



## MINUTES

ROCK COUNTY HOUSING AUTHORITY  
MONDAY, MARCH 4, 2013 – 8:30 A.M.  
P & D CONFERENCE ROOM  
SECOND FLOOR - EAST WING  
ROCK COUNTY COURTHOUSE  
JANESVILLE, WI

### **Call to Order**

After confirming that public notice requirements were met, Chair Brian Christianson called the meeting to order at 8:30 A.M.

### **Roll Call of Members**

Present: Chair Brian Christianson, Vice-Chair Billy Bob Grahn, Mary Beaver, Anda O'Connell, Jackie Wood, and ex-officio member Russ Podzilni (County Board Chair)

Absent: None

**Staff Members Present:** David Somppi (Community Development Mgr.), Cheryl Martin (Recording Secretary) and Paul Benjamin (Planning Director)

**Others Present:** None

### **Adoption of Agenda**

Commissioner Grahn moved to adopt the agenda; second by Commissioner Wood. **ADOPTED**

### **Minutes of Meeting for February 11, 2013**

Commissioner Wood moved the approval of the February 11, 2013 meeting minutes as presented; second by Commissioner O'Connell. **APPROVED as presented.**

### **Secretary's Report**

Mr. Somppi reported that staff's activities for the 1<sup>st</sup> quarter, 2013, included assisting with administering the Village of Orfordville and City of Milton Community Development Block Grant programs. Orfordville has \$270,000 to administer and Milton has \$100,000 to administer in 2013.

Rock County also will have about \$250,000 in HOME and HOME program income funds to administer in 2013.

Staff will notify Housing Authority members when word is received concerning Rock County's Lead Hazard Control grant application that was submitted in February.

Staff will forward information about the Housing Authority to members, including proposed uses and projected activity for 2013, the 2013 Action Plan update and the Housing Procedure Manual.

## Loan Requests

### **Action Item: HOME Consortium Funds – Loan ID 006094D2 = \$13,384**

Com'r Grahn moved the approval of Loan 006094D2 in the amount of \$13,384; seconded by Com'r O'Connell. All in favor – **APPROVED** (Yes – 5, No – 0, Absent – 0)

*Conflict of Interest Statement:*

*There were no Conflict of Interest Statements in regards to the aforementioned loan requests.*

*Information Verification Statement:*

*All information required for loan approval was verified.*

### **Information Item: HOME Consortium Funds – Loan ID 006095D1**

Staff is working with property owners on a 6-unit rental property in Edgerton. Items proposed to be included in a rehabilitation project include the boiler-central heating, GFCI's and smoke detectors, plumbing fixture and waste line repairs, window repairs, and ceiling-structural repairs. Staff will inform the Authority of future progress.

## Citizen Participation, Communications and Announcements

Mr. Benjamin reported that the Southern Wisconsin Housing Consortium has been established to administer the disbursement of Community Development Block Grant (CDBG) funds for areas that include Rock County.

He also stated that staff has completed a Memo of Understanding with the Health Department for providing the XRF instrument for detecting lead in eligible and participating housing units.

Com'r Grahn reported that he planned to attend the Homeless Task Force meeting in Stevens Point in March, and may report back to the Authority at the next meeting.

## Adjournment

Commissioner Grahn moved to adjourn the committee at 9:30 a.m.; second by Chair Christianson. **ADOPTED** by acclamation.

The next meeting of the Housing Authority is tentatively scheduled for Monday, April 8, 2013 at 9:00 a.m. in the Orfordville Village Hall.

Respectfully submitted,

Cheryl Martin, Recording Secretary

NOT OFFICIAL UNTIL APPROVED BY THE ROCK COUNTY HOUSING AUTHORITY