



Mineral Point, Wisconsin

CITY OF MINERAL POINT

137 HIGH STREET, SUITE 1
MINERAL POINT, WI 53565
608-987-2361

AGENDA

CITY OF MINERAL POINT FIRE COMMITTEE MEETING

Monday, May 5, 2025 5:15 PM

City Hall Community Room and Virtually

1. Call to Order, Roll Call, and Confirmation of Compliance with Open Meetings Law.
2. Approval of February 24, 2025 minutes.
3. Update on Fire Station feasibility study. *Devin Flanigan, Keller, Inc.*
4. Discussion of Fire Station financing.
5. Adjourn.

Join the meeting now , Meeting ID: 261 910 133 197, Passcode: yW9Qo68C

Dial in by phone +1 872-256-4172,,760894853# , Phone conference ID: 760 894 853#

Agenda Posted and Distributed: Wednesday, April 30, 2025

Reasonable accommodations for participation in this meeting by persons with disabilities, as defined by the Americans with Disabilities Act, will be made upon request and if feasible. Please contact the City Clerk's office (608-987-2361) at least 24 hours prior to the scheduled meeting so that necessary accommodations can be provided.

OFFICE OF THE CITY CLERK-TREASURER

Mayor – Danny Clark

City Administrator | Matthew Honer | administrator@cityofmineralpointwi.gov

City Clerk-Treasurer | Christy Skelding | cityclerk@cityofmineralpointwi.gov



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MINUTES

CITY OF MINERAL POINT FIRE DEPARTMENT COMMITTEE MEETING

Monday, February 24, 2025, 5:30 PM

City Hall Community Room

1. Call to Order, Roll Call, and Confirmation of Compliance with the Open Meetings Law.

Mayor Clark called the meeting to order at 5:31 pm.

Danny Clark	Present	Deven Walrack	Present
Gary Galle	Present	Bryan Marr	Present
Jared Weier	Present	Matt Schaaf	Present
Others Present: Matthew Honer, Christy Skelding, Mary Glindinning, Steve Simmons, Devin Flanigan, Rob Busser, Bob Weier, Tom Adams, Alan Schrank, Troy Ludlum			

APPROVAL OF JULY 24, 2024 MINUTES

Motion (Galle/Weier) to approve minutes. Motion carried, all voting aye (6-0).

PRESENTATION AND DISCUSSION OF FIRE STATION FEASIBILITY STUDY.

Devin Flanigan, Keller, presented the results of the feasibility study on the fire station.

Devin discussed the needs assessment that was completed. Goals discussed for the facility are to increase the size of the building, provide adequate space for personnel and access to equipment, enhance image of organization to public and future volunteers, and future growth.

The presentation revolved around square footage to include 4,886 square feet in office space, 1,860 square feet of crew quarters, and 11,643 square feet of garage space, for a total of a 20,228 square foot building.

The current building's square footage is approximately 7,000 square feet.

It is feasible for the station to stay where it is currently, however, there would be some concessions to the study discussed. Keller is still working through different options and layouts for this site.

Building from the ground up is estimated to cost \$7,500,000 - \$9,500,000 at this point in time.

The next meeting with Keller will be May 5, 2025.

DISCUSSION AND POSSIBLE CONSIDERATION OF DRAFT MINERAL POINT EMERGENCY RESPONSE PLAN AND KEY SUPPORT FUNCTIONS.

Administrator Honer presented the Draft emergency response plan for the City of Mineral Point. The City is hoping to adopt this plan in April or May, and to appointment and Emergency Response Coordinator at the April Council meeting.

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Administrator Honer went through the drafted Emergency Response Plan and discussed the functions listed for each department within the plan.

Alder Weier suggested including map of the City in the plan. Administrator Honer agrees that having a binder accessible at City Hall, the Fire Department, and the Mineral Point EMS building.

ADJOURN

Motion (Marr/Walrack) to adjourn at 6:45pm. Motion carried, all voting aye (6-0).

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Overview of Progress to Date:

Since initiating the Needs Assessment process in late 2024, the City of Mineral Point Fire Station project has steadily advanced through several key milestones. Below is a summary of major meetings and focus areas throughout the preliminary stages:

- **Needs Assessment Kickoff – Monday, November 18th:**
Project introduction, goal setting, and preliminary review of existing conditions and service needs.
- **Review of Needs Assessment – Thursday, December 19th & Tuesday, January 7th:**
Deep dive into operational requirements, staffing projections, apparatus accommodations, and support space needs. Initial discussions regarding facility deficiencies and long-term needs.
- **Brainstorm Site and Existing Building Review – Monday, January 20th:**
Assessment of existing building opportunities and constraints. Early discussions on site utilization and challenges associated with potential expansion.
- **Brainstorm Potential Building Addition Options – Monday, February 3rd:**
Development of preliminary concepts for facility expansion versus new construction, including site constraints, operational functionality, and staging impacts.
- **Special Meeting: Preliminary Square Footage and Budget Presentation – Monday, February 24th:**
Presentation to City Council of initial space needs, totaling approximately 20,228 square feet, and an estimated project cost between \$8.5 million to \$11 million, assuming a 2028 construction timeline.
- **Review Feedback, Discuss Existing Building and Layout Options – Thursday, March 20th:**
Consideration of Council and department feedback. Exploration of existing building challenges and refinement of potential building layouts to optimize operational efficiency.
- **Discuss Building Addition Challenges – Monday, April 7th:**
In-depth discussion about the challenges of integrating a building addition into the current structure, including layout inefficiencies, long-term maintenance concerns, and site limitations.

Summary of Recent Developments:

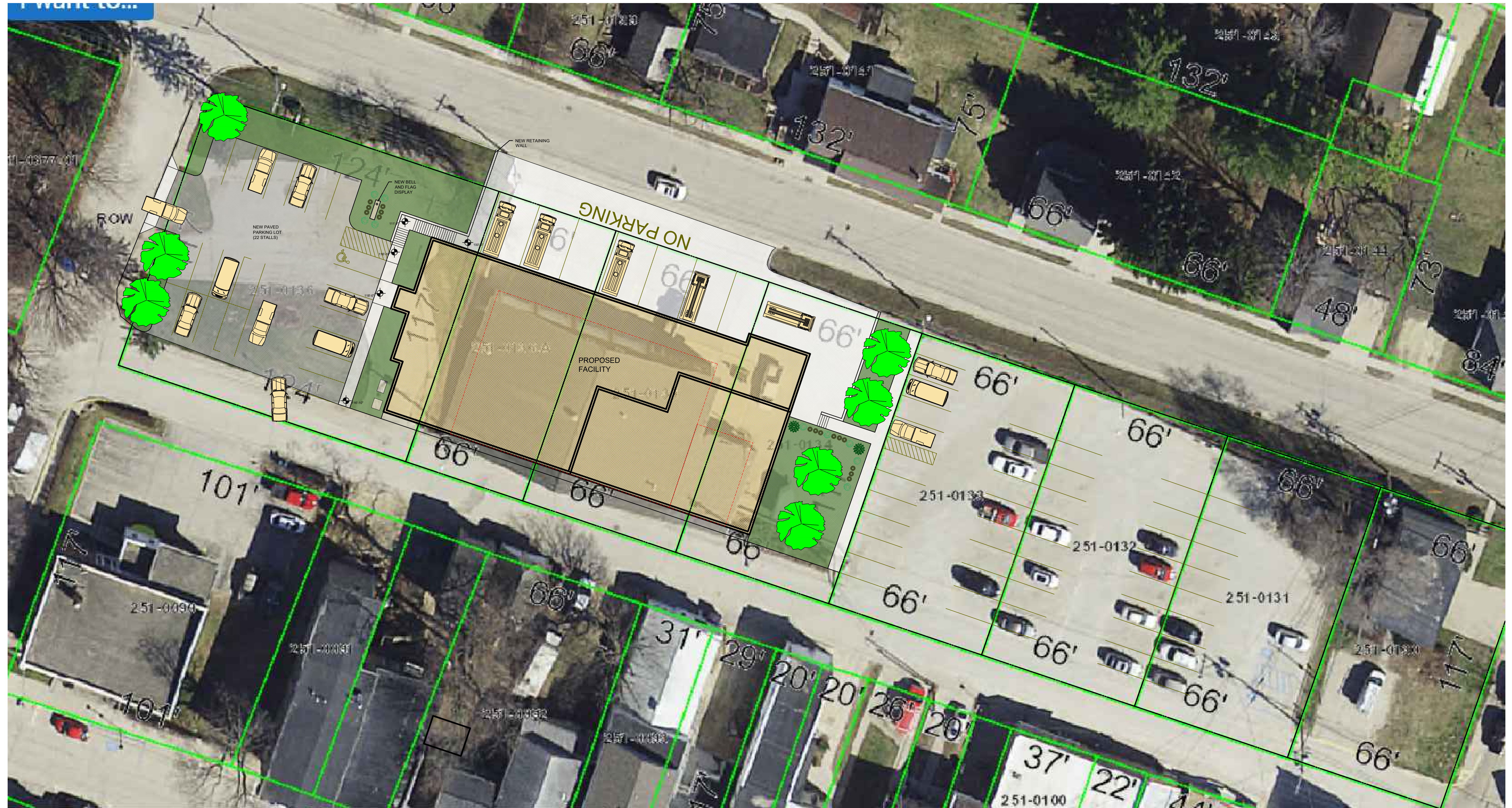
Following the February 24th presentation to the City, the project team held several working sessions to refine the site plan, building layout, and cost considerations. Through these discussions, it became clear that while an addition to the existing building could address short-term needs, it would introduce long-term compromises in efficiency, flexibility, and cost control.

A detailed comparison determined that pursuing a ground-up new construction project would add approximately \$500,000 to the overall budget which would provide operational benefits, reduced maintenance costs, and potential for future expansions.

Recommended Next Steps:

While technical refinement of the building plans could continue, it is important at this stage to pause and realign on the broader project direction. The following steps are recommended:

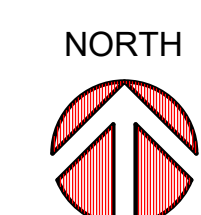
- **Funding Discussions:**
Initiate conversations at the Council level regarding project funding strategies, budget targets, and timing considerations.
- **Input on Project Scope:**
Solicit feedback regarding overall project vision, size, and long-term growth considerations to ensure the project meets both current and future community needs.
- **Establish a Clear Path Forward:**
Confirm whether the City would like to proceed with further design and cost refinement based on options evaluated up to date.



BUILDING AREA 20,278 SF
 FIRST STORY 12,010 SF
 SECOND STORY 8,268 SF

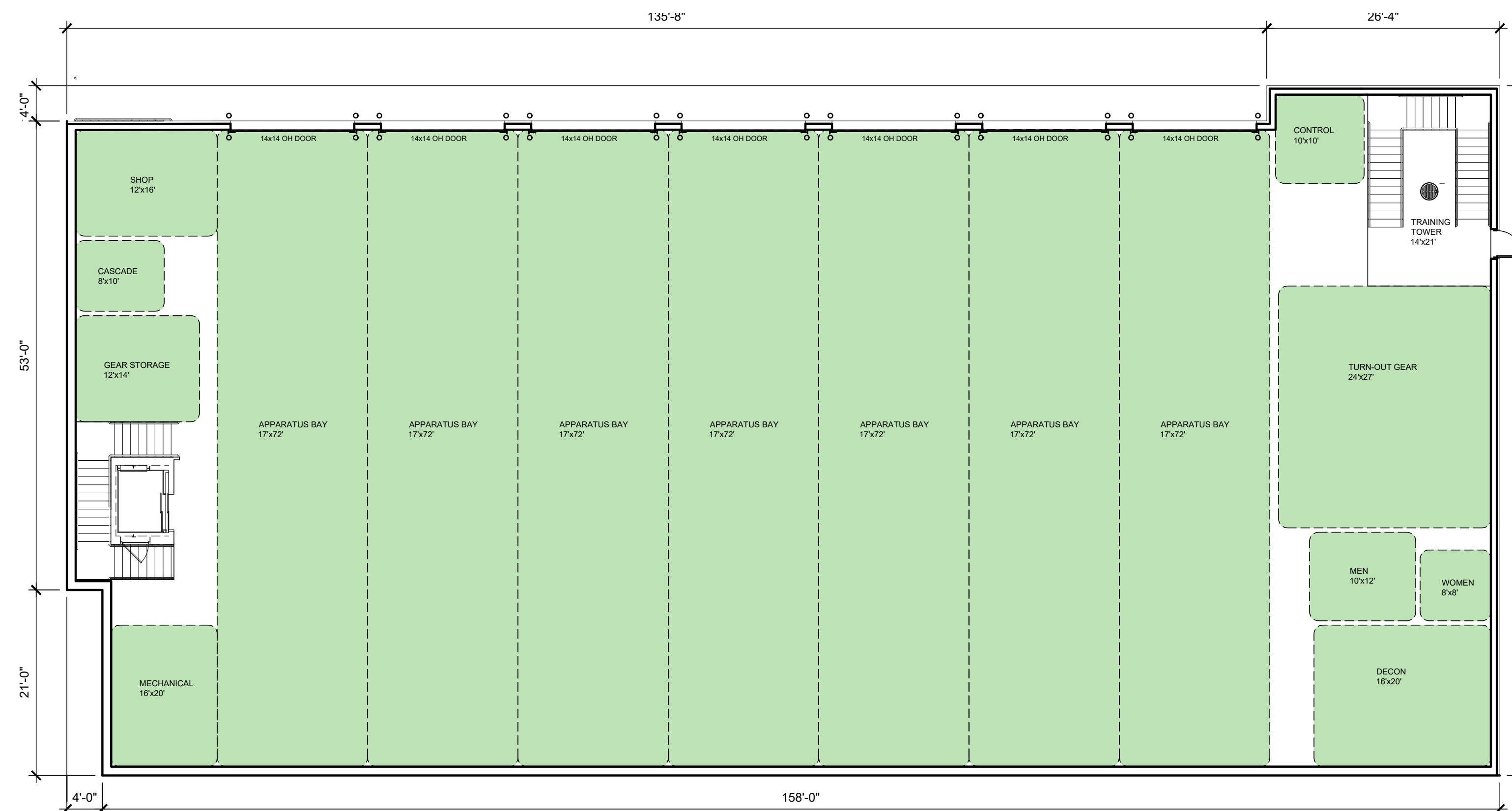


CONCEPTUAL SITE PLAN



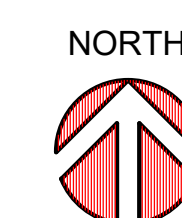
OPTION 3
SITE PLAN

1"=20'-0"



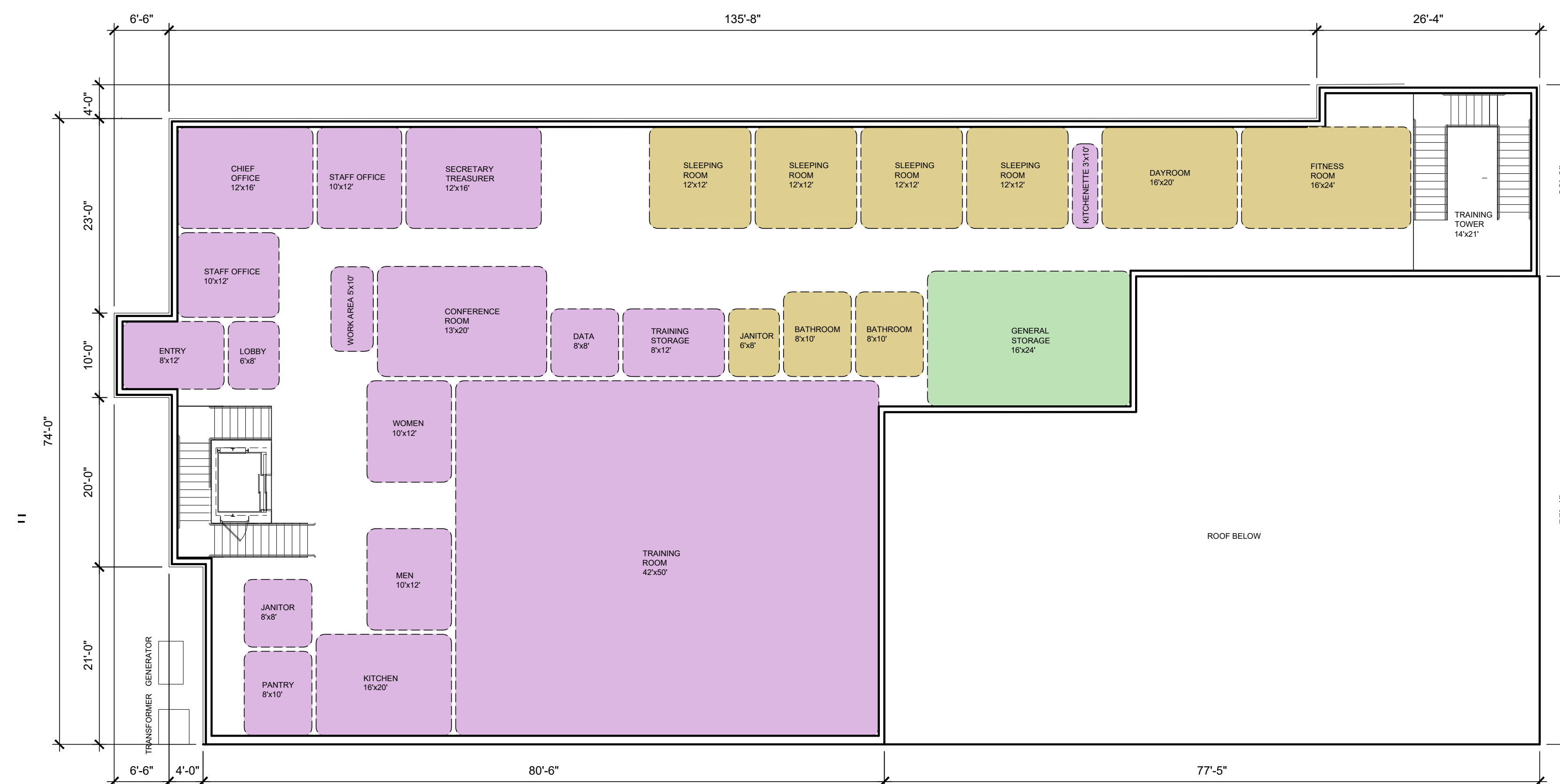
FIRST FLOOR 12,010 SF

- GARAGE AREA
- OFFICE AREA
- CREW QUARTERS



OPTION 3 FIRST FLOOR

3/32"=1'-0"



SECOND FLOOR 8,268 SF

- GARAGE AREA
- OFFICE AREA
- CREW QUARTERS



OPTION 3 SECOND FLOOR

3/32"=1'-0"

