



608-742-9645
FAX: 608-742-9846
Email: accounting@co.columbia.wi.us
Website: www.co.columbia.wi.us

400 DeWitt Street
P.O. Box 473
Portage, WI 53901

**RLF/HOUSING COMMITTEE
MINUTES
FEBRUARY 17, 2009**

PRESENT: John H. Tramburg, Robert L. Hamele, Mark Witt, and Debra Wopat

Excused: Robert Westby

ALSO PRESENT: Lois Schepp, John Gruber, Steven Gruber, Jolene Severson, Virginia Hayes, Debra Tkach, Gerald Spears, Carmen Kiefer, and Susan Koehn (MSA)

The meeting was called to order at 9 a.m. and was legally noticed and published.

APPROVE AGENDA

The meeting agenda was reviewed. Schepp noted that Brenda Serstad (Viva La Mocha) would not be attending the meeting as noticed.

MOTION: On motion by Witt, second by Hamele, the agenda was approved as amended.

MINUTES

MOTION: On motion by Wopat, second by Witt, the open and closed session minutes from the January 15, 2009 meeting were approved.

REVIEW BUSINESS FLOODING LOAN APPLICATIONS

Six Flood Recovery Small Business (FRSB) loan applications were presented for review: 1) Gruber Automotive, 2) The Flower Company, 3) The Nail Nook, 4) Eclipse Paintball Supplies/Sport Ready, 5) Bud's Pizza dba Lunch Box & Deli, and 6) Chloe's.

.....
CLOSED SESSION

.....
MOTION: On motion by Witt, second by Hamele, and a unanimous roll call vote, the Committee adjourned to Closed Session at 9:06 a.m. to review business loan applications and associated financial information, and 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.

ROLL CALL VOTE: Ayes: 4, as follows: Tramburg, Wopat, Hamele, and Witt
Noes: 0

**RLF/HOUSING COMMITTEE
MINUTES
FEBRUARY 17, 2009**

OPEN SESSION

MOTION: On motion by Wopat, second by Hamele, the Committee reconvened in open session at 10:40 a.m. The roll call vote was unanimous.

Gruber Automotive

MOTION: On motion by Hamele, second by Witt, the Committee approved a \$20,000 FRSB loan to Gruber Automotive under program guidelines.

The Flower Company

MOTION: On motion by Wopat, second by Hamele, the Committee approved a \$20,000 FRSB loan to The Flower Company under program guidelines. Witt abstained.

The Nail Nook

MOTION: On motion by Witt, second by Wopat, the FRSB loan request from The Nail Nook was denied.

Eclipse Paintball Supplies/Sport Ready LLC

MOTION: On motion by Wopat, second by Hamele, the Committee approved a \$15,000 FRSB loan to Eclipse Paintball Supplies/Sport Ready LLC under program guidelines. Loan approval is contingent on receiving legal documentation confirming that Debra Tkach is legally able to guarantee the loan in order to protect both the State and the County.

Bud's Pizza dba Lunch Box and Deli

MOTION: On motion by Hamele, second by Wopat, the Committee approved a \$20,000 FRSB loan to Bud's Pizza dba Lunch Box and Deli under program guidelines. Witt abstained.

Chloe's

MOTION: On motion by Witt, second by Hamele, the Committee approved a \$20,000 FRSB loan to Chloe's following program guidelines. The loan is contingent on proof of Chloe's having a minimum two-year lease/rental agreement at the business' current location.

REVIEW HOMEOWNER FLOODING GRANT APPLICATIONS

Sue Koehn of MSA Professional Services joined the meeting. The Committee reviewed a summary of the program. Koehn reported that \$65,993.37 of program dollars had been spent so far.

Per the County's program guidelines, grant applications/projects over \$15,000 must be reviewed and approved by the Committee. Three applications were considered at this time.

**RLF/HOUSING COMMITTEE
MINUTES
FEBRUARY 17, 2009**

Project HO #21

The previously tabled application includes \$32,800 in reimbursement for plumbing and heating work already completed, and repairs still needed for foundation, wall, and floor replacement of two porch areas on the house. The Committee reviewed the porch/foundation work and estimates.

MOTION: On motion by Witt, second by Wopat, the project was approved as requested for a total of \$32,800.

Project HO #30

This home was destroyed by the June tornado and had to be replaced. The cost of the replacement house totaled \$153,900. Homeowner insurance paid for most of the cost. The homeowner received no funding from FEMA, and is requesting \$39,250 from the County's CDBG-EAP program to finish the home, including:

- ▶ \$7,500 Septic system
- ▶ \$7,413 Well/pump
- ▶ \$8,217 Electric
- ▶ \$7,920 Furnace
- ▶ \$8,200 Plumbing

MOTION: On motion by Wopat, second by Hamele, the project was approved for \$39,250.

Project HO #35

This home sustained substantial damage from the June tornado and flooding. The homeowner received funding totaling \$10,035.96 from insurance and FEMA. The homeowner is now requesting \$79,420.24 from the County's CDBG-EAP. Koehn noted that program guidelines require that the project doesn't exceed 50% of the home value.

The project cost is based on actual estimates for the work and repairs, and includes a new water heater, drain and water lines in the basement, electrical work, back porch and basement entry replacement, drywall and insulation replacement in the basement, amongst many other items.

The Committee expressed concern over the \$44,300 estimate to remove/replace the back porch and basement entry.

The project was tabled until the home value could be established and another estimate could be obtained for the porch and basement entry work.

ADJOURNMENT

MOTION: On motion by Witt, second by Hamele, the meeting was adjourned at 11:30 a.m.

Next meeting date: March 12, 2009

**RLF/HOUSING COMMITTEE
MINUTES
FEBRUARY 17, 2009**

Respectfully Submitted,

Robert L. Hamele, Secretary

Cindy Devine Recording Secretary

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