

PROPERTY & INFORMATION TECHNOLOGY COMMITTEE

DATE: Monday, March 7th, 2022

TIME: 9:00 a.m.

LOCATION: Room 114, Wood County Courthouse

1. Call meeting to order.
2. Public Comments
3. Approve minutes from previous meetings
- 4. Information Technology**
 - a. Vouchers
 - b. Monthly Comments
- 5. Maintenance Dept.**
 - a. Vouchers
 - b. Monthly Comments
6. Village of Port Edwards – IT Agreement
7. Twelfth Street Property
8. Courthouse & River Block space needs
9. Future agenda items
10. Set date and time of next meeting.
11. Adjourn.

Join by phone

+1-408-418-9388 United States Toll

Meeting number (access code): 2490 667 6916

Join by WebEx App or Web

<https://woodcountywi.webex.com/woodcountywi/j.php?MTID=m2698e795dbfaf8d6c7875cf84e365503>

Meeting number (access code): 2490 667 6916

Meeting password: 030722

**PROPERTY AND INFORMATION TECHNOLOGY COMMITTEE
MEETING MINUTES**

DATE: Monday, February 7, 2022
TIME: 9:00 a.m.
PLACE: Wood County Courthouse – Room 114

PRESENT: Al Breu, Dennis Polach, Bill Winch, Laura Valenstein , Brad Hamilton (via WebEx)

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

1. The meeting was called to order at 9:00 a.m. by Chair Breu.
2. Public Comments: None.
3. Approve minutes from the previous meeting.

Motion (Polach/Hamilton) to approve the minutes from the previous meeting. Motion carried unanimously.

4. (a) Supervisor Winch asked for clarification on items within the Information Technology vouchers. Amy Kaup answered general questions pertaining to her department's vouchers.

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

(b) Information Technology Director, Kaup shared she is holding off having IT staff attend the PIT meetings due to COVID but will plan to have them attend in the future. Polach asked for clarification on the file storage server for the Sheriff's Department. Jason DeMarco provided more information.

(c) Kaup shared information relating to carryover Resolutions for the IT Department. Chair Breu approved taking both Resolutions together.

Motion (Hamilton/Polach) to approve the Resolution to amend the 2022 Information Technology budget to include 2021 unspent funds for projects and hardware that were not able to be completed or obtained during the original budget process and the Resolution to amend the 2022 Information Technologies Capital Projects budget to include expenditures for projects that were in process but not completed at December 31, 2021. Motion carried unanimously.

(d) Kaup shared information regarding the intergovernmental agreement with Brown County. She indicated the agreement will allow Wood County to utilize the experience Brown County has already established especially as related to broadband. Kaup indicated funds are available in the IT budget to pay for the agreement.

Motion (Hamilton/Breu) to approve IT Director Kaup entering into an intergovernmental agreement with Brown County. Motion carried unanimously.

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

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

(b) Facilities Manager, Van Tassel shared information regarding projects that his department has been working on as indicated in his Monthly Letter of Comments. Discussion ensued.

(c) A resolution to carryover Capital Project Funding from 2021 for the Maintenance Department was presented.

Motion (Valenstein/Hamilton) to approve the Resolution to amend the 2022 Maintenance Capital Projects budget to include expenditures for projects that were in process but not completed at December 31, 2021. Motion carried unanimously.

6. Brian Spranger from First Weber Realty shared information and potential options relating to the sale of the Twelfth Street property. Lengthy discussion ensued. Jason Grueneberg will check into zoning options and report back to the Committee. Van Tassel will schedule a time to walk-thru the property with Spranger prior to the next meeting to discuss additional options. The PIT Committee will plan to tour the building and schedule next month's meeting at the property to discuss further.
7. Jason Grueneberg shared history regarding the Seventeenth Avenue property. Discussion ensued. Van Tassel shared information regarding potential space needs for the Highway Department and the proximity to the property. Van Tassel will bring more information back to the Committee as future space needs arise.
8. Van Tassel shared information about upcoming space needs at the Courthouse and River Block properties. Discussion ensued. Van Tassel indicated space need discussions will be ongoing.
9. Agenda items for the next meeting:
 - Twelfth Street Property
 - Village of Port Edwards – IT Agreement

Supervisor Clendenning asked about discussions regarding solar and the new jail. Discussion ensued. Valenstein will follow up with the Jail AdHoc Committee.

10. The next Committee meeting will be Monday, March 7, 2022 at 9:00 a.m. Location is yet to be determined. The Committee is tentatively planning on meeting at the Twelfth Street property.

11. Chair Breu declared the meeting adjourned at 10:32 a.m.

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

Committee Report

County of Wood

Report of claims for: INFORMATION TECHNOLOGY

For the period of: FEBRUARY 2022

For the range of vouchers: 27210585 - 27210585 27220023 - 27220078

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
27210585	INTER-QUEST CORP	INSTALL BRANCH 3 PROJECTORS	12/30/2021	\$2,843.16	P
27220023	AMAZON CAPITAL SERVICES	EW IP WIRELESS PHONE CASE	01/24/2022	\$33.71	P
27220024	AMAZON CAPITAL SERVICES	SH JAIL DOCUMENT SCANNERS	01/25/2022	\$1,562.00	P
27220025	AMAZON CAPITAL SERVICES	HS OPC HEADSET PIECES	01/27/2022	\$14.95	P
27220026	AMAZON CAPITAL SERVICES	HS IPHONE SCREEN PROTECTOR	01/27/2022	\$9.99	P
27220027	AMAZON CAPITAL SERVICES	IT WEBCAMS,VELCRO.ARLO ACCESS	01/27/2022	\$290.59	P
27220028	CHARTER COMMUNICATIONS	INTERNET PRO100 ACCT 0209726	01/24/2022	\$131.95	P
27220029	FRONTIER COMMUNICATIONS	PHONE CHARGES	01/19/2022	\$138.30	P
27220030	INSIGHT PUBLIC SECTOR INC	2ND PC ORDER 2021	01/20/2022	\$8,671.53	P
27220031	INSIGHT PUBLIC SECTOR INC	1ST PC ORDER 2022	01/22/2022	\$11,149.11	P
27220032	SOLARUS	PHONE CHGS ACCT 00063942-1	02/01/2022	\$2,127.14	P
27220033	SOLARUS	PHONE CHGS ACCT 00077856-5	02/01/2022	\$216.45	P
27220034	SOLARUS	PHONE CHGS ACCT 00061009-7	02/01/2022	\$69.99	P
27220035	TDS TELECOM	PHONE CHARGES	01/28/2022	\$70.75	P
27220036	TDS TELECOM	PHONE CHARGES	01/28/2022	\$58.26	P
27220037	TDS TELECOM	PHONE CHARGES	01/28/2022	\$43.94	P
27220038	TDS TELECOM	PHONE CHARGES	01/28/2022	\$58.01	P
27220039	TDS TELECOM	PHONE CHARGES	01/28/2022	\$20.35	P
27220040	US CELLULAR	CELL PHONE CHGS ACCT 277407322	01/16/2022	\$634.39	P
27220041	US CELLULAR	CELL PHONE CHGS ACCT 851710598	01/16/2022	\$220.30	P
27220042	US CELLULAR	CELL PHONE CHGS ACCT 203538532	01/20/2022	\$2,192.93	P
27220043	US CELLULAR	CELL PHONE CHGS ACCT 203391922	01/20/2022	\$9.59	P
27220044	AT&T MOBILITY	IT & COMMUNICATIONS WIRELESS	01/23/2022	\$143.34	P
27220045	CHARTER COMMUNICATIONS	WR FIBER ACCT 0294876	01/28/2022	\$1,324.67	P
27220046	INSIGHT PUBLIC SECTOR INC	HS EMH MONITORS	01/28/2022	\$350.18	P
27220047	INSIGHT PUBLIC SECTOR INC	RESTOCK MONITORS	01/27/2022	\$525.27	P
27220048	INSIGHT PUBLIC SECTOR INC	SHERIFF DEPT MONITOR	01/27/2022	\$175.09	P
27220049	INSIGHT PUBLIC SECTOR INC	IT EQUIPMENT RESTOCK	01/27/2022	\$175.09	P
27220050	INSIGHT PUBLIC SECTOR INC	1ST PC ORDER 2022	01/27/2022	\$2,976.53	P
27220051	INTER-QUEST CORP	2022 CISCO FLEX VOIP LICENSING	02/01/2022	\$24,600.00	P
27220052	RHYME BUSINESS PRODUCTS	PRINTER/COPIER CHARGES	02/03/2022	\$6,159.47	P
27220053	TIME WARNER CABLE	NETWORK SERVICES	02/01/2022	\$2,452.68	P
27220054	VERIZON	CELL CHGS ACCT 242258062-00001	02/01/2022	\$8,482.55	P
27220055	VISTA IT GROUP	EW IP WIRELESS PHONE	01/28/2022	\$551.43	P

Committee Report - County of Wood

INFORMATION TECHNOLOGY -
FEBRUARY 2022

27220023 - 27220078 27210585 - 27210585

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
27220056	GOLDFAX	NETWORK FAXING	02/08/2022	\$81.75	P
27220057	AMAZON CAPITAL SERVICES	P&Z HDMI TO VGA ADAPTER	02/01/2022	\$7.97	P
27220058	AMAZON CAPITAL SERVICES	IT COMPUTER BACKPACK	02/04/2022	\$99.99	P
27220059	AMAZON CAPITAL SERVICES	EW HEADSET	02/07/2022	\$76.62	P
27220060	AMAZON CAPITAL SERVICES	EW LAPTOP CHARGERS	02/08/2022	\$69.98	P
27220061	AMAZON CAPITAL SERVICES	IT ADAPTERS,STAND,USB HUBS,PEN	02/08/2022	\$106.93	P
27220062	AMAZON CAPITAL SERVICES	P&Z WIRELESS KEYBOARD & MOUSE	02/10/2022	\$19.99	P
27220063	AMAZON CAPITAL SERVICES	HS YS PHONE CASES,SCRN PROTECT	02/11/2022	\$28.44	P
27220064	CDW GOVERNMENT INC	BATTERIES FOR RB UPS	02/08/2022	\$1,018.84	P
27220065	CENTURYLINK	PHONE/LONG DISTANCE CHARGES	02/01/2022	\$13.84	P
27220066	CHARTER COMMUNICATIONS	MFLD FIBER ACCT 0364818	02/09/2022	\$520.42	P
27220067	STREAMLINE HEALTHCARE SOLUTIONS LLC	STREAMLINE ANNUAL SPPT & MAINT	01/27/2022	\$88,705.00	P
27220068	STREAMLINE HEALTHCARE SOLUTIONS LLC	HS NO-BILL CLIENT CUSTOMIZATIO	01/27/2022	\$264.37	P
27220069	STREAMLINE HEALTHCARE SOLUTIONS LLC	HS TIMES SERVICE NOTE	01/28/2022	\$845.40	P
27220070	STREAMLINE HEALTHCARE SOLUTIONS LLC	HS REPORT TIMED SERVICE	02/01/2022	\$845.40	P
27220071	STREAMLINE HEALTHCARE SOLUTIONS LLC	HS NO-BILL CLIENT CUSTOMIZATIO	02/10/2022	\$967.20	P
27220072	STREAMLINE HEALTHCARE SOLUTIONS LLC	HS REPORT TIMED SERVICE	02/10/2022	\$3,522.50	P
27220073	INTER-QUEST CORP	WEBEX LICENSING RENEWAL	01/01/2022	\$5,174.40	P
27220074	US BANK	SIGNUP GENIUS, SNAGIT, GODADDY	02/17/2022	\$855.66	
27220075	BRIDGE COMMUNICATIONS LLC	BRIDGE SUBSCRIPTION RENEWAL	02/16/2022	\$1,800.00	
27220076	CARASOFT TECHNOLOGY CORP	EDGEWATER DOCUSIGN	02/17/2022	\$900.00	
27220077	INTER-QUEST CORP	BR 4 VC & COURTROOM AUDIO	02/21/2022	\$127,878.26	
27220078	VISTA IT GROUP	CISCO 8851 PHONES	02/16/2022	\$1,225.00	
Grand Total:				\$313,511.65	

Signatures

Committee Chair: _____
 Committee Member: _____
 Committee Member: _____
 Committee Member: _____
 Committee Member: _____

Committee Member: _____
 Committee Member: _____
 Committee Member: _____
 Committee Member: _____



Wood County WISCONSIN

INFORMATION TECHNOLOGY

February 2022

1. Wood County internet and intranet website updates, especially those concerning COVID-19, are being posted continually as we work to keep employees and citizens informed.
2. Human Services went live with the first SmartCare modules on March 1. This software replaces their previous Electronic Health Record software, TCM. Upcoming milestones include State Reporting & Billing which is set to go live April 1st. This project has been in progress since HS and IT began looking for a suitable replacement to TCM back in July of 2018. After an extensive search, SmartCare was signed in February of 2020 and setup and implementation has been in progress ever since.
3. On February 11th received notice that Dispatch was having intermittent issues with phones lines. Worked with Dispatch staff to provide pertinent information to Solarus. Solarus was able to find a circuit card causing issues and when replaced all issues were resolved.
4. Continue working on development for the new WIC Breastfeeding Web Application for the Health Department.
5. Working with Parks & Forestry staff to procure equipment to be used at County Campgrounds to allow public to register for sites onsite.
6. Attended numerous planning meetings with Jail and Clerk of Courts staff for the addition of the 4th Courtroom.
7. Continued work with the Treasurer's office on historical tax roll scanning. Document imports have begun and retrieval was tested successfully with the Treasurer's office.
8. Support for Norwood Healthcare Center and Edgewater Haven Matrix software is ongoing. Over the past several months Norwood and Edgewater staff turnover, especially billing and accounting positions, has had an impact increasing IT support time.
9. Migrated the Courthouse department folders to a new file server. This is to increase storage capacity, migrate to new storage, and retire the current server.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

10. Continue to work with DocuSign, the County's new eSignature provider, implementing the solution for the various Departments.
11. Continued working with Konect Parks to implement a new Park Reservations system. Training of staff and system setup began in late November. Transition activities will continue through the 2022 camping season.
12. Continued work with the Parks and Forestry department to update the remote gate control and monitoring systems for Dexter and Wazeecha dams. Updates are needed to the management software and its server. New controller hardware at the Dexter dam gate control building, and new server software, will be added soon. New gate level hardware will be added at a later date.
13. Continued setup and testing of Laserfiche document management in the Human Services department. Non-clinical documents for Human Services, Norwood, and Edgewater will be migrated into the Laserfiche system over the coming months. All related business units will begin using a paperless process as much as possible utilizing the Laserfiche software.
14. Continued work on developing an updated internal employee web portal with a new, easier to update and navigate design.
15. RtVision, Highway Department time and material tracking system, server and application data backup configurations and settings were updated and migrated. Discussions begin concerning the future of security and setup of the Wood County RtVision servers.
16. Support for GCS property tax systems is ongoing. Settlement application and web portal upgrade was completed successfully before settlement and work to resolve one remaining collection software bug continues. New software update procedures include escorted vendor upgrade sessions as new servers are protected by DUO, dual authentication, and Sophos virus/malware. A second demo to further discuss the replacement property tax software will be scheduled for IT and Treasurer. The current property tax software version end-of-life is set for Fall of 2023.
17. Development for adding new well water permits into the Planning & Zoning Department system continues.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

-
18. The IT Security Team continues the Security Awareness Program. To remain in compliance with the KnowBe4 guarantee simulated Phishing tests need to be completed regularly, at minimum once a month.
 19. Continue to apply numerous security patches to servers. These updates include fixes for functionality and security patches that keep servers as secure as possible. Multifactor authentication and improved virus scanning is added to servers to help limit potential exposure and protect County infrastructure and data.
 20. Discovery phase is scheduled for a system to provide an online property tax lottery credit search for property owners. The search utility will help reduce tax payer expense and increase county revenues.
 21. The TimeStar, electronic time card and time tracking software system configuration changes is ongoing. Staff works to adjust settings as change requests occur. PBJ reports are submitted to CMS (Centers for Medicare & Medicaid) using TimeStar data for both the Edgewater and Norwood Facilities.
 22. Support and upgrades for multiple departmental use of Quicken software is ongoing.
 23. Legacy data migration from TCM to SmartCare continues.
 24. Providing continual support of Webex Meetings and Webex Room Kit. The County has been using Cisco Webex Meetings, Teams, and Room kits for video conferencing and Cisco Jabber for phone access.
 25. For the month of January, 547 helpdesk requests were created, with staff completing 556 tickets and leaving 107 open requests. These numbers represent service requests from departments throughout the County. There are currently 315 project requests from departments.
 26. Began implementation of a password management solution provides a secure method to store passwords. This solution also has a feature to allow monitoring and escorting vendors.
 27. Discovery and assessment on the health and capabilities of existing IP phone and video conferencing systems began. Assessment results will assist in improving phone and video conferencing systems by adding capabilities and integrating with WebEx meetings.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

-
28. Network staff setup a new portable video conferencing unit in the Jail.
 29. Staff continued to implement the IT infrastructure security improvement plan.
 30. Conducting an internal audit of the countywide printer management program.
 31. PC replacement hardware orders are starting to arrive and staff has been setting up and replacing devices as time allows.
 32. Assisted the new Criminal Justice Coordinator with the file structure and permissions that best provides security and makes logical sense for department shared drive.
 33. Recruitment to fill a vacant PC Technician position continues. Initial interviews conducted the week of February 21st, 2nd interviews are scheduled the week of March 7th.
 34. Facilitated a meeting on February 21st to renew discussion about a Community Area Network (CAN). Mid-State, Wisconsin Rapids Public Schools, City of Wisconsin Rapids, Brown County BCCAN Director, and Wiscnet met to discuss advantages of a CAN. Agencies will begin to identify points of interest and other agencies that may be interested in joining the ongoing discussion.
 35. Continued discussion with Village of Port Edwards regarding MOU. Met with Village Administrator February 24th to review cost documents that were created to show one time and ongoing costs for obtaining IT services from the County.
 36. IT staff collaborated and assisted Human Resource Department with content and composure of a new County cybersecurity policy.

Committee Report

County of Wood

Report of claims for: MAINTENANCE

For the period of: FEBRUARY 2022

For the range of vouchers: 19211031 - 19211032 19220050 - 19220147 50121053 - 50121053

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
19211031	WE ENERGIES	GAS SERVICE JT USE BLDG	12/31/2021	\$319.33	P
19211032	TWEET GAROT MECHANICAL INC	LIEBERT SERVICE CALL	01/27/2022	\$1,473.85	P
19220050	ADVANCE JANITORIAL SERVICE & SUPPLY	CLEANING RIVER BLOCK	01/25/2022	\$4,765.30	P
19220051	ADVANCE SUPPLY LLC	JANITORIAL SUPPLIES	01/17/2022	\$272.30	P
19220052	ADVANCE SUPPLY LLC	JANITORIAL SUPPLIES	01/21/2022	\$325.81	P
19220053	ERON & GEE/HERMAN'S PLUMBING & HEATING	CLK OF COURTS-ROOF DRAIN/VENT	01/17/2022	\$1,274.92	P
19220054	GAPPA SECURITY SOLUTIONS LLC	CH SECURITY - CORES AND KEYS	01/19/2022	\$153.00	P
19220055	GRAINGER (Maintenance)	KEY TAGS	01/26/2022	\$17.62	P
19220056	GRAYBAR	IT PATCH PANEL FOR CLK OF CTS	01/20/2022	\$99.90	P
19220057	LIBERTY CLEANERS INC	CLEANING COURTHOUSE, JAIL	01/23/2022	\$8,233.63	P
19220058	POMP'S TIRE SERVICE INC - Milw	TIRE REPAIR	01/25/2022	\$25.44	P
19220059	QUALITY DOOR & HARDWARE	CH UPDATES - IT LITE KIT, GLAS	01/25/2022	\$25.07	P
19220060	SHERWIN-WILLIAMS CO THE	CLK OF COURTS REMODEL - PAINT	01/26/2022	\$42.96	P
19220061	WATER WORKS & LIGHTING COMM	RIVER BLOCK WATER/SEWER	01/26/2022	\$516.11	P
19220062	WATER WORKS & LIGHTING COMM	WATER/SEWER/ELEC 12TH ST	01/26/2022	\$479.20	P
19220063	WATER WORKS & LIGHTING COMM	WATER/SEWER/ELEC SVC JOINT USE	01/26/2022	\$182.47	P
19220064	WATER WORKS & LIGHTING COMM	RIVER BLOCK OUTSIDE LIGHTING	01/26/2022	\$106.38	P
19220065	WATER WORKS & LIGHTING COMM	ELECTRIC SVC SHERIFF LOCKUP	01/26/2022	\$58.30	P
19220066	WATER WORKS & LIGHTING COMM	SHERIFF LOCKUP OUTDOOR LIGHTS	01/26/2022	\$12.36	P
19220067	WAVE COMMUNICATIONS INC	CH ELEVATOR - GUY WIRE WORK	01/26/2022	\$1,800.00	P
19220068	WISCONSIN VALLEY BUILDING PRODUCTS	CLK OF COURTS - SUPPLIES	01/14/2022	\$29.00	P
19220069	QUALITY DOOR & HARDWARE	DOOR HARDWARE	01/28/2022	\$8.50	P
19220070	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	01/28/2022	\$49.07	P
19220071	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	01/31/2022	\$25.31	P
19220072	AMAZON CAPITAL SERVICES	KEY TAGS	01/31/2022	\$18.98	P
19220073	AMAZON CAPITAL SERVICES	KEY TAGS	02/01/2022	\$19.98	P
19220074	AMAZON CAPITAL SERVICES	KEY CHAIN	02/01/2022	\$7.70	P
19220075	ASCENT CONSTRUCTION LLC	CLK OF COURTS-CARPENTRY WORK	01/27/2022	\$17,125.00	P
19220076	BRANDL ENTERPRISES LLC	CH SNOW REMOVAL	01/15/2022	\$1,058.75	P
19220077	COMPLETE CONTROL	RB SERVICE CALL	01/27/2022	\$258.25	P
19220078	CONSOLIDATED WATER POWER COMPANY	RIVER BLOCK ELECTRIC	02/02/2022	\$4,878.11	P
19220079	CRESCENT ELECTRIC SUPPLY CO	CLK OF COURTS - ELEC SUPPLIES	01/04/2022	\$7.75	P
19220080	CURRENT TECHNOLOGIES INC	CLK OF COURTS REMODEL - PAY 1	01/26/2022	\$13,700.00	P
19220081	GAPPA SECURITY SOLUTIONS LLC	CH SECURITY - HARDWARE	01/27/2022	\$111.00	P

Committee Report - County of Wood

MAINTENANCE - FEBRUARY 2022

50121053 - 50121053 19220050 - 19220147 19211031 - 19211032

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
19220082	GAPPA SECURITY SOLUTIONS LLC	ACCESS CARDS	01/27/2022	\$360.25	P
19220083	GAPPA SECURITY SOLUTIONS LLC	CH SECURITY - KEYS	02/01/2022	\$24.35	P
19220084	VENTURE ARCHITECTS	JAIL PROJECT - PROF SERVICES	01/24/2022	\$124,200.04	P
19220085	KRANZ INC	CLEANIGN SUPPLIES	02/09/2022	\$118.25	P
19220086	STAPLES ADVANTAGE	OFFICE SUPPLIES	02/09/2022	\$34.99	P
19220087	DM STAMPS & SPECIALTIES	STAMP	02/09/2022	\$34.69	P
19220088	ACE HARDWARE	SHOP SUPPLIES	01/26/2022	\$10.99	P
19220089	ADVANCED DISPOSAL	WASTE DISPOSAL FEES	01/31/2022	\$850.20	P
19220090	ADVANCE SUPPLY LLC	JANITORIAL SUPPLIES	02/04/2022	\$285.78	P
19220091	AIR FILTRATION SPECIALISTS LLC	AIR FILTERS	01/28/2022	\$2,293.13	P
19220092	AMAZON CAPITAL SERVICES	PAINTERS TAPE	02/02/2022	\$109.97	P
19220093	AMAZON CAPITAL SERVICES	FLASH DRIVES, BACKPACK	02/04/2022	\$69.96	P
19220094	AMAZON CAPITAL SERVICES	KEYCHAIN	02/07/2022	\$6.98	P
19220095	COMPLETE CONTROL	FIRE ALARM TESTINS - 12TH ST	01/31/2022	\$336.00	P
19220096	COMPLETE CONTROL	FIRE ALARM TESTING - CH & JAIL	01/31/2022	\$2,256.00	P
19220097	CINTAS CORPORATION	MAT CLEANING COURTHOUSE	02/02/2022	\$336.80	P
19220098	HENRICKSEN AND COMPANY INC	CLK OF CTS-FURNITURE DOWNPAY	02/08/2022	\$9,222.71	P
19220099	INTEGRITY FIRE PROTECTION INC	RB SPRINKLER SYSTEM INSPECTION	02/02/2022	\$294.00	P
19220100	INTEGRITY FIRE PROTECTION INC	JAIL SPRINKLER SYSTEM INSPECT	02/02/2022	\$294.00	P
19220101	JOSLIN CONCRETE	SNOW REMOVAL AT RIVER BLOCK	01/18/2022	\$1,253.75	P
19220102	OTIS ELEVATOR CO	CH ELEVATOR - 2ND PAYMENT	02/01/2022	\$52,815.00	P
19220103	RUESCH DRYWALL	CLK OF COURTS - DRYWALL	02/04/2022	\$10,080.00	P
19220104	SUPERIOR CHEMICAL CORPORATION	CLEANING SUPPLIES	02/07/2022	\$264.33	P
19220105	WE ENERGIES	GAS SERVICE COMMUNICATIONS	01/31/2022	\$638.58	P
19220106	WE ENERGIES	GAS SERVICE JAIL	01/31/2022	\$779.00	P
19220107	WE ENERGIES	GAS SERVICE RIVER BLOCK	01/31/2022	\$832.73	P
19220108	WE ENERGIES	GAS SERVICE COURTHOUSE	01/31/2022	\$1,342.07	P
19220109	WE ENERGIES	GAS SERVICE 12TH STREET	01/31/2022	\$366.14	P
19220110	WE ENERGIES	GAS SERVICE SHERIFF LOCKUP	01/31/2022	\$285.48	P
19220111	WE ENERGIES	GAS SERVICE JOINT USE BUILDING	01/31/2022	\$664.69	P
19220112	WISCONSIN VALLEY BUILDING PRODUCTS	RB HVAC METER	02/07/2022	\$113.40	P
19220113	THE SAMUELS GROUP INC	JAIL PROJECT - 2ND PAYMENT	02/04/2022	\$34,028.78	P
19220114	KRANZ INC	CLEANING SUPPLIES	02/16/2022	\$433.00	P
19220115	KRANZ INC	CLEANING SUPPLIES	02/16/2022	\$165.65	P
19220116	ADVANCE SUPPLY LLC	JANITORIAL SUPPLIES	02/10/2022	\$284.62	
19220117	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	02/10/2022	\$21.79	
19220118	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	02/14/2022	\$5.57	
19220119	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	02/15/2022	\$56.78	
19220120	AMAZON CAPITAL SERVICES	CLIPBOARDS	02/16/2022	\$32.66	
19220121	APPLIED INDUSTRIAL TECHNOLOGY	BELTS	02/07/2022	\$32.60	
19220122	ARC CENTRAL INC	BRANCH 4 - DESIGN DEVELOPMENT	02/10/2022	\$3,600.00	
19220123	BRANDL ENTERPRISES LLC	CH SNOW REMOVAL	01/31/2022	\$1,137.50	
19220124	COMPLETE CONTROL	CLK OF COURTS - FINAL BILLING	02/09/2022	\$11,366.00	
19220125	CRESCENT ELECTRIC SUPPLY CO	CLK OF COURTS - LIGHT FIXTURES	02/02/2022	\$441.03	

Committee Report - County of Wood

MAINTENANCE - FEBRUARY 2022

50121053 - 50121053 19220050 - 19220147 19211031 - 19211032

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
19220126	CRESCENT ELECTRIC SUPPLY CO	SHOP SUPPLIES	02/02/2022	\$4.79	
19220127	GAPPA SECURITY SOLUTIONS LLC	CORE	02/11/2022	\$36.50	
19220128	CINTAS CORPORATION	MAT CLEANING RIVER BLOCK	02/15/2022	\$105.42	
19220129	CINTAS CORPORATION	MAT CLEANING COURTHOUSE	02/16/2022	\$415.62	
19220130	HOME DEPOT CREDIT SERV (Maintenance)	CH,CLK OF CTS,CH ELEVATOR,RB	02/04/2022	\$994.01	
19220131	JMJ CONSTRUCTION COMPANY INC	CLK OF COURTS - PAINTING	02/14/2022	\$5,600.00	
19220132	QUALITY DOOR & HARDWARE	CLK OF COURTS - GLASS	02/09/2022	\$314.78	
19220133	QUALITY DOOR & HARDWARE	CLK OF COURTS - DOOR CLOSER	02/09/2022	\$376.04	
19220134	SHRED SAFE LLC	CONFIDENTIAL SHREDDING	02/15/2022	\$180.00	
19220135	SUPERIOR CHEMICAL CORPORATION	ICE MELT	02/14/2022	\$1,076.48	
19220136	WATER WORKS & LIGHTING COMM	WATER/SEWER SERVICE JAIL	02/10/2022	\$2,145.02	
19220137	WATER WORKS & LIGHTING COMM	WATER/SEWER/ELEC COMMUNICATION	02/10/2022	\$283.43	
19220138	WATER WORKS & LIGHTING COMM	WATER/SEWER SERVICE COURTHOUSE	02/10/2022	\$835.80	
19220139	WATER WORKS & LIGHTING COMM	ELEC SVC COURTHOUSE ELECTRIC	02/10/2022	\$71.80	
19220140	WATER WORKS & LIGHTING COMM	ELECTRIC SERVICE BAKER LOT	02/10/2022	\$31.31	
19220141	WATER WORKS & LIGHTING COMM	RIVER BLOCK STORM SEWER	02/10/2022	\$45.30	
19220142	WATER WORKS & LIGHTING COMM	SARATOGA ST STORM SEWER	02/10/2022	\$9.56	
19220143	WATER WORKS & LIGHTING COMM	COURTHOUSE STORM SEWER	02/10/2022	\$98.66	
19220144	WATER WORKS & LIGHTING COMM	COURTHOUSE ELECTRIC	02/10/2022	\$3,717.76	
19220145	WATER WORKS & LIGHTING COMM	COURTHOUSE ELECTRIC	02/10/2022	\$5,365.59	
19220146	US BANK	RB PARKING TAGS, TRAINING	02/17/2022	\$773.50	
19220147	DM STAMPS & SPECIALTIES	STAMP	02/21/2022	\$28.65	
50121053	BATTERIES PLUS BULBS		02/21/2022	\$92.32	
Grand Total:				\$342,263.93	

Signatures

Committee Chair: _____
 Committee Member: _____
 Committee Member: _____
 Committee Member: _____
 Committee Member: _____

Committee Member: _____
 Committee Member: _____
 Committee Member: _____
 Committee Member: _____



Wood County

WISCONSIN

Reuben Van Tassel
Facilities Manager

Letter of Comments February 2022

Ongoing Projects and Planning

Jail – As reported to County Board recently, our Construction Manager, Architect, and County staff are continuing to work through design details and discussing possible cost savings. At the County Board's direction, we will be considering early procurement of some materials/equipment to limit project delays and cost increases.

Courthouse – Our elevator modernization is progressing. The new cab interior and hallway controls will be updated over the next couple weeks; the contractor is targeting completion at the end of March.

Most finishes in the new Clerk of Courts office space are complete; we are waiting on a few parts/pieces that are backordered, as well as furniture partitions that are currently delayed until late April. Once everything is in place, we will coordinate with staff for relocation.

The new Branch 4 design is nearing completion and will be out for bidding soon; I expect to be reviewing bids in April. It is fortunate that our deadline to have the space completed is early- to mid-2023 as we are all seeing the difficulty in acquiring materials as well as cost increases; we will likely need to finish the project next year through another round of CIP.

Space Planning – As we have been discussing the status of our 12th Street property, I've been having other conversations regarding space needs at the Courthouse and River Block; there may be a link between these two topics. It is possible we will identify an advantage to having County staff re-occupy some of the space at 12th Street. This will be an ongoing conversation for the near future as we evaluate needs for our services in Wisconsin Rapids.

Miscellaneous

Attended PIT, HHS, Operations Committee, Department Head and numerous project meetings.

Consulting with Norwood and Edgewater regarding capital projects and assisting with bidding documents.