NEXT MEETING:

The next meeting is scheduled for April 30, 2026, in the City Hall Community Room.

ADJOURNMENT

With no further business and no objection, the meeting was adjourned at 8:03 PM.