

**PROPERTY AND INFORMATION TECHNOLOGY COMMITTEE
MEETING MINUTES**

DATE: Monday, December 7, 2020
TIME: 9:30 a.m.
PLACE: Wood County Courthouse – Room 114

PRESENT: Al Breu (via WebEx), Brad Hamilton (via WebEx), Dennis Polach, Laura Valenstein, Bill Winch

OTHERS PRESENT (for part or all of the meeting): Nicole Gessert, Reuben Van Tassel, Lance Pliml , Amy Kaup (via WebEx), Bill Clendenning, Jason Grueneberg, Kim McGrath, Jason DeMarco, Rowland Hawk (via WebEx), Paul Bernard, Chad Schooley (via WebEx), Shawn Becker (via WebEx). **See attached list.**

1. The meeting was called to order at 9:30 a.m. by Chair Breu.
2. Public Comments: None.
3. Approve minutes from the previous meeting.

Motion (Hamilton/Valenstein) to approve the minutes from the previous meeting. Motion carried unanimously.

4. (a) Supervisor Winch asked for clarification on items within the Information Technology vouchers. Amy Kaup answered general questions pertaining to her department's vouchers.

Motion (Hamilton/Valenstein) to approve the vouchers for the Information Technology Department. Motion carried unanimously.

5. (a) No questions regarding Maintenance vouchers.

Motion (Polach/Hamilton) to approve the vouchers for the Maintenance Department. Motion carried unanimously.

(b) Van Tassel shared information regarding the modernization necessary in 2021 for the Courthouse elevator. Van Tassel also shared that the soil borings were completed last week and he is waiting for results.

6. Van Tassel indicated he had reached out to Finance for some numbers the Committee requested last month regarding the various costs associated with the current jail. With year-end duties the Finance Department has not been able to complete the request yet but should be able to start working on it in January. Pliml indicated he has been in contact with various departments and will be requesting an AdHoc Committee be created regarding the jail study. Discussion ensued.
7. Van Tassel shared information regarding a potential electric rate increase and a request from the Water Works and Lighting Commission to sign a petition in support of potentially tax rolling delinquent electric bills.

Motion (Hamilton/Breu) to allow Facilities Director, Van Tassel to sign a petition in support of Water Works & Lighting Commission potentially tax rolling delinquent electric bills. Motion carried. Voting no: Winch.

8. Jason Grueneberg and Paul Bernard from Planning and Zoning shared a virtual presentation and some history of various County owned properties. Discussion ensued. Paul will prepare a short list of properties with descriptions and current zoning and send to the Committee.

9. Motion (Valenstein/Hamilton) to go into closed session pursuant to Wis. Stat. s. 19.85(1)© to conduct performance evaluations for the Information Technology Director and Facilities Manager.

Roll call vote: Al Breu: Yes; Brad Hamilton: Yes; Dennis Poloch: Yes; Laura Valenstein: Yes; Bill Winch: Yes. Motion carried

10. Motion (Valenstein/Hamilton) to return to open session at 11:05 a.m. Motion carried unanimously.

11. Agenda items for the next meeting:

- Soil boring update
- County owned properties
- Update on Courthouse elevator bids
- Potential rate increase

12. The next Committee meeting will be Monday, January 4, 2021 at 9:30 a.m.

13. Chair Breu declared the meeting adjourned at 11:10 a.m.

Minutes recorded and prepared by Nicole Gessert. Minutes in draft form until approved at the next PIT meeting.