

PROPERTY & INFORMATION TECHNOLOGY COMMITTEE

DATE: Monday, May 1, 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
 - c. IT CIP Request
- 5. Maintenance Dept.**
 - a. Vouchers
 - b. Monthly Comments
6. Twelfth Street Property Updates
7. Marshfield Fair Ground
8. Discussion of Broadband Providers
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): 2489 192 7290

Meeting password: 050123

Join by WebEx App or Web

<https://woodcountywi.webex.com/woodcountywi/j.php?MTID=m0906b528fac3a87bb72082defe341e0c>

Meeting number (access code): 2489 192 7290

Meeting password: 050123

**PROPERTY AND INFORMATION TECHNOLOGY COMMITTEE
MEETING MINUTES**

DATE: Monday, April 3, 2023
TIME: 9:00 a.m.
PLACE: Wood County Courthouse – Room 114

PRESENT: Al Breu, Dennis Polach, Jeff Penzkover, Brad Hamilton, Bill Winch (via WebEx)

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: None

With no objections, Chair Breu moved item #8 up in the agenda.

8. Jeremy Solin with UW Extension shared information regarding his staff's involvement with Renewable and Sustainable initiatives. Solin indicated CEED also has this topic on their agenda for later in the week. Discussion ensued.

3. Approve minutes from the previous meetings.

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

4. (a) Supervisor Winch 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.

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 (Hamilton/Polach) 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.

(c) Human Resources Director, Kim McGrath shared a draft of a proposed Maintenance Supervisor job description. Van Tassel shared information regarding the supervisor needs pertaining to his department. Discussion ensued.

Motion (Penzkover/Hamilton) to approve the draft version of the Maintenance Supervisor job description and for the HR Director and Facilities Manager to bring a resolution and final job description to the next Committee meeting for final approval. Motion carried. Voting No: Winch.

(d) Van Tassel shared information pertaining to Capital Improvement Plans for 2024-2028. Discussion ensued.

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

6. Van Tassel shared information regarding an outstanding invoice for the Twelfth Street property. Discussion ensued.
7. No new updates regarding County owned properties.
9. Chair Breu shared information regarding his efforts to research the status of the broadband grants cosponsored by Wood County. Breu stated there appears to be no oversight or accountability relating to Bug Tassel and implementation of the project. Discussion ensued. IT Director Kaup will facilitate a meeting between her contact at Brown County thru the intergovernmental agreement and the Chair.

Supervisor Penzkover inquired about the County's responsibility relating to Marshfield Fair Grounds. Penzkover stated he had been contacted regarding the poor state of the campground. Discussion ensued. Supervisor Pliml indicated he believes that property is owned by the City and is part of the Marshfield Fairgrounds Commission.

10. Agenda items for the next meeting:

- Twelfth Street Property
- Broadband Provider
- Marshfield Fair Grounds

11. The next Committee meeting will be Monday, May 1st, 2023 at 9:00 a.m. in meeting room 114.

12. Chair Breu declared the meeting adjourned at 11:14 a.m.

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

MINUTES
PROPERTY & INFORMATION TECHNOLOGY COMMITTEE

DATE: Tuesday, April 18, 2023

TIME: 9:15 a.m.

LOCATION: County Board Room

Members Present: Al Breu, William Winch, Brad Hamilton, Dennis Polach, Jeff Penzkover

Others Present: Trent Miner, County Clerk; other county board supervisors and department heads in the room at the time of the meeting

1. Chairman Breu called the meeting to order at 9:15 AM.
2. There were no public comments.
3. The resolution to create 1.0 FTE Maintenance Supervisor position was presented to the committee. Motion by Hamilton/Penzkover to approve the resolution and forward onto county board for their consideration. Motion carried 4-1. Voting no was Winch.
4. Chairman Breu declared the meeting adjourned at 9:18 AM.

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

Committee Report

County of Wood

Report of claims for: INFORMATION TECHNOLOGY

For the period of: APRIL 2023

For the range of vouchers: 27230127 - 27230173

| Voucher | Vendor Name | Nature of Claim | Doc Date | Amount | Paid |
|----------|-------------------------------------|--------------------------------|------------|------------|------|
| 27230127 | AMAZON CAPITAL SERVICES | EW SCANNER PRF | 03/28/2023 | \$1,033.96 | P |
| 27230128 | AMAZON CAPITAL SERVICES | IT CHARGERS | 03/30/2023 | \$137.25 | P |
| 27230129 | CDW GOVERNMENT INC | LWC ADOBE ACROBAT PRO | 03/16/2023 | \$73.46 | P |
| 27230130 | CHARTER COMMUNICATIONS (IL Address) | INTERNET PRO100 ACCT 0209726 | 03/24/2023 | \$134.99 | P |
| 27230131 | EO JOHNSON COMPANY INC | PAPERCUT BILLING 1ST QTR 2023 | 04/03/2023 | \$594.62 | P |
| 27230132 | INSIGHT PUBLIC SECTOR INC | HEALTH DATALOCKER DRIVES | 03/20/2023 | \$163.06 | P |
| 27230133 | INTER-QUEST CORP | CISCO FLEX VOIP LICENSING | 03/10/2023 | \$917.15 | P |
| 27230134 | ISI TELEMAGEMENT SOLUTIONS INC | VOIP SYSTEM STORAGE | 03/30/2023 | \$1,316.28 | P |
| 27230135 | SOLARUS | PHONE CHGS ACCT 00063942-1 | 04/01/2023 | \$2,137.77 | P |
| 27230136 | SOLARUS | PHONE CHGS ACCT 00077856-5 | 04/01/2023 | \$222.16 | P |
| 27230137 | SOLARUS | PHONE CHGS ACCT 00061009-7 | 04/01/2023 | \$69.99 | P |
| 27230138 | TDS TELECOM | PHONE CHARGES | 03/28/2023 | \$73.48 | P |
| 27230139 | TDS TELECOM | PHONE CHARGES | 03/28/2023 | \$59.04 | P |
| 27230140 | TDS TELECOM | PHONE CHARGES | 03/28/2023 | \$44.68 | P |
| 27230141 | TDS TELECOM | PHONE CHARGES | 03/28/2023 | \$58.09 | P |
| 27230142 | TDS TELECOM | PHONE CHARGES | 03/28/2023 | \$17.15 | P |
| 27230143 | TRUNORTH DYNAMICS | DYNAMICS GP PLAN RENEWAL | 03/31/2023 | \$9,909.80 | P |
| 27230144 | US CELLULAR | CELL PHONE CHGS ACCT 277407322 | 03/16/2023 | \$524.80 | P |
| 27230145 | US CELLULAR | CELL PHONE CHGS ACCT 851710598 | 03/16/2023 | \$164.46 | P |
| 27230146 | US CELLULAR | CELL PHONE CHGS ACCT 203538532 | 03/20/2023 | \$2,211.74 | P |
| 27230147 | US CELLULAR | CELL PHONE CHGS ACCT 203391922 | 03/20/2023 | \$8.05 | P |
| 27230148 | GOLDFAX | NETWORK FAXING MAR 2023 | 04/04/2023 | \$78.75 | P |
| 27230149 | VERIZON | CELL CHGS ACCT 242258062-00001 | 04/01/2023 | \$6,458.63 | P |
| 27230150 | AMAZON CAPITAL SERVICES | CORONER IPAD ACCESSORIES | 04/03/2023 | \$60.18 | P |
| 27230151 | AMAZON CAPITAL SERVICES | CART/TVS NW VC ADDITIONS | 04/03/2023 | \$1,009.92 | P |
| 27230152 | AMAZON CAPITAL SERVICES | OFFICE DECOR & SUPPLIES | 04/10/2023 | \$114.46 | P |
| 27230153 | APPLE INC | CORONER IPAD | 03/31/2023 | \$299.00 | P |
| 27230154 | AT&T MOBILITY | MONTHLY CELL/HOTSPOT CHARGES | 03/23/2023 | \$395.62 | P |
| 27230155 | BAYCOM INC | TOUGHBOOK - PORT EDWARDS | 03/30/2023 | \$5,691.00 | P |
| 27230156 | CENTURYLINK | PHONE/LONG DISTANCE CHARGES | 04/01/2023 | \$4.65 | P |
| 27230157 | CHARTER COMMUNICATIONS (IL Address) | WR FIBER ACCT 0294876 | 03/28/2023 | \$1,183.33 | P |
| 27230158 | INSIGHT PUBLIC SECTOR INC | VC CART MOUNT 115 HW SWAP | 03/31/2023 | \$151.00 | P |
| 27230159 | RHYME BUSINESS PRODUCTS | PRINTER/COPIER CHARGES | 04/03/2023 | \$7,599.00 | P |
| 27230160 | CHARTER COMMUNICATIONS (PA Address) | NETWORK SERVICES | 04/01/2023 | \$2,331.59 | P |

| Voucher | Vendor Name | Nature of Claim | Doc Date | Amount | Paid |
|---------------------|-------------------------------------|--------------------------------|------------|--------------------|------|
| 27230161 | RHYME (Portage) | 1ST QTR 2023 BILLING | 04/11/2023 | \$5,965.20 | P |
| 27230162 | AT&T MOBILITY | MONTHLY CELL CHARGES | 03/23/2023 | \$151.10 | P |
| 27230163 | RHYME (Portage) | RETURNED STAPLE CARTRIDGE | 03/13/2023 | (\$98.00) | P |
| 27230164 | RHYME (Portage) | RETURNED STAPLE CARTRIDGE | 03/13/2023 | (\$98.00) | P |
| 27230165 | AMAZON CAPITAL SERVICES | UPS, KEY RINGS, OFFICE SUPPLIE | 04/16/2023 | \$318.48 | P |
| 27230166 | US BANK | CONF LODGING & REGISTRATIONS | 04/18/2023 | \$5,689.40 | |
| 27230167 | AMAZON CAPITAL SERVICES | HLTH PHONE CASE,SCRN PROTECTOR | 04/19/2023 | \$22.85 | |
| 27230168 | CDW GOVERNMENT INC | LWC ADOBE LICENSE | 04/04/2023 | \$73.46 | |
| 27230169 | CHARTER COMMUNICATIONS (IL Address) | MFLD FIBER ACCT 0364818 | 04/09/2023 | \$484.63 | |
| 27230170 | FRONTIER | PHONE CHARGES | 04/19/2023 | \$140.64 | |
| 27230171 | INSIGHT PUBLIC SECTOR INC | IT MONITORS STOCK | 04/07/2023 | \$921.90 | |
| 27230172 | INSIGHT PUBLIC SECTOR INC | HEALTH DATALOCKER DRIVES | 04/08/2023 | \$322.20 | |
| 27230173 | PAGEFREEZER SOFTWARE INC | ANNUAL MAINTENANCE | 03/24/2023 | \$5,266.80 | |
| Grand Total: | | | | \$64,409.77 | |

Signatures

Committee Chair: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____



Wood County WISCONSIN

INFORMATION TECHNOLOGY

March 2023

1. Wood County internet and intranet website updates are being posted continually as we work to keep employees and citizens informed.
2. Discovery phase is complete for a project to replace and update Highway Department Scale hardware and software at Wisconsin Rapids and Marshfield locations.
3. Time has been spent with the Coroner and some of his staff to roll out their new iPad solution, which includes securing file submissions from the deputy coroners and the Coroner.
4. Uninstalled and discontinued use of the eOne SmartList Builder software component from the Dynamics GP accounting system. The software was no longer needed.
5. Continued work on forms process improvement and document storage in Information Technology leveraging Laserfiche.
6. Applied updates to dispatch hub, the in-house system that provides 24/7 on call schedules, to better support the growing user base.
7. The IT programmer analyst team developed a 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.
8. IT reviewed the Norwood new vendor signed agreement for replacement of the Norwood Facility Infection Control software.
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 for increased 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.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

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11. Discovery phase was completed for request to extend sharing of patient data with providers. IT determined that the new O365 SharePoint will meet these needs and implementation is pending IT staff training.
 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 is complete. 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.
 14. Deployed scanner and signature pad to Human Services.
 15. 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.
 16. 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.
 17. Continued work on update of the Emergency Management Building Number Index, BNI, in-house developed system.
 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.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

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20. IT staff has started restoring and importing 15+ years of digital archive tax roll data into Laserfiche for the Treasurer.
 21. The Enterprise Root Certification Authority Certificate for the Wood County domain was set to expire on 4/26/23. Network staff have renewed the certificate for the server and are working to identify and replace the expiring certificate on applicable machines. This certificate is used to identify and encrypt data for various things such as computers, server, IP phones, and credentials.
 22. Continue work on the Health WIC Breastfeeding application to update and fix various issues.
 23. Staff worked with an electrical vendor to identify budgetary numbers to relocate Branch II and III networks. This is in preparation for the remodel of Branch I. Currently all CCAP wiring currently terminate in the back of Branch I (in the current Register in Probate office) and will need to be relocated before Maintenance will be able to complete the demolition of the area in 2024.
 24. IT staff met with Dispatch, Emergency Management, Human Resources, Maintenance, and outside vendors to view demonstrations of Mass Communications systems for Wood County citizens, as well as options for an employee notification system in the cases of building issues, emergency situations, or severe weather.
 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. Staff continue to work with a third-party vendor to identify what is needed to better integrate our video conferencing units into our telephone system and add functionality to our Webex conferencing software. This will allow us to remove an analog phone system currently being used in our Courtrooms and have been causing ongoing issues in Branch 1.
 27. 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 includes the Coroner and IT staff.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

28. Continue to investigate all cyber threats that are reported by security infrastructure alerts or County employees.
29. Continue to work with Highway Staff to review video conference needs. Discovered that we were able to swap Video Conferencing units with another location and meet the needs in both rooms at no additional cost to Wood County.
30. 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.
31. For the month of March, 648 helpdesk requests were created, with staff completing 609 tickets and leaving 112 open requests. In addition, there are currently 98 project requests.
32. Continue to apply numerous security patches to servers. These updates include fixes for functionality and security patches that keep servers as secure as possible.
33. 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.
34. Training interns is ongoing. Currently the IT Department has two interns.
35. Work continues on several security related projects including the implementation of PortBlocker, encrypted storage devices, and a new password manager that allows users to securely store passwords.
36. Working with vendor to resolve issues with latest update to end point protection software. This software is causing issues with some departments accessing specific business related websites. There is currently a workaround until a permanent resolution can be put in place.

| Information Technology CIP 3 -year | | |
|--|------------|----------------|
| 2024 | Investment | Total Per Year |
| Courthouse Floor 3 Rewire | 20,000.00 | |
| Server Infrastructure Replacement | 140,000.00 | |
| Microsoft O365 - Office 2016 EOL Placeholder | | |
| Riverblock UPS | 15,000.00 | |
| | | 175,000.00 |
| 2025 | | |
| Countywide Email system | 142,000.00 | |
| Video Conferencing | 37,000.00 | |
| Courthouse Switch Refresh | 120,000.00 | |
| Dynamics placeholder | 400,000.00 | |
| | | 699,000.00 |
| 2026 | | |
| Forensic Server (Sheriff Dept/PC Replacment Fund) | 17,500.00 | |
| County Storage Infrastructure (update/increase capacity) | 145,000.00 | |
| Countywide Wireless Update | 136,000.00 | |
| Firewall Replacement | 58,000.00 | |
| | | 356,500.00 |
| 2027 | | |
| | | |
| | | |
| | | |
| | | 0.00 |
| 2028 | | |
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| | | 0.00 |

Committee Report

County of Wood

Report of claims for: MAINTENANCE

For the period of: APRIL 2023

For the range of vouchers: 19230243 - 19230341

| Voucher | Vendor Name | Nature of Claim | Doc Date | Amount | Paid |
|----------|-------------------------------------|--------------------------------|------------|-------------|------|
| 19230243 | ADVANCE JANITORIAL SERVICE & SUPPLY | CLEANING COURTHOUSE, JAIL | 03/25/2023 | \$3,781.65 | P |
| 19230244 | ADVANCE JANITORIAL SERVICE & SUPPLY | CLEANING RIVER BLOCK | 03/25/2023 | \$4,352.00 | P |
| 19230245 | COMPLETE CONTROL | SERVICE CALL - RB HVAC | 03/16/2023 | \$514.25 | P |
| 19230246 | FERGUSON ENTERPRISES LLC | CH MEP UPDATES-CHILLED H2O SYS | 03/15/2023 | \$309.69 | P |
| 19230247 | FERGUSON ENTERPRISES LLC | CH MEP UPDATES-CHILLED H2O SYS | 03/15/2023 | \$43.11 | P |
| 19230248 | CINTAS CORPORATION | MAT CLEANING COURTHOUSE | 03/29/2023 | \$463.05 | P |
| 19230249 | CINTAS CORPORATION | MAT CLEANING RIVER BLOCK | 03/29/2023 | \$88.66 | P |
| 19230250 | GAPPA SECURITY SOLUTIONS LLC | KEYS | 03/22/2023 | \$24.75 | P |
| 19230251 | GAPPA SECURITY SOLUTIONS LLC | BR 4 - DOOR ACCESS SYSTEM | 03/23/2023 | \$6,732.33 | P |
| 19230252 | HAZARD SKATE AND SPORTS | EMPLOYEE APPAREL | 02/20/2023 | \$12.00 | P |
| 19230253 | QUALITY DOOR & HARDWARE | RB DOOR CLOSER | 03/24/2023 | \$170.00 | P |
| 19230254 | WATER WORKS & LIGHTING COMM | SHERIFF LOCKUP OUTDOOR LIGHTS | 03/29/2023 | \$12.48 | P |
| 19230255 | WATER WORKS & LIGHTING COMM | WATER/SEWER/ELEC SVC JOINT USE | 03/29/2023 | \$162.80 | P |
| 19230256 | WATER WORKS & LIGHTING COMM | RIVER BLOCK WATER/SEWER | 03/29/2023 | \$587.94 | P |
| 19230257 | WATER WORKS & LIGHTING COMM | ELECTRIC SVC SHERIFF LOCKUP | 03/29/2023 | \$56.46 | P |
| 19230258 | WATER WORKS & LIGHTING COMM | RIVER BLOCK OUTSIDE LIGHTING | 03/29/2023 | \$106.02 | P |
| 19230259 | WINSUPPLY OF WISCONSIN RAPIDS | CH MEP UPDATES-CHILLED H2O SYS | 03/21/2023 | \$292.84 | P |
| 19230260 | WINSUPPLY OF WISCONSIN RAPIDS | CH MEP UPDATES-CHILLED H2O SYS | 03/22/2023 | \$187.84 | P |
| 19230261 | WISCONSIN VALLEY BUILDING PRODUCTS | RB HARDWARE | 03/22/2023 | \$13.50 | P |
| 19230262 | WISCONSIN VALLEY BUILDING PRODUCTS | HEAT GUN | 03/28/2023 | \$136.40 | P |
| 19230263 | ACE HARDWARE | TOOLS | 12/12/2022 | \$46.97 | P |
| 19230264 | COMPLETE CONTROL | SERVICE CALL - RB POWER OUTAGE | 03/24/2023 | \$414.25 | P |
| 19230265 | COMPLETE CONTROL | CH MEP UPDATES-CHILLED H2O SYS | 03/28/2023 | \$44,678.17 | P |
| 19230266 | CONSOLIDATED WATER POWER COMPANY | RIVER BLOCK ELECTRIC MAR 2023 | 04/04/2023 | \$3,258.62 | P |
| 19230267 | FERGUSON ENTERPRISES LLC | CREDIT - PIPE WRENCH | 09/30/2022 | (\$64.99) | P |
| 19230268 | FERGUSON ENTERPRISES LLC | ANODE FOR CH WATER HEATER | 02/16/2023 | \$132.26 | P |
| 19230269 | FERGUSON ENTERPRISES LLC | CH MEP UPDATES-CHILLED H2O SYS | 03/21/2023 | \$21.85 | P |
| 19230270 | FERGUSON ENTERPRISES LLC | CH MEP UPDATES-CHILLED H2O SYS | 03/21/2023 | \$118.03 | P |
| 19230271 | GRAINGER (Maintenance) | CH UPDATES - STORAGE CABINET | 03/28/2023 | \$1,907.59 | P |
| 19230272 | GRAINGER (Maintenance) | CH MEP UPDATES - MOTOR | 03/30/2023 | \$180.50 | P |
| 19230273 | WE ENERGIES | GAS SERVICE 441 SARATOGA ST | 03/30/2023 | \$131.07 | P |
| 19230274 | WE ENERGIES | GAS SERVICE SHERIFF LOCKUP | 03/31/2023 | \$220.77 | P |
| 19230275 | WE ENERGIES | GAS SERVICE JOINT USE BUILDING | 03/31/2023 | \$445.21 | P |
| 19230276 | WE ENERGIES | GAS SERVICE JAIL | 03/31/2023 | \$683.71 | P |

MAINTENANCE - APRIL 2023

19230243 - 19230341

| Voucher | Vendor Name | Nature of Claim | Doc Date | Amount | Paid |
|-----------|--|--------------------------------|------------|----------------|------|
| 19230277 | WE ENERGIES | GAS SERVICE RIVER BLOCK | 03/31/2023 | \$783.86 | P |
| 19230278 | WE ENERGIES | GAS SERVICE COURTHOUSE | 03/31/2023 | \$1,112.18 | P |
| 19230279 | WINSUPPLY OF WISCONSIN RAPIDS | CH MEP UPDATES-CHILLED H2O SYS | 03/23/2023 | \$29,941.90 | P |
| 19230280 | WINSUPPLY OF WISCONSIN RAPIDS | CH MEP UPDATES-CHILLED H2O SYS | 03/23/2023 | \$4,603.30 | P |
| 19230281 | VENTURE ARCHITECTS | JAIL PROJECT - PROF SERVICES | 03/29/2023 | \$73,886.35 | P |
| 19230282 | SCHILLING SUPPLY COMPANY | CLEANING SUPPLIES | 04/11/2023 | \$208.05 | P |
| 19230283 | DIAMOND BUSINESS GRAPHICS | PRINTING | 04/11/2023 | \$110.20 | P |
| 19230284 | AMAZON CAPITAL SERVICES | FIRST AID SUPPLIES FOR SHOP | 04/06/2023 | \$96.79 | P |
| 19230285 | AMAZON CAPITAL SERVICES | PICTURE HANGERS | 04/06/2023 | \$35.97 | P |
| 19230286 | COMPLETE CONTROL | BR 4 - ELECTRICAL WORK | 03/31/2023 | \$7,213.90 | P |
| 19230287 | CONSTELLATION NEWENERGY-GAS DIVISION | CH, JAIL, RB GAS SERVICE | 04/12/2023 | \$4,031.84 | P |
| 19230288 | ERON & GEE/HERMAN'S PLUMBING & HEATING | JAIL WATER HEATER | 04/10/2023 | \$10,414.00 | P |
| 19230289 | ETCO ELECTRIC SUPPLY INC | JAIL PROJ - UTILITY RELOCATION | 03/29/2023 | \$924.46 | P |
| 19230290 | ETCO ELECTRIC SUPPLY INC | JAIL PROJ - UTILITY RELOCATION | 03/29/2023 | \$7,559.00 | P |
| 19230291 | FERGUSON ENTERPRISES LLC | CH MEP UPDATES-CHILLED H2O SYS | 03/28/2023 | \$1,707.68 | P |
| 19230292 | FERGUSON ENTERPRISES LLC | CH MEP UPDATES-CHILLED H2O SYS | 03/28/2023 | \$90.74 | P |
| 19230293 | FERGUSON ENTERPRISES LLC | CH MEP UPDATES-CHILLED H2O SYS | 03/30/2023 | \$227.39 | P |
| 19230294 | FERGUSON ENTERPRISES LLC | CH MEP UPDATES-CHILLED H2O SYS | 03/30/2023 | \$89.47 | P |
| 19230295 | FERGUSON ENTERPRISES LLC | CH MEP UPDATES-CHILLED H2O SYS | 03/31/2023 | (\$78.68) | P |
| 19230296 | HOME DEPOT CREDIT SERV (Maintenance) | JAIL, CH, RB, RB UPDATES | 04/05/2023 | \$1,058.98 | P |
| 19230297 | JOSLIN CONCRETE | SNOW REMOVAL AT RIVER BLOCK | 04/08/2023 | \$2,217.50 | P |
| 19230298 | WASTE MANAGEMENT | WASTE DISPOSAL FEES | 04/05/2023 | \$994.61 | P |
| 19230299 | WATER WORKS & LIGHTING COMM | TWO WATER TESTS | 03/31/2023 | (Voided) | P |
| 19230299R | WATER WORKS & LIGHTING COMM | TWO WATER TESTS | 03/31/2023 | \$300.00 | |
| 19230300 | WATER WORKS & LIGHTING COMM | RB POWER OUTAGE ASSISTANCE | 03/31/2023 | \$598.71 | |
| 19230301 | WINSUPPLY OF WISCONSIN RAPIDS | CH MEP UPDATES-CHILLED H2O SYS | 03/27/2023 | \$31.59 | P |
| 19230302 | WINSUPPLY OF WISCONSIN RAPIDS | CH MEP UPDATES-CHILLED H2O SYS | 04/03/2023 | (\$730.12) | P |
| 19230303 | WINSUPPLY OF WISCONSIN RAPIDS | CH MEP UPDATES-CHILLED H2O SYS | 04/03/2023 | \$872.15 | P |
| 19230304 | THE SAMUELS GROUP INC | JAIL PROJECT - 15TH PAYMENT | 04/05/2023 | \$2,376,412.24 | P |
| 19230305 | AMAZON CAPITAL SERVICES | OFFICE SUPPLIES | 04/14/2023 | \$11.45 | |
| 19230306 | AMAZON CAPITAL SERVICES | CARD STOCK PAPER | 04/19/2023 | \$15.53 | |
| 19230307 | ADVANCE AUTO PARTS (Wis Rapids) | PARTS FOR PLOW TRUCK | 03/06/2023 | \$61.70 | |
| 19230308 | ADVANCED ASBESTOS REMOVAL INC | CH UPDATES-PH ASBESTOS REMOVAL | 04/18/2023 | \$475.00 | |
| 19230309 | CRESCENT ELECTRIC SUPPLY CO | CAT6 CABLE | 04/05/2023 | \$294.26 | |
| 19230310 | ECON ELECTRIC | CH MEP UPDATES-CHILLED H2O SYS | 04/14/2023 | \$15,972.65 | |
| 19230311 | FERGUSON ENTERPRISES LLC | CH MEP UPDATES-CHILLED H2O SYS | 04/03/2023 | \$243.35 | |
| 19230312 | FERGUSON ENTERPRISES LLC | CH MEP UPDATES-CHILLED H2O SYS | 04/04/2023 | \$178.66 | |
| 19230313 | FERGUSON ENTERPRISES LLC | CH MEP UPDATES-CHILLED H2O SYS | 04/05/2023 | \$223.95 | |
| 19230314 | FERGUSON ENTERPRISES LLC | CH MEP UPDATES-CHILLED H2O SYS | 04/07/2023 | \$573.42 | |
| 19230315 | FERGUSON ENTERPRISES LLC | CH MEP UPDATES-CHILLED H2O SYS | 04/10/2023 | \$78.25 | |
| 19230316 | FERGUSON ENTERPRISES LLC | CH MEP UPDATES-CHILLED H2O SYS | 04/11/2023 | (\$227.39) | |
| 19230317 | NAPA CENTRAL WI AUTO PARTS | BATTERIES FOR JAIL GENERATOR | 04/18/2023 | \$513.98 | |
| 19230318 | NAPA CENTRAL WI AUTO PARTS | WIPER BLADES, OIL CHG SUPPLIES | 04/19/2023 | \$85.56 | |
| 19230319 | NAPA CENTRAL WI AUTO PARTS | CM-JAIL GENERATOR BATTERIES | 04/19/2023 | (\$20.00) | |

| Voucher | Vendor Name | Nature of Claim | Doc Date | Amount | Paid |
|---------------------|-------------------------------|--------------------------------|------------|-----------------------|------|
| 19230320 | QUALITY DOOR & HARDWARE | CH UPDATES - IT DOOR, HARDWARE | 04/19/2023 | \$1,287.94 | |
| 19230321 | RON'S REFRIGERATION & AC INC | CHECK OVER CH CHILLER | 04/14/2023 | \$323.75 | |
| 19230322 | SHRED SAFE LLC | CONFIDENTIAL SHREDDING | 04/18/2023 | \$35.00 | |
| 19230323 | SUPERIOR CHEMICAL CORPORATION | JANITORIAL SUPPLIES | 04/19/2023 | \$442.73 | |
| 19230324 | WATER WORKS & LIGHTING COMM | WATER/SEWER SERVICE JAIL | 04/13/2023 | \$2,879.59 | |
| 19230325 | WATER WORKS & LIGHTING COMM | WATER/SEWER/ELEC 441 SARATOGA | 04/13/2023 | \$224.97 | |
| 19230326 | WATER WORKS & LIGHTING COMM | WATER/SEWER SERVICE COURTHOUSE | 04/13/2023 | \$879.24 | |
| 19230327 | WATER WORKS & LIGHTING COMM | ELEC SVC COURTHOUSE SECURITY | 04/13/2023 | \$44.51 | |
| 19230328 | WATER WORKS & LIGHTING COMM | ELECTRIC SERVICE BAKER LOT | 04/13/2023 | \$49.89 | |
| 19230329 | WATER WORKS & LIGHTING COMM | RIVER BLOCK STORM SEWER | 04/13/2023 | \$45.30 | |
| 19230330 | WATER WORKS & LIGHTING COMM | SARATOGA ST STORM SEWER | 04/13/2023 | \$7.80 | |
| 19230331 | WATER WORKS & LIGHTING COMM | COURTHOUSE STORM SEWER | 04/13/2023 | \$95.81 | |
| 19230332 | WATER WORKS & LIGHTING COMM | COURTHOUSE ELECTRIC | 04/13/2023 | \$9,064.81 | |
| 19230333 | WINSUPPLY OF WISCONSIN RAPIDS | CH MEP UPDATES-CHILLED H2O SYS | 04/04/2023 | \$352.61 | |
| 19230334 | WINSUPPLY OF WISCONSIN RAPIDS | CH MEP UPDATES-CHILLED H2O SYS | 04/10/2023 | \$147.77 | |
| 19230335 | WINSUPPLY OF WISCONSIN RAPIDS | CH MEP UPDATES-CHILLED H2O SYS | 04/11/2023 | \$2,525.47 | |
| 19230336 | US BANK | AUTOCAD SOFTWARE RENEWAL | 04/18/2023 | \$601.35 | |
| 19230337 | SCHILLING SUPPLY COMPANY | CLEANING SUPPLIES | 04/25/2023 | \$104.68 | |
| 19230338 | SCHILLING SUPPLY COMPANY | CLEANING SUPPLIES | 04/25/2023 | \$265.24 | |
| 19230339 | SCHILLING SUPPLY COMPANY | CLEANING SUPPLIES | 04/25/2023 | \$330.85 | |
| 19230340 | DM STAMPS & SPECIALTIES | STAMPS | 04/25/2023 | \$219.13 | |
| 19230341 | NASSCO INC | CLEANING SUPPLIES | 04/25/2023 | \$4,352.15 | |
| Grand Total: | | | | \$2,637,696.80 | |

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 May 2023

Ongoing Projects and Planning

Jail Project – As many larger elements of the new facility continue to be installed each week, contractors have been working to provide details regarding the myriad of smaller items. While most smaller items go unnoticed, they can be critical to daily operations, safety, and long-term functionality of building systems; I am doing my best to review information as it becomes available in order to ensure compatibility with existing systems and a good balance between value and performance/longevity.

Courthouse – The south stairwell has been closed and some work has begun at the future connection point between the existing Courthouse and the new building; County staff have been understanding of the changing conditions and periodic noise associated with the project. Part of the stair demolition will require us to turn off and drain our boiler system so the contractor can remove heating lines in the stairwell; let's all hope for warmer weather in the coming weeks!

As anticipated from my report last month, most components required for the air conditioning system update have been installed; however, a few parts have been delayed and won't arrive prior to warmer weather. The system is currently functional and will provide cooling as outside temperatures increase. The remaining work will be completed after all items are received.

Furniture should be installed in Branch 4 by the end of May. Focus will begin shifting to some of the other changes identified for the third floor of the Courthouse, including relocation of the Register in Probate and remodeling of Branch 1 to accommodate the new jail facility and its connection to the existing building.

River Block – In the coming weeks, our power utility provider and an electrical contractor will be working to relocate the cable currently supplying power to the building into an existing underground conduit; if the conduit is found to be unsuitable, we will continue exploring other options.

Miscellaneous

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

Attended Wisconsin County Facility Manager's quarterly meeting.

Met with Jessica Planer at Prosperity Grants regarding external funding sources that may be available to offset the cost of some upcoming capital projects.