

MINUTES

PROPERTY & INFORMATION TECHNOLOGY COMMITTEE

DATE: Monday, September 14, 2026

TIME: 9:00 AM

PLACE: Courthouse – Room 300

MEMBERS PRESENT: Al Breu, Dennis Polach, Paul Goldberg, Linda Casper

MEMBER EXCUSED: 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 August 3, 2026, meeting were reviewed. Motion by Polach/Goldberg to approve them as presented. Motion carried unanimously.
4. Facilities Manager VanTassel updated the committee on the right-of-first-refusal letters that were sent to courthouse adjacent landowners recently. Two of them have reached out stating they might be interested in selling their respective property in the next couple of years. VanTassel recommends that a market analysis be conducted on these properties as a starting point. Motion by Goldberg/Casper to approve VanTassel to acquire a market valuation of the properties. Motion carried unanimously.
5. The Information Technology vouchers were reviewed. Motion by Goldberg/Casper to approve as presented. Motion carried unanimously.
6. The IT Report was reviewed.
7. IT Director Kaup presented the proposed 2027 Information Technology budgets for the committee to review. She highlighted the increases within those budgets and the reasons for it. Motion by Polach/Casper to tentatively approve the budgets as presented and forward onto the Finance Dept. Motion carried unanimously.
8. The Maintenance vouchers were reviewed. Motion by Goldberg/Casper to approve as presented. Motion carried unanimously.
9. The Maintenance Report was reviewed and discussed.
10. VanTassel presented the proposed 2027 Maintenance budgets for the committee to review. Motion by Polach/Casper to approve the budgets as presented and forward onto the Finance Dept. Motion carried unanimously.

11. VanTassel noted that the Operations Committee approved the reallocation of funds that were left over from the HVAC project and allow for the funding of the design of the new parking lot and front area of the courthouse.
12. The next meeting will be held on Monday, October 5, 2026, at 9:00 AM.
13. Chairman Breu declared the meeting adjourned at 10:06 AM.

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

Property & Information Technology Committee
September 14, 2026

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