

MINUTES

CITY OF MINERAL POINT PUBLIC HEALTH AND PROPERTY COMMITTEE MEETING

Thursday, March 5, 2026 – 5:30 PM

City Hall Community Room

CALL TO ORDER/ROLL

The meeting was called to order by Chair Allendorf at 5:35 PM.

Chuck Allendorf	Present
Steph McKeon	Present
Alex Ramshur	Present
Others Present: Administrator Matthew Honer, Clerk-Treasurer Christy Skelding, Matt McKeon, Hans Larsen	

APPROVAL OF MINUTES – OCTOBER 21, 2025 MEETING

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

CONSIDERATION OF “CHICKEN PERMIT” FOR 10 COMMERCE STREET.

Motion (McKeon/Ramshur) to recommend Council approval of a Chicken Permit for 10 Commerce Street. Motion carried, all voting aye (3-0).

DISCUSSION AND CONSIDERATION OF FENCE ENCROACHMENT NEAR 9TH STREET LIFT STATION AND ENCROACHMENT OF THE 9TH STREET LIFT STATION.

Alder McKeon stated that at the back of her property is a city lift station and a fence that is owned by the neighbor to the south. In the fall, Dave Aschliman called Administrator Honer stating that he needed to replace his fence and would need to remove the trees that were over it. The trees were located on city property. Honer gave permission for the trees to come down. Once the fence was replaced, McKeon stated that it is now on city property. She would like to see the fence moved off of city property, a survey to be done by the neighboring property owner, and greenery replaced.

McKeon had a survey done of her property in November 2025. The survey shows there is encroachment by the city's lift station onto her property by approximately 3 to 4 feet. Mayor Clark stated that the shed that is on McKeon's property, is currently sitting on city property. According to the survey, the shed is located on a city right-of-way.

Committee members and the McKeon's agreed to the city abandoning the right-of-way where McKeon's shed is located, and in return, the McKeon's would give the city an easement for the panel of the lift station that is encroaching on their property. The city will also get an encroachment agreement put in place with Dave Aschliman in regards to the fence that is now sitting on city property.

Administrator Honer will contact the city's engineer to inquire what a lift station easement would look like. The city and the McKeon's want to ensure there is enough room in the easement to allow for vehicles to get down to the lift station and have room to maneuver without damaging property.

Motion (Allendorf/Ramshur) to recommend Council approval to draft an easement for the lift station, abandon the right-of-way that McKeon's shed is located on, and draft an encroachment agreement with Dave Aschliman. Motion carried, all voting aye, with Alder McKeon abstaining (2-0-1).

DISCUSSION AND CONSIDERATION OF THE OFFER RECEIVED FOR TAX PARCEL 251-0871.A ON COMMERCE STREET

The City is negotiating the sale of parcel 251-0871.A. The potential buyer discussed with Administrator Honer and stated they may be willing to offer \$7,000. Committee members agree with selling the parcel for \$7,000. The committee would also like the City abandon Liberty Street from 3rd Street to 4th Street.

Motion (McKeon/Allendorf) to recommend Council approval of the offer received for tax parcel 251-0871.A on Commerce Street, and to recommend the City abandon Liberty Street from 3rd Street to 4th Street. Motion carried, all voting aye (3-0).

DISCUSSION AND CONSIDERATION OF THE OFFER RECEIVED FOR TAX PARCEL 251-0662 ON HIGH STREET

Administrator Honer was contacted by an out-of-state developer who is purchasing the Masonic Temple on High Street. With this purchase, the buyer is also interested in acquiring the city-owned vacant parcel to the west of the Masonic Temple.

The buyer would like to turn the vacant parcel into a parking lot, including EV Charging Stations. The parking lot would provide an estimated minimum of 10 parking spots and would be open to the public during large events. However, since the buyer anticipates larger events taking place at the Masonic Temple after renovation, the same parking lot would make accommodating large groups that want to rent the Temple more feasible.

After discussion, the committee agreed that they would entertain an offer of \$75,000 on this parcel, and would like a developer's agreement in place to help define what could be done with the parcel.

Motion (Allendorf/Ramshur) to make a counter offer on the offer received for tax parcel 251-0871.A on High Street to include a \$75,000 sale of the parcel, requiring some green space, public parking, and taxable property. Motion carried, all voting aye (3-0).

DISCUSSION AND CONSIDERATION OF THE SALE OF THE STREETS DEPARTMENT PICK-UP TRUCK AND PURCHASE OF A BUCKET TRUCK.

The Streets Foreman would like to sell the recently purchased Ford pick-up truck and purchase a used bucket truck. The Streets Committee was in general agreement with the plan as presented by the Streets Foreman at the January Streets Committee meeting.

The truck has approximately 5,000 miles on it and the city would like to send it to public auction and put a reserve on it of approximately \$39,000. If the truck were to be sold, a bucket truck would be purchased for less than the sale amount.

Motion (Allendorf/Ramshur) to recommend further exploration and postpone selling the pick-up truck until the committee has more information on potential uses. Motion carried, all voting aye, with Alder McKeon voting no (2-1).

DISCUSSION AND CONSIDERATION OF SOLDIERS MEMORIAL PARK PARKING LOT AND TENNIS COURT RECONSTRUCTION GRANT APPLICATION.

An application for a WIDNR matching grant was submitted April 29, 2025. The City learned in September 2025 that the grant was not awarded to the City. Following the notice from WIDNR, conversations were had between the Tennis Association, the City Administrator, and WIDNR regarding potential changes to the grant for a re-application in 2026.

Working through the project with the Tennis Committee and Delta 3, the project was rescoped to have one tennis court, two pickleball courts, and to mill and overlay the parking lot, with an estimated project cost of \$690,500.

Honer believes the grant will be more challenging to secure this year. The city won't know until late fall 2026 if the grant will be awarded.

Motion (Ramshur/Allendorf) to recommend Council approval of Administrator Honer submitting the Soldiers Memorial Park Parking Lot and Tennis Court Reconstruction Grant Application. Motion carried, all voting aye (3-0).

ADJOURNMENT

Motion (Ramshur/McKeon) to adjourn the meeting at 7:00 PM. Motion carried, all voting aye (3-0).