

# Plan Commission Meeting

## MINUTES

10/07/2019 6:00 PM

CITY HALL

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

### 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>	Jaine Winters made a motion to approve the prior minutes of the 09.03.2019 Plan Commission meeting and the 09.09.2019 Special 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>	

### REQUEST FOR PAYMENT BILL BASSETT BIP

<b>DISCUSSION</b>	The work has been completed as indicated in the application. The cost of the improvements was \$1,500.		
<b>CONCLUSIONS</b>	Richard Peach made a motion to approve payment of \$750.00 to Bill Bassett to from the BIP. A second to the motion was made by RJ Logan. Motion carried.		

### BIP REQUEST FROM BETSY KARABATSOS

<b>DISCUSSION</b>	The applicant is requesting payment of \$5,000 from the BIP for the installation of metal cladding on her property located at 1108 E 2 <sup>nd</sup> Ave. The total cost of the improvements for the cladding will be \$21,900		
<b>CONCLUSIONS</b>	Richard Peach made a motion to approve the payment of \$5,000 to Betsy Karabatsos subject to approval, if needed, by the Historic Preservation Committee. A second to the motion was made by Jaine Winters. Motion Carried		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b></b>	<b>DEADLINE</b>

### BIP REQUEST FROM PATTI BRUGGER

<b>DISCUSSION</b>	The applicant is requesting payment of \$5,000 from the BIP for improvements to her property located at 919 ½ W Exchange Street. The improvements include plumbing, electric and windows. The estimated cost of the improvements is \$13,192.00		
<b>CONCLUSIONS</b>	Jaine Winters made a motion to approve the payment of \$5,000 to Patti Brugger when the work is completed. A second to the motion was made by Dan Brown. Motion carried.		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b></b>	<b>DEADLINE</b>

PROCESS FOR DISTRIBUTION OF INFORMATION REGARDING LOAN/GRANT PROGRAMS.

CLOSED SESSION FOR SALE OF CITY LAND

<b>DISCUSSION</b>	No action was taken on the distribution of information. Closed session entered		
<b>CONCLUSIONS</b>	Richard Peach made a motion to enter closed session at 6:20 PM per Wis. Stat. Sec. 19.85 (1) (e) regarding sale of city land. A second to the motion was made by Jaine Winters. Motion carried 5-0 on roll call vote. Dan Brown made a motion to return to open session. A second to the motion was made by Richard Peach. Motion carried. No action was taken		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>		<b>DEADLINE</b>

BRIGHTEN UP BRODHEAD.  
FUTUER AGENDA ITEMS.  
ADJOURN.

<b>DISCUSSION</b>	Properties that will be eligible for the program to include single family and two rentals. Successful applicants of these properties will pay 2% interest on the loan. Roofs will be an eligible expense for single-family owner occupied and one and two-family rental properties. Loan processing fee of \$100 to be assessed upon approval of loan. Revised documents to be a future agenda item.  Future agenda items to include promotion of area ATV trails and revised documents of the Brighten Up Brodhead program.		
<b>CONCLUSIONS</b>	Richard Peach made a motion to adjourn at 7:11 PM. A second to the motion was made by RJ Logan. Motion carried		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>		<b>DEADLINE</b>