



MINUTES
ROCK COUNTY PLANNING & DEVELOPMENT COMMITTEE
THURSDAY, NOVEMBER 14, 2013 - 8:00 A.M.
COURTHOUSE CONFERENCE ROOM
SECOND FLOOR
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, November 14, 2013 at the Rock County Courthouse. Chair Sweeney presided. Supervisors present: Mary Mawhinney, Marilyn Jensen, Phil Owens, and Wayne Gustina.

Planning & Development Staff present: Colin Byrnes (Acting Planning Director/County Zoning Administrator), David Somppi (Community Development Manager), Adam Pritchard (County Engineer) and Steve Schraufnagel (Acting Secretary).

2. ADOPTION OF AGENDA

Supervisor Owens moved to adopt the agenda; Supervisor Gustina seconded.
ADOPTED 5-0.

3. MEETING MINUTES – OCTOBER 24, 2013

Supervisor Jensen moved the approval of the October 24, 2013 Committee minutes with some minor corrections. Supervisor Mawhinney seconded the approval of the minutes.
APPROVED 5-0.

4. CITIZEN PARTICIPATION, COMMUNICATIONS AND ANNOUNCEMENTS

None at this time.

5. CODE ADMINISTRATION & ENFORCEMENT

Action Item: Resolution Authorizing Approval of Seventh Addition to Fassett Cemetery Plat.

Supervisor Gustina made a motion to approve the Resolution; Seconded by Supervisor Owens. All in favor – Approved (Yes –5 No- 0, Absent – 0)

6. FINANCE

Action Item: Department Bills/ Encumbrances/Amendments/Transfers

Supervisor Mawhinney made a motion to approve the Bills; Seconded by Supervisor Owens. All in favor – **Approved (Yes –5 No- 0, Absent – 0)**

7. **CORPORATE PLANNING**

A. Action Item: Awarding Bid to Lange Enterprise for Installation of 911 Address Signs.

Supervisor Mawhinney made a motion to approve the awarding of the bid for the contract to install 911 address signs to Lange Enterprise; Seconded by Supervisor Gustina. All in favor – **Approved (Yes –5 No- 0, Absent – 0)**

8. **COMMUNITY DEVELOPMENT**

A. Action Item: Resolution Authorizing Property Purchase through Community Development Block Grant – Emergency Assistance Program.

Mr. Somppi explained that this property has experienced repetitive flooding. Aerials depicting the location were passed out to the Committee. The existing buildings will be removed after property acquisition but the final grading may not be done until spring.

Supervisor Jensen made a motion to approve the resolution authorizing the property purchase; Seconded by Supervisor Gustina. All in favor – **Approved (Yes –5 No- 0, Absent – 0)**

B. Action Item: Lead Hazard Control - CDBG (Loan ID 20705D1)

Mr. Somppi explained the request. These are Lead Hazard Control work that was from the findings of the DOA audit. Health Department staff will conduct the inspections. In this case one window sill indicated lead levels in excess of the recommended allowed level.

Supervisor Gustina made a motion to approve the request; Seconded by Supervisor Owens. All in favor – **Approved (Yes –5 No- 0, Absent – 0)**

C. Action Item: Lead Hazard Control – CDBG (Loan # 20710D1)

Supervisor Jensen made a motion to approve the request; Seconded by Supervisor Owens. All in favor – **Approved (Yes –5 No- 0, Absent – 0)**

D. Action Item: Lead Hazard Control – CDBG (Loan # 20717D1)

Supervisor Gustina made a motion to approve the subordination request; Seconded by Supervisor Mawhinney. All in favor – **Approved (Yes –5 No- 0, Absent – 0)**

9. **COMMITTEE REPORTS**

Supervisor Jensen attended a tour of Clear Horizon's digester in Dane County. She handed out a report describing the high points of the tour.

Supervisor Mawhinney stated that Johnstown Township will be hosting a presentation on wind power at the Town Hall on Monday November 18th.

10. **DIRECTORS REPORT**

- **Southern Region Housing /WI DOA 10/28/13** – Supervisor Owens and Mr. Brynes attended the meeting in Madison which included discussion on the housing manual. The next meeting will be in December.
- **Rock County Board of Adjustment 10/30/13** – Four cases were heard, with 2 denials and 2 approvals.
- **Floodplain Open House 10/30/13** – Ms. Borlick and Mr. Schraufnagel attended the open house held at Marshall Middle School. There were about 80 attendees, 70-75 of which were City of Janesville residents.
- **Home Housing Program Monitoring 11/5,6/13** – City of Janesville came in to monitor the HOME Housing Program and recommended that the application form be beefed up to include more detailed income information.

11. **Adjournment**

Supervisor Gustina moved to adjourn the committee at 9:21 a.m.; second by Supervisor Owens. **ADOPTED** by acclamation.

The next meeting of the Planning & Development Committee will be **Thursday, December 12, 2013 at 8:00 a.m.**

Prepared by: Steve Schraufnagel – Acting Secretary