



Mineral Point, Wisconsin

CITY OF MINERAL POINT

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

MINUTES

CITY OF MINERAL POINT FINANCE COMMITTEE MEETING

Monday, July 13, 2026, 4:00 PM
City Hall Community Room

Call to Order, Roll Call, and Confirmation of Compliance with the Open Meetings Law.

Chair Burrows called the meeting to order at 4:00 pm. Clerk Skelding confirmed compliance with the open meetings laws.

Keith Burrows, Chair	Present
Mike Christensen	Present (4:03 PM)
Chris Goodney	Present
Others Present: Administrator Matt Honer, Clerk-Treasurer Christy Skelding, Mark Digman	

APPROVAL OF JUNE 8, 2026 MINUTES

Motion (Goodney/Burrows) to approve the June 8, 2026, minutes. Motion carried, all voting aye (3-0).

DISCUSSION AND INITIAL CONSIDERATION OF REVOLVING LOAN FUND APPLICATION WITH PITZ PREMIER PROPERTIES, LLC.

Administrator Honer stated that the City is intending to accept the donation of the old Kwik Trip building, and Alicia Gilkes intends to operate a childcare facility for approximately 39 children. The City also learned that it was invited to apply for the CDGI grant.

Gilkes thanked the Committee for reviewing her Revolving Loan Application and for allowing her to take on this opportunity. She handed out a draft plan of her proposed childcare business.

The current project is estimated to be approximately \$600,000. Gilkes has secured \$100,000 from the School District to put toward this project. She is looking to get grant funding with the CDI grant, and has private financing available. She is requesting \$80,000 through the City's Revolving Loan Fund, with \$60,000 forgiven.

Her goal is to have builders in by the end of August and work be complete by December. Once all of the proper paperwork is completed, it can take up to three months for state approval.

Honer added that Kwik Trip is donating the building to the city, and are seeking out that the building is being used for a community need.

Kwik Trip requires the City to own the building for three years, at which point it would be transferred to Gilkes for a nominal fee. Gilkes will be responsible for maintenance, insurance, and other fees. The City will be responsible for property taxes for the three years of building ownership.

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As far as the forgiveness of the loan, the committee suggests tying it in to the building. Gilkes will be responsible for paying back \$20,000.

Motion (Burrows/Christensen) to advise City Administrator to prepare revolving loan documents for Pittz Premier Properties, LLC. Motion carried, all voting aye (3-0).

CONSIDERATION PAY APPLICATION #3 FROM RULE CONSTRUCTION LTD. FOR SOUTH AND COMMERCE STREET RECONSTRUCTION.

Digman provided an update on the project. Work remaining includes the Vine Street sidewalk, curb, and gutter. The existing concrete is scheduled to be removed tomorrow, with new concrete anticipated to be poured on Friday. Following completion of that work, the contractor will focus on the remaining punch list items, with the project expected to be substantially complete and closed out in August.

Digman reported that all quantities included in the current pay application are final, with only a few remaining items requiring estimated quantities. Based on current projections, the project is expected to exceed the original contract amount by approximately \$20,000 to \$40,000. He noted that, considering the overall scope of the project, the contractor also received a \$60,000 performance incentive.

Motion (Burrows/Goodney) to recommend Council approval of Pay Application #3 from Rule Construction for South and Commerce Street reconstruction in the amount of \$615,997. Motion carried, all voting aye (3-0).

CONSIDERATION OF PAY APPLICATION #2 FROM OWENS EXCAVATING AND TRENCHING, INC FOR BREWERY CREEK SUBDIVISION 1ST ADDITION.

Digman provided a construction update on the project. Owen's Construction anticipates completing all underground utilities for Phase 1 and placing gravel on the Phase 1 roadways by the end of the week. Once that work is complete, Alliant Energy plans to begin installing gas and electric utilities, with a tentative start date of July 27.

Digman reported that the storm sewer installation on Antoine Street was completed today. By the end of the month, Owen's Construction expects to have all underground utilities installed, allowing all streets to be graveled by September 1. Agelli's tentative schedule is to begin pouring as much curb and gutter as possible by mid-August. The goal is to have the roads built by September 1, with paving and the remaining curb and gutter work substantially completed by the end of September.

During construction, a hole was discovered on the project site. The contractor discussed the possibility of filling the void with concrete slurry and is continuing to evaluate the most appropriate solution.

Regarding the current pay application, Digman noted that a significant amount of work has been completed; however, the progress reflected in the pay application does not fully represent the amount of work performed to date.

Motion (Christensen/Goodney) to recommend Council approval of Pay Application #2 from Owens Excavating and Trenching, Inc., for the Brewery Creek Subdivision 1st Addition in the amount of \$180,557.02. Motion carried, all voting aye (3-0).

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CONSIDERATION OF PAY APPLICATION #1 FROM PLEVA MECHANICAL, INC FOR POOL CHEMICAL CONTROLLER PROJECT.

The project has been completed successfully, and all work has proceeded as planned. It was noted that the overall transition is not yet complete, as the City still needs to convert the system from gas chlorine to liquid chlorine. However, the project has progressed as far as the available budget allows, with the remaining transition work to be completed as funding becomes available.

Motion (Burrows/Goodney) to recommend Council approval of Pay Application #1 Pleva Mechanical, Inc. in the amount of \$66,480 for the pool chemical controller project. Motion carried, all voting aye (3-0).

CONSIDERATION OF INSTALLING A TRANSFER SWITCH FOR BACK-UP POWER AT WELL 4.

Water and Sewer Superintendent Fosbinder explained that the City's portable generator is currently utilized at the Fountain Street Lift Station, leaving Well No. 4 without a means of emergency backup power.

Fosbinder reviewed the proposal submitted by A.B. Electric, which includes the installation of a 600-amp service-rated manual transfer switch and an exterior receptacle to allow a portable generator to be connected during a power outage. He recommended accepting the A.B. Electric proposal, noting the contractor's willingness to install the receptacle at this time while allowing additional work to be completed in the future if needed.

It was noted that the immediate objective is to establish the ability to connect a portable generator during power outages, as the well currently has no emergency power connection.

The Streets and Water and Sewer Committee also recommends approval.

Motion (Goodney/Burrows) to recommend Council approval the A.B. Electric proposal for installing a transfer switch at Well 4 for back-up power. Motion carried, all voting aye (3-0).

CONSIDERATION OF SEWER TELEVISIONING AND CLEANING CONTRACT FOR 2026-2027.

The Committee discussed the renewal of the City's sanitary sewer cleaning and televising services. It was noted that the City entered into a two-year agreement for these services two years ago and has been pleased with the quality of work performed by Flow-Rite.

Fosbinder reviewed the two proposals received. While Flow-Rite's base pricing is slightly higher than the proposal submitted by Green Bay Pipe & TV, Green Bay Pipe & TV's estimate includes additional charges of \$350 per hour for heavy cleaning and root cutting. Because Flow-Rite does not assess these additional fees, its proposal is expected to provide greater overall value for the City's anticipated needs. Based on the quality of service received over the past two years, Fosbinder recommended continuing the City's contract with Flow-Rite.

Fosbinder explained that the upcoming work will focus on televising the sanitary sewer lines that discharge to the Fountain Street Lift Station. The Fountain Street basin experiences significant inflow during heavy rain events, and televising these sewer mains will help identify potential sources of infiltration and inflow. He noted that there are no plans at this time to expand the project beyond the

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identified areas.

It was also noted that the sanitary sewer infrastructure within the new subdivision was televised in 2019–2020 and is therefore not included in the current scope of work.

The Streets and Water and Sewer Committees also recommends approval.

Motion (Christensen/Goodney) to recommend Council approval of a sewer televising and cleaning contract with Flow-Rite for 2026-2027. Motion carried, all voting aye (3-0).

CONSIDERATION OF WATER TOWER INSPECTION AND INTERIOR CLEANING.

The Committee discussed the proposed maintenance work for the City's water tower, including valve installation, tank cleaning and inspection, the installation of a temporary water system, and the addition of a water mixer.

Fosbinder explained that the Wisconsin Department of Natural Resources requires a dry inspection and cleaning of the water tower every ten years. Although the tower was taken out of service in 2020 for interior and exterior painting, a 2021 inspection identified sediment accumulation within the tank. After four additional years of operation, Fosbinder believes it is appropriate to clean and inspect the tower to evaluate the amount of sediment that has accumulated and to continue monitoring improvements in water quality.

Fosbinder noted that completing the cleaning and inspection at this time provides an opportunity to perform other necessary maintenance while the tower is out of service. He stated that continued well improvements and water treatment efforts are expected to reduce the amount of biological material entering the water system and, ultimately, the water tower.

Because the water tower will be out of service during the maintenance work, a temporary water system will be installed to ensure uninterrupted water service to customers throughout the project.

Fosbinder recommended contracting with KLM to perform the water tower cleaning and inspection and with Peerless Well & Pump to install and operate the temporary water system while the tower is offline.

Motion (Christensen/Burrows) to recommend Council approval of the water tower cleaning and inspection to be done by KLM, and the temporary water system provided by Peerless Well and Pump. Motion carried, all voting aye (3-0).

CONSIDERATION OF WATER TOWER MIXER AND INSTALLATION.

Fosbinder recommended hiring KLM to install the water mixer and complete the work in conjunction with the scheduled water tower cleaning and inspection. He further recommended scheduling the project for the fall of 2026.

Alder Christensen stated that, in addition to helping reduce sediment buildup, the water mixer plays an important role in maintaining water quality by preventing the water within the tower from becoming stagnant.

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Motion (Christensen/Goodney) to recommend Council approval of the water tower mixer and installation to be done by KLM, and the temporary water system provided by Peerless Well and Pump. Motion carried, all voting aye (3-0).

CONSIDERATION OF THE PURCHASE OF A SPEED BOARD.

Honer reported that the City has received numerous requests from residents for a portable speed board. He noted that the cost of the equipment is lower than originally anticipated. The sign is portable and can be relocated throughout the City as needed; however, if its designated "home" location is on Shakerag Street, the purchase would qualify as a Tax Increment District (TID) expense.

Honer explained that the speed board is capable of collecting traffic data, including vehicle counts and other speed-related information, but does not capture photographs or identify individual vehicles.

The Police and Licensing Committee also recommends approval.

Motion (Goodney/Christensen) to recommend Council approval of the purchase of a speed board, using funds from the TIF, the \$4,000 one.. Motion carried, all voting aye (3-0).

CONSIDERATION OF WISCONSIN DEPARTMENT OF NATURAL RESOURCES FINANCIAL ASSISTANCE AGREEMENTS FOR THE CLEAN WATER FUND AND SAFE DRINKING WATER LOAN PROGRAMS.

Honer stated that the Safe Drinking Water Loan principal forgiveness is \$99,773. The Clean Water Fund does not have principal forgiveness.

Motion (Burrows/Goodney) to recommend Council approval of the Wisconsin Department of Natural Resources Financial Assistance Agreements for the Clean Water Fund and Safe Drinking Water Loan Programs. Motion carried, all voting aye (3-0).

CONSIDERATION OF RESOLUTION 2026-10, AUTHORIZING THE ISSUANCE AND SALE OF UP TO \$715,439 SEWERAGE SYSTEM REVENUE BONDS, SERIES 2026, AND PROVIDING FOR OTHER DETAILS AND COVENANTS WITH RESPECT THERETO, AND APPROVAL OF RELATED FINANCIAL ASSISTANCE AGREEMENT.

Motion (Christensen/Burrows) to recommend Council approval Resolution 2026-10, Authorizing the Issuance and Sale of up to \$715,439 Sewerage System Revenue Bonds, Series 2026, and providing for other details and covenants with respect thereto, and approval of related Financial Assistance Agreement. Motion carried, all voting aye (3-0).

CONSIDERATION OF RESOLUTION 2026-11, AUTHORIZING THE ISSUANCE AND SALE OF UP TO \$565,377 WATER SYSTEM REVENUE BONDS, SERIES 2026, AND PROVIDING FOR OTHER DETAILS AND COVENANTS WITH RESPECT THERETO, AND APPROVAL OF RELATED FINANCIAL ASSISTANCE AGREEMENT.

Motion (Christensen/Burrows) to recommend Council approval Resolution 2026-11, Authorizing the Issuance and Sale of up to \$565,377 Water System Revenue Bonds, Series 2026, and providing for other details and covenants with respect thereto, and approval of related Financial Assistance Agreement. Motion carried, all voting aye (3-0).

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CONSIDERATION OF RESOLUTION NO. 2026-09, RELATING TO THE CITY OF MINERAL POINT'S PARTICIPATION IN THE WISCONSIN ECONOMIC DEVELOPMENT CORPORATION'S COMMUNITY DEVELOPMENT INVESTMENT GRANT PROGRAM.

Honer reported that the City has been awarded the WEDC CDI grant. He explained that the City previously submitted a pre-application, which was approved, and was subsequently invited to submit a full application. Receipt of the invitation indicates that the grant has been awarded, with the remaining steps consisting of completing the required grant administration and compliance requirements.

Honer noted that, as with previous Community Development Investment Grant awards, the City will serve as the fiscal pass-through entity for the grant funds.

It was further noted that the City will be responsible for the cost of the required audit related to the grant recipient's expenditures. Honer stated that the audit associated with the previous Staple & Fancy grant was relatively minimal. As the grant agreement is finalized, the City intends to encourage the recipient to consolidate expenditures so that only one audit will be required, helping to minimize the City's administrative costs.

Motion (Christensen/Goodney) to recommend Council approval Resolution 2026-09, relating to the City of Mineral Point's participation in the Wisconsin Economic Development Corporation's Community Development Investment Grant Program. Motion carried, all voting aye (3-0).

REVIEW MONTHLY TREASURER'S AND BUDGET REPORTS AND MONTHLY BILLS.

All expenses are tracking as expected.

Motion (Christensen/Burrows) to approve the treasurer's and budget reports and recommend council pay the bills. Motion carried, all voting aye (3-0).

DISCUSSION OF OTHER FINANCE MATTERS AND DRAFT 2027 BUDGET CALENDAR

The committee reviewed the draft 2027 budget calendar. It was noted that Department Heads and the City Administrator will meet in July to begin reviewing departmental budgets. Honer reported that the City is in a favorable position regarding health insurance costs, although a preliminary increase of approximately 9% is currently projected.

Honer also reported that the City is pursuing state disaster assistance related to the severe storms that occurred on June 10–11.

Honer informed the committee that the new City Administrator is scheduled to begin employment on July 20. He asked for the committee's direction regarding his availability during the transition period. The committee agreed that Honer should remain available on an hourly basis beginning the week of August 17 through the end of September at his current hourly rate to assist with the transition.

Alder Christensen raised the topic of the committee's meeting time for future meetings.

Alder Christensen also asked whether the City Council has considered installing solar panels on City facilities to help reduce long-term utility costs. Honer stated that solar is expected to be considered as

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part of the next Wastewater Treatment Facility planning process and noted that the City has previously obtained quotes for installing solar at the City Garage. He reported that the estimated return on investment was approximately 10 years. Solar was also discussed during the Fire Station planning process. The committee agreed to keep the concept in mind and consider it as part of future capital planning efforts.

ADJOURN

Motion (Christensen/Burrows) to adjourn at 5:45 pm. Motion carried, all voting aye (3-0).

DRAFT

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