

**MINUTES**  
**PROPERTY & INFORMATION TECHNOLOGY COMMITTEE**

**DATE:** Monday, December 2, 2024

**TIME:** 9:00 a.m.

**PLACE:** Courthouse – Room 114

**MEMBERS PRESENT:** Al Breu, Jeff Penzkover, Dennis Polach, Scott Brehm, Brad Hamilton (WebEx)

**OTHERS PRESENT:** 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 November 4, 2024, meeting were reviewed. Motion by Hamilton/Polach to accept them as presented. Motion carried unanimously.
4. The Information Technology vouchers were reviewed. Motion by Brehm/Hamilton to approve as presented. Motion carried unanimously.
5. The IT report was reviewed.
6. The Maintenance vouchers were reviewed. Motion by Brehm/Hamilton to approve as presented. Motion carried unanimously.
7. The Maintenance report was reviewed.
8. Facilities Manager Van Tassel shared an update regarding the disposition of properties adjacent to the Courthouse
9. Van Tassel shared a draft lease agreement with 4-Stools. Motion by Brehm/Penzkover to approve the lease agreement with 4-Stools as presented. Motion carried unanimously.
10. Van Tassel shared bid information for the Courthouse heating system replacement. Motion by Penzkover/Hamilton to accept the bid from JFAhern including alternates as the best bidder. Motion carried unanimously.
11. The next regular meeting date will be held on Monday, January 6, 2025, at 9:00 AM.
12. Motion by Hamilton/Penzkover to go into closed session pursuant to 19.85 (1)(c) Wis.Stats., to conduct performance evaluations on the department heads they oversee. Motion carried unanimously.
13. Motion by Breu/Penzkover to return to open session. Motion carried unanimously.
14. Chair Breu adjourned the meeting at 10:25 AM.

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

