

## PROPERTY & INFORMATION TECHNOLOGY COMMITTEE

**DATE:** Monday, June 6, 2022

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

**LOCATION:** Room 114, Wood County Courthouse

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

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### **Join by phone**

+1-408-418-9388 United States Toll

Meeting number (access code): 2490 529 6992

### **Join by WebEx App or Web**

<https://woodcountywi.webex.com/woodcountywi/j.php?MTID=meafc1f229eac82450b591f9d2d1150a6>

Meeting number (access code): 2490 529 6992

Meeting password: 06062022

**PROPERTY AND INFORMATION TECHNOLOGY COMMITTEE  
MEETING MINUTES**

**DATE:** Monday, May 2, 2022  
**TIME:** 9:00 a.m.  
**PLACE:** Wood County Courthouse – Room 114

**PRESENT:** Al Breu, Dennis Polach, Brad Hamilton  
**VIA WEBEX:** 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: Lance Pliml introduced Jeff Penzkover as the appointment for the vacant District 11 Supervisor seat. Jeff shared a little background information about himself.
3. Approve minutes from the previous meetings.

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

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

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

(b) Information Technology Director, Kaup shared the new Programmer Analyst will be starting May 9<sup>th</sup>, 2022. Kaup shared information regarding ongoing projects within her department.

(c) Kaup shared information regarding Capital Improvement Projects (CIP) within her department for 2023 and following years. Discussion ensued.

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

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

(b) Facilities Manager, Van Tassel shared information regarding projects that his department has been working on. Discussion ensued.

(c) Van Tassel shared information regarding Capital Improvement Projects (CIP) within his department for 2023. Van Tassel shared a hand-out with additional years for potential CIP requests. Discussion ensued.

6. County Clerk, Trent Miner shared information regarding the status of the Renewable and Sustainable Committee as it relates to a resolution being presented to the Judicial and Legislative Committee at their meeting on Friday, May 6<sup>th</sup>, 2022. Discussion ensued.

**Motion (Hamilton/Breu) in support of the Judicial and Legislative resolution as it stands to terminate the Renewable and Sustainable Committee, pursuant to County Board Rule 31B. Motion carried unanimously.**

7. Van Tassel shared information regarding on-going discussions with Information Technology (IT) regarding the possibility of IT occupying space within the Twelfth Street property. Discussion ensued. Van Tassel will bring back potential costs estimates as discussions progress.
8. Van Tassel shared information on potential departments that could make sense to occupy the Twelfth Street property. Discussion ensued. Van Tassel will share information as space needs are continually evaluated.
9. Agenda items for the next meeting:
  - Courthouse & River Block Security Access
  - Twelfth Street Property /Courthouse and River Block space needs
10. The next Committee meeting will be Monday, June 6, 2022 at 9:00 a.m. in meeting room 114.
11. Chair Breu declared the meeting adjourned at 10:26 a.m.

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

## Wood County, WI

## Capital Plan

2023 thru 2027

## PROJECTS BY DEPARTMENT

Department	Project #	Priority	2023	2024	2025	2026	2027	Total
<b>Maintenance</b>								
Courthouse M.E.P. Updates	19-23-001	2	50,000					50,000
Courthouse Updates & Repairs	19-23-002	3	50,000					50,000
River Block Updates & Repairs	19-23-003	3	75,000					75,000
Security Updates	19-23-004	3	25,000					25,000
Register in Probate Relocation	19-23-005	3	35,000					35,000
Plow Truck & Snow Removal Equipment	19-23-006	3	75,000					75,000
Lawn Equipment	19-23-007	3	10,000					10,000
12th Street Parking Lot	19-23-008	3	100,000					100,000
River Block Elevator Controls	19-23-009	2	240,000					240,000
Courthouse M.E.P. Updates	19-24-001	2		50,000				50,000
Courthouse Updates & Repairs	19-24-002	3		50,000				50,000
River Block Updates & Repairs	19-24-003	3		75,000				75,000
Security Updates	19-24-004	3		25,000				25,000
Courthouse Fire Alarm	19-24-005	3		85,000				85,000
River Block Elevator Cylinders	19-24-006	3		200,000				200,000
Branch 1 Office, Jury Room, Other	19-24-007	3		350,000				350,000
Courthouse M.E.P. Updates	19-25-001	2			50,000			50,000
Courthouse Updates & Repairs	19-25-002	3			50,000			50,000
River Block Updates & Repairs	19-25-003	3			75,000			75,000
Security Updates	19-25-004	3			25,000			25,000
Courthouse Heating System Replacement	19-25-005	2			3,000,000			3,000,000
Courthouse M.E.P. Updates	19-26-001	2				50,000		50,000
Courthouse Updates & Repairs	19-26-002	3				50,000		50,000
River Block Updates & Repairs	19-26-003	3				75,000		75,000
Courthouse Courtyard Alterations	19-26-004	3				75,000		75,000
Child Support Remodel & Updates	19-26-005	3				200,000		200,000
Branch 2 Remodel & Updates	19-26-006	3				200,000		200,000
Courthouse M.E.P. Updates	19-27-001	2					50,000	50,000
Courthouse Updates & Repairs	19-27-002	3					50,000	50,000
River Block Updates & Repairs	19-27-003	3					50,000	50,000
Impound/Rescue Parking Lot	19-27-004	3					150,000	150,000
<b>Maintenance Total</b>			<b>660,000</b>	<b>835,000</b>	<b>3,200,000</b>	<b>650,000</b>	<b>300,000</b>	<b>5,645,000</b>
<b>GRAND TOTAL</b>			<b>660,000</b>	<b>835,000</b>	<b>3,200,000</b>	<b>650,000</b>	<b>300,000</b>	<b>5,645,000</b>

**Property & Information Technology Committee Meeting  
May 2, 2022**

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## Committee Report

County of Wood

Report of claims for: INFORMATION TECHNOLOGY

For the period of: MAY 2022

For the range of vouchers: 27220194 - 27220249

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
27220194	AMAZON CAPITAL SERVICES	HS DOCUMENT SCANNERS	04/26/2022	\$6,639.96	P
27220195	AMAZON CAPITAL SERVICES	HS FSET HEADSET BATTERY	04/27/2022	\$29.99	P
27220196	AMAZON CAPITAL SERVICES	CREDIT MEMO - LANYARDS	04/28/2022	(\$8.09)	P
27220197	AMAZON CAPITAL SERVICES	CLK OF CTS KEYBOARDS	04/28/2022	\$335.77	P
27220198	AMAZON CAPITAL SERVICES	IT LAPTOP BATTERY	04/29/2022	\$51.49	P
27220199	CDW GOVERNMENT INC	BADGE PRINTER	04/21/2022	\$1,163.84	P
27220200	CORE BTS INC	SUPPORT SERVICES	04/28/2022	\$770.00	P
27220201	INSIGHT PUBLIC SECTOR INC	DATALOCKER PORTBLOCKER & DRIVE	04/13/2022	\$3,500.00	P
27220202	SOLARUS	PHONE CHGS ACCT 00063942-1	05/01/2022	\$2,131.46	P
27220203	SOLARUS	PHONE CHGS ACCT 00077856-5	05/01/2022	\$222.51	P
27220204	SOLARUS	PHONE CHGS ACCT 00061009-7	05/01/2022	\$69.99	P
27220205	TDS TELECOM	PHONE CHARGES	04/28/2022	\$70.55	P
27220206	TDS TELECOM	PHONE CHARGES	04/28/2022	\$58.13	P
27220207	TDS TELECOM	PHONE CHARGES	04/28/2022	\$43.73	P
27220208	TDS TELECOM	PHONE CHARGES	04/28/2022	\$63.48	P
27220209	TDS TELECOM	PHONE CHARGES	04/28/2022	\$20.10	P
27220210	US CELLULAR	CELL PHONE CHGS ACCT 277407322	04/16/2022	\$624.41	P
27220211	US CELLULAR	CELL PHONE CHGS ACCT 851710598	04/16/2022	\$221.78	P
27220212	US CELLULAR	CELL PHONE CHGS ACCT 203538532	04/20/2022	\$2,188.44	P
27220213	US CELLULAR	CELL PHONE CHGS ACCT 203391922	04/20/2022	\$9.24	P
27220214	AMAZON CAPITAL SERVICES	HS HEADSET	05/03/2022	\$116.08	P
27220215	AMAZON CAPITAL SERVICES	COC INDICATOR LIGHTS, CABLE	05/05/2022	\$80.99	P
27220216	AMAZON CAPITAL SERVICES	IT DOCKS PC REPLACE, LANYARDS	05/09/2022	\$1,119.13	P
27220217	APPLE INC	PARKS RESERVATION SYSTEM IPADS	03/30/2022	\$897.00	P
27220218	AT&T MOBILITY	IT & COMMUNICATIONS CELL CHGS	04/23/2022	\$293.86	P
27220219	GOLDFAX	NETWORK FAXING	05/05/2022	\$60.00	P
27220220	INSIGHT PUBLIC SECTOR INC	HS MONITOR	04/27/2022	\$175.09	P
27220221	INSIGHT PUBLIC SECTOR INC	HS NEW EMPLOYEE EQUIPMENT	04/27/2022	\$525.27	P
27220222	PAESSLER AG	PRTG 1000 MAINTENANCE	05/06/2022	\$722.29	P
27220223	RHYME BUSINESS PRODUCTS	PRINTER/COPIER CHARGES	05/04/2022	\$6,159.47	P
27220224	TIME WARNER CABLE	NETWORK SERVICES	05/01/2022	\$2,322.49	P
27220225	VERIZON	CELL CHGS ACCT 242258062-00001	05/01/2022	\$7,500.32	P
27220226	CHARTER COMMUNICATIONS	INTERNET PRO100 ACCT 0209726	04/24/2022	\$134.99	P
27220227	CHARTER COMMUNICATIONS	WR FIBER ACCT 0294876	04/28/2022	\$1,328.16	P

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
27220228	AMAZON CAPITAL SERVICES	IT POWER SUPPLY, VIDEO ADAPTOR	05/11/2022	\$89.93	P
27220229	AMAZON CAPITAL SERVICES	HS PHONE CASES	05/12/2022	\$22.78	P
27220230	AMAZON CAPITAL SERVICES	CJC PHONE CASE	05/13/2022	\$11.99	P
27220231	AMAZON CAPITAL SERVICES	IT LAPTOP CHARGERS	05/14/2022	\$84.84	P
27220232	OFFICE ENTERPRISES INC	MANCL CHAIR HEADREST	05/05/2022	\$45.00	P
27220233	CDW GOVERNMENT INC	COMMVAULT SUBSCRIPTION CHG YR3	05/06/2022	\$27,637.97	P
27220234	CENTURYLINK	PHONE/LONG DISTANCE CHARGES	05/01/2022	\$12.98	P
27220235	INSIGHT PUBLIC SECTOR INC	HS NEW EMPLOYEE EQUIPMENT	04/29/2022	\$3,390.81	P
27220236	INSIGHT PUBLIC SECTOR INC	DATALOCKER SENTRY ONE DRIVES	05/02/2022	\$745.50	P
27220237	INSIGHT PUBLIC SECTOR INC	OFFICE 365 ANNUAL PAYMENT	05/02/2022	\$5,837.00	P
27220238	INSIGHT PUBLIC SECTOR INC	FIREPOWER, THREAT DEFENSE	05/03/2022	\$3,927.20	P
27220239	US BANK	GODADDY, HS SNAGIT, GIPAW CONF	05/17/2022	\$1,233.69	
27220240	CHARTER COMMUNICATIONS	MFLD FIBER ACCT 0364818	05/09/2022	\$512.03	P
27220241	INSIGHT PUBLIC SECTOR INC	HS NEW EMPLOYEE EQUIPMENT	05/06/2022	\$582.51	P
27220242	AMAZON CAPITAL SERVICES	HEALTH LAPTOP STYLUS	05/16/2022	\$47.84	
27220243	AMAZON CAPITAL SERVICES	GRANT-HLTH IPAD CASE, SCRIN PRO	05/23/2022	\$29.56	
27220244	APPLE INC	GRANT-HLTH DEPT IPAD PENCIL	05/23/2022	\$119.00	
27220245	APPLE INC	GRANT-HEALTH DEPT IPAD MINI	05/24/2022	\$599.00	
27220246	INSIGHT PUBLIC SECTOR INC	FSET CASE MGR 2ND MONITOR	05/11/2022	\$175.09	
27220247	INSIGHT PUBLIC SECTOR INC	FSET MONITOR	05/14/2022	\$175.09	
27220248	INSIGHT PUBLIC SECTOR INC	CISCO UCS BLADE REPLACEMENT	05/17/2022	\$3,328.80	
27220249	RHYME (Portage)	HS STAPLE CARTRIDGE	05/19/2022	\$98.00	
<b>Grand Total:</b>				<b>\$88,348.53</b>	

Signatures

Committee Chair:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:



# Wood County WISCONSIN

## INFORMATION TECHNOLOGY

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### May 2022

1. Wood County internet and intranet website updates, especially those concerning COVID-19, are being posted continually as we work to keep employees and citizens informed.
2. IT Programmers Analyst team works to train the new Programmer Analyst.
3. One of the Network Analyst, Josh Wolf, has joined the Wisconsin Cyber Response Team, CRT. This will provide the opportunity for free or reduced cyber security training as well as numerous other benefits the State offers for participation on the CRT.
4. Substantial time continues to be spent transitioning to the new Human Services Electronic Health Record System, SmartCare. Go Live to the new system began on March 1. This software replaces their previous Electronic Health Record software, TCM. Work continues to finalize the State Reporting system. IT Staff work to resolve various issues with go live and to create custom reports for SmartCare. The new SmartCare system validates addresses so IT staff has been correcting addresses that were entered incorrectly into TCM. Work is being completed to finalize the GL integration and financial processes. Once this is complete IT will verify compatibility with the County's financial software, Dynamics.
5. Participated in RFP reference meetings with Outagamie regarding Smartcare.
6. Staff attended the GiPaw IT training conference.
7. Staff continue to work on configuring, testing, and installing PortBlocker, a software that will stop unapproved storage devices from being used on County hardware. Portable storage drives, like USB Drives, are a very easy and common method for viruses and other malicious software to infect our network. Per County Cyber Security Policy all drives need to be secured by IT.
8. Completed the move of the Clerk of Courts to their new location. IT assisted State CCAP (Circuit Court Access Program) staff with the PC and printer moves. As part of this relocation, all CCAP network resources were moved to the Wood County Data Center.





# Wood County WISCONSIN

## INFORMATION TECHNOLOGY

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9. Continued work with the Parks and Forestry department to update the remote gate control and monitoring systems for Dexter and Wazeecha dams. The new gate control server and software is in place and is being used by Wazeecha dam operators. New controller hardware at the Dexter dam gate control building is on back order until later this year. New gate level hardware will be added at a later date.
  10. Staff have been researching different options for Text (SMS) messaging archiving to ensure compliance with Open Records laws. The final solution will also allow staff to text from devices.
  11. Replaced a failed network device that connects Wisconsin Rapids Police Department.
  12. Continue to build the framework to support the IT needs of Port Edwards. A new appliance was installed to provide remote support.
  13. Completed working with Konect Parks & the Parks and Forestry Department to implement a new Park Reservations system. The system went live at the beginning of May and has been working well. Transition activities will continue through the 2022 camping season.
  14. The Microsoft Internet Explorer web browser (IE) is end-of-life June 2022. IT planning continues to migrate all users primary browser to Microsoft Edge. The Microsoft Edge browser provides "IE emulation" mode which is required for some State applications to function properly.
  15. Continued work with the Treasurer's office on historical tax roll scanning. Document imports have begun and retrieval was tested successfully with the Treasurer's office.
  16. Support for Norwood Healthcare Center and Edgewater Haven Matrix software is ongoing. Over the past several months Norwood and Edgewater staff turnover, especially billing and accounting positions, has had an impact increasing IT support time.
  17. Continued setup and testing of Laserfiche document management in the Human Services department. Fiscal units will be trained and converted over starting in June.
  18. Continued work on developing an updated internal employee web portal with a new, easier to update and navigate design.



# Wood County WISCONSIN

## INFORMATION TECHNOLOGY

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19. RtVision, Highway Department time and material tracking system, discussions begin concerning the future of security and setup of the Wood County RtVision servers.
20. Support for GCS property tax systems is ongoing. A web portal server issue has been resolved. A second demo to further discuss the replacement property tax software will be scheduled for IT and Treasurer. The current property tax software version end-of-life is set for Fall of 2023.
21. Development for adding new well water permits into the Planning & Zoning Department system continues.
22. 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. This month a 2022 Creating Strong Password training was assigned to all staff.
23. Discovery phase is scheduled for a system to provide an online property tax lottery credit search for property owners. The search utility will help reduce tax payer expense and increase county revenues.
24. 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. An application interface program was created that automates combining the 2 Norwood PBJ files for submission to CMS (Centers for Medicare & Medicaid).
25. Support and upgrades for multiple departmental use of Quicken software is ongoing.
26. Legacy data migration from TCM to SmartCare continues. Test migration data was provided.
27. Providing continual support of Webex Meetings and Webex Room Kit. The County has been using Cisco Webex Meetings, Teams, and Room kits for video conferencing and Cisco Jabber for phone access.
28. For the month of April, 526 helpdesk requests were created, with staff completing 504 tickets and leaving 164 open requests. These numbers represent service requests from departments throughout the County. There are currently 352 project requests from departments.



# Wood County WISCONSIN

## INFORMATION TECHNOLOGY

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29. Continued implementation of a password management solution that provides a secure method to store passwords. This solution also has a feature to allow monitoring and escorting vendors.
30. Discovery and assessment on the health and capabilities of existing IP phone and video conferencing systems continue. Assessment results will assist in improving phone and video conferencing systems by adding capabilities and integrating with WebEx meetings.
31. Staff continued to implement a new user management solution, ManagerPlus. ManagerPlus will allow IT to create templates and workflows to assist with managing turnover and user accounts.
32. PC replacement hardware orders continue to arrive and staff has been setting up and replacing devices as time allows.
33. Continue to apply numerous security patches to servers. These updates include fixes for functionality and security patches that keep servers as secure as possible.
34. Completed interviews for IT Interns. Three interns will be joining the IT Team this summer.
35. In preparation for the Printer Management Contract expiring in 2023, began reviewing current contract and printer and copier needs for Departments.

## Committee Report

County of Wood

Report of claims for: MAINTENANCE

For the period of: MAY 2022

For the range of vouchers: 19220319 - 19220411 50121054 - 50121057

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
19220319	ADVANCE JANITORIAL SERVICE & SUPPLY	CLEANING RIVER BLOCK	04/25/2022	\$4,765.30	P
19220320	AMAZON CAPITAL SERVICES	EXHAUST FAN HOSE	04/14/2022	\$93.98	P
19220321	AMAZON CAPITAL SERVICES	EXHAUST FAN HOSE	04/15/2022	\$49.99	P
19220322	AMAZON CAPITAL SERVICES	SHOP SUPPLIES	04/26/2022	\$151.23	P
19220323	AMAZON CAPITAL SERVICES	CREDIT MEMO - EXHAUST FAN HOSE	04/25/2022	(\$49.99)	P
19220324	CINTAS CORPORATION	MAT CLEANING COURTHOUSE	03/30/2022	\$336.80	P
19220325	CINTAS CORPORATION	MAT CLEANING RIVER BLOCK	04/12/2022	\$105.42	P
19220326	CINTAS CORPORATION	MAT CLEANING COURTHOUSE	04/13/2022	\$415.62	P
19220327	CINTAS CORPORATION	MAT CLEANING COURTHOUSE	04/27/2022	\$336.80	P
19220328	KAMAN INDUSTRIAL TECHNOLOGIES	SUPPLIES	04/14/2022	\$37.90	P
19220329	LIBERTY CLEANERS INC	CLEANING COURTHOUSE, JAIL	04/23/2022	\$8,233.63	P
19220330	NAPA CENTRAL WI AUTO PARTS	SHOP SUPPLIES	04/22/2022	\$49.56	P
19220331	NAPA CENTRAL WI AUTO PARTS	TAHOE BRAKES, OIL CHG SUPPLIES	04/22/2022	\$210.72	P
19220332	NAPA CENTRAL WI AUTO PARTS	TAHOE WHEEL BEARINGS	04/25/2022	\$395.98	P
19220333	NICK MICHELS & SONS	COURTHOUSE ROOF REPAIR	04/19/2022	\$125.00	P
19220334	WATER WORKS & LIGHTING COMM	RIVER BLOCK WATER/SEWER	04/27/2022	\$588.51	P
19220335	WATER WORKS & LIGHTING COMM	WATER/SEWER/ELEC 12TH ST	04/27/2022	\$452.51	P
19220336	WATER WORKS & LIGHTING COMM	WATER/SEWER/ELEC SVC JOINT USE	04/27/2022	\$184.20	P
19220337	WATER WORKS & LIGHTING COMM	RIVER BLOCK OUTSIDE LIGHTING	04/27/2022	\$103.62	P
19220338	WATER WORKS & LIGHTING COMM	ELECTRIC SVC SHERIFF LOCKUP	04/27/2022	\$51.54	P
19220339	WATER WORKS & LIGHTING COMM	SHERIFF LOCKUP OUTDOOR LIGHTS	04/27/2022	\$12.36	P
19220340	WISCONSIN VALLEY BUILDING PRODUCTS	SHOP SUPPLIES	04/12/2022	\$11.69	P
19220341	AWARDS 'N MORE	county board name tag	05/04/2022	\$12.00	P
19220342	STAPLES ADVANTAGE	BRANCH 1 TONER	05/04/2022	\$100.38	P
19220343	AMAZON CAPITAL SERVICES	SHOP SUPPLIES	05/02/2022	\$162.00	P
19220344	APPLIED INDUSTRIAL TECHNOLOGY	BELTS	04/22/2022	\$35.96	P
19220345	ARC CENTRAL INC	BR 4 - CONSTRUCTION DOCUMENTS	05/02/2022	\$4,945.79	P
19220346	CONSOLIDATED WATER POWER COMPANY	RIVER BLOCK ELECTRIC	05/03/2022	\$4,689.45	P
19220347	CRESCENT ELECTRIC SUPPLY CO	BR 4 - LIGHT FIXTURE	04/22/2022	\$110.64	P
19220348	GAPPA SECURITY SOLUTIONS LLC	LOCKSET	05/02/2022	\$255.50	P
19220349	GAPPA SECURITY SOLUTIONS LLC	KEYS	05/02/2022	\$10.90	P
19220350	QUALITY DOOR & HARDWARE	CH SECURITY - CLOSERS	04/27/2022	\$993.72	P
19220351	RON'S REFRIGERATION & AC INC	CLK OF CTS - HVAC INSTALL	05/02/2022	\$51,195.00	P
19220352	WE ENERGIES	GAS SERVICE COMMUNICATIONS	04/30/2022	\$235.73	P

## Committee Report - County of Wood

MAINTENANCE - MAY 2022

50121054 - 50121057 19220319 - 19220411

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
19220353	WE ENERGIES	GAS SERVICE JAIL	04/30/2022	\$418.91	P
19220354	WE ENERGIES	GAS SERVICE RIVER BLOCK	04/30/2022	\$566.26	P
19220355	WE ENERGIES	GAS SERVICE SHERIFF LOCKUP	04/30/2022	\$58.51	P
19220356	WE ENERGIES	GAS SERVICE COURTHOUSE	04/30/2022	\$873.32	P
19220357	WE ENERGIES	GAS SERVICE 12TH ST	04/30/2022	\$114.90	P
19220358	WE ENERGIES	GAS SERVICE JOINT USE BUILDING	04/30/2022	\$232.65	P
19220359	WERNER ELECTRIC SUPPLY	BR 4 - ELECTRICAL SUPPLIES	04/21/2022	\$1,648.22	P
19220360	WISCONSIN VALLEY BUILDING PRODUCTS	TOOLS	04/28/2022	\$28.50	P
19220361	WISCONSIN VALLEY BUILDING PRODUCTS	TOOLS	04/29/2022	\$23.55	P
19220362	WISCONSIN VALLEY BUILDING PRODUCTS	TOOLS	04/29/2022	\$53.85	P
19220363	WISCONSIN VALLEY BUILDING PRODUCTS	HAMMER DRILL	04/29/2022	\$794.53	P
19220364	VENTURE ARCHITECTS	JAIL PROJECT - PROF SERVICES	04/25/2022	\$124,145.49	P
19220365	THE SAMUELS GROUP INC	JAIL PROJECT - 5TH PAYMENT	05/05/2022	\$9,253.00	P
19220366	QUALITY PLUS PRINTING INC	PRINTING	05/10/2022	\$1,320.00	P
19220367	SCHILLING SUPPLY COMPANY	CLEANING SUPPLIES	05/10/2022	\$505.54	P
19220368	AMAZON CAPITAL SERVICES	WATER FILTERS	05/11/2022	\$393.76	P
19220369	COMPLETE CONTROL	RB SERVICE CALL	04/30/2022	\$137.00	P
19220370	CRESCENT ELECTRIC SUPPLY CO	BR 4 - ELECTRICAL SUPPLIES	04/25/2022	\$147.78	P
19220371	CRESCENT ELECTRIC SUPPLY CO	CLK OF CTS-ELECTRICAL SUPPLIES	04/28/2022	\$0.91	P
19220372	CRESCENT ELECTRIC SUPPLY CO	BR 4 - CABLE TRAYS	05/02/2022	\$739.18	P
19220373	CURRENT TECHNOLOGIES INC	CLK OF COURTS REMODEL - PAY 4	05/05/2022	\$1,500.00	P
19220374	GAPPA SECURITY SOLUTIONS LLC	CH SECURITY - CORES	05/09/2022	\$60.00	P
19220375	GAPPA SECURITY SOLUTIONS LLC	CH SECURITY - CORES	05/09/2022	\$97.50	P
19220376	HAZARD SKATES AND SPORTS LLC	EMPLOYEE APPAREL	05/09/2022	\$490.10	P
19220377	HOME DEPOT CREDIT SERV (Maintenance)	JAIL, CH, RB, CLK OF CTS	05/05/2022	\$1,123.16	P
19220378	OFFICE ENTERPRISES INC	CLK OF CTS - MONITOR MOUNTS	05/05/2022	\$1,374.00	P
19220379	OFFICE ENTERPRISES INC	CLK OF CTS - FURNITURE BAL DUE	05/09/2022	\$8,837.55	P
19220380	WASTE MANAGEMENT	BR 4 - DISPOSAL FEES	05/02/2022	\$354.62	P
19220381	WASTE MANAGEMENT	WASTE DISPOSAL FEES	05/02/2022	\$850.20	P
19220382	KRANZ INC	CLEANING SUPPLIES	05/18/2022	\$70.95	P
19220383	ADVANCE SUPPLY LLC	JANITORIAL SUPPLIES	04/26/2022	\$87.76	
19220384	AMAZON CAPITAL SERVICES	LABELS	05/16/2022	\$10.79	
19220385	COMPLETE CONTROL	CLK OF CTS-INSTALL DOOR HOLDER	05/12/2022	\$1,124.87	
19220386	COMPLETE CONTROL	BR 4 - PAYMENT 1	05/11/2022	\$7,109.40	
19220387	CONSTELLATION NEWENERGY-GAS DIVISION	CH, JAIL, RB GAS SERVICE	05/16/2022	\$6,097.74	
19220388	CURRENT TECHNOLOGIES INC	CLK OF CTS-INSTALL CAT 6 CABLE	05/13/2022	\$336.07	
19220389	FREEDOM PEST CONTROL LLC	RIVER BLOCK PEST CONTROL	05/16/2022	\$40.00	
19220390	FREEDOM PEST CONTROL LLC	COURTHOUSE PEST CONTROL	05/16/2022	\$40.00	
19220391	GRAYBAR	CLK OF CTS-ELECTRICAL SUPPLIES	05/04/2022	\$340.28	
19220392	QUALITY COUNTERTOPS	CLK OF CTS - COUNTERTOP	05/04/2022	\$391.49	
19220393	RAPID QUALITY LAWN & LANDSCAPING	FERTILIZING AND WEED CONTROL	05/08/2022	\$329.16	
19220394	SHRED SAFE LLC	CONFIDENTIAL SHREDDING	05/17/2022	\$120.00	
19220395	WATER WORKS & LIGHTING COMM	WATER/SEWER SERVICE JAIL	05/12/2022	\$1,985.74	
19220396	WATER WORKS & LIGHTING COMM	WATER/SEWER/ELEC COMMUNICATION	05/12/2022	\$254.31	

## Committee Report - County of Wood

MAINTENANCE - MAY 2022

50121054 - 50121057 19220319 - 19220411

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
19220397	WATER WORKS & LIGHTING COMM	WATER/SEWER SERVICE COURTHOUSE	05/12/2022	\$806.84	
19220398	WATER WORKS & LIGHTING COMM	ELEC SVC COURTHOUSE SECURITY	05/12/2022	\$59.67	
19220399	WATER WORKS & LIGHTING COMM	ELECTRIC SERVICE BAKER LOT	05/12/2022	\$29.98	
19220400	WATER WORKS & LIGHTING COMM	RIVER BLOCK STORM SEWER	05/12/2022	\$45.30	
19220401	WATER WORKS & LIGHTING COMM	SARATOGA ST STORM SEWER	05/12/2022	\$9.56	
19220402	WATER WORKS & LIGHTING COMM	COURTHOUSE STORM SEWER	05/12/2022	\$98.66	
19220403	WATER WORKS & LIGHTING COMM	COURTHOUSE ELECTRIC	05/12/2022	\$3,158.28	
19220404	WATER WORKS & LIGHTING COMM	COURTHOUSE ELECTRIC	05/12/2022	\$5,819.87	
19220405	WERNER ELECTRIC SUPPLY	BR 4 - ELECTRICAL SUPPLIES	05/04/2022	\$2,968.71	
19220406	WINSUPPLY OF WISCONSIN RAPIDS	JAIL - PLUMBING SUPPLIES	05/04/2022	\$28.04	
19220407	WINSUPPLY OF WISCONSIN RAPIDS	JAIL - PLUMBING SUPPLIES	05/06/2022	\$91.60	
19220408	WINSUPPLY OF WISCONSIN RAPIDS	JAIL - PLUMBING SUPPLIES	05/06/2022	\$17.61	
19220409	WINSUPPLY OF WISCONSIN RAPIDS	JAIL - S&H	05/09/2022	\$0.01	
19220410	US BANK	BR 4 - MORTISE LOCK	05/17/2022	\$481.00	
19220411	NASSCO INC	CLEANING SUPPLIES	05/25/2022	\$724.58	
50121054	STEEN MACEK PAPER COMPANY		05/10/2022	\$9,124.60	P
50121056	SCHILLING SUPPLY COMPANY		05/10/2022	\$76.65	P
50121057	BATTERIES PLUS BULBS		05/18/2022	\$46.80	P
<b>Grand Total:</b>				<b>\$277,478.75</b>	

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

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### Letter of Comments May 2022

#### Ongoing Projects and Planning

**Jail** – I continue to spend the majority of my time focusing on the jail project. While many details are still being finalized for the Construction Documents, I am also working with multiple vendors, contractors, County staff, and the architect/engineering team to coordinate the relocation of utilities that serve the existing facility. There are multiple services that must be relocated prior to new jail construction, including water, power, phone, and internet.

**Courthouse** – The Clerk of Courts office space is completed and staff have been relocated. There are a few remaining details that will be addressed as staff settle in and get comfortable in their new space.

The demolition for Branch 4 has been completed, and some materials have been delivered so construction can begin. This will be a lengthy process due to the complex nature of courtroom design. The demolition phase of this project was somewhat disruptive at times; however, staff working near the project area have been understanding and supportive of the work being done.

**Space Planning** – Potential office layouts for 12<sup>th</sup> Street have been reviewed in recent weeks. Additional square footage in the building is now being discussed in order to accommodate future expansion that is likely to occur in the IT Department. We will continue reviewing options and bring additional information back to the PIT Committee.

J&L Committee received a request from Branch 1 for an office on the third floor of the Courthouse to accommodate an additional court reporter; this will be reviewed with the PIT Committee for additional input.

#### Miscellaneous

Continuing to review upcoming CIP that may be eligible for ARPA funding.

Attended PIT, HHS, Operations Committee, Judges Meeting, County Board, Jail AdHoc, Department Head, and numerous project meetings.