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 COMMON COUNCIL MEETING
Tuesday, September 9, 2025, 6:00 PM
City Hall Community Room/Virtually
ALL AGENDA ITEMS LISTED MAY HAVE ACTION TAKEN

1. **Call to Order. Roll Call. Confirmation of Compliance with the Open Meetings Law.**
2. **Pledge of Allegiance.**
3. **Persons Desiring to be Heard** – Five-minute limit except by consent of Council; no action will be taken on any item that is not specifically listed on the agenda.
4. **Mayor's Correspondence.**
5. **Administrator's Report.**
6. **Clerk-Treasurer's Correspondence.**
7. **Consent Agenda.**
   a. Approval of Minutes and Proceedings from the August 12, 2025, meeting.
   b. Approval of monthly bills. *Finance Committee's recommendation to be reported at the Council meeting.*
   c. Approval of Conditional Use Permit requested by The Mineral House, LLC, owner of 107 – 111 Commerce St., to allow residential uses below the second floor in the C-1 Central Business District. *Plan Commission recommends approval.*
8. **New Business.**
   a. Consideration of Hiring Greg Eckles as part-time Parks Laborer. *Personnel Committee recommends approval.*
   b. Consideration of awarding a construction contract for the Revitalization of Cornish Heritage Park. *Finance Committee's recommendation to be reported at the Council meeting.*
   c. Consideration of Pay Application #3 from JI Construction for Davis, Washington, and N. Wisconsin St. Reconstruction. **Action:** Recommendation to Council.
   d. Consideration of an Audit Engagement Letter with Johnson Block for the year ending December 31st, 2025. *Finance Committee's recommendation to be reported at the Council meeting.*
   e. Consideration of a draft Offer to Purchase Agreement with Brewery Creek Rentals, LLC for the sale of Lots 8 – 14 in the Brewery Creek Subdivision. *Public Health and Property Committee's recommendation to be reported at the meeting.*
   f. Consideration and Discussion of the existing single-family residence located within Soldiers Memorial Park.
   g. Consideration of Ordinance 2025 – 15, Adopting the Comprehensive Plan 2025-2035 for the City of Mineral Point, Iowa County, Wisconsin. *Plan Commission recommendation to be reported at the meeting..*
   h. Consideration of Ordinance 2025 – 16, Increasing Sewer Charges in the City of Mineral owa County, Wisconsin. *Water and Sewer Committee Recommends Approval, Council advised approval in June, 2025.*
9. **Adjourn.**

Join the meeting now Meeting ID: 246 926 986 103 9 Passcode: kf3Fo68o
Dial in by phone , +1 872-256-4172, Phone conference ID: 751 808 489#

Agenda Posted and Distributed: Thursday, September 4, 2025.
Amended Agenda Posted and Distributed: Friday, September 5, 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 before the scheduled meeting so that necessary accommodations can be provided.

MINUTES

CITY OF MINERAL POINT COMMON COUNCIL MEETING
Tuesday, August 12, 2025 – 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, Cory Bennett, John Spady, Library Director Diane Palzkill, Fire Chief Deven Walrack, Matthew Payne, Water and Sewer Superintendent Nate Fosbinder				

PERSONS DESIRING TO BE HEARD – Patrick Hale – Focus On Energy.

MAYOR'S CORRESPONDENCE – None.

ADMINISTRATOR'S REPORT – The marquee on the Opera House is expected to be installed the week of August 25th. The Opera House is planning to hold a lighting ceremony on September 4.

The budget is moving ahead. The Finance committee reviewed the first draft.

The city expects to receive the plat of the new subdivision by the end of next week from the state.

CLERK-TREASURER'S CORRESPONDENCE – None.

CONSENT AGENDA

a. Approval of Mayor's Appointment of Alex Ramshur to the Historic Preservation Commission as the City Council Representative.
b. Consideration of application for 2025-2026 "Class A" Beer & Liquor licenses for Bittersweet Holdings, LLC, d/b/a Staple and Fancy, 110 High Street, Brian Blanchette, Agent.
c. Consideration of application for 2025-2026 Cigarette License for Limestone, LLC, 52 High Street.
d. Approval of June 10, 15, 22, 2025 Minutes and Proceedings.
e. Approval of monthly bills.

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

NEW BUSINESS

CONSIDERATION OF MINERAL POINT CHAMBER OF COMMERCE'S REQUEST TO CLOSE SECTIONS OF HIGH STREET AND VINE STREET FOR A SPECIAL EVENT, OPEN TO PEOPLE OF ALL AGES, THAT INCLUDES THE SALE AND CONSUMPTION OF ALCOHOL ON CITY PROPERTY.

Administrator Honer and Chief Weier have reviewed the application from the Chamber of Commerce. This event is the same as last year, just more condensed. The block will still be closed, but the event itself will be in a smaller area.

Motion (Allendorf/McKeon) to approve the Mineral Point Chamber of Commerce's request to close sections of High Street and Vine Street for a special event, open to people of all ages, that includes the sale and consumption of alcohol on City property. Motion carried, all voting aye (8-0).

CONSIDERATION OF PAY APPLICATION #2 FROM JI CONSTRUCTION FOR DAVIS, WASHINGTON, AND N. WISCONSIN STREET RECONSTRUCTION.

The Finance Committee recommends approval.

Motion (Goodney/Allendorf) to approve Pay Application #2 from JI Construction for Davis, Washington, and N. Wisconsin Street reconstruction. Motion carried, all voting aye (8-0).

CONSIDERATION OF AUTHORIZING VIERBICHER TO SOLICIT BIDS FOR THE CORNISH HERITAGE PARK REVITALIZATION PROJECT.

The Finance Committee recommends approval.

This project was previously approved. The city was awarded a grant from WEDC in the amount of $50,000, of which $37,000 was allocated toward this project. The project has steering committee that is working to solicit donations as well.

Motion (Allendorf/Christensen) to authorize Vierbicher to solicit bids for the Cornish Heritage Park revitalization project. Motion carried, all voting aye (8-0).

CONSIDERATION OF AUTHORIZING BURBACH AQUATICS, INC, TO SOLICIT BIDS FOR THE CHEMICAL SYSTEM REPLACEMENT AT THE MINERAL POINT SWIMMING POOL.

Motion (Allendorf/Weier) to authorize Burbach Aquatics, Inc, to solicit bids for the chemical system replacement at the Mineral Point Swimming Pool. Motion carried by roll call, all voting aye (8-0).

CONSIDERATION OF CORROSION CONTROL STUDY.

The Streets, Water & Sewer committee, and Finance committees recommend approval.

As part of the City's lead testing exceedance in 2023, we are under a corrosion control treatment period (CCT). After doing the initial water quality parameter testing the DNR has now required a CCT desktop study. The study needs to be completed by March of 2026.

The goal is to avoid adding chemicals (phosphates) to the water to control corrosion, if possible. This will not only add costs to our water treatment but also costs to try to remove additional phosphorus at the Waste Water Plant. WQI has been working with the City on our Well issues. They have collected some information already that put them in place to provide a detailed study. They believe their study will allow us not to add chemical to the water system. The cost from WQI is substantially more for the study than from Strand Engineering.

Water Quality Investigations submitted a quote for $42,000, which was discussed at the Water & Sewer Committee meeting that was held in July.

WQI is highlighting that the problem is biological and low-flow.

The Streets, Water & Sewer Committee recommended approving the $42,000 project with Water Quality Investigations to make this more efficient in the long-term.

Motion (Graber/Christensen) to approve the Corrosion Control Study as presented from Water Quality Investigations. Motion carried, all voting aye (8-0).

RESOLUTION – EXISTING EMPLOYER OPTION RESOLUTION, WISCONSIN PUBLIC EMPLOYERS GROUP HEALTH INSURANCE PROGRAM, RESOLUTION ELECTING TO ENROLL IN DEDUCTIBLE HMO-STANDARD PPO W/O DENTAL, P14.

The personnel committee held a meeting to hear from employees, sent a survey regarding health insurance and what employees are looking for and prefer, and had a second meeting to make a decision regarding any potential changes to the City's health insurance plan.

The P12 plan that the City is currently on is anticipating a 12.5% increase which would have been approximately $35,000 increase. The Personnel Committee recommended going with a deductible plan, which is a $500/$1000 (single/family) deductible. Premium share between employee and city remains the same. This change saves the city approximately $20,000. Dental Insurance is stilled offered as it was in previous years.

The Personnel committee recommends approval.

Motion (Burrows/Allendorf) to Resolution – Existing Employer Option Resolution, Wisconsin Public Employers Group Health Insurance Program, Resolution electing to enroll in deductible HMO-Standard PPO W/O dental, P14. Motion carried, all voting aye, with Alder Weier abstaining (7-0-1).

ADJOURNMENT

Motion (McKeon/Allendorf) to adjourn at 6:24 p.m. Motion carried, all voting aye (8-0).

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Matthew Honer, City Administrator

Approved: July 9, 2024

PROCEEDINGS

CITY OF MINERAL POINT COMMON COUNCIL MEETING
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City Hall Community Room/Virtually

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Matthew Honer, City Administrator

Approved: July 9, 2024

Council Check Report
Tuesday, September 9, 2025

	Regular	Manual	Pay Apps	Total
Pooled Cash - General	41,980.23	44,067.50		**86,047.73**
Pooled Cash - Library	2,410.88	3,931.84		**6,342.72**
Pooled Cash - Debt Service	3,230.95			**3,230.95**
Pooled Cash- Outlay Fund				**-**
Pooled Cash - Capital Projects	17,831.03	4,472.83	170,506.00	**192,809.86**
Pooled Cash - Water	24,823.89	7,692.80		**32,516.69**
Pooled Cash - Sewer	22,877.86	8,627.41		**31,505.27**
Pooled Cash-TID #2	8,571.00			**8,571.00**
Pooled Cash- ARPA	1,924.66			**1,924.66**
Pooled Cash- Revolving Loan Fund	330.00			**330.00**
Sewer Loan Checking	347.00			**347.00**
MP Summer Rec				**-**
DARE Program				**-**
Total	**$ 124,327.50**	**$ 68,792.38**	**$ 170,506.00**	**$ 363,625.88**

Finance Committee Approval

Keith Burrows ____________________

Chris Goodney ____________________

Mike Christensen ____________________

Alternate ____________________

Mineral Point, Wisconsin

8/21/2025

☒ New Business ☐ Unfinished Business ☐ Reports ☐ Closed Session ☐ Ordinance/Resolution	Meeting: Plan Commission
Department Reporting: Administration	Submitted by: Matthew Honer

ISSUE: Consideration of The Mineral House, LLC, owner of 107 -111 Commerce St. (Tax Parcel No. 251-0184 & 251-0183), for a Conditional Use Permit as required in Section 154.02(D)(7)(c) and 154.04(G)(2)(i) of the Municipal Code, to allow dwelling units below the second floor in the C-1 Central Business District.

BACKGROUND/ANALYSIS:

The owner of the property came to the last Plan Commission meeting and discussed their plans to renovate/redevelop the property. The proposal included the addition of residential units below the second floor, but in an area of the property that would not be considered a “storefront” location. The Plan Commission discussed the options of rezoning or offering a conditional use permit.

RECOMMENDATION: Review proposal and consider conditions.

FISCAL IMPACT:

ATTACHMENTS:

CITY OF MINERAL POINT

Mineral Point, Wisconsin

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

PAID
JUL 23 2025
By: CK-4315

Planning and Zoning Application

Municipality (Check One): ☑ City of Mineral Point ☐ Town of Mineral Point(ETZ)

Property Address: 107 - 111 Commerce Street

Parcel #: 251-0183 / 251-0184 / 251-0185 / 251-0186 / 251-0349

Lot Size: 0.670 acres

Property Owner:		**Agent:**	
Name:	May Sorum and Margaret Tucker	Name:	
Address:	1945 Sunny Slope Rd PO Box 59	Address:	
Phone:	608-419-0108	Phone:	
Email:	margaret.tucker@gmail.com	Email:	

Action Requested:

	Administrative Review:	Fee:		Planning Approval*:	Fee:
☐	New Build 1 & 2 Family Residential:	$100	☐	Certified Survey Map (CSM):	$300
☐	Residential Additions:	$75	☑	Conditional Use Permit:	$400
☐	Accessory Structure:	$50	☐	Zoning Change Request:	$500
☐	Commercial Zoning:	$150	☐	Variance Request:	$500
☐	Commercial Signage:	$50	☐	Plat Review:	$300
☐	Driveway:	$50	☐	Commercial Site Plan Review:	Engineering Expense + 10%
			☐	Land Use Planning:	$3,000

* Planning Approval Items require review and approval by the Plan Commission, the Board of Appeals, and/or the City Council.

Instructions:

1. All Zoning Permits Applications require a description of the project and a preliminary site plan map. The Zoning administrator may request additional items. Permit approval is subject to having the necessary information.
2. Certified Survey Maps and Zoning Changes require a Plat of Survey or preliminary CSM.
3. Variance Requests must be accompanied by the applicant's written statement explaining: 1) Why complying with the ordinance results in unnecessary hardship, (2) evidence the hardship is due to the unique conditions of the property, and (3) demonstrate the variance will not harm the public interest.

CITY OF MINERAL POINT

Mineral Point, Wisconsin

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

Project Description and Reason for Request:

Attachments:

Applicant Signatures:

7/23/25

Signature, Printed Name, Date

Signature, Printed Name, Date

Date Received:

Fee Collected:

Conditional Use Permit application for 111-107 Commerce Street, 8/7/2025

Project Description and Reason for Request:

This application requests Conditional Use Permit to support the development at 107–111 Commerce Street as a mixed-use project that aligns with the City of Mineral Point's Comprehensive Plan.

While Building A (see site plan) conforms with current zoning (providing commercial space on ground level and residences above) the **Conditional Use Permit is requested for the proposed residential uses at and below ground-level in Buildings B and C and commercial use below ground-level for Building D.**

Key elements of the proposal include:

- **Increased commercial activity:**
  The plan provides four commercial units—three in Building A and one in Building D. These units are accessible, visible, and well suited for public use (which will be enhanced by the proposed site work) contributing to the economic vitality of the neighborhood.

- **Diverse and accessible housing:**
  The project adds eight fully accessible 1 to 2 bedroom residential units averaging 1,500 sq ft each. These units will feature high-quality finishes and provide an important alternative to the single-family housing stock, supporting local housing needs.

- **Minimal visibility:**
  Buildings B, C, and D are tucked into the slope along Brewery Creek. Only the upper floor of Building C is visible from Commerce Street, and it is set back approximately 55 feet from the road. This ensures minimal visual impact and maintains compatibility with the surrounding area.

- **Adequate parking provisions (H) (I):**
  The plan includes one dedicated on-site parking space per residential unit to meet anticipated demand without straining existing infrastructure.

- **Clear boundaries**

  - **Commercial areas (G)** are centered around communal entry points that will be fully accessible and clearly demarcated through site design and wayfinding to avoid secured, residential areas.

  - **Residential areas** are centered around a secured lobby **(F),** with dedicated elevator and stairs **(E)**. Residents will be able to access their homes from both Commerce Street and Water Street, as required for egress, without encountering public traffic within secured areas.

  - **Site Design, civil engineering, and landscaping** will be used to create strong visual and physical boundaries between residential and commercial areas, enhancing privacy and safety while improving aesthetics.

This proposed development is aligned with key goals of the City of Mineral Point's Comprehensive Plan:

- It supports the **Economic Development** element by adding accessible, street-level commercial space and contributing to downtown vibrancy.

- It furthers the **Housing** element by introducing high-quality, accessible, and varied residential units into the local inventory.

- It reinforces **Land Use and Community Design** objectives by integrating the development into the existing landscape and architectural context with minimal disruption.

With respect, this application requests approval for a Conditional Use Permit for Buildings B, C, and D to support this development, which will contribute to the vitality, inclusivity, and long-term livability of Mineral Point's historic downtown.


ADJACENT OWNER:
MINERAL POINT HOTEL, LLC.
EASEMENT
149.77'
130.99'
A
111 COMMERCE ST
B
E
ENTRY
ENTRY
F
LOBBY ENTRY
G
RAMP
RETAIL / COMMERCIAL LEASE SPACE ENTRANCES
2 NEW EXTERIOR ENTRIES / NEW AWNING
TERRACE EXTENSION
UNIT PAVER TBD
RESIDENTIAL UNIT ENTRY
RESIDENTIAL UNIT ENTRY
107 COMMERCE ST
C
BENCHES MOUNTED TO WALL, TYP.
RETAINING WALL STONE VENEER OR CORTEN
D
FUTURE OUTDOOR AMENITY SPACE
PROPOSED ELECTRICAL METER CENTER
MECH SCREEN
TENTATIVE TRASH / RECYCLING ENCLOSURE 14' X 20' FOOTPRINT
E
G
LOWER TERRACE
MID TERRACE
H
LEASE SPACE OVERHEAD DR
DOOR
LEASE SPACE CARRIAGE DR
LEASE SPACE CARRIAGE DR
147.60'
26.53' (26' 5")
103 COMMERCE ST
N.I.C.
EXISTING DECK
I
51.09' (51' 1")
EXISTING RETAINING
BLEND / EXTENSION OF EXISTING RETAINING TO PROTECT SOUTHERN NEIGHBOR'S PROPERTY LINE
CONCRETE FOUNDATION AS PART OF RETAINING STRUCTURE
124.67' (124' 8")
COMMERCE STREET (40')
WATER STREET (19.8')
(STREET WIDTH SOUTH OF SECTION LINE 19.67' OR 19' 8/12")
ADJACENT OWNER: BULL GAYLE
SANITARY
HYDRANT
0 4 8 16 32

vierbicher
planners | engineers | advisors

201 E. Main St., Suite 100
Reedsburg, WI 53959
(800) 261-6468 Toll-Free
www.vierbicher.com

September 4, 2025

Matthew Honer
City of Mineral Point
137 High St., Ste 1
Mineral Point, WI 53565

Re: Cornish Heritage Park
Vierbicher Project No. 240684
Mineral Point, WI
Bid Results & Notice of Award

Dear Matthew:

We have reviewed the bids received on September 4, 2025, for the above-referenced project. Three bids were received. The base bids ranged in price from $126,272.00 to $354,795.00. G-Pro Excavating LLC was the low bidder. A tabulation of all bids received is attached.

The bid submitted by G-Pro Excavating LLC meets the requirements of the bidding documents and is thus considered responsive. We therefore recommend acceptance of the bid submitted by G-Pro Excavating LLC.

Attached, please find the Notice of Award for the above referenced project. Once the contract has been awarded by the City of Mineral Point, please have the Notice of Award signed, then scan and email to our attention. We will then forward the documents onto the Contractor for execution.

If you have any questions, please let us know.

Sincerely,

Logan Hansen, PE

Enclosures Notice of Award
Bid Tabulation

SECTION 00 51 00

NOTICE OF AWARD

Date: September 9, 2025

Project: Cornish Heritage Park

Owner: City of Mineral Point

Engineer's Project No.: 240684

Bidder: G-Pro Excavating LLC

Bidder's Address: PO Box 215, Montfort, WI 53569

You are notified that your Bid dated September 4, 2025 for the above Contract has been considered. You are the Successful Bidder and are awarded a Contract for

Park revitalization includes removing and replacing concrete sidewalks, a concrete retaining wall, and soil and brick pavers, restoration of the work area, and other miscellaneous items in conformance with the Contract Documents.

The Contract Price of your Contract is One hundred twenty-six thousand, two hundred seventy-two dollars and 00/100 ($126,272.00).

1 copy of the proposed Contract Documents (except Drawings) accompany this Notice of Award.

3 sets of the Drawings will be delivered separately or otherwise made available to you immediately.

You must comply with the following conditions precedent within 15 days of the date you receive this Notice of Award.

1. Deliver to the Owner 1 fully executed counterparts of the Contract Documents.
2. Deliver with the executed Contract Documents the Contract security [Bonds] as specified in the Instructions to Bidders (Article 20), General Conditions (Paragraph 5.01), and Supplementary Conditions (Paragraph SC-5.01).
3. Other conditions precedent:
   Insurance Certificates as indicated by the General Conditions (Paragraph 5.03)

Failure to comply with these conditions within the time specified will entitle Owner to consider you in default, annul this Notice of Award, and declare your Bid security forfeited.

Within ten days after you comply with the above conditions, Owner will return to you one fully executed counterpart of the Contract Documents.

City of Mineral Point
Owner

By:______________________________
Authorized Signature

____
Title

____
Date

BID TABULATION
Cornish Heritage Park
ENGINEER'S PROJECT #240684
Bid Open **September 4, 2025** at **11 AM**

vierbicher
planners | engineers | advisors

				Apparent Low Bid					
Cornish Heritage Park				**G-Pro Excavating LLC**		**Tricon General Construction**		**Zignego**	
Bid Item Number	**Item Description**	**Units of Measure**	**Estimated Quantity**	**Unit Cost**	**Total Amount**	**Unit Cost**	**Total Amount**	**Unit Cost**	**Total Amount**
Sitework									
1	Mobilization, Performance & Payment Bonds	LS	1	$ 13,250.00	$ 13,250.00	$ 60,000.00	$ 60,000.00	$ 38,900.00	$ 38,900.00
2	Site Clearing & Grubbing	LS	1	$ 2,500.00	$ 2,500.00	$ 6,000.00	$ 6,000.00	$ 6,500.00	$ 6,500.00
3	Common Excavation	LS	1	$ 12,725.00	$ 12,725.00	$ 19,000.00	$ 19,000.00	$ 85,000.00	$ 85,000.00
4	Base Aggregate Dense - 3/4"	TON	100	$ 20.00	$ 2,000.00	$ 40.00	$ 4,000.00	$ 50.00	$ 5,000.00
5	Trucked In Topsoil	CY	150	$ 20.00	$ 3,000.00	$ 80.00	$ 12,000.00	$ 100.00	$ 15,000.00
6	Concrete Retaining Wall	LF	135	$ 256.00	$ 34,560.00	$ 270.00	$ 36,450.00	$ 1,112.00	$ 150,120.00
7	Concrete Sidewalk (4")	SF	775	$ 12.00	$ 9,300.00	$ 10.00	$ 7,750.00	$ 13.00	$ 10,075.00
8	3/4" PVC Conduit	LF	125	$ 25.00	$ 3,125.00	$ 10.00	$ 1,250.00	$ 9.60	$ 1,200.00
9	Poured Concrete Steps	VSF	60	$ 100.00	$ 6,000.00	$ 50.00	$ 3,000.00	$ 200.00	$ 12,000.00
10	Pavers w/1" Leveling Sand (Estimated 1,300 SF)	LS	1	$ 35,812.00	$ 35,812.00	$ 34,000.00	$ 34,000.00	$ 24,000.00	$ 24,000.00
11	Concrete Paver Edging	LF	200	$ 15.00	$ 3,000.00	$ 50.00	$ 10,000.00	$ 10.00	$ 2,000.00
12	2'X2' Concrete Footing For Statue	EA	1	$ 1,000.00	$ 1,000.00	$ 600.00	$ 600.00	$ 5,000.00	$ 5,000.00
			Total - Cornish Heritage Park	**$**	**126,272.00**	**$**	**194,050.00**	**$**	**354,795.00**
Alternate (To replace Bid Item 10)									
10A	Stamped, Colored Concrete (Estimated 1,300 SF)	LS	1	$ 25,000.00	$ 25,000.00	$ 29,700.00	$ 29,700.00	$ 20,000.00	$ 20,000.00
	Total - Cornish Heritage Park with Alternate Stamped, Colored Concrete			**$**	**115,460.00**	**$**	**189,750.00**	**$**	**350,795.00**

EJCDC
ENGINEERS JOINT CONTRACT DOCUMENTS COMMITTEE

00620 - Contractor's Application for Payment No. 3

	Application Period: **August 2, 2025 to August 29, 2025**	Application Date: **September 9, 2025**
To (Owner): **City of Mineral Point**	From (Contractor): **JI Construction, LLC**	Via (Engineer): **Mark Digman, P.E.**
Project: **Proposed 2025 Infrastructure Improvements - Mineral Point**	Contract: **Contract #1 – Utility and Street Construction with Alternate 'A' – Washington Street and Alternate 'B' – N. Wisconsin Street**	
Owner's Contract No.: **1**	Contractor's Project No.: **N/A**	Engineer's Project No.: **D23-205**

Application For Payment

Change Order Summary

Approved Change Orders		
Number	Additions	Deductions
TOTALS		
NET CHANGE BY CHANGE ORDERS		

1. ORIGINAL CONTRACT PRICE .... $ 584,976.00

2. Net change by Change Orders .... $

3. Current Contract Price (Line 1 ± 2) .... $ 584,976.00

4. TOTAL COMPLETED AND STORED TO DATE (Column F on Progress Estimate) .... $ 526,549.38

5. RETAINAGE:

a. 5% X $526,549.38 Work Completed .... $ 26,327.38

b. 5% X $0.00 Stored Material .... $ 0.00

c. Total Retainage (Line 5a + Line 5b) .... $ 26,327.38

6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5c) .... $ 500,222.00

7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application) .... $ 329,716.00

8. AMOUNT DUE THIS APPLICATION .... $ 170,506.00

9. BALANCE TO FINISH, PLUS RETAINAGE (Column G on Progress Estimate + Line 5 above) .... $

Contractor's Certification

The undersigned Contractor certifies that to the best of its knowledge: (1) all previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with Work covered by prior Applications for Payment; (2) title of all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to Owner at time of payment free and clear of all Liens, security interests and encumbrances (except such as are covered by a Bond acceptable to Owner indemnifying Owner against any such Liens, security interest or encumbrances); and (3) all Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

By: [signature] Date: 9/2/2025

Payment of: **$ 170,506.00**

(Line 8 or other - attach explanation of the other amount)

is recommended by: [signature] Digitally signed by Mark Digman, P.E. Date: 2025.09.01 11:16:35-05'00'

(Engineer) (Date)

Payment of: **$ 170,506.00**

(Line 8 or other - attach explanation of the other amount)

is approved by: ____________________ ____________

(Owner) (Date)

Approved by: ____________________ ____________

Funding Agency (if applicable) (Date)

Sanitary System = $0.00	**Water System = $12,541.00**	**Storm Sewer System = $0.00**	**General = $157,965.00**

Progress Estimate

Contractor's Application

For (Contract):	Application Number:
Contract #1 – Utility and Street Construction with Alternate 'A' – Washington Street and Alternate 'B' – N. Wisconsin Street	**3**
Application Period:	Application Date:
August 2, 2025 to August 29, 2025	**September 9, 2025**

A							B	C		D	E	F	
Item		Bid Item Quantity		Unit Price			Bid Item Value ($)	Estimated Quantity Installed		Value of Work Installed to Date	Materials Presently Stored (not in C)	Total Completed and Stored to Date (D + E)	% (D / B)
Bid Item	Description												
Contract #1 – Utility and Street Construction													
1	Mobilization, Bonds, and Insurance as specified and indicated.	1	L.S.	$47,375.00	/	L.S.	$47,375.00	1	L.S.	$47,375.00		$47,375.00	100%
2	8" DR 18 PVC Water Main w/Tracer Wire installed as specified and indicated.	639	L.F.	$85.00	/	L.F.	$54,315.00	630.0	L.F.	$53,550.00		$53,550.00	99%
3	8" Gate Valve installed as specified and indicated.	1	Each	$2,876.00	/	Each	$2,876.00	1	Each	$2,876.00		$2,876.00	100%
4	6" Fire Hydrant with 6" Hydrant Lead and 6" Gate Valve installed as specified and indicated.	1	Each	$8,500.00	/	Each	$8,500.00	1	Each	$8,500.00		$8,500.00	100%
5	Connection to Existing Water Main as specified and indicated.	2	Each	$2,500.00	/	Each	$5,000.00	2	Each	$5,000.00		$5,000.00	100%
6	Replace Existing Water Service with 1" Water Service as specified and indicated.	2	Each	$2,200.00	/	Each	$4,400.00	7	Each	$15,400.00		$15,400.00	100%
7	New 1" Water Service to Replace Existing Lead Service installed as specified and indicated.	6	Each	$2,100.00	/	Each	$12,600.00	1	Each	$2,100.00		$2,100.00	100%
8	Rock Excavation as specified and indicated.	425	C.Y.	$1.00	/	C.Y.	$425.00	301.0	C.Y.	$301.00		$301.00	71%
9	Excavation/Fill (1,500 C.Y.) as specified and indicated.	1	L.S.	$15,000.00	/	L.S.	$15,000.00	0.8	L.S.	$12,000.00		$12,000.00	80%
10	Geotextile Fabric installed as specified and indicated.	2,300	S.Y.	$3.50	/	S.Y.	$8,050.00	2,200.0	S.Y.	$7,700.00		$7,700.00	96%
11	Breaker Run installed as specified and indicated.	900	TON	$16.00	/	TON	$14,400.00	400.94	TON	$6,415.04		$6,415.04	45%
12	Crushed Aggregate Base Course (1-1/4" dia.) installed as specified and indicated.	1,500	TON	$16.00	/	TON	$24,000.00	1,406.32	TON	$22,501.12		$22,501.12	90%

13	Concrete Curb and Gutter (24") installed as specified and indicated.	1,205	L.F.	$20.00 / L.F.	$24,100.00	1,195.0	L.F.	$23,900.00		$23,900.00	99%
14	Concrete Sidewalk (4") installed as specified and indicated.	4,425	S.F.	$7.00 / S.F.	$30,975.00	4,400.00	S.F.	$30,800.00		$30,800.00	99%
15	Concrete Driveway (6") installed as specified and indicated.	825	S.F.	$7.50 / S.F.	$6,187.50	800.00	S.F.	$6,000.00		$6,000.00	97%
16	Handicap Ramp Detectable Warning Field installed as specified and indicated.	16	S.F.	$40.00 / S.F.	$640.00	16	S.F.	$640.00		$640.00	100%
17	4LT Hot Mix Asphalt Pavement installed as specified and indicated.	450	TON	$94.00 / TON	$42,300.00	387.63	TON	$36,437.22		$36,437.22	100%
18	Landscaping installed as specified and indicated.	550	S.Y.	$7.00 / S.Y.	$3,850.00	275.0	S.Y.	$1,925.00		$1,925.00	50%
TOTAL - Contract #1 =					**$304,993.50**			**$283,420.38**		**$283,420.38**	
Alternate 'A' - Washington Street											
A1	6" DR 18 PVC Water Main w/Tracer Wire installed as specified and indicated.	473	L.F.	$85.00 / L.F.	$40,205.00	463.0	L.F.	$39,355.00		$39,355.00	98%
A2	6" Gate Valve installed as specified and indicated.	3	Each	$2,045.00 / Each	$6,135.00	3	Each	$6,135.00		$6,135.00	100%
A3	Relocate Existing Fire Hydrant and install New 6" Hydrant Lead and New 6" Gate Valve as specified and indicated.	1	Each	$4,500.00 / Each	$4,500.00	1	Each	$4,500.00		$4,500.00	100%
A4	Connection to Existing Water Main as specified and indicated.	2	Each	$2,500.00 / Each	$5,000.00	2	Each	$5,000.00		$5,000.00	100%
A5	Replace Existing Water Service with 1" Water Service as specified and indicated.	2	Each	$2,500.00 / Each	$5,000.00	3	Each	$7,500.00		$7,500.00	100%
A6	New 1" Water Service to Replace Existing Lead Service installed as specified and indicated.	3	Each	$2,300.00 / Each	$6,900.00	2	Each	$4,600.00		$4,600.00	100%
A7	Rock Excavation as specified and indicated.	165	C.Y.	$75.00 / C.Y.	$12,375.00	38.5	C.Y.	$2,887.50		$2,887.50	23%
A8	Excavation/Fill (1,100 C.Y.) as specified and indicated.	1	L.S.	$11,000.00 / L.S.	$11,000.00	1	L.S.	$11,000.00		$11,000.00	100%
A9	Geotextile Fabric installed as specified and indicated.	1,700	S.Y.	$3.50 / S.Y.	$5,950.00	1,700.0	S.Y.	$5,950.00		$5,950.00	100%
A10	Breaker Run installed as specified and indicated.	650	TON	$16.00 / TON	$10,400.00	289.57	TON	$4,633.12		$4,633.12	45%
A11	Crushed Aggregate Base Course (1-1/4" dia.) installed as specified and indicated.	950	TON	$16.00 / TON	$15,200.00	890.67	TON	$14,250.72		$14,250.72	94%

A12	Concrete Curb and Gutter (24") installed as specified and indicated.	475	L.F.	$20.00 / L.F.	$9,500.00	460.0	L.F.	$9,200.00		$9,200.00	97%
A13	Concrete Sidewalk (4") installed as specified and indicated.	1,750	S.F.	$7.00 / S.F.	$12,250.00	1,725.0	S.F.	$12,075.00		$12,075.00	99%
A14	Concrete Driveway (6") installed as specified and indicated.	350	S.F.	$7.50 / S.F.	$2,625.00	320.0	S.F.	$2,400.00		$2,400.00	91%
A15	Handicap Ramp Detectable Warning Field installed as specified and indicated.	16	S.F.	$40.00 / S.F.	$640.00	16.0	S.F.	$640.00		$640.00	100%
A16	4LT Hot Mix Asphalt Pavement installed as specified and indicated.	300	TON	$95.00 / TON	$28,500.00	258.42	TON	$24,549.90		$24,549.90	100%
A17	Landscaping installed as specified and indicated.	700	S.Y.	$7.00 / S.Y.	$4,900.00	350.0	S.Y.	$2,450.00		$2,450.00	50%
TOTAL - Alternate 'A' =					**$181,080.00**			**$157,126.24**		**$157,126.24**	
Alternate 'B' - N. Wisconsin Street											
B1	6" DR 18 PVC Water Main w/Tracer Wire installed as specified and indicated.	310	L.F.	$80.00 / L.F.	$24,800.00	300.0	L.F.	$24,000.00		$24,000.00	97%
B2	6" Gate Valve installed as specified and indicated.	1	Each	$2,045.00 / Each	$2,045.00	1	Each	$2,045.00		$2,045.00	100%
B3	Relocate Existing Fire Hydrant and install New 6" Hydrant Lead and New 6" Gate Valve as specified and indicated.	1	Each	$4,500.00 / Each	$4,500.00	1	Each	$4,500.00		$4,500.00	100%
B4	Connection to Existing Water Main as specified and indicated.	1	Each	$2,500.00 / Each	$2,500.00	1	Each	$2,500.00		$2,500.00	100%
B5	Replace Existing Water Service with 1" Water Service as specified and indicated.	1	Each	$2,500.00 / Each	$2,500.00	2	Each	$5,000.00		$5,000.00	100%
B6	New 1" Water Service to Replace Existing Lead Service installed as specified and indicated.	1	Each	$2,300.00 / Each	$2,300.00	0	Each	$0.00		$0.00	100%
B7	Rock Excavation as specified and indicated.	105	C.Y.	$75.00 / C.Y.	$7,875.00	34.0	C.Y.	$2,550.00		$2,550.00	32%
B8	Excavation/Fill (550 C.Y.) as specified and indicated.	1	L.S.	$5,500.00 / L.S.	$5,500.00	1	L.S.	$5,500.00		$5,500.00	100%
B9	Geotextile Fabric installed as specified and indicated.	775	S.Y.	$3.50 / S.Y.	$2,712.50	775.0	S.Y.	$2,712.50		$2,712.50	100%
B10	Breaker Run installed as specified and indicated.	325	TON	$16.00 / TON	$5,200.00	144.78	TON	$2,316.48		$2,316.48	45%
B11	Crushed Aggregate Base Course (1-1/4" dia.) installed as specified and indicated.	475	TON	$16.00 / TON	$7,600.00	445.33	TON	$7,125.28		$7,125.28	94%

B12	Concrete Curb and Gutter (24") installed as specified and indicated.	260	L.F.	$20.00 / L.F.	$5,200.00	250.0	L.F.	$5,000.00		$5,000.00	96%
B13	Concrete Sidewalk (4") installed as specified and indicated.	850	S.F.	$7.00 / S.F.	$5,950.00	840.0	S.F.	$5,880.00		$5,880.00	99%
B14	Concrete Driveway (6") installed as specified and indicated.	350	S.F.	$7.50 / S.F.	$2,625.00	335.0	S.F.	$2,512.50		$2,512.50	96%
B15	Handicap Ramp Detectable Warning Field installed as specified and indicated.	8	S.F.	$40.00 / S.F.	$320.00	8	S.F.	$320.00		$320.00	100%
B16	4LT Hot Mix Asphalt Pavement installed as specified and indicated.	150	TON	$100.00 / TON	$15,000.00	129.21	TON	$12,921.00		$12,921.00	100%
B17	Landscaping installed as specified and indicated.	325	S.Y.	$7.00 / S.Y.	$2,275.00	160.0	S.Y.	$1,120.00		$1,120.00	49%
TOTAL - Alternate 'B' =					**$98,902.50**			**$86,002.76**		**$86,002.76**	
TOTAL =					**$584,976.00**			**$526,549.38**		**$526,549.38**	

JOHNSON BLOCK

CPAs

July 24, 2025

The City Council and Clerk/Treasurer
City of Mineral Point
Mineral Point, WI 53565

The following represents our understanding of the services we will provide the City of Mineral Point.

You have requested that we audit the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Mineral Point as of December 31, 2025, and for the year then ended and the related notes, which collectively comprise the City of Mineral Point's basic financial statements. We are pleased to confirm our acceptance and our understanding of this audit engagement by means of this letter.

The objectives of our audit of the financial statements are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with auditing standards generally accepted in the United States of America (GAAS), will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

Accounting principles generally accepted in the United States of America, as promulgated by the Governmental Accounting Standards Board (GASB) require that certain required supplementary information be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the GASB, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the required supplementary information (RSI) in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist primarily of inquiries of management regarding their methods of measurement and presentation, and comparing the information for consistency with management's responses to our inquiries. We will not express an opinion or provide any form of assurance on the RSI. The following RSI is required by accounting principles generally accepted in the United States of America. This RSI will be subjected to certain limited procedures but will not be audited:

1) Management's Discussion and Analysis (if prepared by management)
2) Budgetary Comparison Schedules
3) Wisconsin Retirement System Schedules
4) Local Retiree Life Insurance Fund Schedules

Supplementary information other than RSI will accompany the City of Mineral Point's basic financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the basic financial statements and perform certain additional procedures, including comparing and reconciling the supplementary information to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and additional procedures in accordance with auditing standards generally accepted in the United States of America. We intend to provide an opinion on the following supplementary information in relation to the basic financial statements as a whole.

1) Combining Nonmajor Fund Statements

The supplementary information referred to above will be presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information, which is the responsibility of management, will be subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. Our auditor's report will provide an opinion on the supplementary information in relation to the basic financial statements as a whole.

Auditor Responsibilities

We will conduct our audit in accordance with GAAS. As part of an audit of financial statements in accordance with GAAS, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal controls.

- Obtain an understanding of the system of internal control in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit.

- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

- Conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the City of Mineral Point's ability to continue as a going concern for a reasonable period of time.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements of noncompliance may not be detected exists, even though the audit is properly planned and performed in accordance with GAAS.

Our responsibility as auditors is limited to the period covered by our audit and does not extend to any other periods.

Compliance with Laws and Regulations

As previously discussed, as part of obtaining reasonable assurance about whether the basic financial statements are free of material misstatement, we will perform tests of the City of Mineral Point's compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

Management Responsibilities

Our audit will be conducted on the basis that management acknowledge and understand that they have responsibility:

a. For the preparation and fair presentation of the basic financial statements in accordance with accounting principles generally accepted in the United States of America;
b. For the design, implementation, and maintenance of the system of internal control relevant to the preparation and fair presentation of basic financial statements that are free from material misstatement, whether due to error, fraudulent financial reporting, misappropriation of assets, or violations of laws, governmental regulations, grant agreements, or contractual agreements; and
c. To provide us with:
   i. Access to all information of which management is aware that is relevant to the preparation and fair presentation of the basic financial statements including the disclosures such as records, documentation, and other matters;
   ii. Additional information that we may request from management for the purpose of the audit;
   iii. Unrestricted access to persons within the entity and others from whom we determine it necessary to obtain audit evidence;
d. For including the auditor's report in any document containing basic financial statements that indicates that such basic financial statements have been audited by us;
e. For identifying and ensuring that the entity complies with the laws and regulations applicable to its activities;

f. For adjusting the basic financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the basic financial statements as a whole; and
g. For acceptance of nonattest services, including identifying the proper party to oversee nonattest work;
h. For maintaining adequate records, selecting and applying accounting principles, and safeguarding assets;
i. For informing us of any known or suspected fraud affecting the entity involving management, employees with significant role in the system of internal control and others where fraud could have a material effect on the financials,
j. For the accuracy and completeness of all information provided,
k. For taking reasonable measures to safeguard protected personally identifiable and other sensitive information; and
l. For confirming your understanding of your responsibilities as defined in this letter to us in your management representation letter.

With regard to the supplementary information referred to above, you acknowledge and understand your responsibility: (a) for the preparation of the supplementary information in accordance with the applicable criteria; (b) to provide us with the appropriate written representations regarding supplementary information; (c) to include our report on the supplementary information in any document that contains the supplementary information and that indicates that we have reported on such supplementary information; and (d) to present the supplementary information with the audited basic financial statements, or if the supplementary information will not be presented with the audited basic financial statements, to make the audited basic financial statements readily available to the intended users of the supplementary information no later than the date of issuance by you of the supplementary information and our report thereon.

As part of our audit process, we will request from management written confirmation concerning representations made to us in connection with the audit.

Nonattest Services

With respect to any nonattest services we perform, at the end of the year, we agree to perform the following:

- Preparation of financial statements
- Maintenance of capital asset schedule
- Maintaining lease information, if requested or applicable

We will not assume management responsibilities on behalf of the City of Mineral Point. However, we will provide advice and recommendations to assist management of the City of Mineral Point in performing its responsibilities.

The City of Mineral Point's management is responsible for (a) making all management decisions and performing all management functions; (b) assigning a competent individual to oversee the services; (c) evaluating the adequacy of the services performed; (d) evaluating and accepting responsibility for the results of the services performed; and (e) designing, implementing, and maintaining the system of internal control, including the process used to monitor the system of internal control.

Our responsibilities and limitations of the nonattest services are as follows:

- We will perform the services in accordance with applicable professional standards.

- The nonattest services are limited to the services previously outlined. Our firm, in its sole professional judgment, reserves the right to refuse to do any procedure or take any action that could be construed as making management decisions or assuming management responsibilities, including determining account coding and approving journal entries.

Reporting

We will issue a written report upon completion of our audit of the City of Mineral Point basic financial statements. Our report will be addressed to the City Council of the City of Mineral Point. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add an emphasis-of-matter or other-matter paragraph(s) to our auditor's report, or if necessary, withdraw from the engagement. If our opinions on the basic financial statements are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue a report as a result of this engagement.

Other

We understand that your employees will prepare all confirmations we request and will locate any documents or support for any other transactions we select for testing.

If you intend to publish or otherwise reproduce the basic financial statements and make reference to our firm, you agree to provide us with printers' proofs or masters for our review and approval before printing. You also agree to provide us with a copy of the final reproduced material for our approval before it is distributed.

Regarding the electronic dissemination of audited financial statements, including financial statements published electronically on your Internet website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

Professional standards prohibit us from being the sole host and/or the sole storage for your financial and non-financial data. As such, it is your responsibility to maintain your original data and records and we cannot be responsible to maintain such original information. By signing this engagement letter, you affirm that you have all the data and records required to make your books and records complete.

Provisions of Engagement Administration, Timing and Fees

We will maintain various physical, electronic, policy, and procedural safeguards to guard your information and personal data. We may communicate with you and /or store data through email, facsimile, third-party vendor secured portals or cloud environments, or other electronic means. If a more secure medium of communication is desired, we will provide you with various electronic alternatives. Electronic data that is confidential may be transmitted and/or stored using these methods and you authorize us to do so. Notwithstanding the security measures and safeguards employed by us and/or our third-party vendors, you accept that we have no control over the unauthorized interception or breach of communications and/or data. All confidential, proprietary, and personally identifiable information should be transmitted through secure means which we have available. We may communicate with you or your other representatives through unencrypted email and you authorize us to do so. Emails can be intercepted and read, disclosed, or otherwise used or shared with an unintended third party, or may not be delivered to each of the parties or persons to whom they were originally directed. As such we cannot guarantee emails will be read only by the intended recipient(s). In the event of a data breach, each of us agrees to notify each other in the most expedient time possible and without unreasonable delay. We specifically disclaim and waive any liability or responsibility whatsoever for the unauthorized interception and/or disclosure of confidential or proprietary information transmitted in connection with the performance of this engagement, except to the extent determined as a result from our gross negligence or willful misconduct.

Many banks have engaged a third party to electronically process cash or debt audit confirmation requests, and certain of those banks have mandated the use of this service. Further, such third-party confirmation requests processors also provide for the electronic (and manual) processing of other confirmation types (e.g. legal, accounts receivable, and accounts payable). To the extent applicable, the City of Mineral Point hereby authorizes Johnson Block & Company, Inc. to participate in such confirmation processes, including through the third party's website (e.g. by entering the City of Mineral Point bank account information to initiate the process and then accessing the bank's confirmation response), and agrees that Johnson Block & Company, Inc. shall have no liability in connection therewith.

Jay Bennett is the engagement partner for the audit services specified in this letter. The engagement partner's responsibilities include supervising Johnson Block & Company, Inc.'s services performed as part of this engagement and signing or authorizing another qualified firm representative to sign the audit report.

Our fees are based on the amount of time required at various levels of responsibility, plus actual out-of-pocket expenses. Based on our preliminary estimates, the total fees and expenses should approximate the following:

Audit of financial statements:	
General City	$ 12,600
Water Utility	6,900
Sewer Utility	6,900
TIF District	2,000
Preparation of PSC Report – Water Utility	2,500
Preparation of State Financial Report (Form C)	2,500
Preparation of TIF Annual PE-300 Report	850
Total	$ 34,250

The annual maintenance of a governmental depreciation schedule would be billed at out standard hourly rates. We estimate this to be $850.

This fee assumes a Management's Discussion and Analysis (MD&A) will not be prepared.

This letter was prepared under the assumption that a single audit performed in accordance with the Uniform Guidance will not be required. If we are requested or required by governmental agencies to audit additional funds or programs not included in our proposal, our time performing these services would be billed at our standard hourly rates. The amount of time spent on a single audit is dependent on the type of major programs to be tested.

Our invoices for these fees will be rendered as work progresses and are payable upon presentation. In accordance with firm policies, work may be suspended if your account becomes 60 days or more overdue and will not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, you will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket expenditures through the date of termination. Third-party confirmation providers for certain financial institutions may invoice us for responding to confirmation requests and we will pass those costs through to you.

The attached Addendums A, B, and C which are an integral part of this engagement letter, relate to our preparation of the Department of Revenue annual report, the PSC annual report, and the TID Annual Report.

During the course of the audit we may observe opportunities for economy in, or improved controls over, your operations. We will bring such matters to the attention of the appropriate level of management, either orally or in writing.

We agree to retain our audit documentation or work papers for a period of at least seven years from the date of our report.

You agree to inform us of facts that may affect the basic financial statements of which you may become aware during the period from the date of the auditor's report to the date the financial statements are issued.

At the conclusion of our audit engagement, we will communicate to the City Council the following significant findings from the audit:

- Our view about the qualitative aspects of the entity's significant accounting practices;
- Significant difficulties, if any, encountered during the audit;
- Uncorrected misstatements, other than those we believe are trivial, if any;
- Disagreements with management, if any;
- Other findings or issues, if any, arising from the audit that are, in our professional judgment, significant and relevant to those charged with governance regarding their oversight of the financial reporting process;
- Material, corrected misstatements that were brought to the attention of management as a result of our audit procedures;
- Representations we requested from management;
- Management's consultations with other accountants, if any; and
- Significant issues, if any, arising from the audit that were discussed, or the subject of correspondence, with management.

The audit documentation for this engagement is the property of Johnson Block and Company, Inc. and constitutes confidential information. However, we may be requested to make certain audit documentation available to regulators pursuant to authority given to it by law or regulation, or to peer reviewers. If requested, access to such audit documentation will be provided under the supervision of Johnson Block and Company Inc.'s personnel. Furthermore, upon request, we may provide copies of selected audit documentation to regulators. The regulators may intend, or decide, to distribute the copies of information contained therein to others, including other governmental agencies.

Changes in Accounting and Audit Standards

Standard setters and regulators continue to evaluate and modify standards. Such changes may result in new or revised financial reporting and disclosure requirements or expand the nature, timing, and scope of the activities we are required to perform. To the extent that the amount of time required to provide the services described in this letter increases due to such changes, our fee may need to be adjusted.

Unanticipated Services

We do not anticipate encountering the need to perform additional services beyond those described in this letter. However, below are listings of services considered to be outside the scope of our engagement. If any such service needs to be completed before the audit can proceed in an efficient manner, we will determine whether we can provide the service and maintain our independence. If appropriate, we will notify you and provide a fair and reasonable price for providing the service. We will bill you for the service at periodic dates after the additional service has been performed.

<u>Bookkeeping services</u>

Bookkeeping services are not audit services. Bookkeeping services include but are not limited to the following activities:

- Preparation of a trial balance
- Account or bank statement reconciliations
- Capital asset accounting (e.g., calculating depreciation, identify capital assets for additions and deletions), unless previously agreed to as part of services to be provided
- Significant additional time spent calculating accruals
- Processing immaterial adjustments through the financial statements requested by management
- Adjusting the financial statements for new activities and new disclosures

<u>Additional work resulting from unanticipated changes in your organization or accounting records</u>

If your organization undergoes significant changes in key personnel, accounting systems, and/or internal control, we are required to update our audit documentation and audit plan. The following are examples of situations that will require additional audit work:

- Deterioration in the quality of the entity's accounting records during the current-year engagement in comparison to the prior-year engagement
- Significant new accounting issues, significant changes in your volume of business or new or unusual transactions
- Changes in audit scope or requirements resulting from changes in your activities
- Erroneous or incomplete accounting records
- Implementation or adoption of new or existing accounting, reporting, regulatory, or tax requirements and any applicable financial statement disclosures

Please sign and return this letter to indicate your acknowledgment of, and agreement with, the arrangements for our audit of the basic financial statements including our respective responsibilities.

We appreciate the opportunity to be your financial statement auditors and look forward to working with you and your staff.

Respectfully,

Johnson Block & Company, Inc.

Johnson Block & Company, Inc.

RESPONSE:

This letter correctly sets forth our understanding.

Acknowledged and agreed on behalf of the City of Mineral Point by:

Management Signature: ____

Title: ____

Date: ____

Governance Signature: ____

Title: ____

Date: ____

ADDENDUM A

We will perform the following services:

We will compile, from information you provide, the annual Financial Report Form to the Wisconsin Department of Revenue, for the year ended December 31, 2025. Upon completion of the compilation of the annual Financial Report Form, we will provide the City of Mineral Point with our accountant's compilation report. If, for any reason caused by or relating to affairs or management of the City of Mineral Point, we are unable to complete the compilation or if we determine in our professional judgement the circumstances necessitate, we may withdraw and decline to submit the annual Financial Report Forms to you as a result of this engagement.

Our Responsibilities and Limitations

We will be responsible for performing the compilation in accordance with *Statements on Standards for Accounting and Review Services* established by the American Institute of Certified Public Accountants. The objective of a compilation is to assist management in presenting financial information in the form of financial statements. We will utilize information that is the representation of management without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the financial statements in order for the statements to be in conformity with accounting principles generally accepted in the United States of America.

Our engagement cannot be relied upon to disclose errors, fraud, or other illegal acts that may exist and, because of the limited nature of our work, detection is highly unlikely. However, we will inform the appropriate level of management of any material errors, and of any evidence that fraud may have occurred. In addition, we will report to you any evidence or information that comes to our attention during the performance of our compilation procedures regarding illegal acts that may have occurred, unless they are clearly inconsequential. We have no responsibility to identify and communicate deficiencies in your internal control as part of this engagement.

Management's Responsibilities

The City of Mineral Point's management is responsible for the financial statements referred to above. In this regard, management is responsible for (i) the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, (ii) designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of the financial statements, (iii) preventing and detecting fraud, (iv) identifying and ensuring that the entity complies with the laws and regulations applicable to its activities, and (v) making all financial records and related information available to us. Management also is responsible for identifying and ensuring that the City of Mineral Point complies with the laws and regulations applicable to its activities.

Management is responsible for providing us with the information necessary for the compilation of the financial statements and the completeness and the accuracy of that information and for making the City of Mineral Point personnel available to whom we may direct inquiries regarding the compilation. We may make specific inquiries of management and others about the representations embodied in the financial statements.

JBC
JOHNSON BLOCK
CPAs

ADDENDUM B

We will perform the following services:

We will compile, from information you provide, the Public Service Commission Annual Report, including the balance sheet of the water utility, an enterprise fund of the City of Mineral Point, as of December 31, 2025, and the related income statements for the year then ended and the supplemental schedules as of and for the year ended December 31, 2025. Upon completion of the Public Service Commission Annual Report, we will provide the City of Mineral Point with our accountant's compilation report. If, for any reason caused by or relating to affairs or management of the City of Mineral Point we are unable to complete the compilation or if we determine in our professional judgment the circumstances necessitate, we may withdraw and decline to submit the Public Service Commission Annual Report to you as a result of this engagement.

Our Responsibilities and Limitations

We will be responsible for performing the compilation in accordance with *Statements on Standards for Accounting and Review Services* established by the American Institute of Certified Public Accountants. The objective of a compilation is to assist management in presenting financial information in the form of financial statements. We will utilize information that is the representation of management without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the financial statements in order for the statements to be in conformity with accounting principles generally accepted in the United States of America.

Our engagement cannot be relied upon to disclose errors, fraud, or other illegal acts that may exist and, because of the limited nature of our work, detection is highly unlikely. However, we will inform the appropriate level of management of any material errors, and of any evidence that fraud may have occurred. In addition, we will report to you any evidence or information that comes to our attention during the performance of our compilation procedures regarding illegal acts that may have occurred, unless they are clearly inconsequential. We have no responsibility to identify and communicate deficiencies in your internal control as part of this engagement.

Management's Responsibilities

The City of Mineral Point management is responsible for the financial statements referred to above. In this regard, management is responsible for (i) the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, (ii) designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of the financial statements, (iii) preventing and detecting fraud, (iv) identifying and ensuring that the entity complies with the laws and regulations applicable to its activities, and (v) making all financial records and related information available to us. Management also is responsible for identifying and ensuring that the City of Mineral Point complies with the laws and regulations applicable to its activities.

Management is responsible for providing us with the information necessary for the compilation of the financial statements and the completeness and the accuracy of that information and for making the City of Mineral Point personnel available to whom we may direct inquiries regarding the compilation. We may make specific inquiries of management and others about the representations embodied in the financial statements.

JOHNSON BLOCK CPAs

ADDENDUM C

We will perform the following services:

We will compile, from information you provide the TID Annual Report(s) in accordance with requirements of the Wisconsin State Statutes for the year ended December 31, 2025. Upon completion of the compilation of the TID Annual Report(s), we will provide the City with our accountant's compilation report. If, for any reason caused by or relating to affairs or management of the City, we are unable to complete the compilation of if we determine in our professional judgement the circumstances necessitate, we may withdraw and decline to submit the TID Annual Report(s) to you as a result of this engagement.

Our Responsibilities and Limitations

We will be responsible for performing the compilation in accordance with *Statements on Standards for Accounting and Review Services* established by the American Institute of Certified Public Accountants. The objective of a compilation is to assist management in presenting financial information in the form of financial statements. We will utilize information that is the representation of management without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the financial statements in order for the statements to be in conformity with accounting principles generally accepted in the United States of America.

Our engagement cannot be relied upon to disclose errors, fraud, or other illegal acts that may exist and, because of the limited nature of our work, detection is highly unlikely. However, we will inform the appropriate level of management of any material errors, and of any evidence that fraud may have occurred. In addition, we will report to you any evidence or information that comes to our attention during the performance of our compilation procedures regarding illegal acts that may have occurred, unless they are clearly inconsequential. We have no responsibility to identify and communicate deficiencies in your internal control as part of this engagement.

Management's Responsibilities

The City's management is responsible for the financial statements referred to above. In this regard, management is responsible for (i) the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, (ii) designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of the financial statements, (iii) preventing and detecting fraud, (iv) identifying and ensuring that the entity complies with the laws and regulations applicable to its activities, and (v) making all financial records and related information available to us. Management also is responsible for identifying and ensuring that the City complies with the laws and regulations applicable to its activities.

Management is responsible for providing us with the information necessary for the compilation of the financial statements and the completeness and the accuracy of that information and for making City personnel available to whom we may direct inquiries regarding the compilation. We may make specific inquiries of management and others about the representations embodied in the financial statements.

ORDINANCE NO. 2025 - 15

AN ORDINANCE ADOPTING THE COMPREHENSIVE PLAN 2025-2035 FOR THE CITY OF MINERAL POINT, IOWA COUNTY, WISCONSIN

THE CITY COUNCIL OF THE CITY OF MINERAL POINT, IOWA COUNTY, WISCONSIN, DO ORDAIN AS FOLLOWS:

SECTION 1. Pursuant to Section(s) 62.23 of the Wisconsin Statutes, the City of Mineral Point is authorized to prepare and adopt a comprehensive plan as defined in Sections 66.1001(1)(a) and 66.1001(2) of the Wisconsin Statutes.

SECTION 2. The City Council, by the enactment of an ordinance, formally adopted the document titled City of Mineral Point Comprehensive Plan as the city's comprehensive plan on March 1st, 2005.

SECTION 3. The Planning Commission, by a majority vote of the entire Commission at a meeting held on September 4, 2025, recommended to the City Council the adoption of the City of Mineral Point, 2025-2035 as an update to the City's Comprehensive Plan as required under Wis. Stat sec. 66.1001(2)(i).

SECTION 4. The City published a Class 1 public notice and held a public hearing regarding the Comprehensive Plan Update.

SECTION 5. The City Council of the City of Mineral Point, Iowa County, Wisconsin hereby adopts the proposed City of Mineral Point Comprehensive Plan, 2025-2035.

SECTION 6. The City Clerk is directed to send a copy of this ordinance and the plan updates and amendments to the parties listed in Section 66.1001(4)(b) of the Wisconsin Statutes.

SECTION 7. This Ordinance shall take effect upon passage by a majority vote of the full membership of the City Council and publication as required by law.

Adopted and approved this 9th day of September 2025.

____

Danny Clark, Mayor

Attest:

____

Christy Skelding, City Clerk-Treasurer

Date Adopted: _________________________
Date Recorded: ________________________
Date Published: ________________________
Effective Date: _________________________

ORDINANCE NO. 2025-16

ORDINANCE TO INCREASE SEWER CONNECTION CHARGES IN THE CITY OF MINERAL POINT, IOWA COUNTY, WISCONSIN

WHEREAS, sewer connection charges are established in Section 52.55 of the Municipal Code of the City of Mineral Point; and

WHEREAS, the Common Council of the City of Mineral Point has determined it necessary to increase said sewer connection charges to reduce the existing deficiency in present rates.

NOW, THEREFORE, THE COMMON COUNCIL OF THE CITY OF MINERAL POINT, IOWA COUNTY, WISCONSIN, DO ORDAIN AS FOLLOWS:

Section 1. Effective October 1, 2025, sewer connection charges are increased 3% to the following monthly rates:

Fixed Sewer Charges:

5/8" meter	$	16.73
¾" meter	$	16.73
1" meter	$	37.63
1 ¼" meter	$	53.51
1 ½" meter	$	66.88
2" meter	$	112.86
3" meter	$	188.10

Sewer Usage Charges:
$7.90 per 100 cubic feet used monthly

Section 2. This ordinance shall take effect upon its passage and publication as required by law.

Adopted and approved this ____ day of _________ 2025.

____
Danny Clark, Mayor

ATTEST:

____
Christy Skelding, City Clerk

Date Adopted: ________________________
Date Recorded: ________________________
Date Published: ________________________
Effective Date: ________________________