

AGENDA
PROPERTY & INFORMATION TECHNOLOGY COMMITTEE

DATE: Monday, April 1, 2024

TIME: 9:00 AM

LOCATION: Room 114, Wood County Courthouse

1. Call meeting to order
2. Public Comments
3. Approve minutes from previous meetings
4. **Information Technology**
 - a. Vouchers
 - b. Monthly Comments
5. **Maintenance Dept.**
 - a. Vouchers
 - b. Monthly Comments
 - c. The Committee may go into closed session pursuant to Wis. Stats 19.85(1)(e), to discuss negotiation for the acquisition of property within the "Triangle Development".
6. Future Agenda Items
7. Set date and time of next meeting
8. Adjourn

Join by phone

+1-408-418-9388 United States Toll

Meeting number (access code): 2483 567 2271

Join by WebEx App or Web

<https://woodcountywi.webex.com/woodcountywi/j.php?MTID=m52e0677271661399a7e1b947316a1667>

Meeting number (access code): 2483 567 2271

Meeting password: 040124

MINUTES
PROPERTY & INFORMATION TECHNOLOGY COMMITTEE

DATE: Monday, March 4, 2024

TIME: 9:00 AM

LOCATION: Room 114, Wood County Courthouse

MEMBERS PRESENT: Al Breu, Jeff Penzkover, Dennis Polach, William Winch, Brad Hamilton (WebEx)

OTHERS PRESENT: Katie DeKleyn, Deputy County Clerk/Program Assistant

1. Chairman Breu called the meeting to order at 9:00 AM.
2. There was no public comment.
3. The minutes of the February 5th, 2024 meeting were reviewed. Motion by Polach/Penzkover to accept them as presented. Motion carried unanimously.
4. The Information Technology vouchers were reviewed, with explanations given. Motion by Penzkover/Hamilton to approve them as presented. Motion carried unanimously.
5. The IT Report was reviewed.
6. The Maintenance vouchers were reviewed, with explanations given. Motion by Hamilton/Penzkover to approve them as presented. Motion carried unanimously.
7. The Maintenance Report and project updates were reviewed.
8. Van Tassel and Finance Director, Ed Newton, reported on the Jail Solar Design fee. Motion by Hamilton/Penzkover to postpone action on the Solar Design Fee until budget review. Motion carried unanimously.
9. Motion by Hamilton/Winch to go into closed session pursuant to Wis. Stats 19.85 (1)(e) to discuss negotiations for the acquisition of property within the Triangle Development. Motion carried unanimously.
10. Motion by Penzkover/Hamilton to return to return to open session. Motion carried unanimously.
11. The next meeting will be Monday, April 1st, 2024 at 9:00 AM.
12. Chairman Breu declared the meeting adjourned at 10:46 AM.

Minutes taken by Katie DeKleyn, Deputy County Clerk/Program Assistant and are in draft form until approved at the next meeting.

March 4, 2024

3

Committee Report

County of Wood

Report of claims for: INFORMATION TECHNOLOGY

For the period of: MARCH 2024

For the range of vouchers: 27240080 - 27240120

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
27240080	AT&T MOBILITY	MONTHLY CELL CHARGES	02/23/2024	\$3,260.19	P
27240081	AT&T MOBILITY	MONTHLY CELL/HOTSPOT CHARGES	02/23/2024	\$395.74	P
27240082	CORE BTS INC	CORE SWITCH PROJECT	02/29/2024	\$5,305.00	P
27240083	FRONTIER	PHONE CHARGES	02/19/2024	\$68.02	P
27240084	HEARTLAND BUSINESS SYSTEMS LLC	VIDEO MESH SMARTNET	02/28/2024	\$2,020.95	P
27240085	INSIGHT PUBLIC SECTOR INC	IT - WARRANTY	02/13/2024	\$252.48	P
27240086	INTER-QUEST CORP	2024 SMARTNET MAINTENANCE	02/29/2024	\$128,185.38	P
27240087	RHYME BUSINESS PRODUCTS	PRINTER/COPIER CHARGES	03/04/2024	\$7,663.00	P
27240088	SOLARUS	PHONE CHGS ACCT 00063942-1	03/01/2024	\$2,144.43	P
27240089	SOLARUS	PHONE CHGS ACCT 00077856-5	03/01/2024	\$223.86	P
27240090	SOLARUS	PHONE CHGS ACCT 00061009-7	03/01/2024	\$69.99	P
27240091	TDS TELECOM	PHONE CHARGES	02/28/2024	\$73.12	P
27240092	TDS TELECOM	PHONE CHARGES	02/28/2024	\$59.23	P
27240093	TDS TELECOM	PHONE CHARGES	02/28/2024	\$44.87	P
27240094	TDS TELECOM	PHONE CHARGES	02/28/2024	\$58.68	P
27240095	TDS TELECOM	PHONE CHARGES	02/28/2024	\$16.75	P
27240096	US CELLULAR	CELL PHONE CHGS ACCT 277407322	02/16/2024	\$410.56	P
27240097	US CELLULAR	CELL PHONE CHGS ACCT 851710598	02/16/2024	\$90.91	P
27240098	US CELLULAR	CELL PHONE CHGS ACCT 203538532	02/20/2024	\$2,185.69	P
27240099	US CELLULAR	CELL PHONE CHGS ACCT 203391922	02/20/2024	\$9.21	P
27240100	GOLDFAX	NETWORK FAXING FEB 2024	03/05/2024	\$82.95	P
27240101	VERIZON	CELL CHGS ACCT 242258062-00001	03/01/2024	\$5,328.35	P
27240102	AMAZON CAPITAL SERVICES	DISPATCH STORAGE DRIVES	03/06/2024	\$615.58	P
27240103	AMAZON CAPITAL SERVICES	COC LAPTOP CHARGER	03/07/2024	\$20.00	P
27240104	CENTURYLINK	PHONE/LONG DISTANCE CHARGES	03/01/2024	\$7.56	P
27240105	CHARTER COMMUNICATIONS (Pittsburgh)	INTERNET PRO100	03/01/2024	\$134.99	P
27240106	CHARTER COMMUNICATIONS (Pittsburgh)	WR FIBER	03/01/2024	\$1,016.59	P
27240107	CHARTER COMMUNICATIONS (Pittsburgh)	MFLD FIBER	03/01/2024	\$312.93	P
27240108	CHARTER COMMUNICATIONS (Pittsburgh)	NETWORK SERVICES	03/01/2024	\$2,638.53	P
27240109	AMAZON CAPITAL SERVICES	HLTH - KB/MOUSE, LABEL MAKER	03/18/2024	\$112.98	P
27240110	INSIGHT PUBLIC SECTOR INC	BRIDGE SUBSCRIPTION RENEWAL	02/26/2024	\$3,095.78	P
27240111	US BANK	ACRONIS, GITHUB	03/19/2024	\$737.34	P
27240112	AMAZON CAPITAL SERVICES	EW CHARGER FOR J.R.	03/22/2024	\$20.38	P
27240113	AMAZON CAPITAL SERVICES	NW WIRELESS KEYBOARD	03/22/2024	\$42.19	P

INFORMATION TECHNOLOGY - MARCH
2024

27240080 - 27240120

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
27240114	CDW GOVERNMENT INC	NW PAGING REPLACEMENT GATEWAY	03/07/2024	\$799.45	
27240115	CORE BTS INC	CORE SWITCH PROJECT	03/14/2024	\$46.25	
27240116	HEARTLAND BUSINESS SYSTEMS LLC	CISCO DUO MAINTENANCE RENEWAL	03/20/2024	\$52,248.00	
27240117	INSIGHT PUBLIC SECTOR INC	2024 1ST PC ORDER	02/23/2024	\$5,147.67	
27240118	INSIGHT PUBLIC SECTOR INC	2024 1ST PC ORDER	03/04/2024	\$1,553.68	
27240119	INSIGHT PUBLIC SECTOR INC	2024 1ST PC ORDER	03/05/2024	\$14,821.07	
27240120	PAGEFREEZER SOFTWARE INC	ANNUAL MAINTENANCE	03/24/2024	\$5,471.15	
Grand Total:				\$246,791.48	

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 2024

1. Wood County internet and intranet website updates are being posted continually as we work to keep employees and citizens informed.
2. Updated IMS21, Human Services Document Management System, server.
3. Purchased new Human Service signature pads. Work to setup, test and deploy has begun.
4. Work continues on implementation of a video conferencing solution that will allow the two highway shops to perform meetings and training together.
5. Staff have prepared 7 laptops to replace the iPads that the Coroner and his deputies were using to perform their duties. It was determined that the iPads would not fulfill all their needs, so we have been working to migrate to laptops. This includes migrating their shared file system from SharePoint to a network share. IT is working with the Coroner to schedule in person training in April.
6. Network staff has been working with the Sheriff's department to prepare for the implementation of the new squad and body-worn camera system, Axon. Installation of this hardware began March 26th and is expected to be completed by the end of March.
7. Time has been spent reviewing current and upcoming building projects including the new law enforcement center, the move of Register in Probate, and additional offices being built at River Block. This month the Register in Probate moved into their new area. Staff worked to make sure phone and faxing was working as expected and also assisted CCAP with verifying network ports were ready for computers to be moved.
8. Final network preparations are being done for the Branch I remodel that is set to begin May 1st.
9. Pricing and licensing needs have been discussed with the Village of Port Edwards to replace their server infrastructure. This includes replacement of server hardware, upgrading operating systems, and migrating some services to the cloud. IT staff will be attending and presenting this proposal to their board in early April.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

10. Support for Norwood Healthcare Center and Edgewater Haven Matrix (EHR) and CART (CMS abstraction and reporting tool) software is ongoing. Priority support continues for billing staff at both facilities while the claims management vendor works to resolve a security breach that occurred in February 2024 and the EHR (electronic health records) vendor works to assist and provide services thru a provisional claims processing clearinghouse. Super user training continues and results in improved support of the EHR (electronic health record) system. Project work continues, including attending training webinars, in order to meet the latest CMS (Centers for Medicare and Medicaid) requirement for the Norwood Admissions Hospital unit transparency in pricing reporting. Project work begins, including attending informational meetings, in order to meet the latest WISHIN (Wisconsin Statewide Health Information Network) requirement for the Norwood Admissions Hospital unit data capture and reporting. Failure to comply and meet the deadline of July 1, 2024 and December 31, 2024, respectively, would result in reduction of CMS revenue for the Norwood Healthcare Facility and violation of the public reporting requirements.
11. Investigation and planning for a necessary update to Sheriff's Department Citation System (TraCS) continues.
12. Worked with the Health Department to update HealthSpace, Environmental Health Recordkeeping System that is provided by DHS to track health inspections and licensing required to maintain public health. This program also allows licensees to pay their fees online via Point and Pay.
13. Researched and ordered iPad replacement for County Board members. Device setup has begun and devices will be ready for placement after the upcoming County Board Election.
14. Network staff continues configuring our new SIEM solution, Arctic Wolf. This will give us much needed insight into threat detection, security events, and compliance information among other useful metrics for ensuring that the Wood County network and computers are protected. Software has been installed on all Wood County clients and servers with sensors configured to monitor network traffic for malicious activity.
15. Continued work on forms process improvement and document storage in Information Technology leveraging Laserfiche.
16. Programming staff work to improve support documentation for the Sage HRMS, Human Resources Management System, system for employee, benefit and payroll data.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

-
17. Continued work consolidating programming source control systems in order to organize historical and ongoing software development projects and eliminate a server as part of the Server OS update project.
 18. Network staff continue to work with a vendor to upgrade our phone system. These upgrades will allow us to configure newer devices and ensure support beyond August 2025.
 19. IT published and continues to refine the newly developed project request life cycle. This form and life cycle increases efficiency for both requestors and IT staff and helps to ensure that we provide excellent, timely and cost-effective solutions.
 20. Support for GCS\ Catalis property tax systems is ongoing. The current property tax software version end-of-life is set for Fall of 2023. The existing property tax system is on-prem, servers at Wood County. The upgraded version will be cloud based. Contract negotiation for system migration was finished in late May but adjustments continue as the vendor completes migrations for other counties. System migration is scheduled to begin in May 2024 and we do prefer this later timeframe. Migration of the property tax system will trigger the need for extensive work on multiple interfaces to systems like the Register of Deeds and Planning and Zoning permit system.
 21. IT staff continue working to restore and import 15+ years of digital archive tax roll data into Laserfiche for the Treasurer.
 22. The TimeStar, electronic timecard and time tracking software system configuration changes is ongoing. Staff works to adjust settings as change requests continue. PBJ reports are submitted to CMS (Centers for Medicare & Medicaid) using TimeStar data for both the Edgewater and Norwood Facilities. Work begins to replace and configure 3 punch timeclocks for our medical facilities before June 2024 when clocks will no longer interface with the time tracking system. TimeStar software upgrade is planned for early April and will extend functionality and address the need for PHP updates to increase security. This need was flagged by our new security monitoring software, Arctic Wolf. Discovery project stage begins for implementing TimeStar application VPN\on-site only access restrictions.
 23. Programming staff work to review and enhance code, update test systems and create user and system documentation in support of 2024 employee benefits open enrollment, new hire enrollment and special application access for the Courts and DA employees.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

-
24. Staff has been working on configuring our on-premise Exchange servers to work with O365 (Exchange Online). These changes will allow us to run a hybrid email system and/or move to the cloud when support on our current system expires.
 25. Network staff continue to engage a consultant for assistance in the configuration of a new network core to replace existing equipment. This will support additional upgrades to the network and servers at the Courthouse. Core Switches are a critical component for access to critical infrastructure. Much care is being exercised to ensure minimal downtime when the new hardware goes into production.
 26. Network staff continue working with the Next-Gen 911 provider and various other vendors related to the Next-Gen 911 upgrade, to gather the required information and schedule installations. This has been an active project for more than a year and is on schedule to be completed within the coming months. The project is part of a statewide effort to provide a more robust solution and will provide redundant VoIP circuits to help minimize downtime due to failed provider hardware and outdated circuit technology.
 27. 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 and maintenance on a regular basis. Work begins to implement upgrade procedures that place significant restriction on the vendor use of a remote assistance software, Octopus. The new restriction will enhance security while minimally impeding remote upgrade assistance functionality.
 28. UPS replacement and battery refresh maintenance work continues in order to protect IT network equipment from power failures and surges.
 29. IT staff continue working to organize and relocate the Information Technology network drive shared data. This is an ongoing and sizable project.
 30. IT staff work to schedule and upgrade various server operating systems and database management systems, SQL server. This ongoing project takes considerable time to plan, test, and implement.
 31. Continue to work on the project plan for the O365 migration. The current version of Office needs to be replaced with O365 by December 31, 2024. All departments will be migrated.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

-
32. The 1st PC order for 2024 was placed and hardware has arrived. Updated the image to include the update to Windows 11 and Office 365 as both products will be rolled out in 2024.
 33. The IT Security Team continues the Security Awareness Program. Members of our team have been virtually attending mentoring meetings with leaders in the cybersecurity area, as arranged by the MS-ISAC (Multi-State Information Sharing and Analysis Center). This includes monthly update meetings with the State of Wisconsin CRT (Cyber Response Team). New training and phishing tests have been assigned to help ensure all Wood County staff are assisting in keeping our network and data safe.
 34. For the month of February, 615 helpdesk requests were created, with staff completing 541 tickets and leaving 539 open requests. In addition, there are currently 149 project requests.
 35. Continue to apply numerous security patches to servers. These updates include fixes for functionality and security patches that keep servers as secure as possible.
 36. A new IT Intern was hired and started on March 18th. Jaren Mancl, System Technician was promoted to the System Technician Lead and began his new role on April 25th. The other System Technician resigned, so we are currently recruiting for our two Systems Technician positions.
 37. Programming staff work to review, improve and support systems and train the new analyst.
 38. Network staff continues to work with Maintenance, Sheriff, Samuel's Group, and various vendors on the infrastructure needs for the new Law Enforcement Center.
 39. Staff attended a session provided by Corporation Counsel, Peter Kastenholz, and learned valuable information regarding vendor contract and agreement elements.
 40. Completed update to Dispatch Medical Question Software, ProQA, on dispatch computers.
 41. Continued work on the Central Records SharePoint site. This site will allow for improved collaboration and communication with the agencies that utilize CIS, the County-wide Law Enforcement software.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

-
42. Work on updating the CIS Law Enforcement System address mapping is almost complete. The MCS street/address file was sent out to all devices for download in CIS Update Manager. The updated MCS imagery map file has been completed on all Sheriff Department squad computers and desktop computers, with the exception of one desktop at Norwood. This desktop will be updated the next time IT staff is onsite. Dispatch computers were updated too. The updated MCS imagery file has also been added to the Central Records SharePoint site for municipalities to download and instructions on how to download the install has been sent to all municipalities.
 43. Created instruction document for changing Pittsville and Port Edwards to Secure Access instead of NetMotion, mobile device performance management and traffic optimization software, and updated the Wiki. This was completed when computers were being updated with the MCS imagery map.
 44. All IT staff have reviewed the updated TIME System Security Awareness Handout and signed the necessary Certification Statement.
 45. Updated and applied fixes for Emergency Management's BNI, Building Number Identification, in house system.

Committee Report

County of Wood

Report of claims for: MAINTENANCE

For the period of: MARCH 2024

For the range of vouchers: 19240130 - 19240214

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
19240130	DIAMOND BUSINESS GRAPHICS	PRINTING	02/28/2024	\$244.14	P
19240131	AMAZON CAPITAL SERVICES	JAIL - HEATER CONTROL BOARD	02/28/2024	\$277.07	P
19240132	AMAZON CAPITAL SERVICES	JAIL - HEATER THERMO PROBE	02/28/2024	\$117.53	P
19240133	ACE HARDWARE	AIR FILTERS	02/29/2024	\$19.77	P
19240134	ADVANCE JANITORIAL SERVICE & SUPPLY	CLEANING COURTHOUSE, JAIL	02/25/2024	\$6,581.65	P
19240135	ADVANCE JANITORIAL SERVICE & SUPPLY	CLEANING RIVER BLOCK	02/25/2024	\$4,177.95	P
19240136	ADVANCE AUTO PARTS (Wis Rapids)	SHOP SUPPLIES	02/26/2024	\$19.06	P
19240137	AUTO XTRAS LLC	JACKSTAND KIT	02/23/2024	\$170.69	P
19240138	BAUER'S FLOOR MART	REG IN PROBATE - FLOORING	02/12/2024	\$410.00	P
19240139	BAUER'S FLOOR MART	REG IN PROBATE - FLOORING	02/16/2024	\$427.53	P
19240140	DIRECT SUPPLY INC	RB UPDATES - SIGNAGE	02/28/2024	\$299.95	P
19240141	FERGUSON ENTERPRISES LLC	JAIL SUPPLIES	02/20/2024	\$119.35	P
19240142	CINTAS CORPORATION	MAT CLEANING COURTHOUSE	02/14/2024	\$598.68	P
19240143	CINTAS CORPORATION	MAT CLEANING RIVER BLOCK	02/23/2024	\$139.58	P
19240144	CINTAS CORPORATION	MAT CLEANING COURTHOUSE	02/28/2024	\$597.05	P
19240145	GAPPA SECURITY SOLUTIONS LLC	RB UPDATES - CORES	02/26/2024	\$82.50	P
19240146	GRAINGER (Maintenance)	TRANSDUCER FOR JAIL	02/27/2024	\$181.32	P
19240147	NICK MICHELS & SONS	RB ROOF REPAIRS	02/19/2024	\$240.00	P
19240148	PBBS EQUIPMENT CORPORATION	BOILER REPAIRS	02/22/2024	\$1,586.61	P
19240149	PER MAR SECURITY SERVICES	RB SERVICE CALL	02/26/2024	\$147.00	P
19240150	SCHMITT ACOUSTICS LLC	REG IN PROBATE-CEILING INSTALL	02/29/2024	\$4,300.00	P
19240151	WATER WORKS & LIGHTING COMM	SHERIFF LOCKUP OUTDOOR LIGHTS	02/27/2024	\$13.44	P
19240152	WATER WORKS & LIGHTING COMM	WATER/SEWER/ELEC SVC JOINT USE	02/27/2024	\$191.61	P
19240153	WATER WORKS & LIGHTING COMM	RIVER BLOCK WATER/SEWER	02/27/2024	\$683.44	P
19240154	WATER WORKS & LIGHTING COMM	ELECTRIC SVC SHERIFF LOCKUP	02/27/2024	\$78.65	P
19240155	WAUSAU CHEMICAL CORPORATION	CH CHILLER CHEMICALS	02/08/2024	\$445.48	P
19240156	VENTURE ARCHITECTS	JAIL PROJECT - PROF SERVICES	02/23/2024	\$110,529.82	P
19240157	DIAMOND BUSINESS GRAPHICS	PRINTING-CRIMINAL JUSTICE	03/05/2024	\$36.90	P
19240158	STAPLES ADVANTAGE	OFFICE SUPPLIES	03/05/2024	\$44.08	P
19240159	STAPLES ADVANTAGE	OFFICE SUPPLIES	03/05/2024	\$5.38	P
19240160	STAPLES ADVANTAGE	OFFICE SUPPLIES	03/05/2024	\$11.17	P
19240161	THE SAMUELS GROUP INC	JAIL PROJECT - 26TH PAYMENT	03/05/2024	\$4,949,336.88	P
19240162	AMAZON CAPITAL SERVICES	SHOP SUPPLIES	03/05/2024	\$33.29	P
19240163	ACE HARDWARE	SHOP SUPPLIES	03/05/2024	\$50.10	P

MAINTENANCE - MARCH 2024

19240130 - 19240214

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
19240164	ADVANCE AUTO PARTS (Wis Rapids)	OIL	03/04/2024	\$37.61	P
19240165	APEX FIRE PROTECTION LLC	SPRINKLER SYSTEM SERVICE CALL	03/04/2024	\$585.00	P
19240166	CENTRAL STATE MECHANICAL INSULATION LLC	CH MEP UPDATES-CHILLER PIPING	02/29/2024	\$5,247.66	P
19240167	CONSOLIDATED WATER POWER COMPANY	RIVER BLOCK ELECTRIC FEB 2024	03/01/2024	\$6,260.19	P
19240168	GRAINGER (Maintenance)	FILTERS	03/01/2024	\$95.88	P
19240169	OFFICE ENTERPRISES INC	REG IN PROBATE - PANELS	03/04/2024	\$1,802.01	P
19240170	OTIS ELEVATOR CO	RB ELEVATOR CYLINDER REPLACE	03/01/2024	\$69,250.00	P
19240171	SUPERIOR CHEMICAL CORPORATION	SUPPLIES	03/06/2024	\$286.59	P
19240172	WASTE MANAGEMENT	WASTE DISPOSAL FEES	03/05/2024	\$1,268.85	P
19240173	WE ENERGIES	GAS SERVICE JAIL	03/04/2024	\$624.57	P
19240174	WE ENERGIES	GAS SERVICE 441 SARATOGA ST	03/01/2024	\$92.07	P
19240175	WE ENERGIES	GAS SERVICE RIVER BLOCK	03/04/2024	\$685.60	P
19240176	WE ENERGIES	GAS SERVICE COURTHOUSE	03/04/2024	\$1,111.60	P
19240177	WE ENERGIES	GAS SERVICE SHERIFF LOCKUP	03/06/2024	\$167.76	P
19240178	WE ENERGIES	GAS SERVICE JOINT USE BUILDING	03/06/2024	\$337.98	P
19240179	INSIGHT PUBLIC SECTOR INC	JAIL PROJ - VIDEO CONF EQUIP	02/09/2024	\$3,332.28	P
19240180	DIAMOND BUSINESS GRAPHICS	PRINTING-TREASURER	03/12/2024	\$98.00	P
19240181	AMAZON CAPITAL SERVICES	SHOP SUPPLIES	03/13/2024	\$14.99	P
19240182	ADVANCE AUTO PARTS (Wis Rapids)	SHOP SUPPLIES	03/08/2024	\$36.53	P
19240183	ADVANCE AUTO PARTS (Wis Rapids)	F250 OIL CHANGE SUPPLIES	03/08/2024	\$65.97	P
19240184	COMPLETE CONTROL	CH SECURITY - DOOR HARDWARE	02/29/2024	\$897.42	P
19240185	COMPLETE CONTROL	12 VOLT BATTERIES	02/29/2024	\$127.50	P
19240186	CONSTELLATION NEWENERGY-GAS DIVISION	CH, JAIL, RB GAS SERVICE	03/11/2024	\$5,311.79	P
19240187	GRAINGER (Maintenance)	CH SUPPLIES	03/07/2024	\$71.47	P
19240188	GRAINGER (Maintenance)	CH SUPPLIES	03/07/2024	\$316.65	P
19240189	HOME DEPOT CREDIT SERV (Maintenance)	JAIL, CH/SHOP, RIP, RB	03/05/2024	\$1,070.58	P
19240190	JFTCO INC	PM1 MAINTENANCE	01/29/2024	\$668.50	P
19240191	OTIS ELEVATOR CO	RB ELEVATOR CONTROLS CIP PROJ	01/18/2024	\$35,192.00	P
19240192	PBBS EQUIPMENT CORPORATION	RB BOILER SERVICE CALL	03/05/2024	\$247.50	P
19240193	POWER PAC INC	PARTS	03/13/2024	\$50.86	P
19240194	WISCONSIN VALLEY BUILDING PRODUCTS	SAFETY EQUIPMENT	03/12/2024	\$276.19	P
19240195	NASSCO INC	CLEANING SUPPLIES	03/19/2024	\$67.15	P
19240196	NASSCO INC	CLEANING SUPPLIES	03/19/2024	\$1,934.90	P
19240197	FASTENAL COMPANY	SHOP SUPPLIES	03/18/2024	\$278.50	P
19240198	GAPPA SECURITY SOLUTIONS LLC	SECURITY UPDATES-ACCESS CARDS	03/18/2024	\$392.50	P
19240199	KRISS PREMIUM PRODUCTS INC	BOILER CHEMICALS	03/08/2024	\$1,245.39	P
19240200	PBBS EQUIPMENT CORPORATION	CH BOILER REPAIRS	03/12/2024	\$3,260.00	P
19240201	SHRED SAFE LLC	CONFIDENTIAL SHREDDING	03/19/2024	\$175.00	P
19240202	WATER WORKS & LIGHTING COMM	WATER/SEWER SERVICE JAIL	03/14/2024	\$2,816.04	P
19240203	WATER WORKS & LIGHTING COMM	WATER/SEWER/ELEC 441 SARATOGA	03/14/2024	\$164.30	P
19240204	WATER WORKS & LIGHTING COMM	WATER/SEWER SERVICE COURTHOUSE	03/14/2024	\$899.68	P
19240205	WATER WORKS & LIGHTING COMM	ELEC SVC COURTHOUSE SECURITY	03/14/2024	\$43.00	P
19240206	WATER WORKS & LIGHTING COMM	ELECTRIC SERVICE BAKER LOT	03/14/2024	\$55.41	P
19240207	WATER WORKS & LIGHTING COMM	RB PARKING LOT STORM SEWER	03/14/2024	\$41.10	P

MAINTENANCE - MARCH 2024

19240130 - 19240214

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
19240208	WATER WORKS & LIGHTING COMM	RIVER BLOCK STORM SEWER	03/14/2024	\$47.84	
19240209	WATER WORKS & LIGHTING COMM	SARATOGA ST STORM SEWER	03/14/2024	\$8.24	
19240210	WATER WORKS & LIGHTING COMM	COURTHOUSE STORM SEWER	03/14/2024	\$101.18	
19240211	WATER WORKS & LIGHTING COMM	COURTHOUSE ELECTRIC	03/14/2024	\$10,078.49	
19240212	GAPPA SECURITY SOLUTIONS LLC	TRILOGY LOCK - HEALTH DEPT	03/27/2024	\$574.50	
19240213	AWARDS 'N MORE	CTY BOARD TAGE	03/27/2024	\$36.00	
19240214	NASSCO INC	CLEANING SUPPLIES	03/27/2024	\$210.95	
Grand Total:				\$5,240,259.44	

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 April 2024

Ongoing Projects and Planning

Jail Project – Contractors remain busy working on interior mechanical details as well as some of the finishes. While it will seem like monthly progress reports aren't changing much, there have been around 100 laborers on site each workday.

A majority of the interior has paint on the walls and ceiling grid installed. Exterior work will continue in the coming weeks; this will include preparation for the new main entrance location along Market Street.

Courthouse – Based on equipment lead times and Court schedule, the Branch 1 remodel has been adjusted to begin in May. In order to appropriately update the 1950s building infrastructure in that area, extensive work is required and will lead to some disruption. We will work with affected departments to minimize any loss of productivity.

The engineers who are working on design for the heating system replacement have been collecting information and are working with a local contractor to assemble updated project cost estimates. I am hoping they are able to give us an updated budget by the end of May in order to help us finalize 2025 CIP.

River Block – Replacement of the outdated elevator controls is now complete. The final phase of modernization includes replacement of the hydraulic cylinders – this should be finished at the end of 2024 and will then provide us with elevators that meet current standards for many years.

Another facility element that has reached end of life is the roof covering. We will begin replacing the roof this year; the work includes a design update that will provide better drainage and less propensity for water backup/leaking.

Miscellaneous

Attended PIT, County Board, and numerous project meetings.

Continuing to work with City staff and adjacent property owners regarding accessibility improvements at the Courthouse.

Working on updating our 5-year CIP documents.