

MINUTES

CITY OF MINERAL POINT COMMON COUNCIL MEETING

Tuesday, April 14, 2026 – 6:00 PM
City Hall Community Room/Virtually

CALL TO ORDER/ROLL CALL

Meeting called to order by Mayor Clark at 6:00 PM.

Christensen	Present		Graber	Present
Weier	Present		Burrows	Present
McKeon	Present		Allendorf	Present
Ramshur	Present		Goodney	Present
Others Present: Clerk-Treasurer Skelding, Administrator Honer, Police Chief Bob Weier, Mary Glindinning, John Spady, Fire Chief Deven Walrack, Library Director Diane Palzkill, Water & Sewer Superintendent Nate Fosbinder, Joel Gosse, David Hamlin, Kayla Hamlin				

PERSONS DESIRING TO BE HEARD – John Spady – 111 Jail Alley: This Sunday at 5:30 p.m. the Discover Wisconsin episode that features Mineral Point will air. The Tourism Commission is proud of the episode.

MAYOR'S CORRESPONDENCE – Mayor Clark proclaimed April 24, 2026 as Arbor Day, April 25, 2026 as Child Abuse Prevention Day, and April 19-25 as National Library Week.

ADMINISTRATOR'S REPORT – Administrator Honer reminded Council members of the City Council Organizational meeting scheduled for April 21, 2026.

CLERK-TREASURER'S CORRESPONDENCE – None.

CONSENT AGENDA

- a. Approval of March 10, 2026 Minutes and Proceedings.
- b. Approval of monthly bills.

The Finance Committee recommends approval of the monthly bills.

Motion (Allendorf/Goodney) to approve the consent agenda as presented. Motion carried, all voting aye (8-0).

NEW BUSINESS

CONSIDERATION OF THE OFFER TO PURCHASE FOR THE SALE OF TAX PARCEL 251-0871.A ON COMMERCE STREET TO RON AND DONNA HUGHES.

The Public Health and Property Committee and the Finance Committee recommend approval.

Motion (Allendorf/Burrows) to approve the offer to purchase for the sale of Tax Parcel 251-0871.A on Commerce Street to Ron and Donna Hughes in the amount of \$7,000. Motion carried by roll, all voting aye (8-0).

CONSIDERATION OF FIRST AMENDMENT TO LEASE AGREEMENT WITH THE PECATONICA RAIL TRANSIT COMMISSION FOR THE LEASE OF THE COMMERCE STREET PARKING LOT.

Administrator Honer stated that this agreement is for the parking lot on Commerce Street next to Commerce Street Brewery. The City negotiated terms, doubling the term of the lease from 20 to 40 years. The City will still be responsible for maintaining the lot.

Motion (Allendorf/Goodney) to approve the First Amendment to lease agreement with the Pecatonica Rail Transit Commission for the lease of the Commerce Street parking lot. Motion carried, all voting aye (8-0).

CONSIDERATION OF PUBLIC INFRASTRUCTURE EASEMENTS RELATED TO THE SOUTH AND COMMERCE STREETS RECONSTRUCTION PROJECT.

The majority of these easements are for new sidewalks due to construction. All are in process, with Wisconsin Electric Service is requesting that the City share 50% of the cost of repairing his retaining wall. The retaining wall is part of Wisconsin Electric's property, but is also part of what the City's public easement would be.

The Public Health and Property Committee recommends approval.

Motion (Ramshur/McKeon) to approve public infrastructure easements related to the South and Commerce Streets reconstruction project. Motion carried, all voting aye (8-0).

CONSIDERATION OF REVISED EMPLOYMENT OFFER FOR CHAD WHITFORD, STREETS FOREMAN.

The draft revised employment offer for Whitford includes providing four years of service credit to the employee for the purpose of a negotiated increase in vacation.

Whitford has also agreed to take on the role of the City's Emergency Response Coordinator.

Personnel Committee recommends approval.

Motion (Allendorf/Graber) to approve the revised employment offer for Chad Whitford, Streets Foreman. Motion carried by roll call, all voting aye (8-0).

CONSIDERATION OF UPLAND HILLS OCCUPATIONAL HEALTH AGREEMENT.

This is an updated agreement requested by Upland Hills Health as the City utilizes these services for CDL pre-employment and random drug screening.

Motion (McKeon/Burrows) to approve the Upland Hills Occupational Health Agreement. Motion carried, all voting aye (8-0).

CONSIDERATION OF PROPOSED TARGET STAFFING FOR SEASONAL PARK EMPLOYEES.

Administrator Honer is requesting that he and Clerk Skelding be granted approval to hire the seasonal park staff and lifeguards.

Motion (Weier/Christensen) to approve the proposed target staffing for seasonal park employees. Motion carried, all voting aye (8-0).

RESOLUTION 2026-02, RESOLUTION AMENDING THE EMPLOYEE POLICIES AND PROCEDURES.

Changes that were made to the draft Personnel Policy since it was distributed earlier this year include clarifying Water and Sewer employees weekend work in regards to overtime, removing Friday before Easter as a Holiday and adding 8 hours to personal time for employees, removing language regarding accrual for newly hired employees, clarifying call-in pay for holidays to be compensated at two times the normal rate, adding language to the cell phone policy, adding uniform/clothing/footwear allowance for certain employee groups, and requiring that all vacation requested to be used in the last month of service is required to be approved by the Department Head and City Administrator.

Other items that have changed are clarifications that were made as identified over time, created a sick leave donation policy.

The Personnel Committee recommends approval.

Motion (Allendorf/McKeon) approve Resolution 2026-02, Resolution amending the Employee Policies and Procedures. Motion carried, all voting aye (8-0).

RESOLUTION 2026-03, RESOLUTION DESIGNATING THE CITY ADMINISTRATOR AS THE AUTHORIZED REPRESENTATIVE FOR THE WISCONSIN DEPARTMENT OF NATURAL RESOURCES OUTDOOR RECREATION GRANT APPLICATION.

Motion (Burrows/Allendorf) to approve Resolution 2026-03, designating the City Administrator as the authorized representative for the Wisconsin Department of Natural Resources Outdoor Recreation Grant Application. Motion carried by roll call, all voting aye (8-0).

INTRODUCTION OF A RESOLUTION TO VACATE PORTIONS OF JONES STREET, DETROIT STREET, SILVER STREET, AND BAY STREET.

Honer stated that this subdivision is one of the earliest in the City. The proposal is to close these streets and allow better use of property in the city and clear up confusion going forward.

Further discussion will be held at a later meeting.

ADJOURNMENT

Motion (McKeon/Allendorf) to adjourn at 6:27 p.m. Motion carried, all voting aye (8-0).

Matthew Honer, City Administrator

Approved:

DRAFT