



Revolving Loan Fund/Housing Committee Minutes
Thursday, October 11, 2012

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

ALSO PRESENT: Lois Schepp, Mark Zimmerman, Pat Beghin, Sue Koehn (MSA), Kari Justmann (MSA), and Lucas Berg

A Public Hearing was held at 11:00 a.m. regarding the Southern Housing Consortium application for Community Development Block Grant (CDBG) funding.

The regular RLF/Housing Committee meeting was called to order at 11:15 a.m. and was properly noticed and published.

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

MINUTES

MOTION: On motion by Ross, second by Gove, the minutes of the September 13th RLF/Housing Committee meeting were approved.

REVIEW/APPROVE RESOLUTION AUTHORIZING SUBMISSION OF THE APPLICATION ON BEHALF OF THE SOUTHERN HOUSING CONSORTIUM

The resolution was reviewed. The Committee recommended adding the names of the ten counties in the consortium to the resolution.

MOTION: On motion by Witt, second by Gove, the resolution to authorize submission of the application on behalf of the Southern Housing Consortium was approved as amended.

REVIEW/APPROVE RESOLUTION ADOPTING A CITIZEN PARTICIPATION PLAN FOR THE SOUTHERN HOUSING CONSORTIUM

The Committee reviewed the Citizen Participation Plan. Schepp noted that although Columbia County already had a Citizen Participation Plan, not all of the other counties in the consortium did. The State asked that one be adopted for all ten (10) counties.

MOTION: On motion by Wingers, second by Ross, the Committee approved the resolution to adopt a Citizen Participation Plan for the Southern Housing Consortium.

Schepp reported on the status of the application process, and how the consortium funding will be administered. The County Boards in all ten counties concerned have approved being part of the consortium. The Consortium Committee will begin meeting once funding is in place.

Revolving Loan Fund/Housing Committee

Minutes

October 11, 2012

CLOSED SESSION

MOTION: On motion by Witt, second by Ross, the Committee went into closed session at 9:22 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: 5, as follows: Ross, Witt, Wingers, Gove, and Tramburg
Noes: 0

OPEN SESSION

MOTION: On motion by Witt, second by Ross, the Committee reconvened in open session at 11:57 a.m. The roll call vote was unanimous.

*UPDATES ON FRSB/OTHER LOANS

MOTION: On motion by Witt, second by Gove, the Committee approved the following terms/rates for Berg Builders:

- October/November 2012: principal & interest payments as scheduled.
- Starting December 2012: interest only payments for six (6) months.
- Loan to be reviewed in May 2013

2008 CDBG-EAP BUSINESS MITIGATION PROJECTS

Kari Justmann (MSA) joined the meeting. Justmann provided a program summary and explained the status/fund balances of the three program categories: Business/Farm Assistance - \$260,734.08, Business Mitigation Assistance (LMI) - \$7,322.02, and Business Mitigation Assistance - \$648,945.48.

Various mitigation projects were discussed, with action taken on the following:

- Richard Brown Additional funds requested due to concern about higher than expected bids.

MOTION: On motion by Wingers, second by Ross, the request for an additional \$18,000 was approved.

- Tony Manicki Additional funds requested; farm field repair cost is more than estimated.

MOTION: On motion by Gove, second by Witt, the request for an additional \$5,000 was approved.

2011 HOUSING PROGRAM

Sue Koehn (MSA) was present to review program status and current project requests.

Review/Approve Housing Procedures Manual

Koehn reported the program balance is \$349,850. Program guidelines require \$143,490 go to low income (LI) or very low income (VLI) projects. To date, the Committee has approved \$84,950 to LI or VLI projects. Rent rates need to be established. Witt will provide information regarding current rates for the area.

Review/Approve Housing Projects

HO #152 The middle income property is located in Poynette. There are three children in the home, with one under the age of six. The estimate for improvements is \$46,450 which will result in negative equity after rehabilitation.

Koehn presented two options for consideration.

1. Approve all improvements for a total of \$46,450. This option would result in equity of (\$10,349).
2. Approve lead items only for a total of \$35,200. This option would result in equity of (\$2,849.98).

MOTION: On motion by Gove, second by Ross, the Committee approved lead only work for a total of \$35,200.

Conflicts of Interest

None

Adopt Local Employment and Contracting Section 3

Koehn explained the federal policy, noting the County is required to adopt a Section 3 policy ensuring that efforts will be made to serve LMI (low to moderate income) residents and employers that are Section 3 business concerns.

MOTION: On motion by Witt, second by Wingers, the Section 3 – Local Employment and Contracting policy was adopted.

ADJOURNMENT

MOTION: On motion by Wingers, second by Ross, the meeting was adjourned at 1:08 p.m.

Next meeting: November 8, 2012

Respectfully Submitted:

JoAnn Wingers, Secretary

Cindy Devine, Recording Secretary

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