



Mineral Point, Wisconsin

CITY OF MINERAL POINT

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

AGENDA

CITY OF MINERAL POINT PUBLIC HEALTH & PROPERTY COMMITTEE MEETING

Thursday, June 19, 2025, 5:30 pm

City Hall Community Room

1. Call to Order, Roll Call, and Confirmation of Compliance with Open Meetings Law.
2. Approval of April 1, 2025 minutes.
3. Discussion of City Hall Heating and Air Conditioning Controls.
4. Discussion and possible consideration of repair to the High Street Clock and other matters regarding property within the public right-of-way.
5. Discussion of Capital Improvements 2025 – 2027.
6. Discussion and possible consideration related to an unnamed right-of-way adjacent to Antoine St., a portion of the Liberty Street right-of-way, and the Doty Street right-of-way.
7. Discussion and possible consideration of a policy for the sale of residential parcels in the Brewery Creek Subdivision.
8. Adjourn.

Agenda Posted and Distributed: Friday, June 13, 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

MINUTES

CITY OF MINERAL POINT PUBLIC HEALTH AND PROPERTY COMMITTEE MEETING

Tuesday, April 1, 2025 – 6:00 PM

Mineral Point Public Library – Lower Level.

CALL TO ORDER/ROLL

The meeting was called to order by Chair Galle 6:00 PM.

Gary Galle	Present
Dean Martin	Present
Chuck Allendorf	Present (by phone)
Others Present: Mayor Danny Clark, Administrator Matthew Honer,	

APPROVAL OF MINUTES – MARCH 7, 2025 MEETING

Motion (Allendorf/Martin) to approve the minutes. Motion carried, all voting aye (3-0).

CONSIDERATION OF THE SALE OF PROPERTY ADJACENT TO ANTOINE STREET.

The Committee discussed the three proposals received in response to the published Request for Proposals. The Committee discussed the need for affordable and attractive housing in the City.

Motion (Galle/Martin) to recommend City Council approval of Proposal #3 from Josh Fowler for the sale of all three lots for \$38,000 per lot. Motion carried, all voting aye (3-0).

CONSIDERATION OF APPLICATION FOR BACKYARD CHICKENS AT 48 N. IOWA ST.

The Committee discussed the matter at length and considered the guidelines around permitting chickens in the City. Administrator Honer stated that he and the clerk have been looking for ordinances that outline application process and guidelines that are listed in the application found online and have been unsuccessful. Honer stated he wanted to have the application in front of the Committee to discuss in a reasonable amount of time but stated the matter of having an ordinance will need to be addressed.

Motion (Galle/Martin) to approve the application for backyard chickens. Motion carried, all voting aye (3-0).

ADJOURNMENT

Motion (Martin/Allendorf) to adjourn the meeting at 6:33 PM. Motion carried, all voting aye (3-0).

Matthew Honer, City Administrator

Approved:



Mineral Point, Wisconsin

6/19/2025

☒ New Business ☐ Unfinished Business ☐ Reports ☐ Closed Session ☐ Ordinance/Resolution	Meeting: Public Health & Property Committee
Department Reporting: Administration	Submitted by: Matthew Honer
<u>Issue:</u> Discussion of City Hall Heating and Air Conditioning Controls.	
<u>BACKGROUND/ANALYSIS:</u> The Building Automation System at City Hall and the Library is an ongoing maintenance issue. The controls work but are no longer supported in the USA. The current controls system requires a regular subscription. In 2023, administration explored other controls options and it was determined that the City would continue to subscribe to the existing BAS system and attempt to work with the existing controls company. The regular failures were not resolved. In 2024, an ongoing failure of the Community Room controls was resulting in constant air conditioning, the controls company looked at the issue and suspected it was a problem with the existing thermostat control, they offered an estimate to repair the control of between \$3,800 and \$4,500. The problem was resolved until recently by installing an independent thermostat in the room for under \$750. The current BAS software subscription is coming due, proposal attached.	
<u>RECOMMENDATION:</u> Discuss and evaluate a full or partial controls replacement for the City Hall and Library.	
<u>FISCAL IMPACT:</u> Subscription service renewal at a minimum of approximately \$1,600/yr. Previous proposals for controls replacements started at approximately \$19,000 for full replacement in 2023.	
<u>ATTACHMENTS:</u> Subscription proposal.	



640 25th Ave North
Wisconsin Rapids, WI 54495
(715) 887.4400
Fax (715) 887-3330

804 North 4th Avenue
Edgar, WI 54426
(715) 301.1670
Fax (715) 352.2370

425 Holton Avenue
Sparta, WI 54656
Fax (715) 887.3330

Proposal

City of Mineral Point
Attn: Matthew Honer
137 High Street, Suite 1
Mineral Point, WI 53565

Revision: 1
Date: 05/29/2025
Proposal Number: 2554061

Subject: Siemens Tridium (SMA) Software Maintenance Agreement Subscription (renewal/extension)

This proposal is in reference to your Tridium SMA renewal.

- The SMA includes the following:
 - Minor Releases (**RELEASES VARY – TO BE DONE BASED ON T&M – IF ASSISTANCE IS NEEDED**)
 - o Cyber Security Updates
 - o Minor Bug Fixes
 - Major Releases (Estimated 1 per Year)
 - o Access to newest technology
 - o Access to New and updated drivers
 - o Includes Changes to Core Platform

We have provided the following price points for your consideration of continued enrollment.
Pricing Based on the following:

Subscription Expiration Date of: 07/14/2025

Option #1 – This Section Pricing Includes Labor – Labor is Based for Onsite Visit

Select: ___ Option A: Furnish for (1) year Tridium Software Maintenance Agreement Enrollment: \$ 1619.00
Select: ___ Option B: Furnish (3) years on Tridium Software Maintenance Agreement Enrollment: \$ 4870.00
Select: ___ Option C: Furnish (5) years on Tridium Software Maintenance Agreement Enrollment: \$ 8187.00

Option #2 – This Section Pricing DOES NOT Include Labor – Labor will be done on T&M Basis.

Select: ___ Option A: Furnish for (1) year Tridium Software Maintenance Agreement Enrollment: \$ 260.00
Select: ___ Option B: Furnish (3) years on Tridium Software Maintenance Agreement Enrollment: \$ 631.00
Select: ___ Option C: Furnish (5) years on Tridium Software Maintenance Agreement Enrollment: \$ 807.00

This proposal is conditioned on acceptance of the attached Terms and Conditions of Sale, which are incorporated into this agreement by reference in full upon written acceptance by Buyer.

Proposal Accepted:
Complete Control, Inc. is authorized to proceed.

Proposal Submitted:
Complete Control, Inc.

Buyer	_____	Seller	Complete Control Inc. _____
By	_____	By	Andrew Weiker _____
Title	_____	Title	Sales Executive _____
Date	_____	Date	5/29/2025 _____



6/19/2025

Mineral Point, Wisconsin

☒ New Business ☐ Unfinished Business ☐ Reports ☐ Closed Session ☐ Ordinance/Resolution	Meeting: Public Health & Property Committee Meeting: Plan Commission
Department Reporting: Administration	Submitted by: Matthew Honer
Issue: Discussion and possible consideration of addressing an unnamed right-of-way adjacent to Antoine St., a portion of the Liberty Street right-of-way, and the Doty Street right-of-way.	
BACKGROUND/ANALYSIS:	
unnamed right-of-way adjacent to Antoine St.: This right-of-way (red line) was considered for vacation at the same time as Margaret and John Streets, but was postponed until it was determined that it would not be required as part of the subdivision. There was hope that it would not be required for the Brewery Creek Subdivision and it appears that it will not be required.	
Liberty St.: This was considered by the public health and property committee as part of a discussion regarding the sale of parcel 251-0871.A (Blue Dot) and it was determined that additional thought was necessary to resolve some issues in this location. No utilities are located within the Liberty St. right-of-way. Administration recommends securing a survey to address the parcel that is bisected by the Commerce St. right-of-way (orange triangle), vacating the right-of-way conditioned on selling parcel 251-0871.A (Blue Dot).	

Doty St.: A portion of this right of way was abandoned by the City due to the fact that multiple properties were built in the right of way likely due to an error in surveying the property. It is advised that efforts be made to define the Doty St. right-of-way.	
--	--

<u>RECOMMENDATION:</u> Action to clean up these right-of- way issues.

<u>FISCAL IMPACT:</u> TBD

<u>ATTACHMENTS:</u> None.



Mineral Point, Wisconsin

6/19/2025

☒ New Business ☐ Unfinished Business ☐ Reports ☐ Closed Session ☐ Ordinance/Resolution	Meeting: Public Health & Property Committee
Department Reporting: Administration	Submitted by: Matthew Honer
Discussion and possible consideration of a policy for the sale of residential parcels in the Brewery Creek Subdivision	
<u>BACKGROUND/ANALYSIS:</u> Administration anticipates the availability of at least 20 – 30 residential parcels in the Brewery Creek Subdivision in spring/summer of 2026. A general timeline would have the sale of parcels taking beginning in early spring. In the RFP issued for the sale of the Antoine lots included the following conditions: \$30,000/lot, agreement to build within 1 year or pay additional \$5,500/yr, proposals to include a general description of the plan for final use and final assessment, developer agrees to pay all closing costs.	
<u>RECOMMENDATION:</u> Consider conditions of sale, include price; reserving a percentage of lots for occupant builds; marketing efforts; and other existing or anticipated conditions.	
<u>FISCAL IMPACT:</u> TBD	
<u>ATTACHMENTS:</u> none	