



MINUTES
ROCK COUNTY PLANNING & DEVELOPMENT COMMITTEE
THURSDAY, JUNE 23, 2011 - 8:00 A.M.
SECOND FLOOR – COURTHOUSE CONFERENCE CENTER
ROCK COUNTY COURTHOUSE
JANESVILLE, WI

1. CALL TO ORDER

The meeting of the Rock County Planning & Development Committee was called to order at 8:01 a.m. on Thursday, June 23, 2011 at the Rock County Courthouse. Chair Al Sweeney presided. Supervisors present: Wayne Gustina, Marilynn Jensen, Mary Mawhinney and Phil Owens.

Planning & Development staff present: Paul Benjamin (Director), Neale Thompson, (Housing Specialist) and Carol Jaggi (Clerk Steno).

Others present: None

2. ADOPTION OF AGENDA

Supervisor Owens moved to adopt the agenda, Supervisor Gustina seconded. **ADOPTED** as presented.

3. MEETING MINUTES – JUNE 9, 2011

Supervisor Jensen moved the approval of the June 9, 2011 committee minutes; second by Supervisor Mawhinney. **APPROVED** with the following change: page 5, paragraph 2, line 6 should read: "*that authority is hereby granted to distribute project funds per that contract; and....*"

4. CITIZEN PARTICIPATION, COMMUNICATIONS AND ANNOUNCEMENTS

None.

5. FINANCE

A. Department Bills /Encumbrances / Transfers

Supervisor Mawhinney moved the approval of payment of the department bills, second by Supervisor Gustina. All in favor - **APPROVED** (Yes - 5, No – 0, Absent – 0).

6. HOUSING & COMMUNITY DEVELOPMENT

A. CDBG – Revolving Fund Change Order (ID 020689D2) = + \$1000

Supervisor Jensen moved the approval of CDBG – Revolving Fund Change Order (ID 020689D2) for an increase of \$1000; second by Supervisor Gustina. All in favor – **APPROVED** (Yes - 5, No – 0, Absent - 0).

B. Contract for Professional Services

Director Benjamin announced that the Housing Division conducted a bid process for selecting a contractor to provide letter reports for housing rehabilitation loans. The approved bid was awarded to The Title Team. The charge for this service will be included in the loan cost.

Conflict of Interest Statement:
*There were no Conflict of Interest Statements in regards to the aforementioned
Loan / Grant requests.*

Information Verification Statement:
All information required for loan approval was verified.

7. DIRECTOR'S REPORT

Director Benjamin reported it will be announced at this evening's County Board meeting that Chairman Sweeney has won the Rod Nilsestuen Award for Working Lands Preservation.

DNR Presentation – Jim Congdon will be doing a presentation on the Total Maximum Daily Loads for Total Phosphorus and Total Suspended Solids in the Rock River Basin.

There will be a final public listening session for the Update of Land Division Regulations in the Rock County Courthouse Jury Assembly Room on June 28th. Drafts will be sent out to Clerks to review before the session.

8. COMMITTEE REPORTS

None.

9. EXECUTIVE SESSION

Supervisor Mawhiney moved to go into Executive Session at 8:41 a.m. per Section 19.85(1) (c), Wis. Stats.; second by Supervisor Gustina. Unanimously **ADOPTED** on a roll call vote.

Supervisor Owens moved to go out of Executive Session at 9:30a.m., second by Supervisor Jensen. **ADOPTED.**

10. ADJOURNMENT

Supervisor Owens moved to adjourn the committee at 9:35 a.m.; second by Supervisor Gustina. **ADOPTED** by acclamation.

The next meeting of the Planning & Development Committee will be **Thursday, July 14, 2011 at 8:00 a.m. The meeting will be held in the 2nd Floor Courthouse Conference Center, of the Rock County Courthouse.**

Prepared by: Carol Jaggi - Acting Secretary