

## City of Neillsville Grants Committee

### Minutes

#### Regular Meeting

Tuesday, September 26, 2023 - 4:00 pm.

City Hall 106 W Division St, Neillsville WI

- Meeting called to order my Chair Natalie Erpenbach at 4:03 pm.
- On Roll Call – present, Natalie Erpenbach, Deanna Heiman, Barb Petkovsek, and Brent Shoup. Not present – Jody Conner. Quorum deemed present.
- Motion by Heiman and second by Shoup to approve the agenda as presented. Voice vote, all aye, motion carried.
- Motion by Heiman and second by Shoup to approve the Grants Committee Meeting minutes of August 30, 2023, as presented. Voice vote, all aye, motion carried.
- Citizen appearances - None
- Grant Application and Financial Assistance Sources
  - Reviewed Grant / Financial assistance requests in process (see attached summary).
  - Discussed possible sources of grant or financial assistance for identified projects. Erpenbach will begin holding open and working office hours at City Hall tentatively each Tuesday from 3:00 – 5:00 pm. for current or possible Grants Committee Projects.
  - Discussed how City Department Heads and others apply for grants and how Grants Committee / City Council become aware of these requests. Erpenbach to discuss with Mayor proceed from there.
  - Petkovsek mentioned Grants being prepared by / for the Neillsville Fire Department. Erpenbach to contact Chief Matt Meyer to discuss.
  - Erpenbach has communicated with Central WI Broadcasting on grant and tax incentive options available for proposed work on this historic property – originated with Historic Preservation Commission.
- Community Development Block Grants (CDBG) / City Incentive Applications

Erpenbach to follow-up with City Clerk Rex Roehl to see if the City Attorney has reviewed and taken action to record the City's position on the recent default and foreclosure of a CDBG (second position) loan administered by the Chippewa County Housing Authority with the borrower's primary (first position) lender.
- Old Business - None
- New Business
  - Discussed Budget request for Calendar Year 2024. Motion by Heiman and second by Shoup to request \$5,000 line-item budget for Grants Committee use within the City's Economic Development Committee 2024 budget. [training, grant prep expense, potential match, fees for grant assistance (i.e.) WCWRPC fees]. Voice Vote, all aye, Motion carried.
  - Discussion of correspondence / comments received since last Grants Committee meeting. – None.
  - Discussion and action on invoices to be paid from Grants Committee Funds - None.
  - Questions, Comments, Concerns of Grants Committee Members.

Erpenbach continues to gather information / resources / contact information to assist with Grants Committee's work. All items will be labeled and kept in the Historic Preservation Office at City Hall.
- Next Grants Committee Meeting Date: 4 pm, Tuesday, October 24, 2023, City Hall
- Motion by Heiman and second by Shoup to adjourn at 5:10 pm. Voice vote, all aye, motion carried. Meeting adjourned.



Natalie Erpenbach, Committee Chair