

# MINUTES

## PROPERTY & INFORMATION TECHNOLOGY COMMITTEE

**DATE:** Monday, July 6, 2026  
**TIME:** 9:00 AM  
**PLACE:** Courthouse – Room 300

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

**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 June 1, 2026, meeting were reviewed. Motion by Hamilton/Polach to approve them as presented. Motion carried unanimously.
4. The Information Technology vouchers were reviewed. Motion by Hamilton/Goldberg to approve as presented. Motion carried unanimously.
5. The IT Report was reviewed.
6. Chairman Breu stated he has received complaints from department heads concerning contacting the IT Department for issues and how those issues get prioritized. IT Director Kaup went through the call process, the on-call process for after-hours, and how individual tickets get tracked within the system. It was recommended that she present at a future department head meeting so all of them know the various procedures in place.
7. The Maintenance vouchers were reviewed. Motion by Hamilton/Goldberg to approve as presented. Motion carried unanimously.
8. The Maintenance Report was reviewed and discussed.
9. Facilities Director Van Tassel & Planning & Zoning Director Grueneberg reviewed the UWSP at Marshfield grant funded project to the Helen Connor Laird Fine Arts theater and building. This was a \$2 million grant from the state to revitalize the 2-year campus, with a \$500,000 additional grant from the Laird Foundation. The project is anticipated to be overseen by a group of county and city representatives appointed by the UW Commission since the buildings at the campus are legally owned by both the County and the City. Grueneberg has requested that Van Tassel be allowed to serve on this committee, if he is asked to. Committee consensus was to approve his service to this committee.
10. Van Tassel reported that a house that is adjacent to the Courthouse went up for sale this past month, and had an accepted offer within a few days. He noted that perhaps the county may want to acquire some of these parcels at some point in the future. A voluntary right of first refusal document was discussed as a way to keep the county informed of when these parcels come up on the market. Motion by Hamilton/Goldberg to direct Corporation Counsel to draft a

letter to the landowners adjacent to the courthouse property along 5<sup>th</sup> St. N and Saratoga St. inquiring of their interest in signing a “right of first refusal document” with the county. Motion carried unanimously.

11. The next meeting will be held on Monday, August 3, 2026, at 9:00 AM.

12. Chairman Breu declared the meeting adjourned at 10:13 AM.

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

