

**PROPERTY AND INFORMATION TECHNOLOGY COMMITTEE  
MEETING MINUTES**

**DATE:** Monday, October 4, 2021  
**TIME:** 9:00 a.m.  
**PLACE:** Wood County Courthouse – Room 114

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

**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: None.
3. Approve minutes from the previous meeting.

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

4. (a) Supervisors Winch and Polach asked for clarification on items within the Information Technology vouchers. Jason DeMarco answered general questions pertaining to Information Technology's vouchers.

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

(b) No questions regarding Information Technology's monthly comments.

5. (a) Supervisor Winch asked for clarification on items within the Maintenance vouchers. Reuben Van Tassel answered general questions pertaining to his department's vouchers.

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

(b) Van Tassel provided information pertaining to projects in his department.

6. Van Tassel shared information regarding the upcoming Courthouse elevator upgrade. The start date is tentatively set for November 15<sup>th</sup>, 2021.
7. Van Tassel gave a status update on the Jail project. Van Tassel along with several others from the Jail AdHoc Committee will be attending the City Public Works meeting on October 5th, 2021.
8. Agenda items for the next meeting:
  - Chair Lift
  - Jail Project Update

The next regular Committee meeting will be Monday, November 1, 2021 at 9:00 a.m.

9. Chair Breu declared the meeting adjourned at 9:44 a.m.

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

