



# COLUMBIA COUNTY

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## COLUMBIA COUNTY REVOLVING LOAN FUND/HOUSING COMMITTEE MINUTES APRIL 11, 2013

PRESENT: Andy Ross, JoAnn Wingers, Mark Witt, and Vern E. Gove

ABSENT WITH NOTICE: John Tramburg

ALSO PRESENT: Lois Schepp, Mark Zimmerman, Shonna Neary, Ryan Nehmer, and Sue Koehn (MSA)

The meeting was called to order at 11:04 a.m. and was properly noticed and published.

MOTION: On motion by Ross, second by Wingers, the agenda was approved.

### MINUTES

MOTION: On motion by Wingers, second by Witt, the minutes of the March 14, 2013 RLF/Housing Committee meeting were approved.

### CLOSED SESSION

MOTION: On motion by Ross, second by Wingers, the Committee went into closed session at 11:06 a.m. pursuant to WI State Statute Section 19.85(1) (e) to deliberate and negotiate the investment of public funds (Revolving Loan Funds). \*Updates on FRSB/Other Loans

ROLL CALL VOTE: Ayes: 4, as follows: Ross, Witt, Wingers, and Gove  
Noes: 0

### OPEN SESSION

MOTION: On motion by Wingers, second by Witt, the Committee reconvened in open session at 11:26 a.m. The roll call vote was unanimous.

### UPDATES ON FRSB/OTHER LOANS

FRSB and RLF loans were reviewed.

CDBG-ED PUBLIC HEARING (APPLETON PAPERS & AMERICAN PACKAGING)

A Public Hearing was held at 11:30 a.m. regarding the Community Development Block Grant for Economic Development (CDBG-ED) program, and to provide information for program awards to American Packaging Corporation and Appleton Papers Inc.

The regular RLF/Housing Committee meeting reconvened at 11:50 a.m.

UPDATE RLF MANUAL

The Committee reviewed revisions to the County's RLF Program Policies and Procedures Manual. Other than minor changes reflecting address updates, and State agency changes (from Wisconsin Department of Commerce to Wisconsin Economic Development Corporation), the revisions included:

- Additional verbiage regarding the program's low to moderate income (LMI) requirements
- Federal Anti-Piracy requirements
- Self-Certification form

MOTION: On motion by Wingers, second by Witt, the Committee approved the updated RLF Policies & Procedures Manual.

2011 HOUSING PROGRAM

Sue Koehn (MSA) joined the meeting. Program status and balances were reviewed.

Total Funds to Spend	\$478,300.00
Committee Approved Projects	<u>\$264,860.02</u>
Balance to Commit	\$213,439.98

**Review/Approve Housing Projects**

HO #179 Koehn reported that an emergency water heater was purchased for this household. The cost of the water heater was \$749. *Information only; approval not required.*

HO #174 This property is located in the Poynette area and was purchased in 2002. The VLI household includes 3 children (not under the age of 6). After rehab equity available is \$2,684.49.

Household needs include GFI outlets, plumbing lines, windows, siding, floor support and other items, for a total of \$26,750.

MOTION: On motion by Ross, second by Witt, HO #174 was approved as requested, for a total of \$26,750.

HO #176 This middle income property is located in the Rio area and was purchased in 2000. There are no children in the household. After rehab equity available is \$79,974.97.

The \$11,200 project includes GFI outlets, drywall repair, roof, and hand railings along stairs to the basement and second floor.

MOTION: On motion by Wingers, second by Ross, HO #176 was approved as requested for a total of \$11,200.

COLUMBIA COUNTY  
RLF/HOUSING COMMITTEE MINUTES  
APRIL 11, 2013

HO #183                      This property is located in the Friesland area, and was purchased in 2005. The middle income household is home to 3 children, 2 of which are under the age of 6. After rehab equity available is \$7,613.82.

The project totals \$22,400 and includes electrical service, GFI outlets, ceiling light/fan, doors, windows, door frames, carpet, roof, hand railings and spindles.

The Village of Friesland's Housing Program is funding \$9,000 of the project. The County's portion is \$13,400.

MOTION: On motion by Ross, second by Wingers, HO #183 was approved as requested for a total \$13,400.

**Conflicts of Interest**

There were no conflicts of interest.

ADJOURNMENT

MOTION: On motion by Ross, second by Wingers, the meeting was adjourned at 12:17 p.m.

Next Meeting: May 9, 2013

Respectfully Submitted:

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JoAnn Wingers, Committee Secretary

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Cindy Devine, Recording Secretary

cc:     RLF/Housing Committee  
       Lois Schepp  
       Joseph Ruf III  
       Susan M. Moll  
       Internet