



MINUTES
ROCK COUNTY PLANNING & DEVELOPMENT COMMITTEE
THURSDAY, DECEMBER 15, 2011 - 8:00 A.M.
COURTHOUSE CONFERENCE CENTER
SECOND FLOOR – EAST WING
ROCK COUNTY COURTHOUSE
JANESVILLE, WI

1. **CALL TO ORDER**

The meeting of the Rock County Planning & Development Committee was called to order at 8:00 a.m. on Thursday, December 15, 2011 at the Rock County Courthouse. Chair Al Sweeney presided. Supervisors present: Wayne Gustina, Marilyn Jensen, and Phil Owens. Absent: Mary Mawhinney

Planning & Development staff present: Paul Benjamin (Director), James Otterstein (Economic Development Mgr.), David Somppi (Community Development Mgr.), and Cheryl Martin (Accountant).

Others present: None

2. **ADOPTION OF AGENDA**

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

3. **MEETING MINUTES – DECEMBER 1, 2011**

Supervisor Owens moved the approval of the December 1, 2011 Committee minutes; seconded by Supervisor Gustina. **APPROVED.**

4. **CITIZEN PARTICIPATION, COMMUNICATIONS AND ANNOUNCEMENTS**

Director Benjamin announced that the Wisconsin Initiative on Climate Impacts (WICI) Workshop will be held today 12:30 p.m. in the Planning & Development Office Conference Room.

5. **FINANCE**

Supervisor Jensen arrived at 8:06 am.

A. **Department Bills/Encumbrances/Pre-Approved Encumbrances/Amendments/Transfers**

Supervisor Owens moved the approval of payment of the department bills; second by Supervisor Gustina. All in favor - **APPROVED** (Yes - 4, No - 0, Absent - 1)

6. **HOUSING & COMMUNITY DEVELOPMENT**

Mr. Somppi presented the staff report.

A. **Project ID 020691D1) = \$9,476**

Supervisor Jensen moved the approval of Project ID 020691D1; second by Supervisor Gustina. All in favor - **APPROVED** (Yes - 4, No - 0, and Absent - 1).

B. Change Order for Project ID 020687D1 = + \$3,500

Supervisor Jensen moved the approval of a Change Order for Project ID 020687D1; second by Supervisor Gustina. All in favor – **APPROVED** (Yes – 4, No – 0, and Absent – 1).

C. Resolution Authorizing Submission Of The 2012 Rock County Application For Lead Hazard Control Grant Funds

Mr. Somppi presented the resolution that would authorize the Community Development Division to submit an application for grant funds to be used for conducting lead hazards control work in Rock County.

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled on this ___ day of _____, 2011 hereby approves and authorizes the preparation and filing of an application for the 2012 Healthy Homes and Lead Hazard Control Program through the U.S. Department of Housing & Urban Development; and

BE IT FURTHER RESOLVED, that the Rock County Board of Supervisors authorizes the County Board Chair and County Clerk to sign the respective documents on behalf of the County of Rock; and,

BE IT FURTHER RESOLVED, that authority is hereby granted to the Rock County Planning and Development agency to take the necessary steps to prepare and file an appropriate application for funds under this Program in accordance with this application.

Supervisor Owens moved the above resolution; second by Supervisor Gustina. **All in favor – APPROVED (Yes – 4, No – 0, and Absent – 1).**

7. COMMITTEE REPORTS

There were no Committee reports.

8. ECONOMIC DEVELOPMENT

Mr. Otterstein presented a variety of textual related changes to the Economic Development Revolving Loan Fund Policies and Procedures Manual. These changes are being made to insure consistency between past practice and current activities and also to reflect the name change in the Wisconsin Department of Commerce (now entitled Wisconsin Economic Development Corporation).

Supervisor Owens moved to approve the changes to the Economic Development Revolving Loan Fund Policies and Procedures Manual; second by Supervisor Gustina. **All in favor – APPROVED (Yes – 4, No – 0, and Absent – 1).**

9. ADJOURNMENT

Supervisor Owens moved to adjourn the committee at 8:50 a.m.; second by Supervisor Gustina. **ADOPTED** by acclamation.

The next meeting of the Planning & Development Committee will be **Thursday, January 12, 2012 at 8:00 a.m.**

Prepared by: Cheryl Martin - Acting Secretary