

## Iowa County

### CDBG-EAP Advisory Committee Minutes

Tuesday, March 2<sup>nd</sup>, 2010

Board Room, Courthouse

Approved July 22, 2011

1. Meeting called to order by Dwayne Hiltbrand.
2. Members present: Dwayne Hiltbrand, Diane McGuire, and Mary Brennum  
Members Absent: Dianna Cole, Jackie Trumm  
Other Present: Wynn Henderson (SWCAP), Keith Hurlbert (I.C. Emergency Management)
3. Approval of the February 16, 2010 meeting. Motion to approve by Mary Brennum and seconded by Diane McGuire. All "yes"
4. Wynn – Case 81109 – explained flood plain issue as to lender not requiring flood insurance at the time mortgage was taken out. Wynn also advised that the "Disaster Insurance" that was on the house will be paying off the mortgage. This leaves only the equity in the house for the EAP to pay for. The committee was satisfied with the explanation and Wynn will proceed with the buyout.  
  
The committee also asked that the Fire Department be contacted about using the house for training with Southwest Technical College. Keith will make contact with Bruce Kienitz and Scott Buttchen or Karl Sandry.
5. Keith – Case 81122 – Explained that he was contacted by home owner about an LP gas leak and that she was blaming Harrell Construction as they hit the line and repaired it during construction last year. Keith explained that after questioning the home owner it was determined she was making accusations without facts. They had not dug up the line to determine where it was leaking because of the frozen ground. Keith advised the home owner to wait until the location of the leak could be determined before placing blame. Keith also advised the home owner that the gas leak would not change the status of her grievance.
6. Wynn & Keith – Case 81122 – at 5:30 p.m. one hour after the scheduled meeting start time. Grievant not present.

Keith had given a meeting packet to all members at the start of the meeting. Packet included all letters that have been written from him to the grievant. The letter sent to grievant on February 17<sup>th</sup> at the direction of the CDBG-EAP committee stated that the grievance would be acted on at the March 2, 2010 meeting and further stated that if she did not appear in person, the action would be based on her written grievance.

Dwayne asked what the choices were with this situation.

Keith advised that the committee could recommend that the project work continue as agreed by the contractor and was presented to the home owner in January. The home owner does not fully agree with the list as she wants approximately \$8000.00 worth of landscaping done and that just isn't going to happen. Wynn has offered \$975.00 to cover reseeding of damaged areas.

Wynn explained that the EAP program has strict parameters when it comes to paying for landscaping. The home owner wants something that the program is not allowed to pay for.

Keith explained that a 2<sup>nd</sup> option is to end the project now and close the case. He further explained that it is highly unlikely that this project would move forward without further issues and incidents taking place.

Wynn handed out pictures of the work done by Harrell Construction at the 81122 job site and explained to the committee what the disagreements are about.

Mary asked if Harrell could continue with the project as presented to the home owner and it occur only if a police officer is present. The officer requirement would be at the home owner's expense. Wynn explained that the contract signed by the home owner prior to the start of the project gives specific times of the day that work can occur. No further discussion on this portion occurred.

Motion:

Diane McGuire made a motion to notify the home owner via certified mail that work will occur at certain times as explained in the contract and on certain dates. The contractor will be responsible for notifying the home owner the day before of his intentions. This notification is only to let the home owner know that Harrell Construction will be there the next day to work on the project, not for the home owner's approval that they can be there. The work to be completed is per the list of agreed items by the contractor as presented to the home owner in January. Completion of the project will be per the programs guidelines and signed contract. The replacement of the patio doors will be contingent upon the completion of the Harrell Construction project list, as well as the home owner providing proof of Homeowners Insurance and available funding. If, at any time the home owner prevents the contractor from performing project work and the contractor is operating within the original contract, program guidelines and has made the "Day Before" notification, the contractor will notify Wynn Henderson, the project will be stopped and the case will be closed.

Seconded by Mary Brennum

Motion passed on a unanimous affirmative vote.

Minutes by Keith Hurlbert, Iowa County Emergency Management Director 3/3/2010