

**PROPERTY AND INFORMATION TECHNOLOGY COMMITTEE  
MEETING MINUTES**

**DATE:** Monday, February 1, 2021  
**TIME:** 9:30 a.m.  
**PLACE:** Wood County Courthouse – Room 114

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

**ABSENT:** Brad Hamilton

**OTHERS PRESENT** (for part or all of the meeting): Nicole Gessert, Reuben Van Tassel, Lance Pliml (via WebEx), Amy Kaup (via WebEx), Bill Clendenning (via WebEx), Ed Newton (via WebEx), Peter Kastenholz, Jason DeMarco, **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 (Valenstein/Winch) 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 (Valenstein/Polach) to approve the vouchers for the Information Technology Department. Motion carried unanimously.**

(b) No questions regarding Information Technology Monthly Comments.

(c) Kaup shared information regarding a resolution to carryover CIP funds from 2020 to 2021 due to delays caused by Covid 19.

**Motion (Polach/Valenstein) to approve the resolution to amend the 2021 Information Technologies Capital Projects budget to include expenditures from projects that were in process but not completed at December 31, 2020. Motion carried unanimously.**

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

(b) Van Tassel gave an update that he had received a notice from CWPCo regarding a rate change effective February 1, 2021.

6. Van Tassel shared a Renewable & Sustainable Committee update that he had been working with Faith Technologies and Nancy Turyk on a grant application and it has been submitted to the Public Service Commission.

7. Breu indicated he had received a message from Mike Spranger regarding a contract extension for the Twelfth Street property. Breu referred it to Peter Kastenholz who counseled that it should go before the PIT Committee. Discussion ensued.

**Motion (Valenstein/Winch) to approve a six month extension for the listing agreement with Spranger & Sachs for the Twelfth Street property. Motion carried unanimously.**

8. No update regarding County owned properties.
9. Agenda items for the next meeting:
  - County owned properties
10. The next Committee meeting will be Monday, March 1, 2021 at 9:30 a.m.
11. Chair Breu declared the meeting adjourned at 9:58 a.m.

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

