

**PROPERTY AND INFORMATION TECHNOLOGY COMMITTEE
MEETING MINUTES**

DATE: Monday, April 5, 2021
TIME: 9:30 a.m.
PLACE: Wood County Courthouse – Room 114

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

OTHERS PRESENT (for part or all of the meeting): Nicole Gessert, Lance Pliml (via WebEx), Jason Grueneberg (via WebEx), Chad Schooley (via WebEx), Heather Gehrt (via WebEx), Janel Krueger (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/Polach) 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. Amy Kaup answered general questions pertaining to her department's vouchers.

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

(b) Supervisors Winch, and Valenstein asked for clarification on items within the Information Technology Monthly Letter of Comments. Kaup provided information pertaining to projects listed in her Letter of Comments.

Committee consensus agreed to move items #6, #7, and #8 up on the agenda order.

6. Reuben Van Tassel shared information pertaining to additional cost involved with usage of the Twelfth Street property, one night a week by a local church organization. Discussion ensued.

Motion (Polach/Valenstein) to allow a \$50.00 per week usage fee for the County owned building on Twelfth Street for a local church group. Motion carried unanimously.

Van Tassel also shared information regarding potential use in the future for the Twelfth Street property. Brian Spranger from First Weber shared market trend information and suggestions. Criminal Justice Coordinator, Janel Krueger, shared information regarding her space needs for potential future programs. Discussion ensued. Committee consensus agreed to have Maintenance update the property as time allows.

7. Planning and Zoning Director, Jason Grueneberg, shared information regarding the past request for rezoning of the County owned Seventeenth Avenue property. Lance Pliml indicated he could set up a meeting with the Mayor to discuss potential rezoning. Highway Commission, Roland

Hawk, indicated the Highway Department could have a potential need for part of the property for future expansion as they are experiencing space needs. Discussion ensued.

8. Grueneberg presented information on several County owned properties for discussion regarding possible sale or potential County needs. Discussion ensued. Hawk and Grueneberg will continue to gather information on the various properties, discuss some possible sale needs with adjacent landowners, and will bring back their findings to the Committee.
- 4 (c) Kaup presented the IT Capital Improvement Projects for the upcoming 2022 budget.

Motion (Hamilton/Winch) to accept the Capital Improvement Projects for the IT Department and to pass along to the Operations Committee. Motion carried unanimously.

5. (a) Supervisors Polach, and 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 provided information pertaining to the parking lot resurfacing project.

(c) Van Tassel presented the Maintenance Capital Improvement Projects for the upcoming 2022 budget.

Motion (Hamilton/Polach) to accept the Capital Improvement Projects for the Maintenance Department and to pass along to the Operations Committee. Motion carried unanimously.

9. Agenda items for the next meeting:
 - County owned properties
10. The next Committee meeting will be Monday, May 3, 2021 at 9:30 a.m.
11. Chair Breu declared the meeting adjourned at 12:04 p.m.

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

