



Mineral Point, Wisconsin

CITY OF MINERAL POINT

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

AMENDED AGENDA

CITY OF MINERAL POINT PUBLIC HEALTH & PROPERTY COMMITTEE MEETING

Tuesday, September 22, 5:30 PM

City Hall Community Room

1. Call to Order, Roll Call, and Confirmation of Compliance with Open Meetings Law.
2. Approval of September 2, 2026 minutes.
3. Discussion and consideration on a public art project on city property between South and Front Streets.
4. Discussion and consideration to place bicentennial banners on 71 light poles along High St., Commerce St., South St., and Jail Alley.
5. Discussion and consideration on a lease with Premier Cooperative for the city dog park.
6. Discussion and consideration on the Brewery Creek subdivision:
 - a. Installation of mailbox locations required to meet USPS regulations.
 - b. Design considerations at the Townline Court cul-de-sac.
7. Discussion and consideration on the purchase and installation of security cameras at restroom facilities at Water Tower Park and Soldiers Memorial Park, the Wastewater Treatment Plant, compost site, and brush site.
8. Update on other property matters, future agenda items.
9. Adjourn.

Amended Agenda Posted and Distributed: Wednesday, September 16, 2026

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.

Microsoft Teams meeting

Join: <https://teams.microsoft.com/meet/214300033954178?p=SPZZO9SrukDefkMer3>

Meeting ID: 214 300 033 954 178

Passcode: 3DW9X4rf

OFFICE OF THE CITY CLERK-TREASURER

Mayor – Danny Clark

City Administrator | Troy Maggied | administrator@cityofmineralpointwi.gov

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



Mineral Point, Wisconsin

CITY OF MINERAL POINT

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

OFFICE OF THE CITY CLERK-TREASURER

Mayor – Danny Clark

City Administrator | Troy Maggied | administrator@cityofmineralpointwi.gov

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

MINUTES

CITY OF MINERAL POINT PUBLIC HEALTH AND PROPERTY COMMITTEE MEETING

Wednesday, September 2, 2026 – 6:30 PM

City Hall Community Room

CALL TO ORDER/ROLL

The meeting was called to order by Chair Allendorf at 6:33 PM.

Chuck Allendorf	Present
Steph McKeon	Absent
Alex Ramshur	Present
Chris Goodney (Alternate)	Present
Others Present: Administrator Troy Maggied, Clerk-Treasurer Christy Skelding, Lauren Powers	

APPROVAL OF MINUTES – JUNE 2, 2026 MEETING

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

DISCUSSION AND CONSIDERATION ON AN APPLICATION TO RAISE CHICKENS AT 59 8TH STREET.

The Committee reviewed the application to raise chickens at 59 8th Street. The application was completed correctly, and no comments or concerns were raised.

Motion (Goodney/Ramshur) to recommend Council approval of the application to raise chickens at 59 8th Street.

Motion carried, all voting aye (3-0).

DISCUSSION AND CONSIDERATION ON A LEASE BETWEEN THE CITY OF MINERAL POINT AND PITTZ PREMIER PROPERTIES, LLC FOR THE LEASE OF CITY PROPERTY (OLD KWIK TRIP FACILITY) FOR USE AS A CHILDCARE FACILITY

The Committee discussed the proposed lease for the former Kwik Trip property to be used as a childcare facility. Two separate legal entities are involved in the project, with Pittz Premier Properties, LLC handling the development of the property and Driftless Roots, LLC operating the childcare facility. The City Attorney requested additional clarification regarding the relationship between the two entities in order to determine the appropriate party to the lease and how the agreements should be coordinated. The City has not yet received this information back from the City Attorney.

The Committee discussed the importance of ensuring that the lease remains tied specifically to the operation of a childcare facility. If the current operator discontinues the childcare business, the City should have the ability to regain control of the leased property and make it available to another childcare provider. Stronger provisions addressing the continued use of the property as a childcare facility will need to be incorporated into the lease.

No action taken.

DISCUSSION AND CONSIDERATION ON A LEASE WITH PREMIER COOPERATIVE FOR THE CITY DOG PARK.

Allendorf stated that the proposed dog park lease was recently discussed by the Park Board. Currently, there is no formal long-term agreement in place for the dog park. The group involved with the dog park would like to construct a shelter on the property, and Premier Cooperative indicated support for the structure but requested that a lease be established. Point Forward is not willing to enter into the lease, and Lauren Powers subsequently approached the City about the possibility of the City entering into an agreement with Premier Cooperative. It was noted that the City does not own all of the property on which the dog park is located.

The Committee discussed the responsibilities the City would assume if it entered into the lease, including insurance and summer and winter maintenance. The additional maintenance would add some work for City staff, although staff indicated that it would not be a significant burden. The volunteer group would like the dog park to continue but does not want to remain solely responsible for its ongoing maintenance.

The Committee agreed that additional information is needed to determine the City's appropriate role, the expenses associated with assuming responsibility for the property, and any potential liability. Allendorf requested that the outstanding questions regarding the lease and the City's potential liabilities be addressed before moving forward.

No action taken.

DISCUSSION AND CONSIDERATION ON A PUBLIC ART PROJECT ON CITY PROPERTY BETWEEN SOUTH AND FRONT STREETS.

The Committee reviewed information provided by Alder Keith Burrows regarding an opportunity for UW-Platteville students to install public art on City property located between South and Front Streets. The proposal was previously discussed by the Park Board, and city staff indicated that there are no significant concerns with the concept. The Committee agreed that formal approval should be considered once Burrows or UW-Platteville provides a more specific proposal.

Ramshur requested that designs be provided for the Committee to review. Goodney asked whether the project could be designed in a way that would reduce maintenance and mowing in the area, noting that the steep terrain is already difficult to mow and that additional obstacles could make maintenance more challenging.

The Committee also discussed funding for the project. Allendorf suggested informing those involved that the City is open to allowing public art to be displayed on the property but would like to review a preliminary plan or design before granting approval. At this time, the City is not interested in providing funding for the project.

No action taken.

UPDATE ON THE BREWERY CREEK SUBDIVISION.

The Committee received an update on the Brewery Creek Subdivision. Overall, the project is progressing well. Midwest Roofing is prepared to purchase five additional lots on the east side of the subdivision. Midwest Roofing has requested that the contractor not complete the final grading on those lots. The contractor will instead rough grade the lots through the topsoil stage, after which Midwest Roofing will complete the final grading. If the lots are ultimately unable to be developed, Midwest Roofing will be responsible for restoring them to the appropriate grade and replacing the topsoil.

A fence located on City property was also identified and will need to be moved or removed. Interest has also been expressed in Lot 48.

Curb and gutter installation has been completed in Phase 1. The City is currently working through a replatting process to correct issues identified with some of the lots. When the first group of homes on Antoine Street was constructed, incorrect survey pins were used, resulting in small slivers of land being incorrectly platted. The proposed corrections will be reviewed by the Plan Commission and Common Council.

Building occupancy will not be permitted until construction is completed.

UPDATE ON OTHER PROPERTY MATTERS, FUTURE AGENDA ITEMS.

None.

ADJOURNMENT

Motion (Ramshur/Goodney) to adjourn the meeting at 7:02 PM. Motion carried, all voting aye (3-0).



Chad Dolphin <cdolphin@willbrands.com>

Fw: Banner & Flag brackets on Street Lights Poles

Mike Christensen <wardone02@cityofmineralpointwi.gov>
To: Chad Dolphin <cdolphin@willbrands.com>
Cc: Matthew Honer <administrator@cityofmineralpointwi.gov>

Mon, Jan 5, 2026 at 6:20 PM

Thanks Chad! This is great information. The \$500 banner brackets are going to be out based on cost. I'll share this at our next committee meeting and see what they say. I appreciate the info!



Mineral Point, Wisconsin

Mike Christensen

Ward One Alderman

Mineral Point, Wisconsin

From: Chad Dolphin <cdolphin@willbrands.com>
Sent: Monday, January 5, 2026 11:35 AM
To: Mike Christensen <wardone02@cityofmineralpointwi.gov>
Cc: Matthew Honer <administrator@cityofmineralpointwi.gov>
Subject: Re: Fw: Banner & Flag brackets on Street Lights Poles

Mike/Matt - Hope you had a nice Holiday! Here is what I learned from engineering.

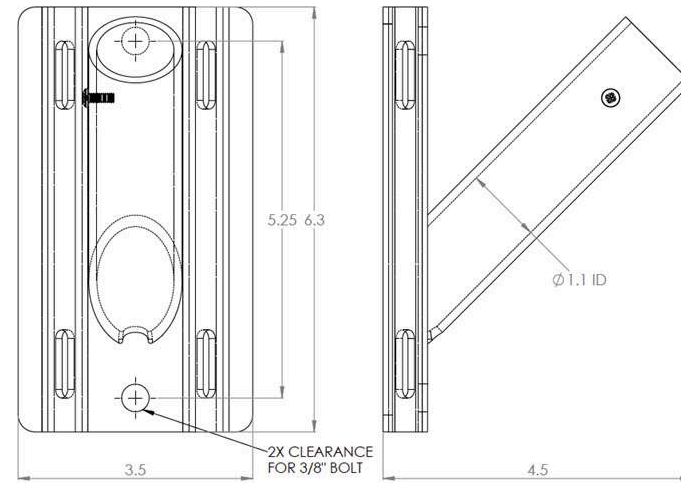
Assuming the wreaths are not up during the bicentennial celebration, the poles can handle the following configurations:

- 1) one banner (2'x3') and one flag (3'x5'). A flag holder would need to be purchased and installed. I can provide the flag holder and banding straps as seen below for \$99ea.
- 2) two flags (3'x5'), but no banners. Flag holders would need to be purchased and installed. I can provide the flag holder and banding straps as seen below for \$99ea.
- 3) two banners (2'x3') and one flag (3'x5'), but new breakaway banner arms (see below) would be required. These are not cheap and would be \$499ea for each banner.

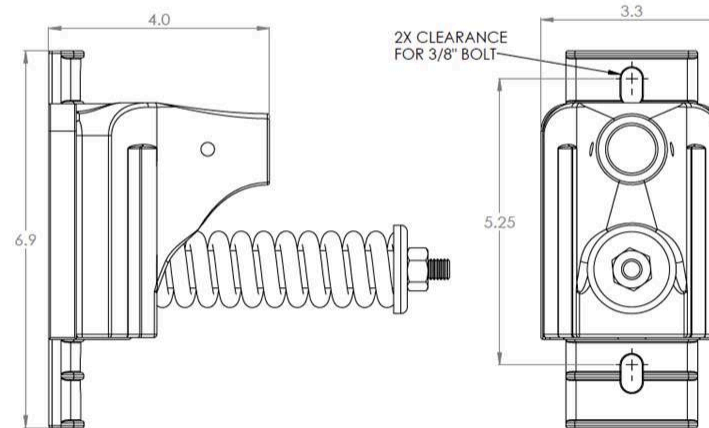
Long story short, we can accomplish any configuration, except the dual banner/dual flag configuration, but some parts will need to be ordered.

Let me know what you think and how else I can assist.

- Chad

Flag Holder

■ Banner Arms



Chad Dolphin

Vice President of Sales

Wisconsin Lighting Lab, Inc. (WiLL)

o: (866) 308-WILL (9455) d: (608) 732-CHAD (2423)

a: [308 N Brooke St Fond du Lac, WI 54935](#)

w: WiLLBrands.com e: cdolphin@willbrands.com



On Tue, Dec 23, 2025 at 11:47 AM Chad Dolphin <cdolphin@willbrands.com> wrote:

Thanks Mike. Let me see what engineering says our options are.

Chad Dolphin

Vice President of Sales

Wisconsin Lighting Lab, Inc. (WiLL)

o: (866) 308-WILL (9455) d: (608) 732-CHAD (2423)

a: [308 N Brooke St Fond du Lac, WI 54935](#)

w: WiLLBrands.com e: cdolphin@willbrands.com



On Mon, Dec 22, 2025 at 7:25 PM Mike Christensen <wardone02@cityofmineralpointwi.gov> wrote:

Thanks Chad! We don't have anything too specific in mind, and we are very flexible based on what is possible. If it's possible, we'd like to be able to put two banners on each pole to maximize sales (we're selling banners to families to hopefully raise money for the event). I don't envision flags to be mounted on poles that would already have two banners. Maybe we could do every other pole with two banners, then a single banner and flag in between, if that makes sense. This is all based off of Dick Poad's vision, as he's interested in planning the downtown decorations.



Mineral Point, Wisconsin

Mike Christensen

Ward One Alderman

Mineral Point, Wisconsin

From: Chad Dolphin <cdolphin@willbrands.com>
Sent: Monday, December 22, 2025 10:28 AM
To: Matthew Honer <administrator@cityofmineralpointwi.gov>
Cc: Mike Christensen <wardone02@cityofmineralpointwi.gov>
Subject: Re: Fw: Banner & Flag brackets on Street Lights Poles

Hi Matt - Thanks for reaching out. The poles are sized very specifically for the accessories that were in-scope at the time of purchase (single 2'x3' banner + Wreath). Assuming the wreaths will be mutually exclusive from the potential additional banner and flags, we may have some wiggle room, but I will need more details so I can confirm with engineering.

Mike - Do you anticipate the flags being mounted below, or above the banners? Any idea how large of a flag you are wanting to use? Bonus points if you could put together a quick sketch showing the location of the items and basic heights (from the ground) of each. Once we know a little more, we can run the engineering and put together a quote for the additional brackets.

Thanks guys! If we don't chat before, have a Merry Christmas!

Chad Dolphin

Vice President of Sales

Wisconsin Lighting Lab, Inc. (WiLL)

o: (866) 308-WILL (9455) d: (608) 732-CHAD (2423)

a: [308 N Brooke St Fond du Lac, WI 54935](#)

w: WiLLBrands.com e: cdolphin@willbrands.com



On Mon, Dec 22, 2025 at 8:55 AM Matthew Honer <administrator@cityofmineralpointwi.gov> wrote:

Hello Chad,

Is this an option with the current light poles? If so,

Could you please advise on the cost of these accessories?

Matthew Honer

City Administrator | City of Mineral Point

Phone: 608-987-0463

Email: administrator@cityofmineralpointwi.gov

Address: 137 High St., Ste 1, Mineral Point, WI 53565

www.cityofmineralpoint.com

From: Mike Christensen <wardone02@cityofmineralpointwi.gov>

Sent: Wednesday, December 17, 2025 7:36 PM

To: Matthew Honer <administrator@cityofmineralpointwi.gov>

Subject: Banner & Flag brackets on Street Lights Poles

Hi Matt,

At last night's bicentennial committee, it was discussed that we'd like to, in part, decorate High St and Commerce St with banners and possible American & Cornish flags. Currently, street light poles only have banner brackets on one side of each pole. We are wondering if the city would be willing to allow the committee to purchase additional banner brackets and possible flag mounts to be permanently added to the street light poles. We will be selling banner sponsorships to families, and we're hoping that the costs of each sponsorship would cover the materials of the additional brackets. I told the committee I would need permission from the city before we order anything. What are your thoughts?



Mineral Point, Wisconsin

Mike Christensen

Ward One Alderman

Mineral Point, Wisconsin



image001.png
109K

Mineral Point, Wisconsin

RE: MP Dog Park - Lease with Premier

From Eric Hagen <EHagen@boardmanclark.com>

Date Tue 9/15/2026 2:13 PM

To Troy Maggied <administrator@cityofmineralpointwi.gov>

Good Afternoon Troy,

While the volunteers may not have created an entity like an LLC, that does not necessarily mean that they cannot be a party to the lease. From premier's perspective it certainly would be preferable to have a legal entity on the other side of the agreement, but there are ways to enter into a lease with a volunteer group like this without them creating a legal entity. If it were my client leasing with such a group, I would request that the group obtain insurance to cover their liabilities under the lease (providing proof of insurance) and make sure that there is enforceable termination language allowing my client to end the lease and shut the park down if the group violates their obligations. That being said, if premier's position is that it is unwilling to enter into a lease with the volunteer group and is only willing to lease to the City, then it is what it is.

I do want to clarify, that if we enter into a lease, then the dog park effectively becomes City property, even though it is owned by premier, as it would be property under the City's control. That means the City would potentially incur liability for the dog park it currently does not have. If I am understanding correctly, the dog park has been operated on Premier's land by the volunteers without any City involvement, so we currently have no liability for it. I will note, City liability should be heavily curtailed by the broad governmental immunities and defenses in WI law (\$50,000 damage cap for torts, general immunity from claims, notice of claim/claim deadline requirements, etc.) and by recreational immunity. These pretty much protect the City from liability unless there is a known and compelling danger that we fail to address. Although I will note that the lease as written does not adequately protect the City's governmental immunities and defenses. If the City is fine with taking on liability for the dog park, then I would recommend the following:

- Add the below language to sec. 9 (Indemnification) to preserve or governmental immunities and defenses. Failure to do so may result in your insurance carrier refusing to provide coverage.
 - "Nothing contained within this paragraph or Agreement is intended to be a waiver or estoppel of the Lessee or its insurer to rely upon the limitations, defenses, and immunities contained within Wisconsin law, including but not limited to, those contained within Wisconsin Statutes 893.80, 895.52, and 345.05. To the extent indemnification is available and enforceable, the Lessee or its insurer shall not be liable in indemnity or contribution for an amount greater than the limits of liability for municipal claims established by Wisconsin law."
- Figure out how the dog park will be operated/maintained/managed. I will note, the lease as worded makes Premier not responsible for any of this, so it would be all on the City to figure out. This could involve coming to some sort of arrangement with the volunteers via a separate agreement or the City could decide to take these over. If we do an agreement with the volunteers, I strongly recommend we require the volunteers to provide insurance to cover any potential liability and that the agreement allows the City to shut it down/take it back over if necessary to protect the City (such as if they fail to properly manage/operate/maintain).

- Even if the volunteers provide their own insurance coverage, the City will likely need to add this to its insurance policy as well so that you are covered if something happens and the volunteer's coverage is inadequate.

To answer your questions on liability, the City likely would not have any liability for dog bites, as that would be the owner's responsibility (even if we are unsuccessful in adding language to preserve our governmental immunities and defenses). The liability the City could have would likely be related to whether the property is maintained/operated safely, but only if there is a known and compelling danger that the City failed to address (if we preserve our immunities and defenses). For example, if there is a hole in the park that has caused multiple people to be injured by trip and falls, then the City likely would need to take some action to repair the hole to prevent others from being injured. Generally speaking, the City should have minimal liability here, assuming we properly address management/operation/maintenance concerns.

Sincerely,

Eric Hagen



ERIC HAGEN

ATTORNEY

DIRECT +1 608-286-7225

PHONE +1 608-822-3251

FAX 608-283-1709

EHAGEN@BOARDMANCLARK.COM

BOARDMANCLARK.COM

1038 LINCOLN AVENUE

PO BOX 87

FENNIMORE, WI 53809

This is a transmission from the law firm of Boardman & Clark LLP and may contain information which is privileged, confidential, and protected by the attorney-client and/or attorney work product privileges. If you are not the addressee, note that any disclosure, copying, distribution, or use of the contents of this message is prohibited. If you have received this transmission in error, please destroy it and notify us immediately via email at EHagen@boardmanclark.com or via telephone at (608) 257-9521. The sender does not accept liability for any errors or omissions in the contents of this message which arise as a result of e-mail transmission.*****

From: Troy Maggied <administrator@cityofmineralpointwi.gov>

Sent: Friday, September 4, 2026 11:49 AM

To: Eric Hagen <EHagen@boardmanclark.com>

Subject: MP Dog Park - Lease with Premier

Good morning Eric,

Welcome back to work. I hope leave was somewhat restful, or at least enjoyable. I look forward to meeting you in person.

Some years back a group of volunteers created a dog park on the north side of town, adjacent to Premier Coop, on parcel #251-1112. Recently, they requested permission from Premier to construct a small open-sided shed so those at the park could get out of the sun. This went up the chain and Premier's attorney realized they didn't have a lease for the dog park volunteers to use the property, and they are now requesting a lease.

The dog park is not an official entity, and so cannot enter into a lease. They requested the city lease the land from Premier, and allow the dog park to continue using the land.

There is general approval from both the Parks Board and Property Committee. Given that this is *neither* a park or city property, I was unsure how to move this through city channels, so I pitched it to both. Neither took action, but both are supportive of a lease being presented to City Council if we can address the following issues:

- Who maintains the fence, if needed (I don't foresee much maintenance in coming years)
- What liability does the city have if we take on the lease, such as from dog barks, people getting hurt, etc.
- This is not city property - would we be covered under our liability insurance?

Attached is a lease that was originally drawn up by Premier, between them and the Dog Park. If this moves ahead, the city would replace the Dog Park.

We'd like to move this through City Council at either our October 12 or November 10 Council meeting if possible.

Please let me know if you have questions or would like to talk.

Troy

Troy Maggied

City Administrator | City of Mineral Point

Phone: 608-987-0463

Email: administrator@cityofmineralpointwi.gov

Address: 137 High St., Ste 1, Mineral Point, WI 53565

www.cityofmineralpoint.com



4190 Pennsylvania Avenue • Dubuque, IA 52002

**Motorola - 2 way radio -CCTV
Door Access - Fire & Burglary - Sound Systems**

City of Mineral Point
[Attn: Christy Skelding](#)

9/9/2026

Camera Quote (Waste Water Plant & Brush Site)

Itm	Qty	Model #	Description of Equipment		Total
1	1		DW NVR 2 TB 4 POE		\$1,200.00
2	3		Turrett Camera 4 MP 2.8-12mm	\$350.00	\$1,050.00
3	1		Cable & Accessories		\$300.00
4					
5					
6					
7					
8		Soldiers Memorial Park	NVR & 1 Camera (Need Internet)	\$2,500.00	
9		Water Tower Park	NVR & 1 Camera (Need Internet)	\$2,500.00	
10		Compost Site	No Power Onsite (Trail Cam)		
11					
12					
13					
14					
15					
16					
17					
18					
19					

Total Equipment Cost \$2,550.00

Installation & Labor \$2,000.00

Subtotal \$4,550.00

Sales Tax

Total Purchase

Less Down Payment

Amount Due

Prepared By: Ron Amundson

Cell # 563-590-0882

Accepted by:

COMELEC SERVICES, INC

4190 Pennsylvania Ave * Dubuque, IA 52002 * 563-556-6526 * Fax 563-556-2702