



Revolving Loan Fund/Housing Committee Minutes
Thursday, August 9, 2012

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

ALSO PRESENT: Lois Schepp, Mark Zimmerman, Laurie Lindell, Joy Casperson, Kari Justmann (MSA), Sue Koehn, Bret Esse, and Gwen Farber

The meeting was called to order at 11:15 a.m. and was properly noticed and published.

MOTION: On motion by Wingers, second by Gove, the agenda was approved as printed.

MINUTES

MOTION: On motion by Gove, second by Ross, the minutes of the June 14th RLF/Housing Committee meeting were approved.

2010 FLOODING CDBG-EAP PROJECT CLOSE OUT REPORT

Laurie Lindell and Joy Casperson of Central Wisconsin Community Action Council joined the meeting. Lindell reported that the State will conduct an audit of the 2010 flooding program. Lindell will report on the audit at the September RLF/Housing Committee meeting.

A 10' x 10' metal shed remains on one of the program properties. Lindell reported that it's in good shape, and asked what to do with it. The Committee suggested it be sold on Craig's List with the buyer responsible for moving it.

2008 CDBG-EAP BUSINESS MITIGATION PROGRAM REPORT

Kari Justmann (MSA) provided a summary of projects. Funds remaining in each of the three program categories are as follows:

➤ Business/Farm Assistance	\$847,596.00
➤ Business Mitigation Assistance (LMI)	\$8,815.02
➤ Business Mitigation Assistance	\$668,445.00

Funds are available for LMI road repairs. The State is reviewing repairs in the Town of Scott.

Justmann reported that program funds cannot be used to reimburse crop damage or loss. Reimbursement for building/property repairs that have already been made and mitigation projects are allowed.

Crystal Lake Farms: Crystal Lake is requesting \$10,000 to rebuild a driveway. The State has approved the request, with the amount prorated according to which portion of the driveway is used for business.

2008 CDBG-EAP BUSINESS MITIGATION PROGRAM REPORT, CONTINUED

MOTION: On motion by Ross, second by Gove, the Committee approved an amount not to exceed \$10,000 to rebuild the driveway at Crystal Lake Farms.

Two Rivers Signs: The business is requesting \$24,000 to fund equipment repairs, asphalt repair/grading, and berming/landscaping. The State has reviewed/approved the project request.

MOTION: On motion by Wingers, second by Witt, the Committee approved an amount not to exceed \$24,000 for the requested projects at Two Rivers Signs.

Richard Brown: The request is to reimburse costs to replace the farmhouse well & furnace, and repair other buildings (barn/grainery) that were damaged. The state reviewed the projects and indicated they were eligible requests. The well and furnace replacement would have to be prorated according to business use.

MOTION: On motion by Witt, second by Ross, the Committee approved the request for an amount not to exceed \$34,406.77.

Neal Schoepp: This request is for \$59,935.00 in reimbursement for moving their house. The project didn't qualify under the flooding program for housing. The State said it could be funded under this program on a prorated basis to the extent the house was used for business.

MOTION: On motion by Gove, second by Wingers, the Committee approved the request for an amount not to exceed \$59,935.

Kestrel Ridge: The golf course is requesting \$402,040 for repair of fairways, sand traps, greens, electrical pumps, and also to pave cart paths. The Committee questioned whether the cart paths were paved prior to the flood. Justmann noted that the majority of the work has been completed. The State has approved the request as eligible under the repair program, not mitigation.

MOTION: On motion by Ross, second by Witt, the request was approved, with the stipulation that the cart paths be replaced as they were prior to the flooding.

Tony Manicki: Project/request has not been reviewed by the State.

MOTION: On motion by Ross, second by Wingers, the Committee approved an amount not to exceed \$8,702.68 to repair flood damage to a farm field.

Hugh Turner: Project/request not reviewed by the State.

MOTION: On motion by Wingers, second by Witt, the Committee approved an amount not to exceed \$4,384.75 to repair flood damage to a farm field.

Sennview Farms: Justmann noted that the State has not reviewed this large request. As a result, some of the items may not be eligible.

MOTION: On motion by Gove, second by Wingers, the request was approved for an amount not to exceed \$105,582.47.

2008 CDBG-EAP BUSINESS MITIGATION PROGRAM REPORT, CONTINUED

Schroeder Farms: Prime farmland suffered severe flood damage at this location. Schroeder is requesting reimbursement for repair/mitigation costs. The State has not reviewed this project.

MOTION: On motion by Witt, second by Wingers, the Committee approved the request for an amount not to exceed \$104,056.47.

Deer Creek Campground: Justmann presented a request for new culverts at the campground. An engineer from MSA provided cost estimates for various sized CMP culverts based on storm severity. The State recommended using the 100 year storm design for \$19,500. The Committee suggested discussing the culvert size with the County's Highway Commissioner.

MOTION: On motion by Gove, second by Wingers, the Committee approved the request for 100 year design storm culverts for \$19,500.

*UPDATES ON FRSB/OTHER LOANS

CLOSED SESSION

MOTION: On motion by Wingers, second by Ross, the Committee went into closed session at 12:17 p.m. to deliberate and negotiate the investment of public funds (*Revolving Loan Funds) per Wis. Stats., Section 19.85 (1)(e).

If the committee goes into closed session, it will return to open session. The committee may address such other matters that are authorized by law.

ROLL CALL VOTE: Ayes: 5, as follows: Wingers, Witt, Gove, Ross, and Tramburg
Noes: 0

OPEN SESSION

MOTION: On motion by Wingers, second by Ross, the Committee reconvened in open session at 12:42 p.m. The roll call vote was unanimous.

REVIEW/APPROVE PURCHASE OF CONFERENCE ROOM CHAIRS

The Committee reviewed a request to purchase new chairs for the conference room. The chair purchase is an allowable expense under RLF program guidelines. The current conference room chairs are approximately 20 years old, and parts are no longer available to repair them.

MOTION: On motion by Ross, second by Gove, the Committee approved the purchase from Rhyme for an amount not to exceed \$2,400.

2011 HOUSING PROGRAM

Review/Approve Housing Procedures Manual

Sue Koehn (MSA) distributed the manual for the 2011 Housing Program, highlighting areas that were different from the previous housing program. Under the new program, rental unit rehabilitation loans are available. Rent

2011 HOUSING PROGRAM, CONTINUED

limits must be established based on average rent in the community, with or without utilities, and must be maintained for five years. Occupant income levels must be verified annually.

Koehn suggested that the Committee review the manual and address any questions at the next meeting.

Review/Approve Housing Projects

HO #147 The property is located in the Pardeeville area, was purchased in 1993, and home to a female head of household and one child under the age of 6. The project includes: electrical outlets in the kitchen, water heater/plumbing, new furnace, windows, roof, insulation for the attic, and deck/hand railings.

MOTION: On motion by Witt, second by Ross, project HO #147 was approved for a total of \$127,150.

HO #153 This property is located in the Cambria area and is home to a female head of household and 3 children over the age of 6. Koehn reported that the homeowner has negative equity available after rehabilitation.

MOTION: On motion by Wingers, second by Witt, the request was denied.

To avoid negative equity situations, the Committee discussed setting a policy establishing project limits.

MOTION: On motion by Witt, second by Ross, the Committee set the following policy regarding projects to be considered when negative equity after work is done: if negative equity is \$5,000 or more, do not bring the project in question to the Committee.

Conflicts of Interest

None

ADJOURNMENT

MOTION: On motion by Witt, second by Wingers, the meeting was adjourned at 1:25 p.m.

Next meeting: September 13, 2012

Respectfully Submitted:

JoAnn Wingers, Secretary

Cindy Devine, Recording Secretary

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