

**CITY OF SPARTA  
ECONOMIC DEVELOPMENT AND BLOCK GRANT COMMISSION  
MAY 10, 2023  
5:30 P.M.  
CITY HALL**

1. Call Meeting to Order by Deputy City Clerk
2. Nomination of Chairman
3. Consent Agenda: Consisting of the minutes from the April 12, 2023 meeting
4. Small Business Façade request for Arctic & Associates LLC at 300 S Water Street Sparta, WI 54656
5. New Contractor Proposal for Second Season at 128 N Water Street
6. Update on CDBG Financials
7. Items for future consideration
8. Adjourn

A possible Quorum of the Common Council may be in attendance at this meeting.  
No action will be taken by the Council.

Posted 05.09.2023

**CITY OF SPARTA  
COMMUNITY DEVELOPMENT BLOCK GRANT COMMISSION MINUTES  
APRIL 12, 2023 AT 5:30 P.M.  
CITY HALL**

**Present:** Ed Lukasek, Matthew Hoffland, Kevin Brueggeman, Becky Oswald, Toni Polkoski

**Also Present:** Todd Fahning, William Wissestad

**Absent:**

Ed Lukasek called the meeting to order at 5:30 p.m.

**A motion was made by Becky Oswald and seconded by Kevin Brueggeman to approve the March 02, 2023 meeting minutes. Motion carried 5-0.**

Discussion:

William Wissestad would like to put a new roof on his Office Complex at 103 S Water Street. The roofing company will replace any deteriorated or rotten wood if necessary. William explained what would need to be done for the roof and on the building. William has a bank loan for 110,000.00 currently and will be paying for all renovations out of pocket minus the proposed \$15,000.00 Small Business Façade Loan. We would be in second position behind the bank for the loan placement

**A motion was made by Toni Polkoski and seconded by Kevin Brueggeman to approve the Small Business Façade Loan for William Wissestad at 103 S Water Street to put toward replacing the existing roof.**

Discussion:

Financials and any future considerations- Jackie will touch base with Phyllis Frisk from Second Season to find out the status of her roof being replaced. Jackie will tell her that we need some sort of plan in place within 30 days and need a start date for her project or she may need to forfeit the façade loan if there is another

request for a façade loan. We will also be discussing the home loan process and how we want to move forward with getting the process in place.

**A motion was made by Kevin Brueggeman and seconded by Matthew Hoffland to adjourn the meeting at 5:47 p.m. Motion carried 5-0.**

Respectfully submitted,  
Jackie Gerl  
CDBG Coordinator/Deputy City Clerk



## SMALL BUSINESS FAÇADE LOAN PROGRAM APPLICATION

Applicant Name(s):

Arctic and Associates LLC Matt Jesski

Telephone Number: ( ) (home) 608 343-0971 (work)

Residence Address: 18688 Ice castle Rd, Sparta, WI 54656  
Street Address, City, State, Zip

Email: arcticheatingwi@gmail.com

Note: Please list names of all property owners as shown on deed or land contract

Matt Jesski  
William Wissesland

Business Information:

Name of Business: Arctic and Associates LLC

Mailing Address: 300 S Water St

City, State, Zip: Sparta WI 54656

Type of Business: HVAC + rental A/Cs # of Employees (Include Owners): 3

Check one:  Individual  Partnership  Corporation

Names of Partners or Corporate Officers:

Same as Above

**Project Information:**

Address of property to be improved (if different): 300 S Water St Sparta

Total loan amount being applied for: \$15,000 (\$15,000 maximum)

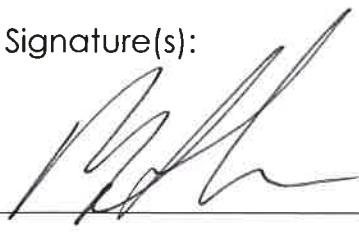
Improvements to be made (include proposed amount and supporting documentation):

Painting, power washing, + crack filling on building  
Concrete work in parking lot + side of building

Proposed project time frame:

Starting date: May Est. Completion Date: June

Application Signature(s):

Signature: 

Date: 4-19-23

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**\*Buildings located in the Historic District downtown will require prior approval from the Historic Preservation committee.**

Office Use Only:  
CDBG Committee Meeting Date: \_\_\_\_\_  
Approved: \_\_\_\_\_ Denied: \_\_\_\_\_

STEELE CONTRACTING LLC

7530 JACKPOT AVE.  
SPARTA, WI 54656

# Estimate

Date	Estimate #
4/18/2023	22

Name / Address
ARTIC HEATING AND COOLING MATT JESSKI 300 S WATER STREET SPARTA, WI 54656

Project

Description	Qty	Cost	Total
@ 4200 SQ/FT POWER WASH AND PAINT		10,420.00	10,420.00
TEAR OUT AND REPLACE 1400 SQ/FT CONCRETE		9,800.00	9,800.00
<del>TEAR OUT AND REPLACE 120 SQ/FT CONCRETE (CITY PORTION OF SIDEWALK)</del>		<del>840.00</del>	<del>840.00</del>
		<b>Total</b>	20,220.00 <del>\$21,060.00</del>

Customer Signature \_\_\_\_\_

**Alt. Parcel #:** 281-110-001-001

CITY OF SPARTA  
MONROE COUNTY, WISCONSIN

<b>Owner and Mailing Address:</b> ARCTIC AND ASSOCIATES LLC 18688 ICECASTLE RD SPARTA WI 54656		<b>Co-Owner(s):</b>	
<b>Districts:</b>		<b>Physical Property Address(es):</b> * 300 S WATER ST	
<b>Dist#</b>	<b>Description</b>	<b>Parcel History:</b>	
0200	WESTERN TECHNICAL COLLEGE	<b>Date</b>	<b>Doc #</b>
5460	SPARTA SCHOOL DIST	03/10/2023	<a href="#">713788</a>
8030	LAKE DISTRICT #8030		
<b>Abbreviated Description:</b> BLAKE & HILL ADD LOTS 1-3, BLK 1		<b>Vol/Page</b>	<b>Type</b>
<b>Acres:</b> 0.414		/	WD
		222R/109	
		249D/15	
		148D/520	
			<i>more...</i>

<b>Plat</b>	<b>Tract (S-T-R 40% 160% GL)</b>	<b>Block/Condo Bldg</b>
* N/A-UNPLATTED LANDS		

**2023 Valuations:** Values Last Changed on 07/13/2020

Class and Description	Acres	Land	Improvement	Total
G2-COMMERCIAL	0.414	86,100.00	75,500.00	161,600.00
<b>Totals for 2023</b>				
General Property	0.414	86,100.00	75,500.00	161,600.00
Woodland	0.000	0.00	0.00	0.00
<b>Totals for 2022</b>				
General Property	0.414	86,100.00	75,500.00	161,600.00
Woodland	0.000	0.00	0.00	0.00

**2023 Taxes**

Taxes have not yet been calculated.

**Key**

\* - Primary

K. J's Roofing & Construction L.C.  
Ken Johanningmeier  
Waterville, IA 52170  
(563) 535-7689

April 28, 2023

A proposal for Second Seasons (Phyllis Frisk) – Sparta, WI

We will provide labor and materials to install a complete IB Roof System.

This roof is to cover 2,500 square feet

This roof is to have a 20 year warranty.

This roof is to have 0 insulation.

Other options if any:  
See attached sheet for details.

Total cost \$16,000 (20 Year Warranty) 60 ml - all inclusive price -

Deposit 0

Upon completion \$16,000 This is all inclusive price -

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K.J's Roofing & Construction L.C.

*Phyllis Frisk*  

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Second Season – Phyllis Frisk  
128 N. Water Street  
Sparta, WI  
(608) 487-5598



## May 10, 2023 CDBG Meeting – Financials

CDBG Home Loan (1988EDF): \$123,274.98

Small Business Façade Loan: \$77,092.23

Open File: \$6,924.00 to be paid yet – Heidi Lydon/HLS Enterprises – work has started, but will finish in spring due to weather.

Open File: \$15,000.00 to be paid yet – RBI Rentals – work will start in spring, waiting for consistent weather.

Open File: \$11,780.15 to be paid yet – Phyllis Frisk/Second Season – Signed proposal with new contractor, will be completed as soon as materials arrive, should be within a few weeks.

Open File: \$10,165.00 to be paid yet – Troy Ziegler/TZ Properties, work has been completed, just waiting for final invoice to make the payment.

Open File: \$15,000.00 to be paid yet – William Wissestad, work has been completed, just waiting for the final invoice to make the payment.

After request and approval for Arctic & Associates LLC for \$15,000.00 we will have \$3,223.08 left in the account.

YEAR	NAME	ADDRESS	MORTGAGE AMOUNT	2023 LOANS	DATE OF SAT	2023 SAT	Still Need To Pay
2018	A.J. Schanhofer, LLC	106 W Franklin Street	\$15,000.00				
2022	Battista, John & Krishna - Family Promise	117 W Oak Street	\$10,280.00				
2022	Bills, Tucker & Michele/WMT Enterprises, LLC	106 N Water Street	\$14,560.00				
2022	Burlingame & Sons (Beer Shop)	121 E Oak Street	\$15,000.00	\$15,000.00			
2020	Burlingame & Sons (Beer Shop)	200 W Wisconsin Street	\$14,940.34				
2015	Chaffield, Kari (Pink Poodle)	108 E Oak Street	\$2,257.00				
2022	Coulee Car Wash, LLC (Ziegler/Schaitel)	411 W Wisconsin Street	\$15,000.00				
2021	Croft, Elizabeth (Black Sheep Studios)	210 S Water Street	\$15,000.00				
2020	District 7 Décor (Jennifer Wangen)	113 E Oak Street	\$13,147.25				
2022	Dorine's Family Restaurant	110 S Water Street	\$15,000.00				
2015	Frisk, David & Phyllis (Second Season)	128 N Water Street	\$15,000.00				\$ 11,780.15
2022	HLS Enterprises, LLC (Edward Jones)	606 W Wisconsin Street	\$15,000.00				\$ 6,924.00
2019	Jaeger, Jacelyn (KEPS)	123 N Water Street	\$19,045.00				
2018	JSK Oak Street, LLC	112 W Oak Street	\$12,094.14				
2018	JSK Oak Street, LLC (#2)	112 W Oak Street	\$1,945.70				
2019	Martinez, Christian & Vaaler, Tara	144 N Water Street	\$4,875.00				
2019	Moore, Kevin & Deb	124 N Water Street	\$14,828.47				
2019	Moore, Kevin & Deb	126 N Water Street	\$14,962.00				
2021	Moore, Kevin & Deb	127 N Water Street	\$15,000.00				
2015	Meyer, Mark (Oak Street Apartments, LLC)	117 E Oak Street	\$13,270.00				
2016	Meyer, Mark (River Road Rentals, LLC)	138 N Water Street	\$14,750.00				
2020	Middleton Auto (Todd & Crystal Middleton)	118 W Wisconsin Street	\$15,000.00				
2022	Prestige 608 Properties	119 S Water Street	\$4,077.58				
2022	RBI Rentals	402 S Black River Street	\$15,000.00				\$ 15,000.00
2019	Ole & Bean Creations, LLC (Michael Olson)	102 Jefferson Avenue	\$18,720.00		01.20.2023	\$18,720.00	
2022	Ryba, Rachel - Off The Canvas	100/102 N Water Street	\$15,000.00				
2019	Slattery, Robert/Menn, Jeffrey	215 S Water Street	\$15,000.00				
2023	TZ Market Investments	109 E Main Street	\$10,165.00				\$ 10,165.00
2022	Trent Ziegler/Quint Schaitel	101 N Water Street	\$15,000.00				
2013	Tock, Russell & Dana	211 S Water Street	\$5,000.00				
2016	Tock, Russell & Dana	211 S Water Street	\$14,000.00				
2021	Villa, The (Seth Peters)	142 N Water Street	\$2,205.91				
2022	Wilson, Terrelle - Legacy C&E, LLC	514 S Water Street	\$13,956.61				
2023	Wissestad William	103 S Water Street	\$15,000.00				\$ 15,000.00
2016	Wissestad, William & Toni; Moskonas, Theodore	110 E Main Street	\$7,200.00				
2020	Wissestad, William & Toni; Moskonas, Theodore	110 E Main Street	\$7,800.00				
2015	ZS Investments, LLC; Trent Ziegler	122 E Oak Street	\$30,000.00				

Totals: \$474,080.00 \$15,000.00

\$18,720.00 \$58,869.15

Outstanding Loan Balance \$470,360.00

2022 Loan Balance Forward \$474,080.00

2023 Satisfactions \$18,720.00

Subtotals \$455,360.00

2023 Mortgages \$15,000.00

2023 LOAN BALANCE TOTAL \$470,360.00



Apr 30, 2023

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CITY OF SPARTA  
 SMALL BUSINESS FACADE PROGRAM  
 201 W OAK ST  
 SPARTA WI 54656

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BUSINESS REG  
 04/01/2023 Beginning Balance 58,372.23  
     1 Deposits/Other Credits + 18,720.00  
     0 Checks/Other Debits - .00  
 04/30/2023 Ending Balance 30 Days in Statement Period 77,092.23

----- Deposits/Other Credits -----  
 04/14/2023 Deposit 18,720.00

	Total For This Period	Total Year-to-Date
Total Overdraft Fees	\$ .00	\$ .00
Total Returned Item Fees	\$ .00	\$ .00

----- Daily Ending Balance -----  
 04/01 58,372.23 04/14 77,092.23