KEWAUNEE COUNTY REVOLVING LOAN FUND COMMITTEE
August 13, 2013 1:00 P.M.

Call to Order:
The August meeting of the Kewaunee County Revolving Loan Fund Committee was called to order at 1:00 P.M., on Tuesday, August 13th, in the Conference Room at the Kewaunee County Highway Department, E4280 County Road F, by Committee Chair Jim Lamack.

Committee Members Present:
Chairman Jim Lamack, Dan Vincent, Robert Weidner, Linda Sinkula, Jeff Wisnicky, Jennifer Brown, Bruce Heidmann, Dave Luebbers and Administrator Matt Payette. **Others Present**: Craig and Pam Rossano

Approval of Agenda and Minutes:
Minutes for the July 16, 2013 meeting and agenda for the August 13th meeting were presented. Mrs. Sinkula moved for approval of the agenda and approval of the July 16th minutes. Mr. Heidmann seconded the motion. All voted in favor.

Committee Chairman Remarks:
Mr. Lamack recommended we move on to agenda items.

Consider Motion to go into Closed Session Pursuant to Sec. 19.85(1) (f)–Considering the Financial History of Specific Persons, to Wit: Considering the RLF Loan Application of C&P Oaks – Algoma, LLC - Oak Creek Assisted Living:
Mrs. Sinkula moved to go into closed session pursuant to Sec. 19.85(1) (f) Wis. Stats. Mr. Weidner seconded the motion. All voted in favor.

Consider motion to return to open session:
Mr. Heidmann moved to return to open session pursuant to Sec. 19.85(1) (f) Wis. Stats. Mr. Weidner seconded the motion. All voted in favor.

Consider Motion to Approve/Deny the RLF Loan Application of C&P Oaks – Algoma, LLC - Oak Creek Assisted Living:
The loan proposed to C&P Oaks – Algoma LLC is for the purchase of building furniture and equipment that will be used to furnish and maintain a new assisted living facility being constructed in Algoma. After much discussion Mr. Wisnicky made a motion to table the RLF loan application for C&P Oaks – Algoma, LLC – Oak Creek Assisted Living until the next meeting in order to receive additional information as follows;

1. 2012 Tax Statements
2. Updated Financial Statements
3. Detailed listing of items proposed for purchase with loan proceeds
4. A copy of the contract between C&P Oaks – Algoma, LLC and builder Mike Check.

Mr. Weidner seconded the motion. All voted in favor.

Discuss Draft WEDC – RLF Regionalization Manual and Process:
Mr. Payette informed the committee that the County received a letter from the Wisconsin Department of Administration stating that they are assuming oversight of local RLF's and other CDBG projects within the State. It is not sure what impact this has on regionalization and how it will impact the process. Therefore, the project is on hold until clarification is provided.

Administrator's Report – Matt Payette:
Mr. Payette also updated the Committee on program inquires during the past month.

Next Meeting Date:
The next meeting will be held on Tuesday, September 3, 2013 at 1:00 P.M. in the Kewaunee County Highway Conference Room, E4280 County Road F, Kewaunee, Wisconsin.

Any Other Business as Allowed by Law:
None

Adjournment:
The meeting was adjourned at 2:15 P.M.

Minutes submitted by: _____
Matt Payette, RLF Administrator