

**PROPERTY AND INFORMATION TECHNOLOGY COMMITTEE
MEETING MINUTES**

DATE: Monday, January 4, 2021
TIME: 9:30 a.m.
PLACE: Wood County Courthouse – Room 114

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

OTHERS PRESENT (for part or all of the meeting): Nicole Gessert, Reuben Van Tassel, Lance Pliml (via WebEx), Amy Kaup (via WebEx), Bill Clendenning, 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 (Hamilton/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 (Hamilton/Polach) to approve the vouchers for the Information Technology Department. Motion carried unanimously.

(b) Amy Kaup and Jason DeMarco shared information regarding topics from the Information Technology Monthly Letter of 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 (Valenstein/Winch) to approve the vouchers for the Maintenance Department. Motion carried unanimously.

6. Van Tassel gave an update from the Renewable & Sustainable Committee that they will be working on a Public Service Commission grant due at the end of January.
7. Van Tassel shared information from the boring samples and will forward the report to all Committee members.
8. No update on County owned properties. Will add to next month's agenda.
9. Van Tassel shared results from the recent Courthouse elevator bids. Van Tassel noted the low bid was within the budgeted amount but did indicate depending on the contractor's schedule there is a possibility it would not be completed in 2021. Discussion ensued.
10. Van Tassel shared that he did sign his name to the Water Works and Lighting Commission petition as advised from the last Committee meeting regarding an ordinance to tax roll delinquent

utility accounts. The ordinance was passed and the hope is that this will help avoid a potential rate increase.

11. Agenda items for the next meeting:

- County owned properties

12. The next Committee meeting will be Monday, February 1, 2021 at 9:30 a.m.

13. Chair Breu declared the meeting adjourned at 10:04 a.m.

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

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