



Mineral Point, Wisconsin

# CITY OF MINERAL POINT

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

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## AGENDA

**CITY OF MINERAL POINT  
STREETS AND WATER & SEWER JOINT COMMITTEE MEETING  
Tuesday, July 14, 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 June 30, 2026, Minutes.
3. Consideration of State Municipal Maintenance Agreement related to the reconstruction of STH 23/39 (Commerce St.) and Spruce St.
4. Adjourn.

Agenda Posted and Distributed: Friday, July 10, 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.*

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## OFFICE OF THE CITY CLERK-TREASURER

Mayor – Danny Clark

City Administrator | Matthew Honer | [administrator@cityofmineralpointwi.gov](mailto:administrator@cityofmineralpointwi.gov)  
City Clerk-Treasurer | Christy Skelding | [cityclerk@cityofmineralpointwi.gov](mailto:cityclerk@cityofmineralpointwi.gov)



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## MINUTES

**CITY OF MINERAL POINT JOINT MEETING  
STREETS COMMITTEE AND WATER & SEWER COMMITTEE  
Tuesday, June 30, 2026, 5:30 PM  
Community Room, City of Mineral Point City Hall**

### **CALL TO ORDER/ROLL CALL**

Chair Christensen called the meeting to order at 5:30 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, City Clerk Christy Skelding, Water/Sewer Superintendent Nate Fosbinder, Street Foreman Chad Whitford, Stefan Ciobanu,	

### **APPROVAL OF FEBRUARY 12, 2026 MINUTES**

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

### **PRESENTATION AND CONSIDERATION OF STATE MUNICIPAL MAINTENANCE AGREEMENT RELATED TO THE RECONSTRUCTION OF STH 23/39 (COMMERCE ST.) AND SPRUCE STREET.**

Stefan Ciobanu, Project Manager with the Wisconsin Department of Transportation (WisDOT), presented information regarding the proposed State Municipal Maintenance Agreement for the future reconstruction of STH 23/39 (Commerce Street) and Spruce Street.

Ciobanu explained that the project was initially scoped as a pavement reconstruction. However, after a site visit and discussions with area residents regarding recurring flooding issues, WisDOT determined that the street's lack of stormwater infrastructure warranted further evaluation.

Mr. Ciobanu stated that incorporating drainage improvements into the project would require additional design time. As an interim solution, WisDOT is proposing a 2-inch mill and overlay in 2029, followed by a full pavement reconstruction with drainage improvements in 2032.

He explained that when a state highway passes through a municipality, features such as storm sewer, sidewalks, and street lighting are maintained by the municipality. The State Municipal Maintenance Agreement acknowledges that the municipality will assume maintenance responsibilities for these improvements following construction. He noted that the proposed storm sewer infrastructure would require minimal maintenance for many years.

Discussion followed regarding the condition of the City's underground utilities within the project limits. Water and Sewer Superintendent Nate Fosbinder noted that portions of the water infrastructure date back to the late 1800s, while sanitary sewer infrastructure was installed between the 1940s and 1960s.

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Concerns were expressed regarding the timing of the City's planned utility replacement project in relation to WisDOT's proposed mill and overlay. It was noted that the City's intent is to complete underground utility improvements in 2028 so that the roadway would not need to be disturbed after the overlay is completed. WisDOT indicated that the mill and overlay could occur during the latter half of 2028 following completion of the City's utility work.

Administrator Honer stated he would like to see a stronger commitment from WisDOT regarding funding for the planned 2032 reconstruction project. It was noted that the City's engineers have already prepared preliminary plans and cost estimates for the underground utility improvements that would precede the state project.

Mr. Ciobanu stated that approval of the State Municipal Maintenance Agreement is necessary to allow the project to continue moving forward. He clarified that the agreement simply establishes future maintenance responsibilities and does not obligate the City should the reconstruction project ultimately not proceed.

**Motion (McKeon/Graber) to recommend Council approval of the State Municipal Maintenance Agreement related to the Reconstruction of STH 23/39 (Commerce St.) and Spruce Street, pending follow-up from WisDOT regarding funding and dates. Motion carried, all voting aye (3-0).**

## **DISCUSSION AND CONSIDERATION OF BACK-UP POWER AT WELL 4.**

The Committee reviewed proposals for providing back-up power at Well 4. Fosbinder explained that the current portable generator is utilized at the Fountain Street Lift Station, leaving Well 4 without a means of emergency power.

Fosbinder reviewed the proposal submitted by A.B. Electric, noting that the proposal includes installation of a 600 Amp service-rated manual transfer switch and an exterior receptacle to allow a portable generator to be connected when needed. He recommended the A.B. Electric proposal, citing the contractor's willingness to install the receptacle now and complete additional work in the future if necessary.

It was noted that the immediate goal is to provide the ability to connect emergency power to Well 4, as no such capability currently exists.

**Motion (McKeon/Graber) to recommend Council approval of the A.B. Electric proposal for back-up power at Well 4. Motion carried, all voting aye (3-0).**

## **DISCUSSION AND CONSIDERATION OF FOUNTAIN STREET LIFT STATION GENERATOR.**

The Committee discussed the purchase of a permanent generator for the Fountain Street Lift Station. Fosbinder explained that installing a dedicated generator at the lift station would free up the City's portable generator for use at other facilities and provide greater reliability during power outages.

The Committee reviewed proposals from A.B. Electric and Wisconsin Electric. A.B. Electric's proposal included a new Generac generator, with the possibility of locating a used generator that could reduce costs by approximately \$10,000 to \$15,000. Wisconsin Electric also submitted a proposal for the project quoting a used 2012 generator with 187 hours.

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It was noted that if the City contracts for both the purchase and installation of the generator as a single project exceeding \$50,000, the project would be subject to public bidding requirements, which could increase overall costs due to bonding requirements. Honer advised that purchasing the generator separately from the installation contract could allow the City to avoid the public bidding threshold, provided the installation contract remains below \$50,000.

The Committee requested that Fosbinder obtain revised quotes from both A.B. Electric and Wisconsin Electric for the purchase of the generator only, separate from installation costs.

The Committee agreed to meet prior to the July 14 Council meeting to review the updated pricing and determine the next steps.

**No action taken.**

## **DISCUSSION AND CONSIDERATION OF SEWER TELEVISIONING AND CLEANING.**

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

Fosbinder explained that while Flow-Rite's pricing is slightly higher than Green Bay Pipe & TV, Green Bay Pipe and TV's proposal includes additional charges of \$350 per hour for heavy cleaning and root cutting. Flow-Rite does not assess these additional fees, making their overall pricing more favorable for the City's needs.

Based on the quality of service received over the past two years, Fosbinder recommended continuing to contract with Flow-Rite.

Fosbinder indicated that the upcoming work will focus on completing televising of the sanitary sewer lines leading to the Fountain Street Lift Station. The Fountain Street basin experiences significant inflow during heavy rain events, and televising these sewer lines will assist in identifying potential sources of infiltration and inflow. There are no plans at this time to expand the project beyond the identified areas.

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

**Motion (Graber/McKeon) to recommend Council approval of sewer televising and cleaning with Flow-Rite. Motion carried, all voting aye (3-0).**

## **DISCUSSION AND CONSIDERATION OF WATER TOWER VALVE INSTALLATION, CLEANING AND TEMPORARY WATER SERVICE, AND MIXER INSTALLATION.**

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

Fosbinder explained that the DNR requires a dry tank cleaning and inspection every ten years. Although the water tower was taken offline in 2020 for interior and exterior painting, a 2021 inspection found sediment buildup within the tank. After four additional years of operation, Fosbinder believes it is appropriate to clean the tank to evaluate the amount of sediment that has accumulated and continue monitoring water quality improvements.

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Fosbinder stated that completing the cleaning and inspection now provides an opportunity to perform required maintenance. He expressed optimism that continued well improvements and treatment efforts will reduce the biological material entering the water system and, ultimately, the water tower. Fosbinder also anticipates performing another cleaning and inspection in approximately three years to evaluate the effectiveness of those improvements.

Because the water tower must be taken offline during the work, a temporary water system will be installed to maintain uninterrupted water service to customers.

Fosbinder recommended hiring KLM to perform the water tower cleaning, inspection, and mixer installation. He also recommended hiring Peerless Well and Pump to provide the temporary water system while the tower is out of service.

The Committee also discussed installing a new valve within the water system during the project. Staff indicated that the City will purchase the necessary materials for the valve replacement, and contract the work to install the valve.

Fosbinder recommended scheduling the project for the fall of 2026.

**Motion (Graber/McKeon) to recommend Council approval of the Water Tower valve installation, cleaning, inspection, and mixer installation with KLM, and temporary water service with Peerless. Motion carried, all voting aye (3-0).**

## **OTHER WATER AND SEWER UPDATES.**

Fosbinder provided the Committee with several updates on ongoing water and sewer projects.

He reported that Well 4 is back online and operating well. He also noted that the City's corrosion control study was submitted to the DNR in March.

Administrator Honer provided an update on the City's Lead Service Line Replacement Grant. He explained that the City is in the process of preparing a required work plan and has contacted the Environmental Protection Agency (EPA) to determine whether grant funds may be provided directly to homeowners. If permitted, this approach could incentivize homeowners to complete their own service line replacements while reducing the City's administrative responsibilities.

Staff has also reviewed EPA guidance and believes it would be beneficial to retain an engineering firm to prepare specifications and bid documents for the project. City staff would oversee construction administration and inspections, while the engineering firm will oversee specifications and bidding. Honer explained that bidding the work as one large project over a two- to three-year period could provide contractors with greater scheduling flexibility and result in lower overall costs. He discussed the need for additional surveys and inventory work but stated those efforts should not begin until the EPA approves the City's work plan.

Honer stated that the City's required local match, approximately \$200,000, would primarily consist of in-kind labor provided by City staff.

It was also noted that, with the recently adopted ordinance in place, the Public Service Commission should allow the City to utilize water utility funds to pay for engineering services associated with

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preparing the project for bidding.

In other discussion, Alder Christensen raised concerns regarding damage to the lawn at Smeja's Studio on Doty Street. He explained that when semi-trucks back into the nearby Hooks property, they frequently drive over the curb and onto the Smeja property, causing damage to the grass. Honer stated that the matter appears to be a private property issue. Alder Graber suggested contacting Tony Hook to discuss installing a concrete pad or other improvement to help prevent continued damage.

Fosbinder discussed a stormwater drainage issue at 706 Ridge Street involving a connection to the sanitary sewer system. He has been in contact with the property owner and is working to resolve the issue.

## **ADJOURN.**

**Motion (McKeon/Graber) to adjourn at 7:23 pm. Motion carried, all voting aye (3-0).**

DRAFT

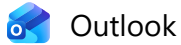
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**RE: 5245-04-01/71 State Municipal Maintenance Agreement (SMMA) for STH 23/Commerce Street**


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**From** Ciobanu, Stefan - DOT <Stefan.Ciobanu@dot.wi.gov>

**Date** Wed 7/8/2026 2:14 PM

**To** Matthew Honer <administrator@cityofmineralpointwi.gov>; Schroeder, Chad A - DOT <chada.schroeder@dot.wi.gov>

**Cc** Kutschenreuter, Justin - DOT <Justin.Kutschenreuter@dot.wi.gov>; Adams, Jay - DOT <jay.adams@dot.wi.gov>; Brooks, Amy M - DOT <Amy.Brooks@dot.wi.gov>; Ciobanu, Stefan - DOT <Stefan.Ciobanu@dot.wi.gov>

Matt,

Here is what the Department is proposing at this time:

- Our Maintenance Unit is working on getting the field measurements for a thin HMA overlay of the traveled lanes project for as much of STH 23 south of BUS 151 as needed (could be the entire 01/71 project, Jay Adams is working on determining the extent of this work). For the really bad spots we may need to get a thicker mill & fill operation but again, all that is being evaluated in the field by our Maintenance staff. Whether it is a thin HMA overlay or a M&O, this maintenance work will be done in 2027.
- WisDOT will monitor the roadway until 2033 and take any interim treatments necessary should it become necessary to hold it over in a safe condition for the traveling public
- with the construction budget for the 2032 construction year already being allotted and also taking into consideration the amount of time it takes to complete the environmental impact evaluation of the proposed storm sewer, we are now having the full scale project (pavement structure replacement and drainage improvements) programmed for construction year 2033.
- The concrete dates for this project are as follows:
  - PS&E: November 1, 2032
  - LET: March 8, 2033

I hope this proposal is satisfactory to you and to the other city officials and we can get the SMMA signed and the design process going.

Please let me know if you have any other questions.

Thank you.



**Stefan Ciobanu, P.E.**

*Project Manager, Unit 9*

Division of Transportation System Development

**Wisconsin Department of Transportation**

Office: (608) 245-5357

Cell:(608) 516-6832

[stefan.ciobanu@dot.wi.gov](mailto:stefan.ciobanu@dot.wi.gov)

[wisconsin.gov](http://wisconsin.gov)




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**From:** Matthew Honer <administrator@cityofmineralpointwi.gov>

**Sent:** Wednesday, July 8, 2026 8:42 AM

**To:** Ciobanu, Stefan - DOT <Stefan.Ciobanu@dot.wi.gov>; Schroeder, Chad A - DOT <chada.schroeder@dot.wi.gov>



**STATE/MUNICIPAL  
MAINTENANCE  
AGREEMENT**

Date: June 9, 2026  
ID: 5245-04-01/71  
Road Name: STH 23  
Title: Mineral Point – Spring Green  
Limits: Water Street to Dodge Street  
County: Iowa  
Roadway Length 0.62 Miles

The signatory, **City of Mineral Point**, hereinafter called the Municipality, through its undersigned duly authorized officers or officials, hereby requests the State of Wisconsin Department of Transportation, hereinafter called the State, to initiate and affect this agreement to include the associated maintenance responsibilities hereinafter described.

The authority for the Municipality to enter into this agreement with the State is provided by Section 84.07(1) of the Statutes. Wisconsin statutes, Wisconsin Administrative Code, and State policy serve as the defining documents for State Highway maintenance responsibilities.

**DESCRIPTION OF FACILITY:**

STH 23 is a minor arterial with an urban section in the City of Mineral Point. The existing roadway is deteriorated with extensive cracking and rutting.

Under the proposed project, the roadway will undergo a pavement replacement with new subbase, base, concrete pavement, and new curb and gutter. Curb ramps will be reconstructed to current ADA standards.

A storm sewer system will be constructed starting at the intersection with STH 23 and BUS 151 going south, then continuing onto Spruce Street and ending at Brewery Creek in the area of Shakerag Street where the runoff it conveys will be discharging. This proposed system will consist of inlets and grates, manholes, catch basins, pipes and outfalls.

This request shall constitute agreement between the Municipality and the State; is subject to the terms and conditions that follow (pages [2] – [3]); is made by the undersigned under proper authority to make such request for the designated Municipality and upon signature by the State, delivery to the Municipality and upon fully executed signature of associated, applicable State Municipal Financial Agreement for project 5245-04-01/71. The initiation and signature of the agreement will be subject to all the applicable federal and state regulations. No term or provision of neither the State/Municipal Maintenance Agreement nor any of its

attachments may be changed, waived or terminated orally but only by an instrument in writing executed by both parties to the State/Municipal Maintenance Agreement.

Signed for and in behalf of the <b>City of Mineral Point</b> (Please sign in blue ink)	
Name (print)	Title
Signature	Date
Signed for and in behalf of the <b>State</b> (Please sign in blue ink)	
Name	Title <b>WisDOT Region Maintenance Chief</b>
Signature	Date

## TERMS AND CONDITIONS:

1. In order to guarantee the Municipality's foregoing agreements to maintain the facility to State standards, the Municipality, through its above duly authorized officers or officials, agrees and authorizes the State to set off and withhold General Transportation Aids or monies otherwise due and payable by the State to the municipality, as determined by the State, for any maintenance the State must perform to the facility should the Municipality fail to comply with the agreement.
2. The State will not install any additional items, not necessitated for the safe and efficient flow of traffic, to a state highway facility without the Municipality agreeing to maintain those items. The State is responsible for maintaining the through travel way of any given highway facility under the State's jurisdiction including:
  - (a) The energy, operation, repair and replacement of traffic signals and associated street lighting required for the signalized intersections within the limits of this agreement for:
    1. Rectangular Rapid Flashing Beacons
    2. LED stop signs
  - (b) Signing and pavement marking necessitated for the safe and efficient flow of traffic except those items listed in #3.
  - (c) Permitting authority of utilities and access control on all State Trunk, US and Interstate Highways.
3. The Municipality shall at its own cost and expense maintain all portions within the specified limits of this agreement that lie within its jurisdiction for such maintenance through statutory requirements in a manner satisfactory to the State and shall make ample provision for such maintenance each year to include:
  - (a) Maintain all items outside, and under, the travel way to include, but not limited to, parking lanes, curb and gutter, drainage facilities, sidewalks, multi-use paths, retaining walls, pedestrian refuge islands and landscaping features.
  - (b) Remove snow and ice from sidewalks, multi-use paths, and pedestrian refuge islands.
  - (c) Implement a street sweeping program to help prevent the accumulation of dirt, sand, leaves, paper, or other clogging debris.
  - (d) Maintain the storm sewer system described in the DESCRIPTION OF FACILITY section of this agreement including the portion located on non-State owned roadways and property, to provide a free flow condition throughout the life of the facility including, but not limited to, inspection of inlets, catch basins, manholes, pipes and all other elements a storm sewer system is comprised of as previously defined; cleaning and removal of sediment from inlet sumps and inlet blockages, replace broken or malfunctioning castings, grates, grit covers, risers, covers and frames; repair top slabs along with bottom and walls of basins. Routine mortar repairs such as tuck pointing and plastering to the inlets, catch basins, and manholes.

The obligations described in this paragraph shall only apply to the maintenance work required to ensure the safe and efficient functionality of the proposed storm sewer system until a future State project identifying the need to fully replace said system is scheduled. The functional life of said storm sewer system is anticipated to last 50 – 100 years.
  - (e) Maintain and accept responsibility for the energy, operation, maintenance, repair, and replacement of the street lighting system.
    - i. The Municipality shall obtain a permit from the State.
    - ii. The Municipality shall accept responsibility for locating utilities for Digger's Hotline.
    - iii. If at any time the Municipality should choose to turn off or remove street lighting, in part or in whole, funded with federal/state dollars, the State will determine potential conflicts and

approve/disapprove such request. If removal is approved by the State, the Municipality will reimburse to the State an amount determined by Federal and State coordination.

- (f) Maintain clear right-of-way of all encroachments.
  - (g) Maintain crosswalk pavement markings. The municipality shall obtain a permit with the State.
  - (h) Maintain signs and pavement markings not necessary for the safe and efficient movement of traffic (no parking signs, wayfinding signs, etc).
  - (i) Maintain signs not necessary for the safe and efficient movement of traffic (no parking signs including those added with the construction of this project, wayfinding/tourism signing, etc..)
4. The Municipality, within the specified limits, agrees to:
    - (a) Prohibit angle parking.
    - (b) Regulate parking along the highway. The Municipality will file a parking declaration with the State.
  5. The Municipality will coordinate with the State to obtain any necessary Work on Right-of-Way Permits for maintenance performed on or within the state highway facility or state right-of-way.
  6. This agreement does not remove the current municipal maintenance responsibility.
  7. The State or Municipality may request an amendment to this agreement to include specific features later requested by the Municipality throughout the design process.
  8. Upon completion of construction project, 5245-04-71, the Municipality will assume all afore mentioned maintenance responsibilities.

