

**PROPERTY AND INFORMATION TECHNOLOGY COMMITTEE
MEETING MINUTES**

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

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

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

(b) Supervisor Winch asked for clarification on items within the Information Technology Monthly Letter of Comments. Amy Kaup provided information pertaining to projects listed in her 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/Hamilton) to approve the vouchers for the Maintenance Department. Motion carried unanimously.

(b) Supervisor Valenstein asked for clarification on an item within the Maintenance Monthly Letter of Comments. Reuben Van Tassel provided information pertaining to items listed in his Letter of Comments.

Supervisor Polach asked for more information regarding the use of the Twelfth Street property for private use. Van Tassel shared he had received an email from the Pastor of Faith Baptist Church inquiring about usage of space in the building for a couple hours on Wednesday evenings. Discussion ensued. Van Tassel will gather more information for next month's meeting.

Van Tassel inquired about protocol for providing feedback for a software vendor who had inquired about him participating in their marketing campaign. Discussion ensued. Consensus determined it was fine for Van Tassel to participate after he consulted with Corporation Counsel.

6. Supervisor Breu stated he would like a list of saleable County owned properties at the next meeting. Van Tassel will touch base with Jason Grueneberg from Planning and Zoning to make him aware of the request.
7. Agenda items for the next meeting:
 - Twelfth Street property
 - County owned properties
 - Rezoning of Seventeenth Street property

Supervisor Clendenning inquired if the WebEx login information for public meetings will still be provided when the pandemic is over. Discussion ensued. Kaup indicated as long as her department is instructed to provide WebEx access to meetings they will continue to do so.

8. The next Committee meeting will be Monday, April 5, 2021 at 9:30 a.m.
9. Chair Breu declared the meeting adjourned at 10:29 a.m.

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

