

MINUTES
PROPERTY & INFORMATION TECHNOLOGY COMMITTEE

DATE: Monday, February 5, 2024

TIME: 9:00 a.m.

PLACE: Courthouse – Room 114

MEMBERS PRESENT: Al Breu, Jeff Penzkover, Dennis Polach, William Winch (WebEx),
Brad Hamilton

OTHERS PRESENT: Trent Miner, County Clerk; See attached sign-in list

1. Chairman Breu called the meeting to order at 9:00 AM.
2. There was no public comment.
3. The minutes of the January 8, 2024, meeting were reviewed. Motion by Hamilton/Penzkover to accept them as presented. Motion carried unanimously.
4. The Information Technology vouchers were reviewed with explanations given. Motion by Hamilton/Penzkover to approve as presented. Motion carried unanimously.
5. The IT Report was reviewed.
6. The Maintenance vouchers were reviewed with explanations given. Motion by Hamilton/Penzkover to approve as presented. Motion carried unanimously.
7. The Maintenance Report and project updates were reviewed.
8. Van Tassel presented an agreement for vending services, outlining responsibilities and liabilities. Motion by Hamilton/Penzkover to approve the agreement. Motion carried unanimously.
9. Van Tassel presented a resolution amending the 2024 budget to carry over funds from projects that were in progress but not yet completed as of December 31, 2023. Motion by Hamilton/Penzkover to approve the resolution and forward onto the county board for their consideration. Motion carried unanimously.
10. Van Tassel reported that the Jail Solar design fee could not be paid for using borrowed funds due to taxation laws governing tax exempt borrowing and the possible use of tax breaks to fund the project. More information will be forthcoming explaining the law.
11. Van Tassel presented two different proposals for design work for the Courthouse heating system. The proposals were reviewed for pricing configurations and the percent completion before bidding. The committee reviewed various scenarios with

both proposals. Motion by Hamilton/Penzkover to move forward with APEX Engineering for design services for Courthouse heating. Motion carried unanimously.

12. Items for next agenda:

- a. Jail Solar design fee
- b. Closed session for Triangle Development discussion

13. The next meeting will be held on Monday, March 4, 2024 at 9:00 AM.

14. Chairman Breu declared the meeting adjourned at 9:49 AM.

Minutes taken by Trent Miner, County Clerk and are in draft form until approved at the next meeting.

