

**AGENDA**  
**PROPERTY & INFORMATION TECHNOLOGY COMMITTEE**

**DATE: Monday, October 7, 2024**  
**TIME: 9:00 AM**  
**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. Disposition of properties adjacent to Courthouse (vacation/demolition scheduling)
6. Future Agenda Items
7. Set date and time of next meeting – Monday, November 4, 2024, 9:00 AM
8. Adjourn

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**Join by phone**

+1-408-418-9388 United States Toll  
Meeting number (access code): 2487 738 4690

**Join by WebEx App or Web**

<https://woodcountywi.webex.com/woodcountywi/j.php?MTID=m3a8e0bc8006577e7a36da096f6179441>  
Meeting number (access code): 2487 738 4690  
Meeting password: 100724

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

**DATE:** Thursday, September 5, 2024

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

**PLACE:** Courthouse – Room 114

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

**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 August 5, 2024, meetings were reviewed. Motion by Hamilton/Penzkover 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. IT Director Kaup presented the 2025 Information Technology budget for review. Motion by Hamilton/Polach to approve the budget as presented and forward to the Operations Committee for their consideration. Motion carried 4-1. Voting no was Brehm (budget was over the 3% guideline from the Operations Committee).
7. The Maintenance vouchers were reviewed. Motion by Brehm/Hamilton to approve as presented. Motion carried unanimously.
8. The Maintenance Report and project updates were reviewed.
9. Van Tassel reported he on contacts he has made with adjacent property owners. Nothing of substance to report from those initial discussions.
10. Facilities Manager Van Tassel presented the 2025 Maintenance budget for review. Motion by Hamilton/Polach to approve the budget as presented and forward to the Operations Committee for their consideration. Motion carried unanimously.
11. The next meeting will be held on Monday, October 7<sup>th</sup> at 9:00 AM.
12. Chairman Breu declared the meeting adjourned at 10:04 AM.

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

**Property & Information Technology Committee**  
**September 5, 2024**

<b>NAME</b>	<b>REPRESENTING</b>
<i>Ed Newton</i>	<i>Finance</i>
<i>R VANTASSEZ</i>	<i>MAINT.</i>
<i>DENNIS POLACH</i>	<i>WCB-14</i>
<i>Bill (brother of D)</i>	<i>WCB-15</i>
<i>NICOLE GRESSERT</i>	<i>MAINT.</i>
<i>AL BREU</i>	<i>WC #6</i>
<i>Amy KAUP</i>	<i>IT</i>
<i>Lance Pliml</i>	<i>CB Chair</i>

## Committee Report

County of Wood

Report of claims for: INFORMATION TECHNOLOGY

For the period of: SEPTEMBER 2024

For the range of vouchers: 27240336 - 27240376

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
27240336	AT&T MOBILITY	MONTHLY CELL/HOTSPOT CHARGES	08/23/2024	\$380.68	P
27240337	AT&T MOBILITY	MONTHLY CELL CHARGES	08/23/2024	\$3,372.47	P
27240338	CDW GOVERNMENT INC	DISPATCH SIGNATURE PAD	08/14/2024	\$241.09	P
27240339	CDW GOVERNMENT INC	ADOBE SUBSCRIPTION RENEWAL	08/20/2024	\$2,831.55	P
27240340	CDW GOVERNMENT INC	LWC KOFAX POWER PDF LICENSES	08/22/2024	\$497.04	P
27240341	INSIGHT PUBLIC SECTOR INC	2024 2ND PC ORDER	08/12/2024	\$7,143.15	P
27240342	INSIGHT PUBLIC SECTOR INC	2024 2ND PC ORDER	08/21/2024	\$596.84	P
27240343	INSIGHT PUBLIC SECTOR INC	2024 2ND PC ORDER - 2	08/22/2024	\$985.18	P
27240344	INSIGHT PUBLIC SECTOR INC	2024 2ND PC ORDER - 2	08/23/2024	\$5,389.48	P
27240345	INSIGHT PUBLIC SECTOR INC	CREDIT - LWC PC UPGRADES	08/22/2024	(\$552.26)	P
27240346	INSIGHT PUBLIC SECTOR INC	CREDIT - LWC PC UPGRADES	08/23/2024	(\$276.13)	P
27240347	RHYME BUSINESS PRODUCTS	PRINTER/COPIER CHARGES	09/02/2024	\$7,663.00	P
27240348	SOLARUS	PHONE CHGS ACCT 00063942-1	09/01/2024	\$2,161.57	P
27240349	SOLARUS	PHONE CHGS ACCT 00077856-5	09/01/2024	\$224.06	P
27240350	SOLARUS	PHONE CHGS ACCT 00061009-7	09/01/2024	\$69.99	P
27240351	TDS TELECOM	PHONE CHARGES	08/28/2024	\$73.09	P
27240352	TDS TELECOM	PHONE CHARGES	08/28/2024	\$59.21	P
27240353	TDS TELECOM	PHONE CHARGES	08/28/2024	\$44.83	P
27240354	TDS TELECOM	PHONE CHARGES	08/28/2024	\$57.31	P
27240355	TDS TELECOM	PHONE CHARGES	08/28/2024	\$20.40	P
27240356	US CELLULAR	CELL PHONE CHGS ACCT 277407322	08/16/2024	\$406.76	P
27240357	US CELLULAR	CELL PHONE CHGS ACCT 851710598	08/16/2024	\$90.91	P
27240358	US CELLULAR	CELL PHONE CHGS ACCT 203538532	08/20/2024	\$2,126.57	P
27240359	US CELLULAR	CELL PHONE CHGS ACCT 203391922	08/20/2024	\$14.96	P
27240360	GOLDFAX	NETWORK FAXING AUGUST 2024	09/04/2024	\$79.60	P
27240361	AMAZON CAPITAL SERVICES	HS IPHONE CASE FOR N.V.	08/29/2024	\$16.99	P
27240362	CHARTER COMMUNICATIONS (Pittsburgh)	INTERNET PRO100	09/01/2024	\$134.99	P
27240363	CHARTER COMMUNICATIONS (Pittsburgh)	WR FIBER	09/01/2024	\$988.59	P
27240364	CHARTER COMMUNICATIONS (Pittsburgh)	MFLD FIBER	09/01/2024	\$312.93	P
27240365	CHARTER COMMUNICATIONS (Pittsburgh)	NETWORK SERVICES	09/01/2024	\$2,643.81	P
27240366	VERIZON	CELL CHGS ACCT 242258062-00001	09/01/2024	\$5,422.68	P
27240367	CENTURYLINK	PHONE/LONG DISTANCES CHARGES	09/01/2024	\$2.46	P
27240368	RHYME (Portage)	UW EXT STAPLE CARTIDGE	05/20/2024	\$98.00	P
27240369	AMAZON CAPITAL SERVICES	HS PHONE CASES & PROTECTORS	09/13/2024	\$52.83	P

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
27240370	US BANK	CONF LODGING	09/17/2024	\$278.09	
27240371	AMAZON CAPITAL SERVICES	NW SCRN PROTECT, CASE FOR A.J.	09/22/2024	\$23.95	
27240372	AMAZON CAPITAL SERVICES	LEC PC ORDER CD/DVD DRIVES	09/23/2024	\$209.58	
27240373	INSIGHT PUBLIC SECTOR INC	CREDIT - 2024 2ND PC ORDER	08/29/2024	(\$298.42)	
27240374	INSIGHT PUBLIC SECTOR INC	VW MONITORS	09/10/2024	\$346.32	
27240375	INSIGHT PUBLIC SECTOR INC	SH LEC PC ORDER PT 1	09/10/2024	\$2,345.20	
27240376	SOLARWINDS	SOLARWINDS MAINT RENEWAL 2024	09/20/2024	\$4,873.00	
<b>Grand Total:</b>				<b>\$51,152.35</b>	

Signatures

Committee Chair: \_\_\_\_\_

Committee Member: \_\_\_\_\_

Committee Member: \_\_\_\_\_

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# Wood County WISCONSIN

## INFORMATION TECHNOLOGY

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### September 2024

1. Network staff continue to work with the Communications department to complete an upgrade to the radio network. The new equipment is IP based and requires additional configuration at all the tower sites.
2. Utility work was done at the Riverblock building on the weekend of September 27<sup>th</sup>. Prior to the electrical work being done network staff powered down all equipment. Once power was restored the equipment was brought online again. Staff took the opportunity to update and patch devices during this time.
3. Began Network hardware refresh project set to improve our connectivity to community agencies by replacing older devices.
4. Continue work with the Village of Port Edwards to update older systems.
5. Preparing for the refresh of server equipment at county remote sites. This will replace machines that are soon out of support with newer technology.
6. Assisting Maintenance department with Branch I remodel tasks including sound masking for the jury room.
7. Reviewing proposal for an enhancement of county court rooms A/V system. This will be to improve reliability for in room and video conference communication.
8. Continued work on automating records management and retention for HR personnel files and other document stores in Laserfiche.
9. System\code improvement for the in-house Planning & Zoning permitting system continues.
10. Norwood and Edgewater Matrix Claims Management support continues with multi-factor authentication support and preparation for electronic transaction implementation.
11. Support for the Highway time and materials tracking system was reviewed and enhanced.
12. Staff have completed preparation on switches for the new LEC. Equipment will be placed and brought online once all the identified issues with the closets are resolved.



# Wood County WISCONSIN

## INFORMATION TECHNOLOGY

13. Programming staff works to improve support documentation for the Sage HRMS, Human Resources Management System, system for employee benefit and payroll data. Programming staff begin the preliminary process of vetting replacement systems for HRMS and Dynamics. System preparation for Fall open enrollment is complete.
14. Support for GCS\Catalis property tax systems is ongoing. The former property tax software version end-of-life is set for Fall of 2024 and was on-prem, servers at Wood County. The upgraded version is cloud based. System migration and training is complete and go-live was July 15, 2024. Migration of the property tax system triggered the need for extensive work on multiple interfaces to systems like the Register of Deeds and Planning and Zoning permit system. Property tax interface work is now complete.
15. Began migration of all devices to the new virus scanning software and installation of the new client. Configured system to run in tandem to ensure coverage prior to removing the old virus scanning software. Around 800 machines have been migrated to the new virus scanning software.
16. Worked with the Coroner to setup a shared drive and migrate data from the current SharePoint site to network drives. The SharePoint site is set to be decommissioned October 2<sup>nd</sup>.
17. Work continues with CIS, Law Enforcement System, to update the software configurations to meet the new jail housing needs. The new jail housing configuration is in CIS Train environment so that Sheriff Department staff can test the system. Once testing is completed and approved, the new jail housing configuration will be added to the live environment.
18. Continue working with several vendors in preparation for the new Law Enforcement center occupancy. Several systems will be updated or replaced to accommodate needs in the new facility. LiveScan, current fingerprint system, will be updated and new fingerprinting machines be put in place for the new jail. The Guard 1, system that records the door checks completed in the jail, will be replaced with Guardian RFID. In July the agreement with CIS for the one-way interface for Guardian RFID was completed. This project will begin once the new jail housing configuration is approved.
19. Continue work on preparing data for migration from Human Services IMS, current document management system & TCM, Electronic Health Record System, into Laserfiche, countywide document management system. Currently testing an import to migrate Behavioral Health documents from IMS to Laserfiche.



# Wood County WISCONSIN

## INFORMATION TECHNOLOGY

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20. Continue to work on the server infrastructure CIP project to replace end of life servers at several locations throughout the County. Information has been collected, configurations have been reviewed & updated, and quotes are being reviewed.
  21. Continue to work on the project plan for the O365 migration. The current version of Office needs to be replaced with O365 by December 31, 2024. All departments will be migrated. IT, Emergency Management, County Clerk, Communications, Corporation Counsel, Finance, and HR departments have been migrated to O365. Migrations in Child Support, Dispatch, Health, Human Services, Planning & Zoning, Register of Deeds and Sheriff are underway, with more departments scheduled to migrate soon. An O365 blog about updates is available on the Intranet. Testing for a shared O365 license is underway.
  22. Support for Norwood Healthcare Center and Edgewater Haven Matrix (EHR) and CART (CMS abstraction and reporting tool) software is ongoing. eMAR offline procedures and functionality were improved significantly for both Norwood and Edgewater. eMAR provides ability to dispense patient medication when the EHR system is not accessible. Super user training continues and results in improved support of the EHR (electronic health record) system.
  23. Met with Matrix, Norwood and IT staff for the WISHIN project. Technical meetings were held to discuss the role of Matrix, Norwood electronic health record system, in facilitating an interface. This project is to meet the latest WISHIN (Wisconsin Statewide Health Information Network) requirement for the Norwood Admissions Hospital unit data capture and reporting. Failure to comply and meet the deadline of December 31, 2024 would result in loss of DHS financial incentives and later a reduction of CMS and DHS revenue for the Norwood Healthcare Facility. WISHIN has confirmed the ability to stand up a secure web service for the interface.
  24. Research and preparation begins, including attending training webinars, in order to meet the latest CMS (Centers for Medicare and Medicaid) requirement for the Norwood Admissions Hospital unit transparency in pricing reporting. New requirements for reporting begin January 1, 2025.
  25. Assisting Planning & Zoning on obtaining crime data from the Wood County PDs that have agreed to share data as part of a County GIS project.





# Wood County WISCONSIN

## INFORMATION TECHNOLOGY

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26. Set up automation for recurring GIS data publishing routines in conjunction with the Land Records Management office.
  27. Network staff continue to respond to information gathered by the recently implemented SIEM, Security Information & Event Management solution. This will give us much needed insight into threat detection, security events, and compliance information and other useful metrics for ensuring that the Wood County network and computers are protected. Software has been installed on all Wood County clients and servers with sensors configured to monitor network traffic for malicious activity.
  28. Continued work on forms process improvement and document storage in Information Technology leveraging Laserfiche.
  29. Continued work consolidating programming source control systems to organize historical and ongoing software development projects and eliminate a server as part of the Server OS update project.
  30. IT published and continues to refine the newly developed project request form and policy. This form increases efficiency for both requestors and IT staff and helps to ensure that we provide excellent and cost-effective solutions.
  31. IT staff continue working to restore and import 15+ years of digital archive tax roll data into Laserfiche for the Treasurer.
  32. Wood County internet and intranet website updates are being posted continually as we work to keep employees and citizens informed.
  33. The TimeStar, electronic timecard and time tracking software system configuration changes is ongoing. Staff works to adjust settings as change requests continue. PBJ reports are submitted to CMS (Centers for Medicare & Medicaid) using TimeStar data for both the Edgewater and Norwood Facilities. Several new job codes were added and mapped to the PBJ export. Support is ongoing and another Cyber Recruiter upgrade is complete, the HRMS extension system and website used for new hire applications.
  34. Improved publishing tools for the Treasurer's office Tax Deed Property Sales web pages.



# Wood County WISCONSIN

## INFORMATION TECHNOLOGY

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35. Network staff have been migrating connections to new switches in the data center. The new switches will extend the support and reliability of critical network infrastructure. The equipment that runs the majority of the servers for Wood County also has a replacement that is in the process of being configured.
  36. The Register of Deeds work to upgrade multiple applications continues. IT staff escorts and assists the vendor, Fidlar Technologies, with server and application updates and maintenance on a regular basis. The Monarch interface was configured and updated to function with the new property tax system.
  37. IT staff work to schedule and upgrade various server operating systems and database management systems, SQL server. This ongoing project takes considerable time to plan, test, and implement.
  38. Continue to work with members of the Central Records subcommittee. Working to schedule an on-site visit from CIS, current Law Enforcement Software vendor, to discuss unmet needs of the current system.
  39. The PC replacement 2<sup>nd</sup> order has arrived. Staff is working to configure and place the new devices. New devices include the update to Windows 11 and Office 365. All Sheriff's Department replacement devices for 2024 & 2025 have been ordered. The new equipment will be configured and placed in the LEC prior to occupancy.
  40. The IT Security Team continues the Security Awareness Program. Members of our team have been virtually attending mentoring meetings with leaders in the cybersecurity area, as arranged by the MS-ISAC (Multi-State Information Sharing and Analysis Center). This includes monthly update meetings with the State of Wisconsin CRT (Cyber Response Team).
  41. For the month of August, 627 helpdesk requests were created, with staff completing 600 tickets and leaving 92 open requests. In addition, there are currently 218 project requests.
  42. Dawn Schmutzer, Services Support Analyst, has resigned. Her last day with the County is scheduled to be Friday, October 11<sup>th</sup>. Recruitment to fill the vacancy has begun.

## Committee Report

County of Wood

Report of claims for: MAINTENANCE

For the period of: SEPTEMBER 2024

For the range of vouchers: 19240620 - 19240680 50121075 - 50121075

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
19240620	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	08/28/2024	\$23.68	P
19240621	ADVANCE JANITORIAL SERVICE & SUPPLY	CLEANING COURTHOUSE, JAIL	08/25/2024	\$6,581.65	P
19240622	ADVANCE JANITORIAL SERVICE & SUPPLY	CLEANING RB, CARPET CLEANING	08/25/2024	\$8,066.95	P
19240623	ASCENT CONSTRUCTION LLC	BR 1 - CARPENTRY	08/27/2024	\$9,973.00	P
19240624	DOORWORKS INC	SALLY PORT DOOR REPAIR	08/08/2024	\$175.00	P
19240625	CINTAS CORPORATION	MAT CLEANING COURTHOUSE	08/14/2024	\$653.73	P
19240626	CINTAS CORPORATION	MAT CLEANING RIVER BLOCK	08/09/2024	\$152.83	P
19240627	CINTAS CORPORATION	MAT CLEANING COURTHOUSE	08/28/2024	\$662.84	P
19240628	GRAINGER (Maintenance)	BR 1 - MIRRORS	08/26/2024	\$112.22	P
19240629	WATER WORKS & LIGHTING COMM	SHERIFF LOCKUP OUTDOOR LIGHTS	08/28/2024	\$12.88	P
19240630	WATER WORKS & LIGHTING COMM	WATER/SEWER/ELEC SVC JOINT USE	08/28/2024	\$291.05	P
19240631	WATER WORKS & LIGHTING COMM	RIVER BLOCK WATER/SEWER	08/28/2024	\$995.21	P
19240632	WATER WORKS & LIGHTING COMM	ELECTRIC SVC SHERIFF LOCKUP	08/28/2024	\$63.69	P
19240633	WATER WORKS & LIGHTING COMM	RIVER BLOCK OUTSIDE LIGHTING	08/28/2024	\$103.86	P
19240634	ULINE	em supplies	09/04/2024	\$254.85	P
19240635	QUALITY PLUS PRINTING INC	printing	09/04/2024	\$355.00	P
19240636	CONSOLIDATED WATER POWER COMPANY	RIVER BLOCK ELECTRIC AUG 2024	09/04/2024	\$6,093.16	P
19240637	MAVO SYSTEMS WISCONSIN LLC	BR 1 - TILE REMOVAL	08/29/2024	\$495.79	P
19240638	QUALITY DOOR & HARDWARE	BR 1 - SPLIT FRAME	08/29/2024	\$659.75	P
19240639	SCHMITT ACOUSTICS LLC	BR 1 - CEILING INSTALL	08/28/2024	\$6,375.00	P
19240640	WASTE MANAGEMENT	WASTE DISPOSAL FEES	09/05/2024	\$1,265.27	P
19240641	WE ENERGIES	GAS SERVICE JAIL	09/03/2024	\$218.94	P
19240642	WE ENERGIES	GAS SERVICE 321 MARKET ST	09/06/2024	\$9.90	P
19240643	WE ENERGIES	GAS SERVICE 441 SARATOGA ST	09/05/2023	\$9.90	P
19240644	WE ENERGIES	GAS SERVICE RIVER BLOCK	09/03/2024	\$416.92	P
19240645	WE ENERGIES	GAS SERVICE SHERIFF LOCKUP	09/06/2024	\$9.90	P
19240646	WE ENERGIES	GAS SERVICE COURTHOUSE	09/03/2024	\$271.50	P
19240647	WE ENERGIES	GAS SERVICE JOINT USE BUILDING	09/06/2024	\$9.90	P
19240648	THE SAMUELS GROUP INC	JAIL PROJECT - 32ND PAYMENT	09/04/2024	\$4,371,484.23	P
19240649	CONSTELLATION NEWENERGY-GAS DIVISION	CH, JAIL, RB GAS SERVICE	09/11/2024	\$460.34	P
19240650	HOME DEPOT CREDIT SERV (Maintenance)	VET BLNDS&TBLS, CH/SHOP,BR1,RB	09/05/2024	\$1,605.34	P
19240651	WATER WORKS & LIGHTING COMM	WATER/SEWER SERVICE JAIL	09/12/2024	\$2,334.59	P
19240652	WATER WORKS & LIGHTING COMM	WATER/SEWER/ELEC 441 SARATOGA	09/12/2024	\$90.37	P
19240653	WATER WORKS & LIGHTING COMM	WATER/SEWER/ELEC 321 MARKET	09/12/2024	\$73.66	P

Committee Report - County of Wood

MAINTENANCE - SEPTEMBER 2024

50121075 - 50121075 19240620 - 19240680

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
19240654	WATER WORKS & LIGHTING COMM	WATER/SEWER SERVICE COURTHOUSE	09/12/2024	\$1,208.25	P
19240655	WATER WORKS & LIGHTING COMM	ELEC SVC COURTHOUSE SECURITY	09/12/2024	\$21.58	P
19240656	WATER WORKS & LIGHTING COMM	ELECTRIC SERVICE BAKER LOT	09/12/2024	\$42.97	P
19240657	WATER WORKS & LIGHTING COMM	RB PARKING LOT STORM SEWER	09/12/2024	\$41.10	P
19240658	WATER WORKS & LIGHTING COMM	RIVER BLOCK STORM SEWER	09/12/2024	\$47.84	P
19240659	WATER WORKS & LIGHTING COMM	SARATOGA ST STORM SEWER	09/12/2024	\$8.24	P
19240660	WATER WORKS & LIGHTING COMM	COURTHOUSE STORM SEWER	09/12/2024	\$101.18	P
19240661	WATER WORKS & LIGHTING COMM	COURTHOUSE ELECTRIC	09/12/2024	\$13,979.33	P
19240662	JOHNSON FITNESS & WELLNESS	JAIL PROJECT - FITNESS EQUIP	09/11/2024	\$20,464.82	P
19240663	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	09/17/2024	\$9.50	
19240664	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	09/18/2024	\$17.59	
19240665	ACE HARDWARE	CH SUPPLIES	09/16/2024	\$15.98	
19240666	BDT INC	BR 1 - COVER PANELS	09/10/2024	\$213.82	
19240667	EAGLE CONSTRUCTION CO INC	BR 1 - FLOORING	09/05/2024	\$30,243.00	
19240668	ECON ELECTRIC	BR 1 - ELECTRICAL	09/13/2024	\$27,992.73	
19240669	FREEDOM PEST CONTROL LLC	RIVER BLOCK PEST CONTROL	09/16/2024	\$42.00	
19240670	FREEDOM PEST CONTROL LLC	COURTHOUSE PEST CONTROL	09/16/2024	\$42.00	
19240671	GAPPA SECURITY SOLUTIONS LLC	CH KEYS	09/11/2024	\$24.85	
19240672	GRAINGER (Maintenance)	ACCESS DOOR	09/05/2024	\$58.56	
19240673	GRAINGER (Maintenance)	JAIL WASHING MACHINE PARTS	09/16/2024	\$96.00	
19240674	NASSCO INC	BR 1 - TOWEL & SOAP DISPENSERS	09/05/2024	\$129.65	
19240675	PBBS EQUIPMENT CORPORATION	RB BOILER REPAIRS	09/05/2024	\$412.50	
19240676	QUALITY DOOR & HARDWARE	BR 1 - GLASS	09/06/2024	\$49.72	
19240677	QUALITY DOOR & HARDWARE	CH - WAVER SENSOR REPAIR	09/12/2024	\$130.00	
19240678	RAPID QUALITY LAWN & LANDSCAPING	FERTILIZE, WEED CONTROL	09/15/2024	\$135.00	
19240679	SHRED SAFE LLC	CONFIDENTIAL SHREDDING	09/17/2024	\$70.00	
19240680	US BANK	CLOCKS, JAIL SUPPLIES	09/17/2024	\$219.14	
50121075	STEEN MACEK PAPER COMPANY		09/24/2024	\$6,827.00	
<b>Grand Total:</b>				<b>\$4,523,007.25</b>	

Signatures

Committee Chair: \_\_\_\_\_

Committee Member: \_\_\_\_\_

Committee Member: \_\_\_\_\_

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## Letter of Comments October 2024

### Ongoing Projects and Planning

**Jail Project** – Landscaping around the south and west sides of the new facility has begun. HVAC testing and balancing is underway. Installation of furniture, audio/video systems, ceilings, flooring, and other finishes will continue for several weeks.

The new entrance location and the additional offices that are connected to our existing Courthouse will make wayfinding difficult if separate numbering systems are used; for this reason, the new jail project includes interior signage to renumber the existing offices in the Courthouse and provide a more uniform means of campus-wide numbering.

**Courthouse** – Continuing to work with City staff and adjacent property occupants regarding accessibility improvements at the Courthouse; it is possible that the timeframe for completion of this work could extend into 2026 due to the amount of coordination required between the County, City, and utility providers.

**River Block** – The update to our power supply is nearly complete; a substantial portion of the work was executed during a weekend power outage, and the remaining work is scheduled to occur overnight in early October.

While the most critical updates to our power supply are complete, there is more work that can be done to reduce disruption caused by unplanned power events; I will continue working with I.T. and other departments/contractors to increase infrastructure reliability.

The first phase of roof replacement is almost complete; this update will provide a more reliable drainage system and prevent the water intrusion issues we have been experiencing.

### Miscellaneous

Attended PIT, County Board, ARPA, and numerous project meetings.

Assisting Parks & Forestry with the installation and programming of electronic access hardware at the South Park storm shelter.