

PROPERTY & INFORMATION TECHNOLOGY COMMITTEE

DATE: Monday, July 10, 2023

TIME: 9:30 AM (or immediately following Public Safety Committee meeting)

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. Resolution – Purchase of Triangle Development parcels
6. Discuss Solar options for Jail project
7. Future Agenda Items
8. Set date and time of next meeting
9. Adjourn

Join by phone

+1-408-418-9388 United States Toll

Meeting number (access code): 2490 972 2142

Join by WebEx App or Web

<https://woodcountywi.webex.com/woodcountywi/j.php?MTID=m482db8d0ccd9950a37d981fa0b3bf66b>

Meeting number (access code): 2490 972 2142

Meeting password: 071023

MINUTES
PROPERTY & INFORMATION TECHNOLOGY COMMITTEE

DATE: Thursday, June 1, 2023
TIME: 9:00 a.m.
PLACE: Courthouse – Room 114

MEMBERS PRESENT: Al Breu, Jeff Penzkover, Dennis Polach, William Winch

MEMBER EXCUSED: 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. Bill Clendenning offered comment about the difficulties in technology recently at the River Block Auditorium. Kaup responded that the appropriate departments have been retrained and it should not be an issue again.
3. The minutes of the May 1, 2023 meeting were reviewed. Motion by Winch/Penzkover to accept them as presented. Motion carried unanimously.
4. The Information Technology vouchers were reviewed with explanations given. Motion by Winch/Polach to approve as presented. Motion carried unanimously.
5. The IT Report was reviewed with explanation given.
6. The Maintenance vouchers were reviewed with explanations given. Motion by Penzkover/Winch to approve as presented. Motion carried unanimously.
7. The Maintenance Report was reviewed.
8. A resolution carrying over funds from 2022 Maintenance projects not completed was presented. Motion by Penzkover/Polach to approve the resolution and forward to the county board for their consideration. Motion carried unanimously.
9. VanTassel reviewed actions taken by the Finance Dept. since the CIP was passed by the committee. Because of the state of the Maintenance Fund Balance, some projects that were presented for debt proceeds were moved to using the Maintenance Fund.
10. Penzkover gave a report on recent actions by the Fairgrounds Commission, which led to a lengthy discussion on the funding of the fair.
11. Broadband Providers – Information only. No action taken.
12. Solar options for the jail were discussed with the representative of Northwinds Solar providing a basic outline of options and payback. The next step would be to have a

design drawn up. The committee will review the information and discuss further at the next meeting.

13. VanTassel brought up a traffic accident that happened at the Baker Street crossing while two employees were crossing. While no employees were hurt, they are reminded to watch the oncoming traffic while crossing.
14. Future agenda items
 - a. Solar options for Jail
15. The next meeting will be held on Monday, July 10th at 10:00 AM, or immediately following the Public Safety Committee meeting.
16. Motion by Penzkover/Breu to move into closed session pursuant to Wis Stats 19.85(1)(e) to discuss negotiation for acquisition of properties within the “Triangle Development”. Motion carried unanimously at 10:45 AM. (Closed session minutes kept separately)
17. Motion by Winch/Penzkover to come back into closed session. Motion carried unanimously.
18. Chairman Breu declared the meeting adjourned at 11:46 AM.

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

**Property & Information Technology Committee
June 5, 2023**

NAME	REPRESENTING
Bill O'Leary	WCB 15
Jeff Forster	WCB 11
DENNIS POLACH	WCB 14
AMY KAUF	IT
AL BREU	WC #6
Lance Pijml	CB Chair
Trent Miner	County Clerk
Reuben Van Tassel	Mface
Nick Fluguar	Web Ex
Ed Newton	Web Ex
Steve ?	Web Ex
Jordan Kaiser / Northwinds	Web Ex

Committee Report

County of Wood

Report of claims for: INFORMATION TECHNOLOGY

For the period of: JUNE 2023

For the range of vouchers: 27230224 - 27230274

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
27230224	CDW GOVERNMENT INC	CH SECURITY-BR 4 PANIC BUTTON	05/08/2023	\$240.47	P
27230225	FRONTIER	PHONE CHARGES	05/19/2023	\$142.08	P
27230226	SOLARUS	PHONE CHGS ACCT 00063942-1	06/01/2023	\$2,138.11	P
27230227	SOLARUS	PHONE CHGS ACCT 00077856-5	06/01/2023	\$221.93	P
27230228	SOLARUS	PHONE CHGS ACCT 00061009-7	06/01/2023	\$69.99	P
27230229	TDS TELECOM	PHONE CHARGES	05/28/2023	\$71.34	P
27230230	TDS TELECOM	PHONE CHARGES	05/28/2023	\$58.70	P
27230231	TDS TELECOM	PHONE CHARGES	05/28/2023	\$44.25	P
27230232	TDS TELECOM	PHONE CHARGES	05/28/2023	\$57.35	P
27230233	TDS TELECOM	PHONE CHARGES	05/28/2023	\$16.90	P
27230234	AMAZON CAPITAL SERVICES	HWY, IT PHONE ACCESORIES	06/01/2023	\$15.30	P
27230235	AMAZON CAPITAL SERVICES	IT HDMI CABLES	06/04/2023	\$27.21	P
27230236	AMAZON CAPITAL SERVICES	HS ARPA ERGO KEYBRDS, WEBCAM	06/05/2023	\$124.29	P
27230237	AMAZON CAPITAL SERVICES	NW CROSSROADS TB CHARGERS	06/05/2023	\$66.42	P
27230238	AMAZON CAPITAL SERVICES	HS PHONE CASES, SCRN PROTECTOR	06/05/2023	\$25.31	P
27230239	AT&T MOBILITY	MONTHLY CELL CHARGES	04/23/2023	\$1,377.64	P
27230240	AT&T MOBILITY	MONTHLY CELL CHARGES	05/23/2023	\$1,669.96	P
27230241	CHARTER COMMUNICATIONS (IL Address)	INTERNET PRO100 ACCT 0209726	05/24/2023	\$134.99	P
27230242	CHARTER COMMUNICATIONS (IL Address)	WR FIBER ACCT 0294876	05/28/2023	\$1,267.42	P
27230243	INSIGHT PUBLIC SECTOR INC	2023 2ND PC ORDER	05/18/2023	\$1,347.37	P
27230244	INTER-QUEST CORP	BR 4 VC HDMI EXTENDERS	05/09/2023	\$559.90	P
27230245	INTER-QUEST CORP	BR 4 VC AUDIO	05/31/2023	\$12,454.46	P
27230246	INTER-QUEST CORP	COURTROOM AUDIO	05/16/2023	\$5,343.15	P
27230247	US CELLULAR	CELL PHONE CHGS ACCT 277407322	05/16/2023	\$532.72	P
27230248	US CELLULAR	CELL PHONE CHGS ACCT 851710598	05/16/2023	\$164.46	P
27230249	US CELLULAR	CELL PHONE CHGS ACCT 203538532	05/20/2023	\$2,161.97	P
27230250	US CELLULAR	CELL PHONE CHGS ACCT 203391922	05/20/2023	\$9.34	P
27230251	VERIZON	CELL CHGS ACCT 242258062-00001	06/01/2023	\$6,491.58	P
27230252	AT&T MOBILITY	MONTHLY CELL/HOTSPOT CHARGES	05/23/2023	\$395.44	P
27230253	CENTURYLINK	PHONE/LONG DISTANCE CHARGES	06/01/2023	\$9.13	P
27230254	GOLDFAX	NETWORK FAXING MAY 2023	06/11/2023	\$117.70	P
27230255	INSIGHT PUBLIC SECTOR INC	1ST PC ORDER 2023	05/25/2023	\$5,217.75	P
27230256	INSIGHT PUBLIC SECTOR INC	IT - WARRANTY	05/30/2023	\$168.83	P
27230257	MAINSTREETMADE	HEALTH - MIC CEILING MOUNT	03/22/2023	\$148.18	P

INFORMATION TECHNOLOGY - JUNE
2023

27230224 - 27230274

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
27230258	OFFICE ENTERPRISES INC	DEPUTY IT DIR OFFICE FURNITURE	06/12/2023	\$6,766.27	P
27230259	CHARTER COMMUNICATIONS (PA Address)	NETWORK SERVICES	06/01/2023	\$2,608.49	P
27230260	AMAZON CAPITAL SERVICES	IT CHAIR MATS	06/12/2023	\$81.18	P
27230261	AMAZON CAPITAL SERVICES	IT OFFICE SUPPLIES	06/13/2023	\$27.19	P
27230262	AMAZON CAPITAL SERVICES	HLTH IPAD CASE, SCRN PROTECTOR	06/14/2023	\$32.26	P
27230263	AMAZON CAPITAL SERVICES	HS LAPTOP CHARGER	06/14/2023	\$23.99	P
27230264	CHARTER COMMUNICATIONS (IL Address)	MFLD FIBER ACCT 0364818	06/09/2023	\$445.84	P
27230265	INSIGHT PUBLIC SECTOR INC	O365 AND M365 LICENSES	06/06/2023	\$2,723.95	P
27230266	INSIGHT PUBLIC SECTOR INC	HS MONITOR AND DOCK	06/07/2023	\$387.42	P
27230267	INSIGHT PUBLIC SECTOR INC	2023 2ND PC ORDER	06/09/2023	\$12,821.06	P
27230268	RHYME BUSINESS PRODUCTS	PRINTER/COPIER CHARGES	06/05/2023	\$7,599.00	P
27230269	ZOHO CORPORATION	MANAGE ENGINE LICENSING FOR DS	06/14/2023	\$361.00	P
27230270	US BANK	FIXMEIT, DEV EXPRESS, LODGING	06/19/2023	\$4,738.96	P
27230271	AMAZON CAPITAL SERVICES	VETERANS LABEL MAKER	06/21/2023	\$104.45	P
27230272	AMAZON CAPITAL SERVICES	HLTH-PHONE CASES,SCRN PROTECT	06/22/2023	\$75.68	P
27230273	CDW GOVERNMENT INC	COMMVault MAINTENANCE	06/08/2023	\$35,071.40	P
27230274	FRONTIER	PHONE CHARGES	06/19/2023	\$142.08	P
Grand Total:				\$116,901.86	

Signatures

Committee Chair: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____



Wood County WISCONSIN

INFORMATION TECHNOLOGY

June 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. 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.
3. Continued work on forms process improvement and document storage in Information Technology leveraging Laserfiche.
4. Preparations for onboarding the Sheriff's department on the County's Printer Management system continues. Child Support was migrated to the County's Printer Management system. Sheriff's printers will be deployed in July.
5. Continued work with the Treasurer's and Finance departments to begin using Electronic Funds Transfer (EFT) rather than paper checks for some accounts payable. Testing of first electronic payments is expected in July.
6. Completed upgrades of the Questica budgeting software to the latest version in preparation for 2024 budget work.
7. Updated GIS web service software to the latest version and worked with the Land Records Management office and ESRI tech support on post-upgrade intermittent technical issues.
8. Consolidated servers for the Office Status software used by Child Support and Human Services, as part of the Server OS update project.
9. Began work consolidating programming source control systems in order to organize historical and ongoing projects, and eliminate a server as part of the Server OS update project.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

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10. 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.
 11. Proposal review is in progress for a project to replace and update Highway Department Scale hardware and software at Wisconsin Rapids and Marshfield locations.
 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. IT staff continue working to restore and import 15+ years of digital archive tax roll data into Laserfiche for the Treasurer.
 14. Support for Norwood Healthcare Center and Edgewater Haven Matrix software is ongoing. Security audit log data and instruction on how to generate audit log data has been provided to meet supervisor requests.
 15. 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.
 16. Support and upgrades for multiple departmental use of Quicken software is ongoing. Data security is being reviewed and enhanced.
 17. 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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18. Work is scheduled for mid-July to upgrade the server and database for the Phoenix Fuel management system for the Highway Department.
 19. IT staff work to collect and report data needed by the Finance Department in order to meet new accounting requirements concerning subscription based software assets.
 20. 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.
 21. Staff have continued to work with Wood County Maintenance staff and vendors to complete the fourth courtroom and fulfill the technological needs. CCAP was onsite May 31st and June 1st to install State Computer systems. Progress continues on Branch IV and we near completion.
 22. 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.
 23. Researched historical data on previous HR database at the request of HR staff.
 24. Human Services Electronic Health Record System, SmartCare, was updated to version R6. Testing of the new version was completed prior to upgrade. New custom reports were also created.
 25. 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.
 26. 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 is 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.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

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27. Continue to investigate all cyber threats that are reported by security infrastructure alerts or County employees.
 28. 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.
 29. For the month of May, 511 helpdesk requests were created, with staff completing 484 tickets and leaving 94 open requests. In addition, there are currently 78 project requests.
 30. Technicians completed 1st order of computer replacements for 2023. Devices for the 2nd order, Communications Center and Sheriff Squad devices, have started to arrive.
 31. Upgrades to the Wireless LAN Controllers at the Courthouse and Norwood. These updates patched security issues and allowed support for newer wireless access points on the County network.
 32. A major upgrade was performed on the server environment at the Courthouse. These patches address security and performance issues that were present on the previous version.
 33. Continue programming of new network hardware to replace aging or no longer supported hardware at our remote sites such as parks and tower sites.
 34. Continue to apply numerous security patches to servers. These updates include fixes for functionality and security patches that keep servers as secure as possible.
 35. Resolved issues staff at Edgewater were having when using Matrix. Network staff were able to determine that the issue was due to a specific IP address/website not loading. Additional monitoring was added to continue to monitor the site causing issues.
 36. Fixed CIS Law Enforcement System training environment to allow for new employees to safely learn the CIS application.

Committee Report

County of Wood

Report of claims for: MAINTENANCE

For the period of: JUNE 2023

For the range of vouchers: 19230425 - 19230517

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
19230425	AMAZON CAPITAL SERVICES	SHOP SUPPLIES	05/19/2023	\$46.70	P
19230426	AMAZON CAPITAL SERVICES	SHOP SUPPLIES	05/19/2023	\$46.70	P
19230427	AMAZON CAPITAL SERVICES	SHOP SUPPLIES	05/24/2023	\$79.99	P
19230428	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	05/24/2023	\$3.89	P
19230429	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	05/24/2023	\$99.00	P
19230430	ADVANCE JANITORIAL SERVICE & SUPPLY	CLEANING COURTHOUSE, JAIL	05/25/2023	\$6,581.65	P
19230431	ADVANCE JANITORIAL SERVICE & SUPPLY	CLEANING RIVER BLOCK	05/25/2023	\$5,750.30	P
19230432	CINTAS CORPORATION	MAT CLEANING COURTHOUSE	05/10/2023	\$541.61	P
19230433	CINTAS CORPORATION	MAT CLEANING RIVER BLOCK	05/10/2023	\$88.66	P
19230434	CINTAS CORPORATION	MAT CLEANING COURTHOUSE	05/24/2023	\$463.05	P
19230435	GRAINGER (Maintenance)	1/8 HP MOTOR	05/23/2023	\$183.91	P
19230436	GRAINGER (Maintenance)	LED BULBS	05/24/2023	\$86.94	P
19230437	GRAINGER (Maintenance)	MOTOR - BR 3	05/24/2023	\$278.61	P
19230438	KOLO TRUCKING AND EXCAVATING INC	BLACK DIRT	05/21/2023	\$324.00	P
19230439	OFFICE ENTERPRISES INC	CH UPDATES - P&Z PANELS	05/25/2023	\$525.00	P
19230440	PRECISION GLASS & DOOR LLC	BR 4 - RESEAL WINDOW	05/17/2023	\$350.00	P
19230441	WISCONSIN VALLEY BUILDING PRODUCTS	RB MOWER	05/18/2023	\$1,151.24	P
19230442	CINTAS CORPORATION	MAT CLEANING RIVER BLOCK	05/26/2023	\$88.66	P
19230443	HEAT & POWER PRODUCTS INC	CH MEP UPDATES - CHILLER PUMPS	05/24/2023	\$8,756.00	P
19230444	NICK MICHELS & SONS	RB ROOF REPAIRS	05/23/2023	\$377.00	P
19230445	QUALITY PLUS PRINTING INC	BR 4 - SIGNAGE	05/25/2023	\$530.00	P
19230446	RON'S REFRIGERATION & AC INC	REPAIRS - JAIL WALK IN COOLER	04/24/2023	\$996.00	P
19230447	RON'S REFRIGERATION & AC INC	REPAIRS - JAIL WALK IN COOLER	05/31/2023	\$784.50	P
19230448	SUPERIOR CHEMICAL CORPORATION	JANITORIAL SUPPLIES	05/31/2023	\$685.37	P
19230449	WATER WORKS & LIGHTING COMM	SHERIFF LOCKUP OUTDOOR LIGHTS	05/25/2023	\$12.36	P
19230450	WATER WORKS & LIGHTING COMM	WATER/SEWER/ELEC SVC JOINT USE	05/25/2023	\$175.93	P
19230451	WATER WORKS & LIGHTING COMM	RIVER BLOCK WATER/SEWER	05/25/2023	\$646.20	P
19230452	WATER WORKS & LIGHTING COMM	ELECTRIC SVC SHERIFF LOCKUP	05/25/2023	\$49.77	P
19230453	WATER WORKS & LIGHTING COMM	RIVER BLOCK OUTSIDE LIGHTING	05/25/2023	\$101.88	P
19230454	THE SAMUELS GROUP INC	JAIL PROJECT - 17TH PAYMENT	06/05/2023	\$3,772,003.00	P
19230455	VENTURE ARCHITECTS	JAIL PROJECT - PROF SERVICES	05/31/2023	\$68,045.30	P
19230456	DIAMOND BUSINESS GRAPHICS	PRINTING	06/06/2023	\$29.52	P
19230457	DIAMOND BUSINESS GRAPHICS	PRINTING	06/06/2023	\$29.52	P
19230458	DM STAMPS & SPECIALTIES	STAMPS	06/06/2023	\$34.09	P

Committee Report - County of Wood

MAINTENANCE - JUNE 2023

19230425 - 19230517

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
19230459	DM STAMPS & SPECIALTIES	STAMPS	06/06/2023	\$65.21	P
19230460	ACE HARDWARE	BR 4 - SUPPLIES	06/07/2023	\$72.96	P
19230461	COMPLETE CONTROL	SERVICE CALL-FAULTY SMOKE HEAD	05/31/2023	\$271.68	P
19230462	COMPLETE CONTROL	RB UPDATES-INSTALL CARD READER	05/31/2023	\$440.22	P
19230463	CONSOLIDATED WATER POWER COMPANY	RIVER BLOCK ELECTRIC MAY 2023	06/02/2023	\$6,496.54	P
19230464	GAPPA SECURITY SOLUTIONS LLC	CH SECURITY-DA OFF CARD READER	06/07/2023	\$652.51	P
19230465	HENRICKSEN AND COMPANY INC	BR 4 - CHAIR	06/01/2023	\$1,166.00	P
19230466	MENARDS - PLOVER	CH UPDATES - IT LIGHTING	06/02/2023	\$229.98	P
19230467	RAPIDS RENTAL & SUPPLY	BRISTLE BRUSH ATTACHMENT	06/07/2023	\$299.99	P
19230468	RON'S REFRIGERATION & AC INC	RB A/C REPAIRS	06/08/2023	\$10,246.25	P
19230469	WASTE MANAGEMENT	WASTE DISPOSAL FEES	06/05/2023	\$994.60	P
19230470	WE ENERGIES	GAS SERVICE JAIL	05/31/2023	\$323.07	P
19230471	WE ENERGIES	GAS SERVICE 441 SARATOGA ST	05/31/2023	\$18.81	P
19230472	WE ENERGIES	GAS SERVICE RIVER BLOCK	05/31/2023	\$344.22	P
19230473	WE ENERGIES	GAS SERVICE SHERIFF LOCKUP	05/31/2023	\$13.10	P
19230474	WE ENERGIES	GAS SERVICE COURTHOUSE	05/31/2023	\$715.13	P
19230475	WE ENERGIES	GAS SERVICE JOINT USE BUILDING	05/31/2023	\$18.22	P
19230476	AMAZON CAPITAL SERVICES	SOCKET WRENCH SET	06/09/2023	\$67.99	P
19230477	AMAZON CAPITAL SERVICES	SOCKET WRENCH SETS	06/14/2023	\$135.98	P
19230478	CONSTELLATION NEWENERGY-GAS DIVISION	CH, JAIL, RB GAS SERVICE	06/13/2023	\$1,370.08	P
19230479	CURRENT TECHNOLOGIES INC	CH UPDATE - IT DEP DIR OFFICE	06/06/2023	\$458.63	P
19230480	ERON & GEE/HERMAN'S PLUMBING & HEATING	RB PLUMBING REPAIR	06/12/2023	\$277.12	P
19230481	GRAINGER (Maintenance)	BR 3 MOTOR	05/26/2023	\$278.61	P
19230482	GRAINGER (Maintenance)	CREDIT MEMO	06/06/2023	(\$278.61)	P
19230483	GRAINGER (Maintenance)	SHOP SUPPLIES	06/13/2023	\$26.00	P
19230484	HOME DEPOT CREDIT SERV (Maintenance)	CH, CH UPDATES, BR 4, RB	06/05/2023	\$2,335.21	P
19230485	TWEET GAROT MECHANICAL INC	CH HVAC REPAIR	02/28/2023	\$621.95	P
19230486	WATER WORKS & LIGHTING COMM	WATER/SEWER SERVICE JAIL	06/13/2023	\$2,597.23	P
19230487	WATER WORKS & LIGHTING COMM	WATER/SEWER/ELEC 441 SARATOGA	06/13/2023	\$212.96	P
19230488	WATER WORKS & LIGHTING COMM	WATER/SEWER SERVICE COURTHOUSE	06/13/2023	\$980.60	P
19230489	WATER WORKS & LIGHTING COMM	ELEC SVC COURTHOUSE SECURITY	06/13/2023	\$39.24	P
19230490	WATER WORKS & LIGHTING COMM	ELECTRIC SERVICE BAKER LOT	06/13/2023	\$43.05	P
19230491	WATER WORKS & LIGHTING COMM	RIVER BLOCK STORM SEWER	06/13/2023	\$45.30	P
19230492	WATER WORKS & LIGHTING COMM	SARATOGA ST STORM SEWER	06/13/2023	\$7.80	P
19230493	WATER WORKS & LIGHTING COMM	COURTHOUSE STORM SEWER	06/13/2023	\$95.81	P
19230494	WATER WORKS & LIGHTING COMM	COURTHOUSE ELECTRIC	06/13/2023	\$12,776.78	P
19230495	KRANZ INC	CLEANING SUPPLIES	06/21/2023	\$504.80	P
19230496	NASSCO INC	CLEANING SUPPLIES	06/21/2023	\$878.68	P
19230497	SCHILLING SUPPLY COMPANY	cleaning supplies	06/21/2023	\$907.25	P
19230498	DIAMOND BUSINESS GRAPHICS	CLEANING SUPPLIES	06/21/2023	\$59.38	P
19230499	ACE HARDWARE	RB SUPPLIES	06/14/2023	\$7.00	P
19230500	ACE HARDWARE	BR 4 - SUPPLIES	06/16/2023	\$26.24	P
19230501	ACE HARDWARE	RB SUPPLIES	06/21/2023	\$7.78	P
19230502	APWA (American Public Works Assn)	2023 MEMBERSHIP & DUES	04/23/2023	\$244.00	P

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
19230503	FREEDOM PEST CONTROL LLC	RIVER BLOCK PEST CONTROL	06/19/2023	\$42.00	
19230504	FREEDOM PEST CONTROL LLC	COURTHOUSE PEST CONTROL	06/19/2023	\$42.00	
19230505	CINTAS CORPORATION	MAT CLEANING COURTHOUSE	06/07/2023	\$541.61	
19230506	CINTAS CORPORATION	MAT CLEANING RIVER BLOCK	06/16/2023	\$122.32	
19230507	CINTAS CORPORATION	MAT CLEANING COURTHOUSE	06/21/2023	\$463.05	
19230508	GAPPA SECURITY SOLUTIONS LLC	KEYS	06/19/2023	\$37.25	
19230509	GAPPA SECURITY SOLUTIONS LLC	KEYS	06/19/2023	\$31.25	
19230510	HENRICKSEN AND COMPANY INC	BR 4 - FURNITURE DEPOSIT	06/19/2023	\$665.03	
19230511	JFTCO INC	JAIL GENERATOR CVA AGREEMENT	06/08/2023	\$1,862.90	
19230512	MUPPET PROPERTIES LLC	1ST AVE LOT RENT	06/14/2023	\$2,500.00	
19230513	RON'S REFRIGERATION & AC INC	RB AC SERVICE CALL	06/15/2023	\$3,231.25	
19230514	SHRED SAFE LLC	CONFIDENTIAL SHREDDING	06/20/2023	\$175.00	
19230515	SUPERIOR CHEMICAL CORPORATION	SHOP SUPPLIES	06/15/2023	\$127.65	
19230516	SUPERIOR CHEMICAL CORPORATION	SHOP SUPPLIES	06/16/2023	\$205.96	
19230517	US BANK	BR1 SHOP LODGING SFTY SHOES	06/19/2023	\$1,147.80	
Grand Total:				\$3,928,236.77	

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 July 2023

Ongoing Projects and Planning

Jail Project – Structural steel for the main portion of the new building is nearly complete; exterior wall panels will continue getting installed in the coming weeks, with some sections of roofing also beginning soon.

Courthouse – I am continuing to review details related to the connection between the old and new buildings. Part of the jail project requires a modification to the Branch 1 office space, which is scheduled for remodeling in 2024; coordinating this work will provide cost savings by ensuring there are no overlapping contracts.

Conversations with the City regarding changes along Market Street are going well; I will continue as directed by the PIT Committee and County Board to encourage a collaborative approach to identifying a mutually beneficial update to the area in front of the Courthouse.

River Block – Our electric utility provider and I have made some progress on identifying a long-term solution to the damaged power supply cable. As mentioned previously, this is a very complex issue, and while we are now making some progress, it will likely be several months before we see this completely resolved.

Space Needs – A consultant has provided some recommendations to the Highway Department for the design of a new facility; I have reviewed a few ideas with our Highway Commissioner that would improve the functionality of the existing facility while additional information is gathered regarding future needs.

In 2013/2014, a space needs assessment was completed with involvement from County staff, Board members, and Venture Architects; the analysis focused on Courthouse, Human Services, and Health departments. Many of the deficiencies identified in the study have been addressed and there are more that will be improved in the next few years; however, Wood County would benefit from conducting a more thorough assessment to reevaluate our short- and long-term plans regarding appropriate space to ensure department functionality and efficiency.

Miscellaneous

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

Jim Ostrum will be joining our team on July 17th; he will supervise maintenance operations at the Courthouse, Jail, and River Block.