

**PROPERTY AND INFORMATION TECHNOLOGY COMMITTEE  
MEETING MINUTES**

**DATE:** Monday, May 2, 2022  
**TIME:** 9:00 a.m.  
**PLACE:** Wood County Courthouse – Room 114

**PRESENT:** Al Breu, Dennis Polach, Brad Hamilton  
**VIA WEBEX:** Bill Winch

**OTHERS PRESENT** (for part or all of the meeting): **See attached list**

1. The meeting was called to order at 9:00 a.m. by Chair Breu.
2. Public Comments: Lance Pliml introduced Jeff Penzkover as the appointment for the vacant District 11 Supervisor seat. Jeff shared a little background information about himself.
3. Approve minutes from the previous meetings.

**Motion (Hamilton/Polach) to approve the minutes from the previous meetings. Motion carried unanimously.**

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

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

(b) Information Technology Director, Kaup shared the new Programmer Analyst will be starting May 9<sup>th</sup>, 2022. Kaup shared information regarding ongoing projects within her department.

(c) Kaup shared information regarding Capital Improvement Projects (CIP) within her department for 2023 and following years. Discussion ensued.

5. (a) Supervisors Hamilton, Winch, and Polach asked for clarification on items within the Maintenance vouchers. Van Tassel answered general questions pertaining to his department's vouchers.

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

(b) Facilities Manager, Van Tassel shared information regarding projects that his department has been working on. Discussion ensued.

(c) Van Tassel shared information regarding Capital Improvement Projects (CIP) within his department for 2023. Van Tassel shared a hand-out with additional years for potential CIP requests. Discussion ensued.

6. County Clerk, Trent Miner shared information regarding the status of the Renewable and Sustainable Committee as it relates to a resolution being presented to the Judicial and Legislative Committee at their meeting on Friday, May 6<sup>th</sup>, 2022. Discussion ensued.

**Motion (Hamilton/Breu) in support of the Judicial and Legislative resolution as it stands to terminate the Renewable and Sustainable Committee, pursuant to County Board Rule 31B. Motion carried unanimously.**

7. Van Tassel shared information regarding on-going discussions with Information Technology (IT) regarding the possibility of IT occupying space within the Twelfth Street property. Discussion ensued. Van Tassel will bring back potential costs estimates as discussions progress.
8. Van Tassel shared information on potential departments that could make sense to occupy the Twelfth Street property. Discussion ensued. Van Tassel will share information as space needs are continually evaluated.
9. Agenda items for the next meeting:
  - Courthouse & River Block Security Access
  - Twelfth Street Property /Courthouse and River Block space needs
10. The next Committee meeting will be Monday, June 6, 2022 at 9:00 a.m. in meeting room 114.
11. Chair Breu declared the meeting adjourned at 10:26 a.m.

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

# Property & Information Technology Committee Meeting May 2, 2022

NAME (PLEASE PRINT)	REPRESENTING
Bill Clendenning	WCB #15
DENNIS POLACH	WCB-#14
AMY KAUF	IT
JASON DEMARCO	IT
Trent Miner	County Clerk
ALBREU	WCB#6
Jeff Penzkow	WCB BOARD 11
LANCE PLIML	WCB # 16
NICOLE GESSERT	MAINTENANCE