

## PROPERTY & INFORMATION TECHNOLOGY COMMITTEE

**DATE:** Monday, August 2, 2021

**TIME:** 9:30 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. Jail project update
  - a. Professional Services contracts
  - b. Resolution – Jail Construction Committee
7. County owned properties
  - a. 12<sup>th</sup> Street property listing contract
8. Future agenda items
9. Set date and time of next meeting.
10. Adjourn.

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### **Join by phone**

+1-408-418-9388 United States Toll

Meeting number (access code): 146 031 1865

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

<https://woodcountywi.webex.com/woodcountywi/j.php?MTID=m603f5b98dbb65f06a1836028f49acf26>

Meeting number (access code): 146 031 1865

Meeting password: PIT0802

**PROPERTY AND INFORMATION TECHNOLOGY COMMITTEE  
MEETING MINUTES**

**DATE:** Thursday, July 1, 2021  
**TIME:** 9:30 a.m.  
**PLACE:** Wood County Courthouse – Room 114

**PRESENT:** Al Breu, Bill Winch, Dennis Polach, Laura Valenstein  
Via WebEx: Brad Hamilton

**OTHERS PRESENT** (for part or all of the meeting): Nicole Gessert, **See attached list.**

1. The meeting was called to order at 9:30 a.m. by Chair Breu.
2. Public Comments: None.
3. Approve minutes from the previous meeting.

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

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

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

(b) Kaup provided information pertaining to projects in her department.

(c) Kaup shared information pertaining to a possible MOU related to providing IT services to County Municipalities. Discussion ensued.

**Motion (Hamilton/Polach) to approve the MOU template for providing IT services to County Municipalities. Motion carried unanimously.**

5. (a) Supervisor Winch asked for clarification on items within the Maintenance vouchers. Reuben Van Tassel answered general questions pertaining to his department's vouchers.

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

(b) Van Tassel provided information pertaining to projects in his department.

6. Jason Grueneberg from Planning and Zoning, shared information regarding the West Jackson Street reconstruction project.

7. Joe Eichsteadt, Wisconsin Rapids City Engineer provided further information regarding the West Jackson Street reconstruction project related to the State and DOT involvement as it pertains to eminent domain. Discussion ensued

**Motion (Valenstein/Polach) for Corporation Counsel to create a Resolution to authorize the County Clerk to execute the necessary documents to convey the nominal property interests the City of Wisconsin Rapids needs from Wood County for its West Jackson Street road improvement project. Motion carried unanimously.**

8. (a) Jason Grueneberg shared a Resolution to authorize the petitioning of the City of Wisconsin Rapids for the discontinuance of that part of Avon Street between Market and 5th Street for the construction of the new jail. Discussion ensued.

**Motion (Hamilton/Valenstein) to approve the Resolution to authorize the petitioning of the City of Wisconsin Rapids for the discontinuance of that part of Avon Street between Market and 5th Street for the construction of the new jail and send to County Board. Motion carried. Voting no; Winch.**

- (b) Jason Grueneberg shared a Resolution to authorize the Property and Information Technology Committee to seek the rezoning of real property to be used for the construction of the new jail and to negotiate for the relocation of easements on said parcels. Discussion ensued.

**Motion (Hamilton/Valenstein) to approve the Resolution to authorize the Property and Information Technology Committee to seek the rezoning of real property to be used for the construction of the new jail and to negotiate for the relocation of easements on said parcels and send to County Board. Motion carried. Voting no; Winch.**

- (c) County Board Chair, Lance Pliml commended the Jail AdHoc Committee on the momentum they pursued with the jail study. Pliml indicated the next step would be to retain the services of a Construction Manager and Architect. Discussion ensued.

**Motion (Valenstein/Hamilton) to direct the Facilities Director and the Sheriff Administration to retain the services of a Construction Manager and Architect for the building of a new Jail. Motion carried. Voting no; Winch.**

9. Steve Schneider from Bug Tussell Wireless gave an update on broadband expansion efforts in Wood County. Bug Tussell Wireless is inquiring if Wood County would partner for a broadband wireless grant with a July 31<sup>st</sup>, 2021 deadline.

**Motion (Valenstein/Winch) to partner with Bug Tussell Wireless for a broadband wireless grant application with the July 31<sup>st</sup>, 2021 deadline. Motion carried unanimously.**

10. Jason Grueneberg gave an update on the status of some County owned properties.

11. Agenda items for the next meeting:
  - County owned properties

12. There will be a special meeting before County Board on Tuesday, July 20, 2021 at 9:00 a.m. The next regular Committee meeting will be Monday, August 2, 2021 at 9:30 a.m.

13. Chair Breu declared the meeting adjourned at 11:33 a.m.

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

# Property & Information Technology Committee Meeting July 1, 2021

NAME (PLEASE PRINT)	REPRESENTING
Bill Clendenen	WCB #15
Laura Valenstein	WCB 12
Reuben Vantassel	WC MAINT.
Jason Grunberg	P+Z
Amy Karp	IT
Dennis Polach	WCB #14
Wm. W. H. H.	WCB #14
Cynthia Porter	BTW
Peter Kastenholz	Corp. Counsel
Steve Schneider	BTW
Shawn Becker	WCB
QUENTIN ELLIS	WCSB
Shawn Becker	WCSB
Lance Purnell	WCB
JOE EICHSTADT	W.R. CITY
VIA WEBEX:	
BRAD HAMILTON	WCB #18
TRENT MINER	COUNTY CLERK
JASON DEMARCO	IT
ED NEWTON	FINANCE

**PROPERTY AND INFORMATION TECHNOLOGY COMMITTEE  
MEETING MINUTES**

**DATE:** Tuesday, July 20, 2021  
**TIME:** 9:00 a.m.  
**PLACE:** Wood County Courthouse – Room 114

**PRESENT:** Al Breu, Bill Winch, Dennis Polach, Laura Valenstein, Brad Hamilton

**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.
3. Resolution – Easement to City of Wisconsin Rapids for Jackson St. Reconstruction.

**Motion (Hamilton/Valenstein) to approve Resolution and send to County Board to authorize the County Clerk to execute the necessary documents to convey the nominal property interests the City of Wisconsin Rapids needs from Wood County for its West Jackson Street road improvement project. Motion carried unanimously.**

4. Resolution – Broadband Grant Application.

**Motion (Hamilton/Valenstein) to approve Resolution and send to County Board to authorize the Planning and Zoning Director to make application for broadband grants in partnership with Hilbert Communications, LLC. Motion carried unanimously.**

Lance Pliml stated Mary Ann Lippert has been retained by Bug Tussel for the grant process.

5. Chair Breu declared the meeting adjourned at 9:04 a.m.

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

## Property & Information Technology Committee Meeting

**July 20, 2021**

[illegible]

## Committee Report

County of Wood

Report of claims for: INFORMATION TECHNOLOGY

For the period of: JULY 2021

For the range of vouchers: 27210266 - 27210318

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
27210266	US BANK	FIXME IT SUBSCRIPTION	06/17/2021	\$300.00	P
27210267	AMAZON CAPITAL SERVICES	HS CHARGER	06/23/2021	\$20.00	P
27210268	AMAZON CAPITAL SERVICES	HEALTH WIC HEADSETS	06/23/2021	\$683.96	P
27210269	AMAZON CAPITAL SERVICES	HS BH WIRED HEADSET	06/23/2021	\$65.28	P
27210270	AMAZON CAPITAL SERVICES	HS LAPTOP POWER CORD	06/25/2021	\$25.50	P
27210271	AMAZON CAPITAL SERVICES	WIRELESS LAN ACCESSORIES	06/27/2021	\$92.20	P
27210272	CORE BTS INC	SUPPORT SERVICES - TRAVEL	06/24/2021	\$390.00	P
27210273	ECON ELECTRIC	NORWOOD WIFI CABLING	06/25/2021	\$24,822.00	P
27210274	ECON ELECTRIC	BC PROJECT NW WIRING IT SPACE	06/25/2021	\$8,040.00	P
27210275	FRONTIER COMMUNICATIONS	PHONE CHARGES	06/19/2021	\$146.02	P
27210276	RHYME (Portage)	NORWOOD TONER	06/17/2021	\$104.84	P
27210277	COMPUTER INFORMATION SYSTEMS INC	2021 CIS MAINTENANCE	08/01/2021	\$53,283.36	P
27210278	SOLARUS	PHONE CHGS ACCT 00063942-1	07/01/2021	\$1,524.80	P
27210279	SOLARUS	PHONE CHGS ACCT 00077856-5	07/01/2021	\$221.80	P
27210280	SOLARUS	PHONE CHGS ACCT 00061009-7	07/01/2021	\$69.99	P
27210281	TDS TELECOM	PHONE CHARGES	06/28/2021	\$72.71	P
27210282	TDS TELECOM	PHONE CHARGES	06/28/2021	\$59.68	P
27210283	TDS TELECOM	PHONE CHARGES	06/28/2021	\$45.98	P
27210284	TDS TELECOM	PHONE CHARGES	06/28/2021	\$62.21	P
27210285	TDS TELECOM	PHONE CHARGES	06/28/2021	\$23.04	P
27210286	US CELLULAR	CELL PHONE CHGS ACCT 277407322	06/16/2021	\$627.51	P
27210287	US CELLULAR	CELL PHONE CHGS ACCT 851710598	06/16/2021	\$397.18	P
27210288	AMAZON CAPITAL SERVICES	WIRELESS SCANNER	07/01/2021	\$203.00	P
27210289	AMAZON CAPITAL SERVICES	COC HEADSET BATTERY	07/01/2021	\$23.99	P
27210290	RHYME BUSINESS PRODUCTS	PRINTER/COPIER CHARGES	07/04/2021	\$6,159.47	P
27210291	STREAMLINE HEALTHCARE SOLUTIONS LLC	HS TCM REPLACEMENT	07/06/2021	\$28,712.00	P
27210292	US BANK	BASECAMP SUBSCRIPTION	06/24/2021	\$500.00	P
27210293	US CELLULAR	CELL PHONE CHGS ACCT 203538532	06/20/2021	\$2,172.99	P
27210294	US CELLULAR	CELL PHONE CHGS ACCT 203391922	06/20/2021	\$9.39	P
27210295	CENTURYLINK	PHONE/LONG DISTANCE CHARGES	07/01/2021	\$14.08	P
27210296	CHARTER COMMUNICATIONS	INTERNET PRO100 ACCT 0209726	06/24/2021	\$130.00	P
27210297	CHARTER COMMUNICATIONS	WR FIBER ACCT 0294876	06/28/2021	\$1,178.54	P
27210298	CORE BTS INC	SUPPORT SERVICES - TRAVEL	07/08/2021	\$390.00	P
27210299	GOLDFAX	NETWORK FAXING	07/07/2021	\$85.30	P



Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
27210300	INSIGHT PUBLIC SECTOR INC	MSA SAN MAINTENANCE	07/02/2021	\$3,568.54	P
27210301	TIME WARNER CABLE	NETWORK SERVICES	07/01/2021	\$2,264.21	P
27210302	VERIZON	CELL CHGS ACCT 242258062-00001	07/01/2021	\$6,691.00	P
27210303	AMAZON CAPITAL SERVICES	ERGO KEYBOARD, WIRELESS MICE	07/13/2021	\$149.94	P
27210304	AMAZON CAPITAL SERVICES	CTY CLRK VEH REG SCANNER	07/16/2021	\$259.99	P
27210305	AMAZON CAPITAL SERVICES	MT WEBCAM, MOUNT, IT PHONE SUP	07/17/2021	\$135.36	P
27210306	AMAZON CAPITAL SERVICES	HIGHWAY PHONE CASE	07/19/2021	\$26.80	P
27210307	CDW GOVERNMENT INC	WIFI AP PATCH CABLES	07/07/2021	\$170.50	P
27210308	CHARTER COMMUNICATIONS	MFLD FIBER ACCT 0364818	07/09/2021	\$540.66	P
27210309	INSIGHT PUBLIC SECTOR INC	2021 1ST PC ORDER - HR	07/08/2021	\$1,135.05	P
27210310	US BANK	CONFERENCE FEES	07/19/2021	\$2,337.00	
27210311	AMAZON CAPITAL SERVICES	MOUSE, KEYBOARD, USB HUBS	07/21/2021	\$390.83	
27210312	AMAZON CAPITAL SERVICES	HS FSET HEADSETS	07/21/2021	\$358.56	
27210313	AMAZON CAPITAL SERVICES	PHONE CASE	07/22/2021	\$33.95	
27210314	AMAZON CAPITAL SERVICES	SERVER BATTERY, SCREEN PROTECT	07/25/2021	\$91.98	
27210315	CORE BTS INC	SUPPORT SERVICES - TRAVEL	07/22/2021	\$1,365.00	
27210316	RHYME (Portage)	UW EXT STAPLE CARTRIDGES	07/14/2021	\$196.00	
27210317	RHYME (Portage)	2ND QTR 2021 BILLING	07/20/2021	\$7,313.03	
27210318	AMAZON CAPITAL SERVICES	HEALTH HEADSET DFC	07/20/2021	\$169.85	
<b>Grand Total:</b>				<b>\$157,855.07</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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### July 2021

1. Wood County internet and intranet website updates concerning COVID-19 continue to be posted rapidly and continually as we work to keep employees and citizens informed.
2. Updated Questica Budget software interfaces to support new pay scale systems for the 2022 budget. Assisted Finance staff with synchronizing employee and salary data from our HRMS system into Questica Budget.
3. We have increased the County's Internet Bandwidth in response to consistently exceeding Internet bandwidth and users experiencing lagging, freezing and ongoing video issues. This is a result of an increased number of video conferences and the return of staff to office locations. This bandwidth increase will also help users working over the VPN access data faster.
4. Replaced the wireless infrastructure throughout Wood County buildings. This includes replacing 111 older Access Points at all buildings and adding 70 Access Points at Norwood and Edgewater. This project was funded primarily by COVID grant monies.
5. Created an exportable report for NRC/Aspirus from the TCM application in order to meet new requirements.
6. IT staff continue to work with Maintenance to provide an accurate estimate on costs associated with the addition of a fourth courtroom.
7. Set up integration between our Job Recruitment Software (Cyber Recruiter) and the Indeed Job site. This will benefit HR and the other departments when creating job requisitions by automatically importing the Wood County job openings into Indeed.
8. Began working with Konect Parks to implement a new park reservations system starting in fall 2021. Transition activities will continue through the 2022 camping season.



# Wood County WISCONSIN

## INFORMATION TECHNOLOGY

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9. Network staff continue to work on multiple projects that include moving all PCs onto the latest version of virus scan software, automating security patching of desktops and servers, moving network drives onto new servers with improved security features, and installing better network infrastructure monitoring.
  10. Deployed the first version of the in-house developed system for Land and Water: Non-Metallic Mining. There will be continued updates to ensure the system can handle all processes for this system within the department.
  11. Added reports and new features to the newly created BNI (Building Number Index) system for Emergency Management department.
  12. Database and in-house receipting system additions were completed to support the new well water permit system in the Planning & Zoning Department.
  13. Staff have sent out PC replacement survey for all computers that need to be replaced in 2021. Due to the shortage of microchips, receiving the new PCs will take much longer than usual.
  14. Continued setup and testing of Laserfiche document management in the Human Services department. Non-clinical documents for Human Services, Norwood, and Edgewater will be migrated into the Laserfiche system over the coming months. All related business units will begin using a paperless process as much as possible utilizing the Laserfiche software.
  15. Continued work updating the GIS system at the Courthouse. Work was done in-house and our GIS and IT staff gained a lot of valuable experience. Several improvements were made in the last month to both the security setup and performance of the updated servers.
  16. 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.
  17. Applied numerous updates to database servers. These updates include fixes for functionality and security patches that keep servers as secure as possible.
  18. Support for Norwood Healthcare Center and Edgewater Haven Matrix software is ongoing.



# Wood County WISCONSIN

## INFORMATION TECHNOLOGY

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19. Implementation of the RtVision OneGov permit system for additional permit types for the Highway Department continues. This permit system is available for public applications and payment processing on the Wood County website.
20. Support for GCS property tax systems is ongoing. Created GCS application test systems for treasurer staff testing purposes.
21. 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.
22. The TimeStar, electronic time card and time tracking, system configuration changes is ongoing. IT 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. TimeStar PBJ modifications for Norwood is being manually adjusted by IT before submission to CMS. Issues are due to Norwood's CMS facility ID integration for Norwood PBJ data submissions. IT works to train and setup new staff to track, generate and submit PBJ data to CMS.
23. Work on the Planning and Zoning Sanitary Permit system continues. Development of the sanitary service module continues. This module will allow service providers to enter pumping, maintenance and inspection data directly into the County permit system.
24. Legacy data migration from TCM to SmartCare continues.
25. Providing continual support of Webex Meetings Webex Room Kit . The County has been using Cisco Webex Meetings, Teams, and Roomkits for video conferencing as well as Cisco Jabber for phone access.
26. For the month of June, 533 helpdesk requests were created, with staff completing 523 tickets and leaving 122 open requests. These numbers represent service requests from departments throughout the County. There are currently 305 project requests from departments.
27. Updated the County's virtual server environment to deal with a set of critical vulnerabilities that were identified by the MS-ISAC.



# Wood County WISCONSIN

## INFORMATION TECHNOLOGY

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28. Continued migration of Countywide Antivirus to a new platform that will provide better insight into possible compromises and safeguards on devices. This month included migrating all workstations and servers to the new platform.
  29. Continue to migrate to the new Mobile Device Management (MDM) platform. This has been implemented for all new cellular devices, Health Contact Tracers, and devices like iPads. All users have been moved off Airwatch and onto Desktop Central. Currently working on contacting all users that have email on their phone but are not on the new MDM platform.
  30. Worked with the County Clerk office to find and deploy a scanner for their DMV connection with DealerTrack.
  31. Reviewed various vendor options for an E-Signature application that will be used by multiple departments. Negotiated pricing and created a document describing various options to share with departments.
  32. Completed work on the new phone billing software, ISI. All phones are now configured in the new software. Will continue to work with the vendor to implement new billing structure based off of 2022 costs.
  33. Completed PC Replacement and VOIP charges for 2022. While costs for hardware has begun to increase due to demand and shortages, PC charges for 2022 will remain the same. We will continue to monitor this and make adjustments in future years as needed. Since switching to Spectrum for phone services there has been a savings in our phone costs across the County. This has allowed IT to reduce the charges to departments for each phone used.
  34. Participated in GIPAW's (Governmental Information Processing Association of Wisconsin) Virtual conference.

## Committee Report

County of Wood

Report of claims for: MAINTENANCE

For the period of: JULY 2021

For the range of vouchers: 19210495 - 19210579

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
19210495	ADVANCE SUPPLY LLC	JANITORIAL SUPPLIES	06/24/2021	\$285.63	P
19210496	AMAZON CAPITAL SERVICES	LABEL MAKER	06/17/2021	\$127.28	P
19210497	AMAZON CAPITAL SERVICES	SECURITY MIRRORS	06/22/2021	\$61.28	P
19210498	DIRECT SUPPLY INC	CH UPDATES - SIGNAGE	06/17/2021	\$56.94	P
19210499	ERON & GEE/HERMAN'S PLUMBING & HEATING	SERVICE CALL	06/15/2021	\$429.55	P
19210500	CINTAS CORPORATION	MAT CLEANING COURTHOUSE	06/23/2021	\$274.71	P
19210501	GAPPA SECURITY SOLUTIONS LLC	KEYS	06/23/2021	\$50.50	P
19210502	LIBERTY CLEANERS INC	CLEANING COURTHOUSE, JAIL	06/23/2021	\$8,072.19	P
19210503	PETERS HEAVY CONSTRUCTION	CH MEP UPDATES - EQUIP RENTAL	06/21/2021	\$11,530.00	P
19210504	POWER PAC INC	JD LOADER, SPREADER	06/16/2021	\$9,317.39	P
19210505	QUALITY DOOR & HARDWARE	CH UPDATES - 3RD FLR DOOR	06/17/2021	\$411.00	P
19210506	SHERWIN-WILLIAMS CO THE	PAINT - 12TH ST BLDG	06/22/2021	\$33.67	P
19210507	SHERWIN-WILLIAMS CO THE	PAINT - 12TH ST BLDG	06/22/2021	\$32.95	P
19210508	SHERWIN-WILLIAMS CO THE	PAINT - RB	06/23/2021	\$39.95	P
19210509	SUPERIOR CHEMICAL CORPORATION	CLEANING SUPPLIES	06/17/2021	\$582.83	P
19210510	WISCONSIN VALLEY BUILDING PRODUCTS	TOOLS	06/17/2021	\$21.52	P
19210511	WISCONSIN VALLEY BUILDING PRODUCTS	SHOP SUPPLIES	06/18/2021	\$7.16	P
19210512	QUALITY PLUS PRINTING INC	PRINTING	06/29/2021	\$150.00	P
19210513	NASSCO INC	CLEANING SUPPLIES	06/29/2021	\$134.64	P
19210514	KRANZ INC	CLEANING SUPPLIES	06/29/2021	\$296.52	P
19210515	ADVANCE JANITORIAL SERVICE & SUPPLY	CLEANING RIVER BLOCK	06/25/2021	\$4,765.30	P
19210516	ADVANCE SUPPLY LLC	JANITORIAL SUPPLIES	06/24/2021	\$169.03	P
19210517	ARC CENTRAL INC	RB WINDOWS - DOCUMENTATION	06/28/2021	\$1,580.00	P
19210518	RAPID QUALITY LAWN & LANDSCAPING	FERTILIZING AND WEED CONTROL	06/26/2021	\$286.00	P
19210519	WATER WORKS & LIGHTING COMM	RIVER BLOCK WATER/SEWER	06/24/2021	\$566.79	P
19210520	WATER WORKS & LIGHTING COMM	WATER/SEWER/ELEC 12TH ST	06/24/2021	\$483.28	P
19210521	WATER WORKS & LIGHTING COMM	WATER/SEWER/ELEC SVC JOINT USE	06/24/2021	\$179.02	P
19210522	WATER WORKS & LIGHTING COMM	RIVER BLOCK OUTSIDE LIGHTING	06/24/2021	\$96.06	P
19210523	WATER WORKS & LIGHTING COMM	ELECTRIC SVC SHERIFF LOCKUP	06/24/2021	\$45.26	P
19210524	WATER WORKS & LIGHTING COMM	SHERIFF LOCKUP OUTDOOR LIGHTS	06/24/2021	\$12.36	P
19210525	WE ENERGIES	GAS SERVICE COMMUNICATIONS	06/29/2021	\$20.39	P
19210526	WE ENERGIES	GAS SERVICE JAIL	06/29/2021	\$813.88	P
19210527	WE ENERGIES	GAS SERVICE RIVER BLOCK	06/30/2021	\$1,463.02	P
19210528	WE ENERGIES	GAS SERVICE SHERIFF LOCKUP	06/30/2021	\$10.89	P

## Committee Report - County of Wood

MAINTENANCE - JULY 2021

19210495 - 19210579

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
19210529	WE ENERGIES	GAS SERVICE COURTHOUSE	06/29/2021	\$924.13	P
19210530	WE ENERGIES	GAS SERVICE 12TH STREET	06/29/2021	\$11.22	P
19210531	WE ENERGIES	GAS SERVICE JOINT USE BUILDING	06/30/2021	\$21.15	P
19210532	ADVANCE SUPPLY LLC	JANITORIAL SUPPLIES	06/30/2021	\$361.36	P
19210533	BAUER'S FLOOR MART	CH UPDATE-MT OFFICE VINYL BASE	06/23/2021	\$232.00	P
19210534	CONSOLIDATED WATER POWER COMPANY	RIVER BLOCK ELECTRIC	07/02/2021	\$6,702.05	P
19210535	CINTAS CORPORATION	MAT CLEANING RIVER BLOCK	07/07/2021	\$92.58	P
19210536	FERGUSON ENTERPRISES LLC	CH UPDATES-MT OFFICE SUPPLIES	06/25/2021	\$13.14	P
19210537	RAPIDS FORD LINCOLN MERCURY	REPAIRS - 2013 FORD F250	07/06/2021	\$2,247.48	P
19210538	CINTAS CORPORATION	MAT CLEANING COURTHOUSE	07/08/2021	\$342.54	P
19210539	DM STAMPS & SPECIALTIES	STAMPS	07/14/2021	\$32.73	P
19210540	NASSCO INC	CLEANING SUPPLIES	07/14/2021	\$746.19	P
19210541	ADVANCED DISPOSAL	WASTE DISPOSAL FEES	06/30/2021	\$731.64	P
19210542	ADVANCE SUPPLY LLC	JANITORIAL SUPPLIES	07/08/2021	\$152.20	P
19210543	AMAZON CAPITAL SERVICES	PLUMBING SUPPLIES - DISPATCH	07/08/2021	\$34.58	P
19210544	AMAZON CAPITAL SERVICES	CH SECURITY - ID BACKDROP	07/10/2021	\$130.74	P
19210545	AMAZON CAPITAL SERVICES	CH SECURITY - POWER SUPPLY	07/10/2021	\$17.88	P
19210546	AMAZON CAPITAL SERVICES	SHOP SUPPLIES	07/13/2021	\$21.09	P
19210547	ECON ELECTRIC	RB UPDATES - UPS PANEL	07/09/2021	\$83.50	P
19210548	FREEDOM PEST CONTROL LLC	RIVER BLOCK PEST CONTROL	07/12/2021	\$40.00	P
19210549	FREEDOM PEST CONTROL LLC	COURTHOUSE PEST CONTROL	07/12/2021	\$40.00	P
19210550	GAPPA SECURITY SOLUTIONS LLC	KEYS	07/14/2021	\$10.40	P
19210551	HOME DEPOT CREDIT SERV (Maintenance)	CH,GENERATOR,MT OFF,JT USE,RB	07/05/2021	\$804.41	P
19210552	JOSLIN CONCRETE	CH PARKING LOT CURB & GUTTER	06/28/2021	\$4,769.50	P
19210553	PER MAR SECURITY SERVICES	RB ANNUAL MONITORING SERVICES	07/08/2021	\$572.88	P
19210554	VAN ERT ELECTRIC COMPANY INC	SERVICE CALL	07/07/2021	\$1,785.95	P
19210555	WATER WORKS & LIGHTING COMM	WATER/SEWER SERVICE JAIL	07/14/2021	\$2,016.48	P
19210556	WATER WORKS & LIGHTING COMM	WATER/SEWER/ELEC COMMUNICATION	07/14/2021	\$323.34	P
19210557	WATER WORKS & LIGHTING COMM	WATER/SEWER SERVICE COURTHOUSE	07/14/2021	\$1,574.28	P
19210558	WATER WORKS & LIGHTING COMM	ELEC SVC COURTHOUSE SECURITY	07/14/2021	\$56.46	P
19210559	WATER WORKS & LIGHTING COMM	ELECTRIC SERVICE BAKER LOT	07/14/2021	\$36.85	P
19210560	WATER WORKS & LIGHTING COMM	RIVER BLOCK STORM SEWER	07/14/2021	\$43.37	P
19210561	WATER WORKS & LIGHTING COMM	SARATOGA ST STORM SEWER	07/14/2021	\$9.15	P
19210562	WATER WORKS & LIGHTING COMM	COURTHOUSE STORM SEWER	07/14/2021	\$94.45	P
19210563	WATER WORKS & LIGHTING COMM	COURTHOUSE ELECTRIC	07/14/2021	\$3,374.34	P
19210564	WATER WORKS & LIGHTING COMM	COURTHOUSE ELECTRIC	07/14/2021	\$9,391.37	P
19210565	WERNER ELECTRIC SUPPLY	LABEL PRINTER	06/30/2021	\$293.14	P
19210566	STAPLES ADVANTAGE	OFFICE SUPPLIES	07/21/2021	\$16.10	P
19210567	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	07/16/2021	\$69.96	
19210568	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	07/16/2021	\$28.61	
19210569	AMAZON CAPITAL SERVICES	UNIFORMS	07/17/2021	\$97.44	
19210570	AMAZON CAPITAL SERVICES	CH UPDATES - MAINT CHAIR MATS	07/19/2021	\$116.98	
19210571	AMAZON CAPITAL SERVICES	CH SECURITY - VIDEO LIGHTS	07/20/2021	\$32.79	
19210572	AMAZON CAPITAL SERVICES	SHOP SUPPLIES	07/21/2021	\$10.95	

## Committee Report - County of Wood

MAINTENANCE - JULY 2021

19210495 - 19210579

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
19210573	CRESCENT ELECTRIC SUPPLY CO	SHOP SUPPLIES	07/09/2021	\$292.32	
19210574	CINTAS CORPORATION	MAT CLEANING COURTHOUSE	07/21/2021	\$274.71	
19210575	LIBERTY CLEANERS INC	CLEANING COURTHOUSE, JAIL	07/21/2021	\$8,072.19	
19210576	NAPA CENTRAL WI AUTO PARTS	BATTERY FOR TRAILER	07/19/2021	\$142.48	
19210577	RON'S REFRIGERATION & AC INC	CH UPDATES-MT OFF AIR HANDLER	07/16/2021	\$4,685.50	
19210578	SHRED SAFE LLC	CONFIDENTIAL SHREDDING	07/20/2021	\$150.00	
19210579	US BANK	CHAIN HOIST, SUPPLIES	07/19/2021	\$273.91	
<b>Grand Total:</b>				<b>\$94,805.50</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

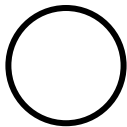
### Letter of Comments July 2021

#### Ongoing Projects and Planning

- 1) Jail – With the assistance of Corporation Counsel, the Sheriff and Chief Deputy, and our Safety & Risk Specialist, I have been reviewing contracts for professional services for the design and construction of a new jail as directed by the Property & IT Committee. We will discuss the contracts at the next Committee meeting.
- 2) Courthouse – Continuing to meet with our Judges and other County staff regarding the upcoming remodeling to accommodate a fourth courtroom on the third floor. There will be many moving parts to this work that will require collaboration between several departments.
- 3) River Block –
  - a. The approval of a new jail has created an opportunity for me to reduce next year's capital requests, while at the same time complete additional work this year. You will recall that we had planned some extensive work in our parking lots this year; however, with the new jail expected to be built in our Avon Street parking lot, the committee supported cancelling the reconstruction of that parking lot. The remaining funds can be redirected to allow completion of our River Block window replacement project that is currently underway.
  - b. Working with the Health Department to review available space within their office that can accommodate a UW Professor with whom the Health Department has an opportunity to partner. We are discussing a small buildout that will fit the needs of this partnership; there would be no cost to Wood County for the remodeling, as there is outside funding available to the Health Department for this work.

#### Miscellaneous

- 1) Attended PIT, Operations, J&L, Public Safety, County Board, and HHS meetings
- 2) Attended Design and Construction webinar series hosted by County Mutual



RESOLUTION#

Introduced by  
Page 1 of 1

Property and Information Technology Committee

ITEM# 7-  
DATE August 17, 2021  
Effective Date August 17, 2021

Motion:

Adopted:

1<sup>st</sup>

Lost:

2<sup>nd</sup>

Tabled:

No:

Yes:

Absent:

Number of votes required:

X

 Majority

Two-thirds

Reviewed by:

, Corp Counsel

Reviewed by:

, Finance Dir.

LAD

INTENT & SYNOPSIS: To formally reconstitute the Jail Study Committee to be the Jail Construction Committee and to designate the authority of the Committee and the Facilities Manager.

FISCAL NOTE: None, the allocation of funds for the new jail has already been approved by the County Board. This resolution designates a chain of command for the expenditure of those funds.

		NO	YES	A
1	LaFontaine, D			
2	Rozar, D			
3	Feirer, M			
4	Wagner, E			
5	Fischer, A			
6	Breu, A			
7	Ashbeck, R			
8	Hahn, J			
9	Winch, W			
10	Thao, L			
11	Curry, K			
12	Valenstein, L			
13	Hokamp, J			
14	Polach, D			
15	Clendenning, B			
16	Pliml, L			
17	Zurfluh, J			
18	Hamilton, B			
19	Leichtnam, B			

WHEREAS, the Wood County Board of Supervisors has passed resolutions authorizing the construction of a new jail and the financing of same, and

WHEREAS, there isn't a need for a County committee being available for making daily decisions about jail construction matters but there is a need for a committee to represent the Board's interests in the process and to address major issues pertaining to designing and constructing the new jail, and

WHEREAS, it is preferable to address early on the realm of responsibilities of the various committees as they relate to constructing a new jail and centralizing those duties in one ad hoc committee would be an efficient approach, and

WHEREAS, the Jail Study Committee has completed its mission and in doing so has worked with the entities the County plans to contract with as

construction manager and architect and has toured other jails and has a good background of knowledge in new jail needs and the issues they present, and

WHEREAS, at the July 2021 county board meeting Chairman Pliml presented without objection the prospect of having the members of the Jail Study Committee take the logical next step and serve as members on a Jail Construction Committee, and

WHEREAS, major contracts regarding the jail design and construction are being worked on by staff and there is a need to have a single County employee be the agent for the County in these contractual relationships and the Facilities Manager is an appropriate person to serve in this role, with that person reporting to the Jail Construction Committee and the Committee reporting to the County Board,

NOW, THEREFORE, THE WOOD COUNTY BOARD OF SUPERVISORS HEREBY RESOLVES to create a Jail Construction Committee that will have general jurisdiction over the design and construction of the new jail and then the decommissioning of the old jail.

BE IT FURTHER RESOLVED that the Facilities Manager will serve as the County's representative in the agreements entered into with the construction manager, architect, and contractors. The role of agent will allow the Facilities Manager to approve change orders to contracts that are within the budget.

{ }

AL BREU (Chair)

DENNIS POLACH

BRAD HAMILTON

LAURA VALENSTEIN

WILLIAM WINCH

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

County Clerk

County Board Chairman

## WB-42 AMENDMENT TO LISTING CONTRACT

1 It is agreed that the Listing Contract dated \_\_\_\_\_, between the undersigned, for sale/~~rental~~ of the  
2 property known as (Street Address/Description) \_\_\_\_\_  
3 \_\_\_\_\_ in the \_\_\_\_\_ of  
4 \_\_\_\_\_, County of \_\_\_\_\_, Wisconsin, is amended as follows:  
5 The list price is changed from \$\_\_\_\_\_ to \$\_\_\_\_\_.  
6 The expiration date of the contract is changed from midnight \_\_\_\_\_,  
7 to midnight \_\_\_\_\_.  
8 The following items are (added to)(deleted from) **STRIKE ONE** the list of property to be included in the list price:  
9 \_\_\_\_\_  
10 \_\_\_\_\_  
11 Other: \_\_\_\_\_  
12 \_\_\_\_\_  
13 \_\_\_\_\_  
14 \_\_\_\_\_  
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31 \_\_\_\_\_  
32 \_\_\_\_\_  
33 \_\_\_\_\_

34 ALL OTHER TERMS OF THIS CONTRACT AND ANY PRIOR AMENDMENTS REMAIN UNCHANGED.

35 _____	(x) _____	
36 Firm Name ▲	Seller's/Owner's Signature ▲	Date ▲
37	Print name ►	
38 (x) _____	(x) _____	
39 By Agent for Firm ▲	Seller's/Owner's Signature ▲	Date ▲
40 Print name ►	Print name ►	

41 **CAUTION: This Listing belongs to the Firm. Agents for Firm do not have the authority to enter into a mutual**  
42 **agreement to terminate a listing contract, amend the commission amount or shorten the term of a listing**  
43 **contract, without the written consent of the Agent(s)' supervising broker.**

44 This written consent may be obtained with the supervising broker's signature below or a separate consent.

45 (x) \_\_\_\_\_  
46 Supervising Broker's Signature ▲ Print name ► Date ▲