

**PROPERTY AND INFORMATION TECHNOLOGY COMMITTEE
MEETING MINUTES**

DATE: Monday, May 1, 2023
TIME: 9:00 a.m.
PLACE: Wood County Courthouse – Room 114

PRESENT: Al Breu, Dennis Polach, Jeff Penzkover, Brad Hamilton, Bill Winch

OTHERS PRESENT (for part or all of the meeting): **See attached list**

1. The meeting was called to order at 9:00 a.m. by Chair Breu.
2. Public Comments: Facilities Director, Reuben Van Tassel shared information about lost power the evening prior at River Block due to a raccoon.
3. Approve minutes from the previous meetings.

Motion (Hamilton/Penzkover) to approve the minutes from the previous meetings. Motion carried unanimously.

4. (a) Supervisors Winch, Polach, and Penzkover asked for clarification on items within the Information Technology vouchers. IT Director Kaup answered general questions pertaining to her department's vouchers.

Motion (Hamilton/Penzkover) to approve the vouchers for the Information Technology Department. Motion carried unanimously.

(b) IT Director Kaup highlighted her monthly report and answered questions.

(c) Kaup shared information regarding a potential three year CIP plan for items the Information Technology Department overseas.

Motion (Hamilton/Polach) to approve and forward on the Operation Committee, the proposed Capital Improvement Plans for the Information Technology Department. Motion carried unanimously.

5. (a) Supervisors Winch and Polach asked for clarification on items within the Maintenance vouchers. Facilities Manager Van Tassel answered general questions pertaining to his department's vouchers.

Motion (Polach/Hamilton) to approve the vouchers for the Maintenance Department. Motion carried unanimously.

(b) Facilities Manager Van Tassel shared additional information and answered questions pertaining to his monthly report.

At the request of the Committee last month, Van Tassel shared the most recent Jail construction pay application and report. Tim Nordlund and Phil Kalman from Samuels Group shared information pertaining to cost and schedule. Discussion ensued.

6. Van Tassel indicated all outstanding invoices for the Twelfth Street property have been satisfied.
7. Supervisor Penzkover gave an update on the latest developments with the Marshfield Fair Grounds. Discussion ensued.
8. Jason Grueneberg from Planning and Zoning shared information and gave a status update of the Bug Tassel wireless network project in Wood County. Lengthy discussion ensued.

Supervisor Winch left the meeting at 10:44 a.m.

9. Agenda items for the next meeting:

- Broadband Provider
- Marshfield Fair Grounds
- Courthouse Parking

11. The next Committee meeting will be Monday, June 5th, 2023 at 9:00 a.m. in meeting room 114.

12. Chair Breu declared the meeting adjourned at 11:23 a.m.

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

