



MINUTES

ROCK COUNTY HOUSING AUTHORITY
MONDAY, FEBRUARY 11, 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 8:40 A.M.

Roll Call of Members

Present: Chair Brian Christianson, Anda O'Connell and ex-officio member Russ Podzilni. (Member arrived at 8:41 – Jackie Wood).

Absent: Vice-Chair Billy Bob Grahn, Mary Beaver.

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

Others Present: None

Adoption of Agenda

Mr. Somppi noted a correction to Item 3 on the agenda: it should read "Minutes of Meeting on *November 19, 2012*". Commissioner O'Connell moved to adopt the agenda with the change; second by Russ Podzilni. **ADOPTED as amended.**

Commissioner Wood arrived at 8:41 am

Minutes of Meeting on November 19, 2012

Commissioner O'Connell moved the approval of the November 19, 2012 Annual Meeting minutes as presented; second by Commissioner Wood. **APPROVED as presented.**

Secretary's Report

Mr. Somppi reported that the 2013 Community Development Work Program is underway. HOME Program project work was limited in 2012 due to the administration of other funding sources. With project administration coming to an end in one municipality, it is anticipated that there will be increased HOME Program activity in 2013 for the Housing Authority to take up.

Information About Rock County Community Development Program and Rock County Housing Authority

Mr. Somppi reported that the Community Development Division is working with the Long Term Support and Purchasing divisions to update the bid process for home modifications

Funding Requests

Action Item: Loan ID 006094D1 (HOME Program Funds) = \$750 Mr. Somppi reported that this would be to have the soil evaluation conducted for a septic system replacement project. Several other repair items will be conducted as part of this project. They will be presented upon completion of the bidding process. The septic system will also be proposed to be replaced at a future time. The house has sufficient equity to address all repair items. Motion to approve for \$750 by Com'r Wood, seconded by Com'r O'Connell. The motion passed.

Information Item: Loan ID 006095D1 (HOME Program Funds) = 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

None at this time.

Adjournment

Commissioner Wood moved to adjourn the committee at 9:35 a.m.; second by Commissioner O'Connell. **ADOPTED** by acclamation.

The next meeting of the Housing Authority is scheduled for Monday, March 4, 2013 at 8:30 a.m.

Respectfully submitted,

Cheryl Martin, Recording Secretary

NOT OFFICIAL UNTIL APPROVED BY THE ROCK COUNTY HOUSING AUTHORITY