



Mineral Point, Wisconsin

CITY OF MINERAL POINT

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

AGENDA

**CITY OF MINERAL POINT
STREETS AND WATER & SEWER JOINT COMMITTEE MEETING
Thursday, January 29, 2025, 5:30 PM
City Hall Community Room**

1. Call to Order, Roll Call, and Confirmation of Compliance with the Open Meetings Law.
2. Approval of October 22, 2025, Minutes.
3. Consideration of proposals for the Wastewater Treatment Facilities Plan.
4. Consideration of Draft Lead Service Line Replacement Ordinance.
5. Water and Sewer Updates.
6. Streets Department Updates. (Maintenance, Fleet)
7. Review and possible consideration of 2026/2027 Capital Improvements Plan.
8. Adjourn.

Agenda Posted and Distributed: Thursday, January 22, 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.

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 JOINT MEETING STREETS COMMITTEE AND WATER & SEWER COMMITTEE Wednesday, October 22, 2025, 5:15 PM Community Room, City of Mineral Point City Hall

CALL TO ORDER/ROLL CALL

Chair Christensen called the meeting to order at 5:15 pm.

Mike Christensen (chair)	Present
Brian Graber	Present (Water and Sewer Alternate)
Steph McKeon	Present (Streets Alternate)
Jared Weier	Excused
Others Present: City Administrator Matthew Honer, Water/ Sewer Superintendent Nate Fosbinder, Street Foreman Chad Whitford, Bart Nies, Mark Digman, Tom McGuire, Kelly Blotz, Christina Kubasta	

APPROVAL OF JULY 21, 2025 MINUTES.

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

PRESENTATION AND CONSIDERATION OF PLANS, SPECIFICATIONS, AND ESTIMATES FOR COMMERCE AND SOUTH STREET 2026 RECONSTRUCTION.

Bart Nies met with Street Foreman Chad Whitford to discuss the Local Road Improvement Plan application. The deadline for filing an application is Friday, October 31. Whitford would like to submit for Merry Christmas Lane to be overlaid. Once the project is completed the city will submit to be reimbursed.

Bart Nies and Mark Digman, Delta 3 Engineering, presented the proposed plans and estimated costs for the 2026 Commerce and South Street reconstruction project.

This is the final phase of the design. This will be on the November Council agenda for approval, with bids being awarded after the first of the year.

The project is estimated to cost approximately \$2.2M. Delta 3 has submitted applications for grants through the clean water fund and DNR safe drinking water.

The steering committee for this project stated their top 5 priorities: Pedestrian friendly, traffic calming, decorative lighting/removing overhead utility wires, efficiency in schedule (phasing) in order to get the Commerce Street area done by July 4th and South street to follow, and then storm water control was the last of the top priorities.

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This project will include full street/utility reconstruction from Fountain Street to 200' south of Old Darlington Rd. The water main is currently 6" and will be replaced with a 10" main.

On South Street, the sanitary sewer will be replaced from Vine Street to Commerce Street. Storm sewer will also be replaced. The road and parking lot will be the same width as it is currently.

Motion (McKeon/Christensen) to recommend Council approval of the proposed plans, specifications, and estimates for Commerce and South Street 2026 reconstruction, as is, with the exception of the sidewalk in front of Cow Tipper's to be determined at the Council Meeting. Motion carried, all voting aye (3-0).

DISCUSSION AND CONSIDERATION OF A REQUEST FOR PROPOSAL FOR THE SCOPE OF WORK RELATED TO THE REQUIRED WASTEWATER FACILITIES PLAN.

Water/Sewer Superintendent Nate Fosbinder shared the request for proposal for the scope of work for the wastewater facilities plan. Fosbinder sent the request out to 6-8 businesses, and then chose three of those businesses to model his RFP. All three firms did a walk through of the treatment plan prior to providing an RFP. Fosbinder shared his final draft of the RFP and stated that there is nothing else he would change in it. This will go out to bid. The intention is to request these proposals for January and have the facility plan consultant approved in February to be able to move forward with the project.

The facilities plan is a requirement of the wastewater discharge permit. This will be a large improvement to the wastewater treatment plan in order to do proper disinfection.

Motion (Graber/McKeon) to recommend City Staff putting the request for proposal for the scope of work related to the required wastewater facilities plan out for bid. Motion carried, all voting aye (3-0).

WATER AND SEWER UPDATES. (BILLING AND METERS, INFLOW AND INFILTRATION (I&I), LEAD SERVICE LINES, PROJECT UPDATES, OTHER)

There are currently 62 known lead service lines and 77 private side unknowns.

There are a few more water meters that will be changed out over the next month. The manual read meters are for the 3 cemeteries and two properties where the owner refuses to have the device in their home. The city will then be within 40 meters of being within the PSC guidelines.

CTW is planning to begin work on Well #4 in two weeks.

Bill Schmitz is retiring in December 2025.

DISCUSSION OF SHAKE RAG STREET SPEED CONTROL IMPROVEMENTS.

City Staff received a complaint via certified mail regarding speeding on Shake Rag Street. The letter suggested the city install speed bumps on Shake Rag Street to better control traffic. The city attorney stated that he doesn't recommend cities install speed bumps as it can cause liability issues if any vehicles become damaged due to the speed bumps.

Administrator Honer has looked into getting a digital speed board. They cost approximately \$8,500-

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10,000 for a portable unit.

Shake Rag Alley suggested adding more white painted parking lines to try to slow cars down.

The committee believes this is a law enforcement issue stating that policing needs to happen more and more tickets need to be issued. They would like to have a conversation with the Police Department.

The committee would like the Police and Licensing Committee to discuss this issue.

Street Foreman Chad Whitford suggested painting one solid white line to help to narrow the road.

Motion (Christensen/McKeon) to recommend Administrator Honer and Mayor Clark have a conversation with Police Chief Weier, have a Police and Licensing meeting to discuss, and paint a white line. Motion carried, all in favor (3-0).

STREETS DEPARTMENT UPDATES

Street Foreman Chad Whitford stated that the trees at the brush site are getting out of control. He asked the committee for recommendations of what to do to better control the trees that are taken to the site. There is no problem with the brush that is being taken there, but there are large trees being dropped off. The DNR does not allow the city to burn trees. The committee discussed getting a camera system put up to attempt to stop the issue. The committee would like to see communication with the contractors in the area who cut trees first. They stated that signage and education should help.

The Street Department has repaired multiple catch basins since May. They have done work at the Fire House building new grates, went through 10-12 loads of cold patch, cut back trees on Liberty Street, Spruce Street, and Dodge Street, and shouldered Copper and Antoine Streets.

There has been some equipment trouble with the older freightliners. The Street Department has serviced a lot of things in house instead of sending out for repair. They set up the leaf vac truck to be able to be operated by one person.

Over the summer, brush pick-up time was cut down to one day per month. This time savings is due to operation changes in the way brush is picked up.

Whitford stated that he would like to see all city employees have CPR/First Aid training, in addition to safety training. He would like to see the Water Department hire someone to replace Bill Schmitz after retirement, who has more availability to help with snow in the winter.

DISCUSSION OF 2026 STREETS DEPARTMENT WORK PLAN.

Whitford is looking to see what needs sealcoating and crackfilling.

ADJOURN.

Motion (McKeon/Christensen) to adjourn at 7:52 pm. Motion carried, all voting aye (3-0).

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Section 51.18 Lead and galvanized water service line replacement.

(A) Intent and purpose. The Common Council of the City finds that it is in the public interest to establish a comprehensive program for the removal and replacement of lead and/or galvanized water service lines in use within the city water utility system and in private systems, and to that end, declares the purposes of this section to be as follows:

- (1) To ensure that the water quality at every tap of utility customers meets the water quality standards specified under the federal law;
- (2) To reduce the lead in city drinking water to meet the Environmental Protection Agency (EPA) standards and ideally to a lead contaminant level of zero in city drinking water for the health of City residents;
- (3) To meet Wisconsin Department of Natural Resources (WDNR) requirements for local compliance with EPA's Lead and Copper Rule.

(B) Authorization. This Section is enacted pursuant to §62.11(5) and §281.12(5), Wis. Stats., and as mandated by 42 U.S.C. Sec. 300g, of the Federal Safe Drinking Water Act, enforced by the EPA and with WDNR.

(C) Definitions. The following words, terms, and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Customer-side water service line means the water conduit pipe running from the customer's meter to the curb stop which is the water utility shut-off valve usually located behind the curb on public property.

Superintendent means the City of Mineral Point's Water Utility Superintendent or their authorized representative.

EPA means the United States Environmental Protection Agency.

Lead and/or Galvanized Water Service Line means a water service line comprised of lead and/or galvanized piping.

Licensed contractor means a person, firm, corporation, or other entity licensed to perform plumbing work in the State of Wisconsin.

Notice means written notification provided to the property owner and, if different, the tenant or occupant of the property identified on the water utility bill.

Utility means the City of Mineral Point Water Utility.

Water Utility System Construction Project means a utility project whereby the lead and/or galvanized water service lines may be replaced as part of a utility project.

Water Service Line Replacement Program means a program developed by the City and/or Utility to offer financial assistance to property owners for the purpose of replacing lead and/or

galvanized water service lines. It shall also be referred to as the "Replacement Program" within this section.

WIDNR means the Wisconsin Department of Natural Resources.

(D) Identification of lead and galvanized service lines.

(1) Upon notice from the Utility, any person or entity who owns, manages or otherwise exercises control over a property connected to the Utility distribution system shall allow the Superintendent to inspect the customer-side service line to determine the material of construction as authorized pursuant to Wis. Stats. §196.171 et. seq.

(2) The Utility and/or the Superintendent shall have the right to request entry at any reasonable time to examine any property served by a connection to the public water system of the utility for inspection of the service line. If entry is refused, the Superintendent may obtain a special inspection warrant under Wis. Stats. §66.0119. Upon request, the owner, lessee or occupant of any property so served shall furnish to the Utility any pertinent information regarding the piping on such property.

(3) The Utility shall create and maintain a record of the location of all identified lead and/ or galvanized service lines in the City.

(4) If the property has been identified as having lead and/or galvanized water service lines, the Utility shall provide written notice of the presence of lead and/or galvanized water service line.

(E) Replacement of lead and/or galvanized service lines.

(1) All lead and/ or galvanized water service lines must be replaced regardless of whether on the Utility-side or the customer-side. As of the effective date of the ordinance from which this division is derived, no lead and/or galvanized service line will be allowed to connect to a Utility line once replaced.

a. **Owner to Replace Lead and/ or Galvanized Service Line.** Known existing lead and/or galvanized water service lines connected to the Utility shall be replaced with water service lines made of suitable material and at the owner's expense. Replacement shall be completed within one year (365 days) of written notification by the Utility unless an exception is granted pursuant to section (f)(2) of this section.

b. Service Line Replacement in conjunction with Water Utility System Construction.

1. Notification to Property Owners. Notice shall be provided detailing the utility-side replacement of lead and/or galvanized service lines. The notification shall occur in the calendar year prior to commencement of the construction.

2. Inspection Required. The Superintendent or their designee shall endeavor to inspect all water service line connections in which the material comprising the water service lines are unknown to the Utility. The Superintendent may perform the inspection of the customer-side water service line for the presence of lead or galvanized pipe prior to the time that the Water Utility system is to be reconstructed. If there is a refusal or failure to permit the Superintendent access

to inspect the service line, the Superintendent may pursue a special inspection warrant to compel inspection of the property, may discontinue service pursuant to section (h), and/or may impose a forfeiture pursuant to section (l), of this section.

3. Replacement. In the event that a customer-side water service line is found to contain lead and/or galvanized pipe, the Superintendent shall notify the owner, in writing, of that fact.

i. The affected property may contract with a licensed contractor to complete the replacement; or

ii. The property owner may request to be included in the Water Utility System Construction Project. The Utility shall include an alternative to the contract requesting unit bid prices for the calculation of the cost for customer-side water service line replacement. The property owner will be charged the entire cost of the removal and replacement if funded by the Utility. In addition, all restoration of the owner's property shall be the responsibility of the property owner (including, but not limited to top soil, concrete, steps, asphalt, bushes, porches, and the like).

c. **As part of a property transaction.** Known existing lead and/or galvanized water service lines connected to the Utility shall be replaced with water service lines made of suitable material and at the buyer's expense. As the City is made aware of a real estate transfer either by setting up a new utility account or completing a review of the property for title purposes, it will notify the buyer, seller, and/or their representatives of the required replacement. Replacement shall be completed within one year (365 days) of closing.

(F) Exceptions.

(1) The Utility may modify the inspection requirement set forth under section (D) if the customer submits a request in writing to the Superintendent. The Superintendent or their designee shall have sole discretion in whether to grant a request to modify the inspection requirements.

(2) The Utility may modify the 365-day replacement requirement set forth under section (e)(1)a. if the customer submits a request in writing to the Superintendent detailing reasons for the delay. The Superintendent shall have sole discretion in whether to grant an extension of time for compliance.

(G) Financial Assistance. In the event funding is made available for the purpose of replacing customer-side water service lines, the City will establish a Water Service Line Replacement Program. A property owner may opt into the Program for the replacement of the lead and/ or galvanized customer-side water service line under the terms of the Replacement Program. Eligibility requirements as well as conditions of participation for the Replacement Program will be kept on file at City Hall. Disputes regarding eligibility for financing may be appealed to the Finance Committee, unless otherwise noted in the Replacement Program eligibility and participation policy.

(H) Authority to discontinue service. The Water Utility is authorized to discontinue water service to such property served by a lead and/or galvanized water service line after reasonable notice and in a manner consistent with the rules and regulations of the City of Mineral Point Utility and the Public Service Commission of Wisconsin governing discontinuance of water service.

(I) Penalties. Any person who violates any provision of this chapter, including failing to comply with the applicable customer-side water service line replacement requirements as outlined in this section, or directly or indirectly preventing or hindering the Mineral Point Water Utility employee from making an inspection, examination, removal, or installation, shall be fined not more than \$25 for each offense. Each day a violation continues may be considered a separate offense.

(J) Severability. If any subsection or portion of this chapter is for any reasons held to be invalid or unconstitutional by a decision of a court of competent jurisdiction, that subsection or portion shall be deemed severable and shall not affect the validity of the remaining portions of this chapter.