

Columbia County RLF/Housing Committee
MINUTES
April 12, 2007

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

ALSO PRESENT: Lois Schepp and Sue Koehn (MSA)

The meeting was called to order at 1 p.m. and was legally published/noticed.

MOTION: On motion by Wopat, second by Witt, the agenda was approved as printed.

Minutes

MOTION: On motion by Baumgartner, second by Hamele, the minutes of the February 28th and March 21st RLF/Housing Committee meetings were approved.

HOUSING PROGRAM

Approve CDBG-Housing Pre-Application

The Committee reviewed a preliminary application for 2007 housing funds from the Division of Housing and Community Development. Koehn noted that the pre-application allows the County to participate in the selection process. It does not guarantee that the County will receive any program funds.

MOTION: On motion by Witt, second by Hamele, the Committee approved submitting the pre-application for housing funds.

Review Housing Projects

Koehn reported that the balance in the housing fund was currently \$33,717.70. An additional \$5,000 payoff is expected in the near future.

HO #117

This project was tabled at a previous meeting due to lack of estimates and adequate funding. The \$35,270 project consists of extensive repairs, including numerous lead hazard items and code violations. Under program guidelines, the lead hazards and code violations would require completion first.

The low-income household includes a handicapped individual, and is located in Pardeeville. The home is over 100 years old.

Columbia County RLF/Housing Committee
MINUTES
 April 12, 2007

Review Housing Projects, continued

HO #117 The homeowner is requesting \$35,270 to complete the following repairs:

Item	Amount
Exhaust fan	\$ 0
Windows	4,900
Flooring	1,400
Hallway steps/floor	585
Railing/handrail	685
Roof	7,585
Gutters/downspouts	885
Siding	8,000
Trim/soffit/fascia	2,740
New doors/hardware	365
New porches	<u>8,125</u>
TOTAL	<u>\$35,270</u>

MOTION: On motion by Hamele, second by Wopat, the project was approved for \$35,270. Funding of \$33,717.70 will come from the housing account, with remaining funds to come from the administration account and paid back when other project payoffs come in.

Conflicts of Interest

None

.....

REVOLVING LOAN FUND

Amend/Approve RLF Policies & Procedures Manual

The Committee reviewed amendments to the RLF Program Policies & Procedures Manual and loan application documentation. Schepp reported that the changes were approved by the Wisconsin Department of Commerce.

MOTION: On motion by Baumgartner, second by Witt, the Committee approved the amended Policies & Procedures Manual and associated documentation.

Schepp noted that with assistance from the MIS Department, online RLF Program information had been updated, and interactive loan application documents are now available on the County's website. Committee members viewed the information on the website, and Schepp demonstrated the new interactive application documents.

Columbia County RLF/Housing Committee
MINUTES
April 12, 2007

ADJOURNMENT

MOTION: On motion by Wopat, second by Baumgartner, the meeting was adjourned at 1:52 p.m.

Respectfully Submitted:

Robert L. Hamele, Secretary

Cindy Devine, Recording Secretary

cc: RLF/Housing Committee
Lois Schepp
Susan Moll
Internet