

PROPERTY & INFORMATION TECHNOLOGY COMMITTEE

DATE: Monday, June 5, 2023

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
 - c. Budget Resolution
6. CIP Follow up Discussion.
7. Marshfield Fair Ground
8. Discussion of Broadband Providers
9. Discuss Solar options for Jail project
10. Courthouse Parking
11. Future Agenda Items
12. Set date and time of next meeting
13. The Committee may go into closed session pursuant to Wis Stats 19.85(1)(e) to discuss negotiation for the acquisition of properties within the "Triangle Development"
14. Adjourn

Join by phone

+1-408-418-9388 United States Toll

Meeting number (access code): 2499 112 4400

Join by WebEx App or Web

<https://woodcountywi.webex.com/woodcountywi/j.php?MTID=m7a12852dd9cbe3da69d76e794c7f948d>

Meeting number (access code): 2499 112 4400

Meeting password: 060523

**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.

Property & Information Technology Committee Meeting May 1, 2023

NAME (PLEASE PRINT)	REPRESENTING
Bill Cleadding	WCB # 15
DENNIS POLACH	WCB- 14
Amy Kauf	IT
AL BREU	WC# 6
NICOLE GESSERT	Maintenance
Reuben Van Tassel	Maintenance
Jason Grueneberg	Planning & Zoning
Tim Nordlund	Samuels Group
Phil Kalman	Samuels Group
VIA WEB EX:	
Lance Pliml	WCB #16
Ed Newton	Finance

Committee Report

County of Wood

Report of claims for: INFORMATION TECHNOLOGY

For the period of: MAY 2023

For the range of vouchers: 27230174 - 27230223

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
27230174	AMAZON CAPITAL SERVICES	HS PHONE CASE, SCR N PROTECTOR	04/27/2023	\$16.78	P
27230175	AMAZON CAPITAL SERVICES	HEALTH - SCREEN PROTECTOR	04/28/2023	\$7.70	P
27230176	AMAZON CAPITAL SERVICES	HS - PHONE CASE	04/28/2023	\$9.99	P
27230177	AMAZON CAPITAL SERVICES	IT OFFICE SUPPLIES	05/01/2023	\$30.09	P
27230178	CDW GOVERNMENT INC	2023 KOFAX LICENSES	04/14/2023	\$822.00	P
27230179	CHARTER COMMUNICATIONS (IL Address)	INTERNET PRO100 ACCT 0209726	04/24/2023	\$134.99	P
27230180	INSIGHT PUBLIC SECTOR INC	INDEX SERVER MAINTENANCE	04/18/2023	\$5,334.84	P
27230181	INSIGHT PUBLIC SECTOR INC	NW VC ADDITION - 2 UNITS	04/19/2023	\$10,344.72	P
27230182	INSIGHT PUBLIC SECTOR INC	HS GRANT EQUIPMENT	04/20/2023	\$387.42	P
27230183	INSIGHT PUBLIC SECTOR INC	IT- HS LAPTOP WARRANTY	04/21/2023	\$266.07	P
27230184	INSIGHT PUBLIC SECTOR INC	HS GRANT EQUIPMENT	04/25/2023	\$1,347.37	P
27230185	INTER-QUEST CORP	COURTROOM AUDIO	01/31/2023	\$1,436.94	P
27230186	SOLARUS	PHONE CHGS ACCT 00063942-1	05/01/2023	\$2,138.32	P
27230187	SOLARUS	PHONE CHGS ACCT 00077856-5	05/01/2023	\$223.64	P
27230188	SOLARUS	PHONE CHGS ACCT 00061009-7	05/01/2023	\$69.99	P
27230189	TDS TELECOM	PHONE CHARGES	04/28/2023	\$71.37	P
27230190	TDS TELECOM	PHONE CHARGES	04/28/2023	\$58.70	P
27230191	TDS TELECOM	PHONE CHARGES	04/28/2023	\$44.25	P
27230192	TDS TELECOM	PHONE CHARGES	04/28/2023	\$57.45	P
27230193	TDS TELECOM	PHONE CHARGES	04/28/2023	\$16.85	P
27230194	US CELLULAR	CELL PHONE CHGS ACCT 277407322	04/16/2023	\$526.27	P
27230195	US CELLULAR	CELL PHONE CHGS ACCT 851710598	04/16/2023	\$164.46	P
27230196	US CELLULAR	CELL PHONE CHGS ACCT 203538532	04/20/2023	\$2,161.62	P
27230197	US CELLULAR	CELL PHONE CHGS ACCT 203391922	04/20/2023	\$7.39	P
27230198	PAESSLER AG	PRTG 1000 MAINTENANCE	05/02/2023	\$809.77	P
27230199	AMAZON CAPITAL SERVICES	CS HEADSET	05/02/2023	\$164.31	P
27230200	AMAZON CAPITAL SERVICES	HS HEADSET	05/05/2023	\$198.86	P
27230201	AT&T MOBILITY	MONTHLY CELL/HOTSPOT CHARGES	04/23/2023	\$395.44	P
27230202	CENTURYLINK	PHONE/LONG DISTANCE CHARGES	05/01/2023	\$7.50	P
27230203	GOLDFAX	NETWORK FAXING APR 2023	05/05/2023	\$78.75	P
27230204	INSIGHT PUBLIC SECTOR INC	P&Z - RAM	04/27/2023	\$69.60	P
27230205	INSIGHT PUBLIC SECTOR INC	OFFICE 365 ANNUAL PAYMENT	04/28/2023	\$5,837.00	P
27230206	OFFICE ENTERPRISES INC	IT STORAGE SHELVES	02/27/2023	\$880.00	P
27230207	RHYME BUSINESS PRODUCTS	PRINTER/COPIER CHARGES	05/03/2023	\$7,599.00	P

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
27230208	CHARTER COMMUNICATIONS (PA Address)	NETWORK SERVICES	05/01/2023	\$2,657.99	P
27230209	VERIZON	CELL CHGS ACCT 242258062-00001	05/01/2023	\$6,399.41	P
27230210	AMAZON CAPITAL SERVICES	HS PHONE CASES, SCRN PROTECTOR	05/09/2023	\$27.94	P
27230211	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	05/11/2023	\$27.29	P
27230212	AMAZON CAPITAL SERVICES	HS SCANNER ROLLERS	05/11/2023	\$19.00	P
27230213	AMAZON CAPITAL SERVICES	CREDIT-TV FOR NW VC ADDITIONS	05/15/2023	(\$379.99)	P
27230214	CHARTER COMMUNICATIONS (IL Address)	WR FIBER ACCT 0294876	04/28/2023	\$1,233.21	P
27230215	INSIGHT PUBLIC SECTOR INC	HEALTH EOC MIC ADDITION	04/04/2023	\$432.30	P
27230216	US BANK	GODADDY, LODGING, SNAGIT, ODC	05/17/2023	\$1,152.64	P
27230217	AMAZON CAPITAL SERVICES	REPLACEMENT BLADES, LABELS	05/17/2023	\$43.41	P
27230218	AMAZON CAPITAL SERVICES	2ND PC ORDER 2023 DP MONITORS	05/17/2023	\$4,862.73	P
27230219	AMAZON CAPITAL SERVICES	NW PRIVACY SCREENS	05/22/2023	\$97.98	P
27230220	CHARTER COMMUNICATIONS (IL Address)	MFLD FIBER ACCT 0364818	05/09/2023	\$485.20	P
27230221	GOLDFAX	NETWORK FAXING APR 2023	05/05/2023	\$4.80	P
27230222	INTER-QUEST CORP	BRANCH V AUDIO	01/18/2023	\$3,764.95	P
27230223	ISI TELEMAGEMENT SOLUTIONS INC	ISI VOIP ANNUAL MAINTENANCE	04/11/2023	\$5,640.00	P
Grand Total:				\$68,188.31	

Signatures

Committee Chair: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____



Wood County WISCONSIN

INFORMATION TECHNOLOGY

May 2023

1. Wood County internet and intranet website updates are being posted continually as we work to keep employees and citizens informed. Extensive web updates for the Health Department continue as WCHD staff work to keep their information current.
2. Continue to spend time with the Coroner and some of his staff to roll out their iPad solution, which includes securing file submissions from the deputy coroners and the Coroner. Currently on hold waiting for Coroner availability.
3. Filled the IT Services Support Analyst vacancy. Dawn Schmutzer, currently a HS employee, will be joining the IT team on June 12th.
4. Meetings continue with AT&T, Dispatch, Communications, and others on the implementation of Wood County's next-gen 911 system, which is due to be implemented later this year.
5. Continued work on forms process improvement and document storage in Information Technology leveraging Laserfiche.
6. Members of the Wood County IT team attended the GIPAW (Governmental Information Processing Association of Wisconsin) spring conference in Oshkosh. This conference helps IT professionals from across the state to share their experiences, what works, and any gotchas while performing similar tasks. This conference had sessions that included the current cyber-security landscape, broadband initiatives and grants, staffing and retentions, digital signage, and roundtable discussions on several relevant topics.
7. As part of the construction of the new jail, they have cut into the south stairwell from outside. This caused a lot of noise and Dispatch employees were having issues with communications. Once it was determined that this work would be moved to the weekend to not affect the courtrooms, IT worked with Communications and Dispatch to ensure that they would be able to work out of other areas of the Courthouse. Thankfully, extra sound dampening was added and noise was not an issue as they completed the project.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

8. Preparations for onboarding Child Support and the Sheriff's department on the County's Printer Management system continues. Child Support will be migrated in June and the Sheriff's printers will be deployed in July.
9. Support for Norwood Healthcare Center and Edgewater Haven Matrix software is ongoing. Extensive E.H.R. (electronic health records) system functionality and web connectivity testing was conducted and determined a need and then increased the bandwidth at the Edgewater Haven facility.
10. Continued work with the Treasurer's and Finance departments to begin using Electronic Funds Transfer (EFT) rather than paper checks for some accounts payable.
11. Implementation is complete for request to extend sharing of patient data with providers. IT determined that the new O365 SharePoint will meet these.
12. Support for GCS\Catalis property tax systems is ongoing. The current property tax software version end-of-life is set for Fall of 2023. The existing property tax system is on-prem, servers at Wood County. The upgraded version will be cloud based. Contract negotiation for system migration was finished in April except for one adjustment in late May. An addendum that required County use of the vendor's Escrow receipting package has been removed. This is an improvement in terms. System migration is scheduled to begin in May 2024 and we do prefer this later timeframe.
13. Staff have continued to work with Wood County Maintenance staff and vendors to complete the fourth courtroom and fulfill the technological needs. CCAP is scheduled to be onsite May 31st and June 1st to install State Computer systems. Progress continues on Branch IV and we near completion.
14. Wood County staff continue to expand their cyber security knowledge through phishing and training campaigns. IT staff continue to expand their knowledge as well through MS-ISAC membership calls, vendor sponsored workshops, and a mentorship with a Cybersecurity Executive.
15. The Register of Deeds work to upgrade multiple applications continues each week. IT staff escorts and assists the vendor, Fidlar Technologies, with server and application updates. ROD server replacements will be scheduled for 2023.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

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16. Continued work on update of the Emergency Management Building Number Index, BNI, in-house developed system.
 17. Began discovery phase for updating the law enforcement LiveScan, digital finger printing process, application.
 18. System analysis, server build, testing, and production application configuration is complete for a project to meet another new and extremely detailed reporting requirement of Centers for Medicare & Medicaid Services (CMS). Norwood staff have begun using the new CART application. Specifications for extending data import and export functionality are complete and request has been submitted to the electronic health record (EHR) vendor (MatrixCare).
 19. 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.
 20. IT staff continue working to restore and import 15+ years of digital archive tax roll data into Laserfiche for the Treasurer.
 21. Continue work on the Health WIC Breastfeeding application to update and fix various issues.
 22. Network staff continue to research SIEM (Security Information and Event Management) software. This software would provide improved visibility and tracking of the security appliances logs and attempted attacks on our network infrastructure.
 23. Staff completed work with a third-party vendor to integrate our video conferencing units into our telephone system. This added functionality to our Webex conferencing software. This also will allow us to remove an analog phone system currently being used in our Courtrooms and have been causing ongoing issues in Branch I.
 24. Documentation has continued on Information Technology programs and processes. Some of the major systems being documented include PortBlocker, password manager, phone system processes, tablets/iPads and print management.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

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25. In 2025 our current Microsoft Office Suite will no longer be supported. In effort to begin this massive change to Microsoft's Office 365 (O365), IT staff are already working to get O365 setup using best practices and to ensure ample time to test, train and plan. This change will affect all staff. We continue to work to deploy O365 to a small group of users which now includes the Coroner, select Norwood staff and IT staff.
 26. Continue to investigate all cyber threats that are reported by security infrastructure alerts or County employees.
 27. 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.
 28. For the month of April, 515 helpdesk requests were created, with staff completing 553 tickets and leaving 105 open requests. In addition, there are currently 80 project requests.
 29. Continue to apply numerous security patches to servers. These updates include fixes for functionality and security patches that keep servers as secure as possible.
 30. Training interns is ongoing. Currently the IT Department has two interns.
 31. IT begins using and adjusting the newly developed project request form and policy. This form will increase efficiency for both requestors and IT staff and help to ensure that we provide excellent and cost effective solutions.
 32. Work begins to upgrade the server and database for the Pheonix Fuel management system for the Highway Department.
 33. Began work on updating Questica budgeting software to the latest version in preparation for 2024 budget work.
 34. Worked with the Land Records Management office to update GIS web services.

Committee Report

County of Wood

Report of claims for: MAINTENANCE

For the period of: MAY 2023

For the range of vouchers: 19230342 - 19230424 50121067 - 50121067

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
19230342	AMAZON CAPITAL SERVICES	JAIL TOILET REPAIR KITS	04/19/2023	\$547.70	P
19230343	AMAZON CAPITAL SERVICES	SHOP SUPPLIES	04/23/2023	\$4.98	P
19230344	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	04/25/2023	\$23.99	P
19230345	AMAZON CAPITAL SERVICES	RB SIGNAGE	04/26/2023	\$23.16	P
19230346	ADVANCE JANITORIAL SERVICE & SUPPLY	CLEANING COURTHOUSE, JAIL	04/25/2023	\$6,581.65	P
19230347	ADVANCE JANITORIAL SERVICE & SUPPLY	CLEANING RIVER BLOCK	04/25/2023	\$4,765.30	P
19230348	DAVIS FURNITURE COMPANY LLC	BR 4 - PEWS	03/03/2023	\$21,518.12	P
19230349	DOORWORKS INC	JT USE GARAGE DR WEATHER SEAL	04/18/2023	\$220.20	P
19230350	FERGUSON ENTERPRISES LLC	CH MEP UPDATES-CHILLED H2O SYS	04/17/2023	\$339.13	P
19230351	FERGUSON ENTERPRISES LLC	CH MEP UPDATES-CHILLED H2O SYS	04/18/2023	(\$108.65)	P
19230352	FREEDOM PEST CONTROL LLC	RIVER BLOCK PEST CONTROL	04/21/2023	\$42.00	P
19230353	FREEDOM PEST CONTROL LLC	COURTHOUSE PEST CONTROL	04/21/2023	\$42.00	P
19230354	CINTAS CORPORATION	MAT CLEANING COURTHOUSE	04/12/2023	\$541.61	P
19230355	CINTAS CORPORATION	MAT CLEANING RIVER BLOCK	04/12/2023	\$88.66	P
19230356	CINTAS CORPORATION	MAT CLEANING COURTHOUSE	04/26/2023	\$463.05	P
19230357	CINTAS CORPORATION	MAT CLEANING RIVER BLOCK	04/26/2023	\$88.66	P
19230358	GAPPA SECURITY SOLUTIONS LLC	CH SECURITY-KEY & CORE CABINET	04/19/2023	\$1,511.70	P
19230359	GAPPA SECURITY SOLUTIONS LLC	RB UPDATES-MAIL CLOSET KEYS	04/24/2023	\$116.50	P
19230360	GRAINGER (Maintenance)	INSULATION FOR RB	04/25/2023	\$93.45	P
19230361	GRAINGER (Maintenance)	PARTS FOR JAIL TOILETS	04/27/2023	\$13.36	P
19230362	VAN ERT ELECTRIC COMPANY INC	RB POWER OUTAGE-PHASE 1 WORK	04/20/2023	\$41,992.33	P
19230363	WATER WORKS & LIGHTING COMM	SHERIFF LOCKUP OUTDOOR LIGHTS	04/27/2023	\$12.61	P
19230364	WATER WORKS & LIGHTING COMM	WATER/SEWER/ELEC SVC JOINT USE	04/27/2023	\$166.47	P
19230365	WATER WORKS & LIGHTING COMM	RIVER BLOCK WATER/SEWER	04/27/2023	\$797.90	P
19230366	WATER WORKS & LIGHTING COMM	ELECTRIC SVC SHERIFF LOCKUP	04/27/2023	\$56.24	P
19230367	WATER WORKS & LIGHTING COMM	RIVER BLOCK OUTSIDE LIGHTING	04/27/2023	\$106.32	P
19230368	KRANZ INC	CLEANING SUPPLIES	05/03/2023	\$300.84	P
19230369	NASSCO INC	CLEANING SUPPLIES	05/03/2023	\$422.85	P
19230370	DIAMOND BUSINESS GRAPHICS	PRINTING	05/03/2023	\$2,645.57	P
19230371	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	05/03/2023	\$8.53	P
19230372	CENTRAL STATE MECHANICAL INSULATION LLC	CH MEP UPDATES-CHILLED H2O SYS	04/30/2023	\$6,716.72	P
19230373	COMPLETE CONTROL	TRAINING - A BEUHRING	04/26/2023	\$2,050.00	P
19230374	CONSOLIDATED WATER POWER COMPANY	RIVER BLOCK ELECTRIC APR 2023	05/02/2023	\$4,529.47	P
19230375	ECON ELECTRIC	BR 4 - PAY REQUEST #3	04/28/2023	\$8,550.60	P

Committee Report - County of Wood

MAINTENANCE - MAY 2023

50121067 - 50121067 19230342 - 19230424

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
19230376	GRAINGER (Maintenance)	JAIL WATER VALVES	05/04/2023	\$555.45	P
19230377	FIRE & SAFETY EQUIPMENT INC	ANNUAL FIRE EXTINGUISHER SVC	04/26/2023	\$2,523.75	P
19230378	NAPA CENTRAL WI AUTO PARTS	SHOP SUPPLIES	04/25/2023	\$53.04	P
19230379	NAPA CENTRAL WI AUTO PARTS	OIL, FILTER FOR LAWN MOWER	04/28/2023	\$39.50	P
19230380	NICK MICHELS & SONS	RB ROOF REPAIR	04/24/2023	\$408.00	P
19230381	OFFICE ENTERPRISES INC	BR 4 - FURNITURE	05/01/2023	\$29,836.39	P
19230382	RON'S REFRIGERATION & AC INC	SERVICE CALL - JAIL BOILER	04/28/2023	\$308.75	P
19230383	SHERWIN-WILLIAMS CO THE	BR 4 - PAINT	05/02/2023	\$34.27	P
19230384	WASTE MANAGEMENT	WASTE DISPOSAL FEES	05/03/2023	\$994.60	P
19230385	WAUSAU CHEMICAL CORP	CHILLER CHEMICALS	04/10/2023	\$463.13	P
19230386	WE ENERGIES	GAS SERVICE JAIL	04/30/2023	\$297.06	P
19230387	WE ENERGIES	GAS SERVICE 441 SARATOGA ST	04/30/2023	\$67.30	P
19230388	WE ENERGIES	GAS SERVICE RIVER BLOCK	04/30/2023	\$590.70	P
19230389	WE ENERGIES	GAS SERVICE COURTHOUSE	04/30/2023	\$983.31	P
19230390	WE ENERGIES	GAS SERVICE SHERIFF LOCKUP	04/30/2023	\$77.09	P
19230391	WE ENERGIES	GAS SERVICE JOINT USE BUILDING	04/30/2023	\$226.94	P
19230392	ETCO ELECTRIC SUPPLY INC	JAIL PROJ - UTILITY RELOCATION	04/19/2023	\$365.57	P
19230393	VENTURE ARCHITECTS	JAIL PROJECT - PROF SERVICES	04/30/2023	\$72,775.54	P
19230394	THE SAMUELS GROUP INC	JAIL PROJECT - 16TH PAYMENT	05/05/2023	\$4,260,301.95	P
19230395	SCHILLING SUPPLY COMPANY	SUPPLIES	05/09/2023	\$104.68	P
19230396	QUALITY PLUS PRINTING INC	PRINTING	05/09/2023	\$362.50	P
19230397	COMPLETE CONTROL	CH MEP UPDATES-CHILLED H2O SYS	04/30/2023	\$26,727.76	P
19230398	GAPPA SECURITY SOLUTIONS LLC	CH SECURITY - CAMERA	03/01/2023	\$3,330.00	P
19230399	HOME DEPOT CREDIT SERV (Maintenance)	JAIL, CH, JT USE, RB UPDATES	05/05/2023	\$881.22	P
19230400	OFFICE ENTERPRISES INC	BR 4 - FURNITURE	05/08/2023	\$775.00	P
19230401	QUALITY DOOR & HARDWARE	BR 4 - DOORS	05/05/2023	\$3,898.33	P
19230402	SUMMIT FIRE PROTECTION	SEMI ANNUAL FIRE INSPECTION	05/10/2023	\$546.00	P
19230403	DASH MEDICAL GLOVES	GLOVES	05/16/2023	\$119.60	P
19230404	BDT INC	JAIL OVEN REPAIR	05/10/2023	\$20.42	P
19230405	CONSTELLATION NEWENERGY-GAS DIVISION	CH, JAIL, RB GAS SERVICE	05/15/2023	\$2,166.85	P
19230406	FIRST SUPPLY	RB PLUMBING SUPPLIES	05/08/2023	\$100.86	P
19230407	FIRST SUPPLY	RB PLUMBING SUPPLIES	05/15/2023	\$344.70	P
19230408	FREEDOM PEST CONTROL LLC	RIVER BLOCK PEST CONTROL	05/15/2023	\$42.00	P
19230409	FREEDOM PEST CONTROL LLC	COURTHOUSE PEST CONTROL	05/15/2023	\$42.00	P
19230410	GRAINGER (Maintenance)	SUPPLIES	05/12/2023	\$37.71	P
19230411	PBBS EQUIPMENT CORPORATION	RB POWER OUTAGE BOILER REPAIRS	05/09/2023	\$2,205.00	P
19230412	QUALITY DOOR & HARDWARE	BR 4 - DOOR CLOSER	05/10/2023	\$519.84	P
19230413	QUALITY DOOR & HARDWARE	RB AUTO OPENER SERVICE CALL	05/15/2023	\$100.00	P
19230414	SHRED SAFE LLC	CONFIDENTIAL SHREDDING	05/16/2023	\$210.00	P
19230415	WATER WORKS & LIGHTING COMM	WATER/SEWER SERVICE JAIL	05/11/2023	\$2,655.15	P
19230416	WATER WORKS & LIGHTING COMM	WATER/SEWER/ELEC 441 SARATOGA	05/11/2023	\$134.45	P
19230417	WATER WORKS & LIGHTING COMM	WATER/SEWER SERVICE COURTHOUSE	05/11/2023	\$951.64	P
19230418	WATER WORKS & LIGHTING COMM	ELEC SVC COURTHOUSE SECURITY	05/11/2023	\$39.96	P
19230419	WATER WORKS & LIGHTING COMM	ELECTRIC SERVICE BAKER LOT	05/11/2023	\$45.33	P

Committee Report - County of Wood

MAINTENANCE - MAY 2023

50121067 - 50121067 19230342 - 19230424

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
19230420	WATER WORKS & LIGHTING COMM	RIVER BLOCK STORM SEWER	05/11/2023	\$45.30	P
19230421	WATER WORKS & LIGHTING COMM	SARATOGA STORM SEWER	05/11/2023	\$7.80	P
19230422	WATER WORKS & LIGHTING COMM	COURTHOUSE STORM SEWER	05/11/2023	\$95.81	P
19230423	WATER WORKS & LIGHTING COMM	COURTHOUSE ELECTRIC	05/11/2023	\$10,967.24	P
19230424	US BANK	EVAC CHR BR 4 GLASS CONF SUPPL	05/17/2023	\$3,221.50	P
50121067	BATTERIES PLUS BULBS		05/09/2023	\$129.60	P
Grand Total:				\$4,537,003.61	

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 June 2023

Ongoing Projects and Planning

Jail Project – I have been reviewing bids with Samuels Group for some of the work that has not been awarded yet. Some of the specialty work received less interest as there are not many contractors looking for this type of work; all divisions of work should be awarded over the next several weeks.

Demolition in the south stairwell is nearly complete; some of the work was scheduled over a weekend to minimize disruption to Court operations. County staff continue to be understanding of the work associated with the jail project.

Courthouse – I continue hearing of complications regarding Courthouse access; most often, a lack of accessibility near the main entrance due to limited public parking and the sometimes risky trek across Baker Street are the items most concerning to visitors and staff.

I have been staying in touch with the City regarding the “Triangle Development” to review possible changes along Market Street that could benefit both Wisconsin Rapids and Wood County.

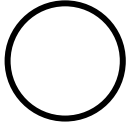
The new Branch 4 space is getting closer to completion. Technology contractors are installing/programming equipment to prepare for court proceedings, which are scheduled to begin on August 1st. Casework is nearly complete; remaining items include courtroom railing/door casing and windowsills in the staff office area.

River Block – Our electric utility provider and an electrical contractor were not able to remove/replace the damaged cable that supplied power to River Block. There are only a few options for installing a new cable, all of which pose varying degrees of complication. I have asked Corporation Counsel to assist with review of easement and right-of-way restrictions as we evaluate our options to ensure the result is an accessible, serviceable cable and reliable power for years to come.

Miscellaneous

Recruitment for the recently approved Maintenance Supervisor position is ongoing; I hope to have the position filled in the next few weeks.

Attended PIT, CEED, HHS, County Board, and numerous project meetings.



RESOLUTION#

Introduced by
Page 1 of 1

Property & Information Technology Committee

ITEM#

DATE June 19, 2023

Effective Date Upon Passage & Publication

Motion: Adopted:
1st Lost:
2nd Tabled:
No: Yes: Absent:
Number of votes required:
Majority Two-thirds
Reviewed by: Corp Counsel
Reviewed by: Finance Dir.

INTENT & SYNOPSIS: To amend the 2023 Maintenance budget to include expenditures for projects that were in process but not completed at December 31, 2022:

FISCAL NOTE: No additional cost to Wood County. The adjustment to the budget is as follows:

Table with 4 columns: Account, Account Name, Debit, Credit. Rows include Building Improvements (\$100,000) and Maintenance Fund (\$100,000).

Table with 5 columns: Roll Call Number, Name, NO, YES, A. Lists 19 board members.

WHEREAS, the Wood County Board authorized capital improvements in the 2022 Maintenance budget, and

WHEREAS, the projects, while started in 2022, could not be completed until 2023 due to material and equipment delays, and

WHEREAS, rule 26 of the Wood County Board of Supervisors states that "an amendment to the budget is required any time the actual costs will exceed the budget at the function level", and

THEREFORE BE IT RESOLVED, to amend the Maintenance Department budget (51611) for 2023 by appropriating \$100,000 of unexpended proceeds from the Maintenance Fund balance (33900) for building improvements, and

BE IT FURTHER RESOLVED, that pursuant to Wis. Stats. 65.90 (5), the County Clerk is directed to publish a Class 1 notice of this budget change within 10 days.

()

ALLEN BREU (Chair)
DENNIS POLACH
WILLIAM WINCH
BRAD HAMILTON
JEFF PENZKOVER

Adopted by the County Board of Wood County, this day of 20

County Clerk

County Board Chairman