

**PROPERTY AND INFORMATION TECHNOLOGY COMMITTEE  
MEETING MINUTES**

**DATE:** Monday, August 2, 2021  
**TIME:** 9:30 a.m.  
**PLACE:** Wood County Courthouse – Conference Room 114

**PRESENT:** Al Breu, Dennis Polach, Laura Valenstein, Bill Winch  
Via WebEx: Brad Hamilton

**OTHERS PRESENT** (for part or all of the meeting, in person or via Webex): **See attached list.**

1. The meeting was called to order by Chair Breu at 9:30 a.m.
2. Public Comments: None.
3. Approve minutes from the previous meeting.

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

(b) Kaup explained to the Committee that the internet connection speeds needed to be increased throughout the County due to the increase of County staff returning to the office, but still attending virtual meetings. Kaup stated that this change will result in an increase in the budget. Kaup provided additional information pertaining to projects in her department.

5. (a) Supervisors Winch and Polach 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) Van Tassel explained to the Committee that he is reallocating funds that were budgeted for the south parking lot at the Courthouse that is no longer needed due to the jail construction to the project to replace windows at River Block. The cost is roughly \$85,000 and the project will be completed in 2021. This will result in the River Block window project being removed from the 2022 CIP. Van Tassel provided additional information pertaining to projects in his department.

6. (a) Peter Kastenholz provided information to the Committee regarding the process of developing the contracts between the County and Venture Architects and The Samuels Group for the construction of the new jail. Kastenholz suggested that the Committee give Van Tassel the authority to enter into contracts for the jail construction. Nick Flugaur provided information to the Committee regarding property and liability insurance. Van Tassel explained that there is a staff work group consisting of himself, the Safety & Risk Specialist, Corporation Counsel, the Sheriff, and the Planning & Zoning Director that will likely work for at least the next year with

more individuals coming into the group as the project goes forward. Discussion ensued at length.

**Motion (Valenstein/Breu) to authorize Reuben Van Tassel, Facilities Manager, to enter into professional service contracts for the establishment of a new jail and to work with other parties to initiate other processes necessary to move the project forward. Motion carried. Voting no: Winch.**

Van Tassel discussed the parking lots at the Courthouse. He stated that the south parking lot is the most utilized parking lot and will be eliminated with the construction of the new jail. He explained that the Baker Street lot provides more than enough parking, however, Baker Street is busy and several County employees have had close calls when crossing Baker Street from the parking lot to the Courthouse. Van Tassel asked the Committee for permission to have a conversation with the City of Wisconsin Rapids in regards to the parcels located directly across Market Street from the Courthouse. Discussion ensued. The consensus of the Committee was to place this topic on the agenda for the next regular meeting and to allow Van Tassel to have initial discussions with the City of Wisconsin Rapids regarding the parcels.

(b) Resolution – Jail Construction Committee

**Motion (Hamilton/Valenstein) to approve the resolution for the Jail Construction Committee as presented. Motion carried. Voting no: Winch.**

7. (a) Van Tassel explained that the current listing contract for the 12<sup>th</sup> Street property expired on July 31<sup>st</sup>, 2021, so the contract included in the packet is no longer valid. The Committee discussed the length of the contract and the asking price.

**Motion (Hamilton/Valenstein) to renew the listing contract for the 12<sup>th</sup> Street property under the same parameters as presented, with revised dates. Motion carried unanimously.**

8. Agenda items for the next meeting:
  - Courthouse Parking
  - Budget
  - CIP
9. The September Committee meeting date and time will be determined by the County Clerk due to the usual meeting date falling on Labor Day.
10. Chair Breu declared the meeting adjourned at 11:05 a.m.

Minutes recorded and prepared by Kelli Quinnell. Minutes in draft form until approved at the next meeting.

**Property & Information Technology Meeting Sign-In**  
**Monday, August 2, 2021**  
**9:30 a.m.**

Name	Department/District/Organization
Bill Clandonig	WCB #15
DENNIS POLACH	WCB - #14 (PROP-INF-TECH)
REUBEN VAN TASSEL	WC MAINT.
AMY KAVP	IT
JASON DEMARCO	IT
<del>Wm Vincent</del>	WCB # 9
Laura Valenstein	WCB #12
AL BRED	WCB # 6
Shaw Becker	WCSA
QUENTIN EWIS	WCSA
<u>Via WebEx:</u>	
Lance Pliml	WCB #10
Brad Hamilton	WCB #18
Nick Flugavr	HR - Safety + Risk