

Central Wisconsin Community Action Council, Inc.
PBP Committee Meeting Minutes
May 10, 2019

Present: John Wenum, John Atkinson, Joy Casperson, Ross Curry, Charlie Krupa, Dave Repinski, Sandy Wormet, and John Earl

Excused Absence: Scott Beard and Renee Greenland

Staff: Ed Czerkas, Dale Casperson, Wendy Schneider, and Donna Lynch

Guests: Keith Hill, Donna Maly, Stephanie Kong, and Dave Singer

1. Charlie Krupa called the meeting to order.
2. Roll call was taken with eight members present. Charlie welcomed new board member Stephanie Kong.
3. Motion passed by unanimous vote approving the agenda and minutes of the March 8, 2019 PBP Committee meeting minutes with the revision of adding John Wenum to the list of those present.
4. Ed presented the Buildings Maintenance & Repairs Report with detailed information about each of our buildings. Beaver Dam: Electrical upgrades on-going, obtaining bids for cement work & garage door (will also check out fire escape), & painting building exterior; Dells: Roof fan repair & food pantry exterior door replacement; Adams: New tenant. Minor repairs taking place at all buildings. Ed reported that Harvest Church volunteered for another service project and will paint the exterior of our Beaver Dam building. We are working on a grant application to administer Dodge County WHEAP Energy Assistance.
5. Joy presented the Property Managers Report with detailed information about each of our buildings. We currently have five vacancies to be filled soon. The most difficult building to fill is Holly Heights. Our current occupancy rate is 94%. Section 8 and Rapid Re-Housing assist a lot of our tenants with rent. In all of our buildings, 47% of tenants receive rental assistance excluding Wyona Lakes and Kenwood and 63% of tenants receive rental assistance including Wyona Lakes and Kenwood.
6. Sale of the Mauston Lot took place on April 26, 2019 in the amount of \$14,500.
7. Donna Maly reported that since our Beaver Dam building is in the historic district, the agency met with the Beaver Dam Landmark Commission regarding exterior buildings colors. They are looking at three different colors to delineate buildings. A decision will be made soon and we will have supplies ready for the Harvest Church service project.
8. Jim Grothman is working on a site plan for Dells Lot #2. The lot will be separated as our plan is to sell half to a local church and keep half for another agency affordable building project.
9. At our April Board Meeting, Board members approved the Adams Lot Sale and Development Agreement regarding development of an affordable senior housing project. We are waiting to hear back from the City of Adams.
10. Plans for the Charlie Krupa project have been sent to the DNR for approval which includes a 14-day waiting period. Soil borings are taking place and the building has been laid out with the four corners in. Kurt Mead is getting bids from excavators, so when we hear back from the DNR we will be ready to go. The Necedah Village Administrator, Roger Herried, is ready to

give out permits, and the concrete and plumber are ready to go. Once we receive the DNR determination, we will move forward.

11. Wendy provided an update on Homeless Issues including grants received and grant applications she is currently working on. The zoning request for the site of the new Baraboo Warming Shelter was denied so they will be searching for a new site.
12. Donna Maly made a motion authorizing our Executive Director, Fred Hebert, to present a proposal to Dodge County to manage and administer the Dodge County Wisconsin Home Energy Assistance Program (WHEAP). Seconded by John Wenum. Passed unanimously. Motion Carried.
13. Donna Maly introduced Keith Hill who gave a presentation on the Blue Zone Project. This project would bring Farmer's Markets and the Supplemental Food Assistance Program (SNAP) together to provide fresh foods to low-income residents. They are currently working on three locations, but would like to expand and explained how our agency could play a role in the project.
14. Meeting Adjourned – Next Meeting – Friday, July 12, 2019 @ 10:00 am