

PROPERTY & INFORMATION TECHNOLOGY COMMITTEE

DATE: Monday, October 4, 2021

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. Courthouse elevator update
7. Jail project update
8. Future agenda items
9. Set date and time of next meeting.
10. Adjourn.

Join by phone

+1-408-418-9388 United States Toll

Meeting number (access code): 2494 442 3194

Join by WebEx App or Web

<https://woodcountywi.webex.com/woodcountywi/j.php?MTID=m66cb3c1579a874dd1c9e6694f911ee65>

Meeting number (access code): 2494 442 3194

Meeting password: PIT1004

**PROPERTY AND INFORMATION TECHNOLOGY COMMITTEE
MEETING MINUTES**

DATE: Wednesday, September 8, 2021
TIME: 9:30 a.m.
PLACE: Wood County Courthouse – Room 114

PRESENT: Al Breu, Bill Winch, Dennis Polach, Laura Valenstein

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 (Winch/Polach) to approve the minutes from the previous meeting. 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 (Valenstein/Polach) to approve the vouchers for the Information Technology Department. Motion carried unanimously.

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

(c) Kaup provided information pertaining to the Information Technology 2022 budget. Discussion ensued.

Motion (Valenstein/Breu) to approve the 2022 Information Technology department budget. Motion carried. Voting no: Winch.

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

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

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

(c) Van Tassel provided information pertaining to the Maintenance 2022 budget. Discussion ensued.

Motion (Valenstein/Winch) to approve the 2022 Maintenance department budget. Motion carried unanimously.

6. Van Tassel shared information from initial conversations he had with City staff regarding Courthouse parking.
7. Van Tassel shared information regarding the fourth Courtroom as related to 2022 CIP. Discussion ensued.
8. Van Tassel shared information regarding the rezoning and conditional use permits that have been submitted pertaining to the Jail project. Van Tassel along with several others from the Jail AdHoc Committee will be attending the City Plan Commission meeting on September 13, 2021.
9. Agenda items for the next meeting:
 - Elevator Update

The next regular Committee meeting will be Monday, October 4, 2021 at 9:00 a.m.

10. Chair Breu declared the meeting adjourned at 11:32 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
September 8, 2021**

[illegible]

Committee Report

County of Wood

Report of claims for: INFORMATION TECHNOLOGY

For the period of: SEPTEMBER 2021

For the range of vouchers: 27210360 - 27210406 27210408 - 27210418

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
27210360	AMAZON CAPITAL SERVICES	ERGO KEYBOARDS - VM AND STOCK	08/23/2021	\$243.96	P
27210361	AMAZON CAPITAL SERVICES	USB SSD AND POWER CORDS	08/26/2021	\$234.53	P
27210362	AMAZON CAPITAL SERVICES	PARKS S GREEN CHARGER	08/30/2021	\$28.26	P
27210363	AMAZON CAPITAL SERVICES	WIRED MICE	08/30/2021	\$132.40	P
27210364	CDW GOVERNMENT INC	HS EMH GRANT OFFICE LICENSES	08/20/2021	\$794.43	P
27210365	CHARTER COMMUNICATIONS	INTERNET PRO100 ACCT 0209726	08/24/2021	\$130.00	P
27210366	FRONTIER COMMUNICATIONS	PHONE CHARGES	08/19/2021	\$141.42	P
27210367	SOLARUS	PHONE CHGS ACCT 00063942-1	09/01/2021	\$2,099.04	P
27210368	SOLARUS	PHONE CHGS ACCT 00077856-5	09/01/2021	\$222.02	P
27210369	SOLARUS	PHONE CHGS ACCT 00061009-7	09/01/2021	\$69.99	P
27210370	TDS TELECOM	PHONE CHARGES	08/28/2021	\$71.42	P
27210371	TDS TELECOM	PHONE CHARGES	08/28/2021	\$58.65	P
27210372	TDS TELECOM	PHONE CHARGES	08/28/2021	\$44.98	P
27210373	TDS TELECOM	PHONE CHARGES	08/28/2021	\$60.40	P
27210374	TDS TELECOM	PHONE CHARGES	08/28/2021	\$25.90	P
27210375	US CELLULAR	CELL PHONE CHGS ACCT 277407322	08/16/2021	\$621.98	P
27210376	US CELLULAR	CELL PHONE CHGS ACCT 851710598	08/16/2021	\$281.84	P
27210377	AMAZON CAPITAL SERVICES	HS HEADSET BATTERY	08/30/2021	\$23.99	P
27210378	AMAZON CAPITAL SERVICES	HEALTH DEPT HEADSET	09/04/2021	\$67.04	P
27210379	AMAZON CAPITAL SERVICES	HS PHONE CASE, SCRIN PROTECTOR	09/04/2021	\$20.22	P
27210380	AMAZON CAPITAL SERVICES	HS CCS HEADSET	09/06/2021	\$67.85	P
27210381	AMAZON CAPITAL SERVICES	HS PHONE CASE, SCRIN PROTECTOR	09/07/2021	\$20.22	P
27210382	AT&T MOBILITY	IT & COMMUNICATIONS WIRELESS	08/23/2021	\$138.42	P
27210383	CHARTER COMMUNICATIONS	WR FIBER ACCT 0294876	08/28/2021	\$1,179.54	P
27210384	INSIGHT PUBLIC SECTOR INC	HS FSET MONITORS	08/27/2021	\$525.27	P
27210385	INSIGHT PUBLIC SECTOR INC	C MARTIN PC	08/31/2021	\$1,375.50	P
27210386	TIME WARNER CABLE	NETWORK SERVICES	09/01/2021	\$2,264.21	P
27210387	US BANK	NETWORK SOLUTIONS	08/26/2021	\$87.98	P
27210388	US CELLULAR	CELL PHONE CHGS ACCT 203538532	08/20/2021	\$2,144.61	P
27210389	US CELLULAR	CELL PHONE CHGS ACCT 203391922	08/20/2021	\$13.29	P
27210390	VISTA IT GROUP	VM-RB1 REPLACEMENT SERVER	09/02/2021	\$955.00	P
27210391	RHYME BUSINESS PRODUCTS	PRINTER/COPIER CHARGES	09/06/2021	\$6,159.47	P
27210392	VERIZON	CELL CHGS ACCT 242258062-00001	09/01/2021	\$6,211.88	P
27210393	EO JOHNSON COMPANY INC	PAPERCUT BILLING 2ND QTR 2021	06/24/2021	\$655.85	P

Committee Report - County of Wood

INFORMATION TECHNOLOGY -
SEPTEMBER 2021

27210408 - 27210418 27210360 - 27210406

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
27210394	AMAZON CAPITAL SERVICES	HLTH COVID CELL PHONE CHARGERS	09/10/2021	\$38.91	P
27210395	AMAZON CAPITAL SERVICES	AUDITORIUM AUDIO CABLES	09/13/2021	\$31.98	P
27210396	CDW GOVERNMENT INC	UPS - 3RD FLR & NORWOOD	09/08/2021	\$5,251.79	P
27210397	GOLDFAX	NETWORK FAXING	09/11/2021	\$87.75	P
27210398	INSIGHT PUBLIC SECTOR INC	2ND PC ORDER 2021	09/02/2021	\$175.09	P
27210399	STREAMLINE HEALTHCARE SOLUTIONS LLC	HS TCM REPLACEMENT	08/31/2021	\$36,322.20	P
27210400	STREAMLINE HEALTHCARE SOLUTIONS LLC	HS TCM CUSTOMIZATION	09/04/2021	\$1,761.25	P
27210401	CENTURYLINK	PHONE/LONG DISTANCE CHARGES	09/01/2021	\$8.99	P
27210402	CHARTER COMMUNICATIONS	MFLD FIBER ACCT 0364818	09/09/2021	\$491.75	P
27210403	INSIGHT PUBLIC SECTOR INC	HWY DEPT MONITOR	09/04/2021	\$175.09	P
27210404	INSIGHT PUBLIC SECTOR INC	HWY DEPT MONITORS	09/09/2021	\$306.40	P
27210405	INSIGHT PUBLIC SECTOR INC	HEALTH DEPT MONITORS - GRANT	09/09/2021	\$612.80	P
27210406	US BANK	DISK DRILL SOFTWARE, GODADDY	09/17/2021	\$1,260.36	
27210408	AMAZON CAPITAL SERVICES	NETWORK CABLES & PATCH PANELS	09/15/2021	\$160.53	
27210409	AMAZON CAPITAL SERVICES	HS FUJITSU DOCUMENT SCANNERS	09/15/2021	\$1,499.98	
27210410	AMAZON CAPITAL SERVICES	HS PHONE CHARGER, IT SUPPLIES	09/21/2021	\$25.28	
27210411	AMAZON CAPITAL SERVICES	CREDIT MEMO PO 57220	09/24/2021	(\$7.99)	
27210412	CDW GOVERNMENT INC	UPS - 3RD FLR & NORWOOD	09/21/2021	\$5,785.82	
27210413	FRONTIER COMMUNICATIONS	PHONE CHARGES	09/19/2021	\$141.56	
27210414	TDS TELECOM	PHONE CHARGES	09/28/2021	\$71.42	
27210415	TDS TELECOM	PHONE CHARGES	09/28/2021	\$58.65	
27210416	TDS TELECOM	PHONE CHARGES	09/28/2021	\$44.98	
27210417	TDS TELECOM	PHONE CHARGES	09/28/2021	\$58.30	
27210418	TDS TELECOM	PHONE CHARGES	09/28/2021	\$24.85	
Grand Total:				\$81,559.30	

Signatures

Committee Chair:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:



Wood County WISCONSIN

INFORMATION TECHNOLOGY

September 2021

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. Completed the process to upgrade the Sheriff's Department Citation System (TraCS) to the latest version. This upgrade will expand the features of the system and make operations easier for the administration and patrol crew within the department.
3. Set up email alerts/notifications for our recruitment system (Cyber Recruiter). This will notify the recruiters of their job postings and interested candidates and will improve the recruitment process for open positions at the county.
4. Continued working with Konect Parks to implement a new Park Reservations system starting in fall 2021. Transition activities will continue through the 2022 camping season.
5. Began work with the Parks and Forestry department to update the remote gate control and monitoring systems for Dexter and Wazeecha dams. Updates are needed to the management software and server. New gate level hardware will be added at the Dexter site.
6. 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.
7. Server certificate renewal with migration to the new domain for RtVision is complete. 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
8. Support for GCS property tax systems is ongoing. Migration and upgrade to the new property tax application server which is in preparation of decommission of end-of-life Citrix application server, will be totally complete in early October.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

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9. Network staff continue to work on multiple projects that include updating all PCs to 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. 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.
 11. Applied numerous security patches to servers. These updates include fixes for functionality and security patches that keep servers as secure as possible. Multifactor authentication and improved virus scanning is also being added to servers to help limit potential exposure and protect County infrastructure and data.
 12. Development for adding new well water permits into the Planning & Zoning Department system is pending.
 13. 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.
 14. The TimeStar, electronic time card and time tracking, system configuration changes is ongoing. IT works to adjust settings as change requests occur. Additions this month include adding COVID testing units and discovery for contracted staff clock punch time tracking only, PBJ job code updates, PBJ CMS export file adjustments, and one hardware punching clock repair. PBJ reports are submitted to CMS (Centers for Medicare & Medicaid) using TimeStar data for both the Edgewater and Norwood Facilities.
 15. Legacy data migration from TCM to SmartCare continues.
 16. Providing continual support of Webex Meetings Webex Room Kit. The County has been using Cisco Webex Meetings, Teams, and Room kits for video conferencing and Cisco Jabber for phone access.
 17. For the month of August, 566 helpdesk requests were created, with staff completing 565 tickets and leaving 141 open requests. These numbers represent service requests from departments throughout the County. There are currently 320 project requests from departments.



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INFORMATION TECHNOLOGY

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18. 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.
 19. 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.
 20. Staff continued to roll out more security to the IT infrastructure. This includes installing our advanced threat detections software, dual factor authentication, and Desktop Central agent on Wood County server infrastructure.
 21. Due to substantial delays in receiving hardware, final PC replacement surveys for 2021 have now been sent to departments so the hardware order can be placed. In effort to receive equipment when needed, IT staff has also reached out to departments about the replacement needs for 2022.
 22. In preparation for an increase in COVID cases, staff have worked with the Health Department to setup 5 new contract tracers. This includes setting up cell phones with mobile management, configuring and updating computers and performing orientation for the additional staff. Additional PC's are being prepped and configured in anticipation of additional contract tracers being hired.
 23. Configured the River Block Auditorium video conferencing unit to use the speak system that is available in the room instead of the small speaker that is in the projector. This will improve audio during meetings.
 24. Staff continue to work to add the UW-Extension back onto the Wood County domain. Their access was originally removed at the beginning of the pandemic when they needed access to a video conferencing software that was not very secure. The video software has since improved the security posture and it will now be easier to take care of the department's technical needs. Staff have been moved back as they return to the office.
 25. Currently planning to record a series of trainings for Video Conferencing. This will provide all staff with a quick reference on how to use video conferencing units or WebEx.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

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26. At the end of August, experienced a hardware failure at River Block that resulted in unavailable servers at the location. Wood County IT staff worked over the weekend to get the critical servers up before employees return on Monday morning. Some systems which were recently configured as a failover worked as expected, allowing computers and telephones to remain on the network without connectivity problems. A replacement server was installed the first week of September bringing all systems back online.
 27. Substantial time has been spent preparing and moving to the latest support version of Citrix. This will provide enhancements and stability for the applications used through Citrix as well as extend support. This transition also allows Server Operating Systems to be updated to current version.
 28. Work to encrypt storage on Workstation has begun. This will help ensure that data will not be exposed in the event of a lost or stolen hard drives.
 29. In preparation for moves that will occur in the Courtroom on the 3rd floor, IT has begun moving network hardware from its current location. Hardware will be relocated to the Radio Room used by Communications as it is climate controlled and has space available. During this move, IT is also working with State CCAP IT staff to relocate their network equipment as well.
 30. Began work on setting up the County's Password Management solution. This will allow IT staff to virtually escort vendors while they are working on Wood County assets. It will also allow us to quickly change Service Account passwords if an IT staff member has left employment with Wood County.

Committee Report

County of Wood

Report of claims for: MAINTENANCE

For the period of: SEPTEMBER 2021

For the range of vouchers: 19210654 - 19210736 50121050 - 50121052

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
19210654	ADVANCE JANITORIAL SERVICE & SUPPLY	CLEANING RIVER BLOCK	08/25/2021	\$4,765.30	P
19210655	ADVANCE SUPPLY LLC	JANITORIAL SUPPLIES	08/13/2021	\$363.10	P
19210656	COMFORTAIRE HEATING AND COOLING	CLEAN JAIL DRYER VENT SYSTEM	08/20/2021	\$255.00	P
19210657	ELECTROLINE INC	LIEBERT BATTERY SERVICE	08/16/2021	\$4,166.00	P
19210658	ERON & GEE/HERMAN'S PLUMBING & HEATING	INSTALL RB TOILET	08/17/2021	\$189.34	P
19210659	FLAGS USA	COURTHOUSE FLAGS	08/18/2021	\$291.00	P
19210660	LIBERTY CLEANERS INC	CLEANING COURTHOUSE, JAIL	08/24/2021	\$8,233.63	P
19210661	SUPERIOR CHEMICAL CORPORATION	CLEANING SUPPLIES	07/21/2021	\$177.46	P
19210662	DM STAMPS & SPECIALTIES	STAMPS	09/01/2021	\$29.21	P
19210663	QUALITY PLUS PRINTING INC	PRINTING	09/01/2021	\$70.00	P
19210664	ADVANCE SUPPLY LLC	JANITORIAL SUPPLIES	08/19/2021	\$422.80	P
19210665	AMAZON CAPITAL SERVICES	PHONE ACCESSORIES	08/26/2021	\$213.15	P
19210666	AMAZON CAPITAL SERVICES	SHOP SUPPLIES	08/31/2021	\$47.85	P
19210667	COMPLETE CONTROL	CH SERVICE CALL	08/26/2021	\$390.00	P
19210668	CONSOLIDATED WATER POWER COMPANY	RIVER BLOCK ELECTRIC	09/02/2021	\$6,621.65	P
19210669	CINTAS CORPORATION	MAT CLEANING RIVER BLOCK	08/31/2021	\$92.58	P
19210670	CINTAS CORPORATION	MAT CLEANING COURTHOUSE	09/01/2021	\$393.03	P
19210671	GRAINGER (Maintenance)	RELIEF VALVE	09/01/2021	\$96.70	P
19210672	QUALITY DOOR & HARDWARE	12TH STREET DOOR HARDWARE	08/25/2021	\$13.31	P
19210673	QUALITY DOOR & HARDWARE	CH BATHROOMS DOOR HARDWARE	08/30/2021	\$23.55	P
19210674	WATER WORKS & LIGHTING COMM	RIVER BLOCK WATER/SEWER	08/26/2021	\$595.75	P
19210675	WATER WORKS & LIGHTING COMM	WATER/SEWER/ELEC 12TH ST	08/26/2021	\$539.89	P
19210676	WATER WORKS & LIGHTING COMM	WATER/SEWER/ELEC SVC JOINT USE	08/26/2021	\$261.56	P
19210677	WATER WORKS & LIGHTING COMM	RIVER BLOCK OUTSIDE LIGHTING	08/26/2021	\$95.70	P
19210678	WATER WORKS & LIGHTING COMM	ELECTRIC SVC SHERIFF LOCKUP	08/26/2021	\$44.13	P
19210679	WATER WORKS & LIGHTING COMM	SHERIFF LOCKUP OUTDOOR LIGHTS	08/26/2021	\$12.36	P
19210680	WISCONSIN VALLEY BUILDING PRODUCTS	SAW BLADES	08/31/2021	\$48.31	P
19210681	WE ENERGIES	GAS SERVICE COMMUNICATIONS	08/30/2021	\$9.99	P
19210682	WE ENERGIES	GAS SERVICE JAIL	08/30/2021	\$396.56	P
19210683	WE ENERGIES	GAS SERVICE RIVER BLOCK	08/31/2021	\$1,072.66	P
19210684	WE ENERGIES	GAS SERVICE SHERIFF LOCKUP	08/31/2021	\$10.23	P
19210685	WE ENERGIES	GAS SERVICE 12TH STREET	08/30/2021	\$9.24	P
19210686	WE ENERGIES	GAS SERVICE JOINT USE BUILDING	08/31/2021	\$10.23	P
19210687	SUPERIOR CHEMICAL CORPORATION	CLEANING SUPPLIES	07/30/2021	\$91.21	P

Committee Report - County of Wood

MAINTENANCE - SEPTEMBER 2021

50121050 - 50121052 19210654 - 19210736

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
19210688	WE ENERGIES	GAS SERVICE COURTHOUSE	08/31/2021	\$240.48	P
19210689	KRANZ INC	CLEANING SUPPLIES	09/08/2021	\$95.70	P
19210690	AMAZON CAPITAL SERVICES	CAD PAPER	09/07/2021	\$52.97	P
19210691	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	09/08/2021	\$68.13	P
19210692	CARRIAGE TRADE CLEANERS	SEW PATCHES ON SHIRTS	09/06/2021	\$30.00	P
19210693	COMPLETE CONTROL	CH UPDATES-MOVE FIRE EQUIP	08/31/2021	\$593.72	P
19210694	CRESCENT ELECTRIC SUPPLY CO	ELECTRICAL SUPPLIES	08/25/2021	\$13.15	P
19210695	CRESCENT ELECTRIC SUPPLY CO	ELECTRICAL SUPPLIES	08/26/2021	\$3.11	P
19210696	CRESCENT ELECTRIC SUPPLY CO	ELECTRICAL SUPPLIES	08/26/2021	\$6.57	P
19210697	CRESCENT ELECTRIC SUPPLY CO	ELECTRICAL SUPPLIES	08/27/2021	\$1.55	P
19210698	QUALITY PLUS PRINTING INC	PRINTING	09/13/2021	\$70.00	P
19210699	QUALITY PLUS PRINTING INC	PRINTING	09/13/2021	\$90.00	P
19210700	CRESCENT ELECTRIC SUPPLY CO	ELECTRICAL SUPPLIES-3RD FLR	09/01/2021	\$56.00	P
19210701	ADVANCED DISPOSAL	WASTE DISPOSAL FEES	08/31/2021	\$731.64	P
19210702	ADVANCE SUPPLY LLC	JANITORIAL SUPPLIES	08/31/2021	\$244.31	P
19210703	ADVANCE SUPPLY LLC	JANITORIAL SUPPLIES	09/03/2021	\$296.46	P
19210704	ADVANCE SUPPLY LLC	JANITORIAL SUPPLIES	09/10/2021	\$167.09	P
19210705	AMAZON CAPITAL SERVICES	LIGHT BULBS FOR JAIL	09/14/2021	\$158.65	P
19210706	FREEDOM PEST CONTROL LLC	RIVER BLOCK PEST CONTROL	09/13/2021	\$40.00	P
19210707	FREEDOM PEST CONTROL LLC	COURTHOUSE PEST CONTROL	09/13/2021	\$40.00	P
19210708	CINTAS CORPORATION	MAT CLEANING COURTHOUSE	09/15/2021	\$314.21	P
19210709	HOME DEPOT CREDIT SERV (Maintenance)	CH, RB, TREASURER	09/05/2021	\$423.81	P
19210710	NICK MICHELS & SONS	RB GUTTING CLEANING, REPAIR	09/08/2021	\$185.00	P
19210711	WATER WORKS & LIGHTING COMM	WATER/SEWER SERVICE JAIL	09/13/2021	\$1,922.36	P
19210712	WATER WORKS & LIGHTING COMM	WATER/SEWER/ELEC COMMUNICATION	09/13/2021	\$305.73	P
19210713	WATER WORKS & LIGHTING COMM	WATER/SEWER SERVICE COURTHOUSE	09/13/2021	\$1,197.80	P
19210714	WATER WORKS & LIGHTING COMM	ELEC SVC COURTHOUSE SECURITY	09/13/2021	\$57.54	P
19210715	WATER WORKS & LIGHTING COMM	ELECTRIC SERVICE BAKER LOT	09/13/2021	\$39.48	P
19210716	WATER WORKS & LIGHTING COMM	RIVER BLOCK STORM SEWER	09/13/2021	\$43.37	P
19210717	WATER WORKS & LIGHTING COMM	SARATOGA ST STORM SEWER	09/13/2021	\$9.15	P
19210718	WATER WORKS & LIGHTING COMM	COURTHOUSE STORM SEWER	09/13/2021	\$94.45	P
19210719	WATER WORKS & LIGHTING COMM	COURTHOUSE ELECTRIC	09/13/2021	\$3,248.74	P
19210720	WATER WORKS & LIGHTING COMM	COURTHOUSE ELECTRIC	09/13/2021	\$8,901.03	P
19210721	WI DEPT OF NATURAL RESOURCES	SOLID WASTE TRANSPORT PERMIT	09/17/2020	\$110.00	P
19210722	WISCONSIN VALLEY BUILDING PRODUCTS	ANCHORS	09/09/2021	\$14.70	P
19210723	WISCONSIN VALLEY BUILDING PRODUCTS	TOOLS	09/10/2021	\$79.33	P
19210724	AMAZON CAPITAL SERVICES	CALENDARS	09/17/2021	\$28.82	
19210725	AMAZON CAPITAL SERVICES	CALENDARS	09/17/2021	\$53.23	
19210726	AMAZON CAPITAL SERVICES	CHEMICAL FEEDER	09/21/2021	\$261.50	
19210727	LIBERTY CLEANERS INC	CLEANING COURTHOUSE, JAIL	09/21/2021	\$8,233.63	
19210728	PBBS EQUIPMENT CORPORATION	RB BOILER REPAIRS	09/16/2021	\$312.00	
19210729	SHRED SAFE LLC	CONFIDENTIAL SHREDDING	09/21/2021	\$120.00	
19210730	WISCONSIN VALLEY BUILDING PRODUCTS	HEDGE TRIMMER	09/16/2021	\$157.85	
19210731	WISCONSIN VALLEY BUILDING PRODUCTS	CH UPDATES-HAMMER DRILL RENTAL	09/16/2021	\$40.00	

Committee Report - County of Wood

MAINTENANCE - SEPTEMBER 2021

50121050 - 50121052 19210654 - 19210736

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
19210732	US BANK	WR REZONING PERMIT, PHONE APP	09/17/2021	\$339.89	
19210733	DM STAMPS & SPECIALTIES	STAMPS	09/28/2021	\$32.73	
19210734	STAPLES ADVANTAGE	OFFICE SUPPLIES	09/28/2021	\$81.28	
19210735	STAPLES ADVANTAGE	OFFICE SUPPLIES	09/28/2021	\$51.39	
19210736	SCHILLING SUPPLY COMPANY	CLEANING SUPPLIES	09/29/2021	\$515.54	
50121052	STEEN MACEK PAPER COMPANY		09/28/2021	\$4,576.18	
Grand Total:				\$64,802.75	

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 September 2021

Ongoing Projects and Planning

Jail – Continuing to participate in regular meetings with County staff, our Construction Manager, Architect and others related to the jail project. The project team is working through the many details involved in design and permitting for the new facility.

There will be ongoing meetings with the city of Wisconsin Rapids in the coming weeks and months as we continue to make progress on the rezoning and Avon Street discontinuance that we have requested.

Courthouse – Preliminary layouts for Clerk of Courts relocation and a new Branch 4 Circuit Court have been approved by our District Chief Judge. I will continue working on additional details as we develop bidding documents for these projects.

The Courthouse elevator project remains tentatively scheduled to begin on November 15th. I have received limited feedback and/or concern from departments; we have identified some ways to mitigate the disruption that will result from the elevator being unavailable during the modernization.

River Block – Window replacement has begun. The first floor windows have been completed and additional materials have arrived; the second floor windows should begin getting replaced in the next couple weeks.

Miscellaneous

Attended PIT, Operations, County Board, Jail Construction AdHoc and HHS meetings.