

# Plan Commission Meeting

## MINUTES

03/02/2020 6:00 PM

CITY HALL

<b>MEETING CALLED BY</b>	Mayor Pinnow
<b>TYPE OF MEETING</b>	
<b>FACILITATOR</b>	
<b>NOTE TAKER</b>	Jerry Elmer
<b>TIMEKEEPER</b>	
<b>ATTENDEES</b>	Mayor Pinnow, Jerry Elmer, Dan Brown, Council Rep Paul Huffman, RJ Logan, Jaine Winters, Richard Peach, Attorney Mark Schroeder.

### AGENDA TOPICS:

CALL TO ORDER. ROLL CALL. PUBLIC APPEARANCES. COMMITTEE COMMENTS OR QUESTIONS.  
APPROVE PRIOR MINUTES

<b>DISCUSSION</b>	Quorum present. No public appearances No committee comments or questions	
<b>CONCLUSIONS</b>	RJ Logan made a motion to approve the corrected prior minutes of the 02/03/2020 Plan Commission meeting A second to the motion was made by Dan Brown. Motion carried	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

### PATTI BRUGGER BIP APPLICATION

<b>DISCUSSION</b>	Patti Brugger's plumbing, electric and window installation has been completed and approved by the building inspector and is requesting the maximum payment of \$5,000 which was approved in the application.	
<b>CONCLUSIONS</b>	Jaine Winters made a motion to approve the maximum payment of \$5,000 to Patti Brugger. A second to the motion was made by Richard Peach. Motion carried.	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

**MIKE KING BACK DOOR BIP REQUEST FOR PAYMENT**

<b>DISCUSSION</b>	Mike King's back door installation has been completed and approved by the building inspector and is requesting the payment of \$1,250 which is ½ of the cost of the project which was approved in the application.		
<b>CONCLUSIONS</b>	Dan Brown made a motion to approve the payment of \$1,250 to Mike King. A second to the motion was made by RJ Logan. Motion carried.		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	

**AFFORDABLE HOUSING**

<b>DISCUSSION</b>	Mayor Pinnow attended a meeting of the Southwestern Wisconsin Community Action Program where affordable housing was discussed. The housing units will be targeting either the elderly or family residents based on local needs. Brodhead could be one of the communities to be part of the program if it competes a required market study and has a shovel ready site.		
<b>CONCLUSIONS</b>	The mayor requested a collaborative meeting about the program be held on March 30 <sup>th</sup> , 6 PM at the Brodhead Memorial Public Library		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	

PROCESS FOR DISTRIBUTION OF INFORMATION REGARDING LOAN/GRANT PROGRAMS. FUTURE AGENDA ITEMS.  
 ADJOURN.

<b>DISCUSSION</b>	
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	<p>Review and Approval of Jaine Winters spreadsheet which outlines the Brighten Up Brodhead loan program and the Building Improvement Grant Program. All members of the plan commission agree it is well-conceived and will be a useful tool in explaining the various programs.</p> <p>RJ Logan made a motion to approve amendments to the spreadsheet as noted in Attorney Schroeder's letter dated 02/07/2020. A second to the motion was made by Dan Brown. Motion carried.</p> <p>Future Agenda Items may include Three Waters Reserve, setting up the meeting for the affordable housing program, and a Special Meeting on 03/09/2020 @ 6:30 pm for a new Bassett BIP project</p>
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<b>CONCLUSIONS</b>	
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<p>Jaine Winters made a motion to adjourn at 6:40 pm. A second to the motion was made by Richard Peach. Motion carried</p>	
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ACTION ITEMS	PERSON RESPONSIBLE		DEADLINE
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