

PROPERTY & INFORMATION TECHNOLOGY COMMITTEE

DATE: Monday, April 3, 2023

TIME: 9:00 a.m.

LOCATION: Room 114, Wood County Courthouse

1. Call meeting to order
2. Public Comments
3. Approve minutes from previous meetings
4. **Information Technology**
 - a. Vouchers
 - b. Monthly Comments
5. **Maintenance Dept.**
 - a. Vouchers
 - b. Monthly Comments
 - c. Maintenance Supervisor job description
 - d. CIP – Maintenance Dept.
6. Twelfth Street Property Updates
7. County Owned Properties
8. Renewable & Sustainable Initiatives
9. Discussion of Broadband Providers
10. Future Agenda Items
11. Set date and time of next meeting
12. Adjourn

Join by phone

+1-408-418-9388 United States Toll

Meeting number (access code): 2484 672 7292

Join by WebEx App or Web

<https://woodcountywi.webex.com/woodcountywi/j.php?MTID=mc0bb9b1c5023aff608e1d716c8807de8>

Meeting number (access code): 2484 672 7292

Meeting password: 040323

**PROPERTY AND INFORMATION TECHNOLOGY COMMITTEE
MEETING MINUTES**

DATE: Monday, March 6, 2023
TIME: 9:00 a.m.
PLACE: Wood County Courthouse – Room 114

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

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

1. The meeting was called to order at 9:00 a.m. by Chair Breu.
2. Public Comments: None
3. Approve minutes from the previous meetings.

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

4. (a) Supervisor Polach asked for clarification on items within the Information Technology vouchers. IT Director 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) IT Director Kaup highlighted her monthly report and answered questions.

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

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

(b) Facilities Manager Van Tassel shared additional information and answered questions pertaining to his monthly report.

(c) Van Tassel shared information regarding current work load within his department and potential changes. Discussion ensued.

Supervisor Clendenning inquired about the status of recycling sustainability. Van Tassel indicated he has a meeting scheduled for Wednesday with staff from Extension to discuss recycling. Van Tassel will report the results of this meeting to the Committee next month.

(d) Van Tassel shared cost figures for a couple option changes to cleaning services at the Courthouse. Discussion ensued.

Motion (Hamilton/Penzkover) to approve an increase in contracted cleaning services to include office common areas. Motion carried unanimously.

6. Van Tassel shared information regarding the Seventeenth Avenue property. Discussion ensued.
7. Van Tassel shared information regarding an outstanding invoice for the Twelfth Street property. Discussion ensued. Van Tassel will follow up with the utilities.
8. Supervisor Penzkover requested attendance at an upcoming legislative meeting at Mid-State Technical College (MSTC).

Motion (Hamilton/Polach) to approve attendance at the upcoming MSTC legislative meeting for Supervisor Penzkover. Motion carried unanimously.

9. Agenda items for the next meeting:

- Twelfth Street Property
- County Owned Properties
- Renewable & Sustainable Initiatives

10. The next Committee meeting will be Monday, April 3rd, 2023 at 9:00 a.m. in meeting room 114.

Motion (Hamilton/Penzkover) to go into closed session pursuant to Wis. State. 19.85(1)(c) to consider performance evaluation data of any public employee.

Motion by roll call vote: Al Breu: Yes, Brad Hamilton: Yes, Dennis Polach: Yes, Jeff Penzkover: Yes, Bill Winch: Yes.

Supervisor Winch left the meeting.

Motion (Hamilton/Penzkover) to return to open session, at 10:44 a.m.

Motion by roll call vote: Al Breu: Yes, Brad Hamilton: Yes, Dennis Polach: Yes, Jeff Penzkover: Yes.

Motion (Hamilton/Polach) for Facilities Manager and HR Director to draft and present a Maintenance Supervisor job description at the next regular meeting. Motion carried unanimously.

11. Chair Breu declared the meeting adjourned at 10:47 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
March 6, 2023**

[illegible]

Committee Report

County of Wood

Report of claims for: INFORMATION TECHNOLOGY

For the period of: MARCH 2023

For the range of vouchers: 27230071 - 27230126

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
27230071	AMAZON CAPITAL SERVICES	HS HEADSET HEADBAND	02/17/2023	\$19.89	P
27230072	AMAZON CAPITAL SERVICES	HS WIRELESS HEADSET	02/23/2023	\$204.10	P
27230073	AMAZON CAPITAL SERVICES	HS SCANNER	02/23/2023	\$269.99	P
27230074	BRIDGE COMMUNICATIONS LLC	BRIDGE SUBSCRIPTION RENEWAL	02/23/2023	\$1,800.00	P
27230075	CHARTER COMMUNICATIONS (IL Address)	MFLD FIBER ACCT 0364818	02/09/2023	\$480.05	P
27230076	FRONTIER	PHONE CHARGES	02/19/2023	\$142.30	P
27230077	INSIGHT PUBLIC SECTOR INC	1ST PC ORDER 2023	02/18/2023	\$6,216.09	P
27230078	INSIGHT PUBLIC SECTOR INC	IT STOCK MONITORS	02/18/2023	\$1,430.16	P
27230079	SOLARUS	PHONE CHGS ACCT 00063942-1	03/01/2023	\$2,144.17	P
27230080	SOLARUS	PHONE CHGS ACCT 00077856-5	03/01/2023	\$228.54	P
27230081	SOLARUS	PHONE CHGS ACCT 00061009-7	03/01/2023	\$69.99	P
27230082	TDS TELECOM	PHONE CHARGES	02/28/2023	\$72.40	P
27230083	TDS TELECOM	PHONE CHARGES	02/28/2023	\$59.04	P
27230084	TDS TELECOM	PHONE CHARGES	02/28/2023	\$44.68	P
27230085	TDS TELECOM	PHONE CHARGES	02/28/2023	\$58.54	P
27230086	TDS TELECOM	PHONE CHARGES	02/28/2023	\$19.10	P
27230087	US CELLULAR	CELL PHONE CHGS ACCT 277407432	02/16/2023	\$522.47	P
27230088	US CELLULAR	CELL PHONE CHGS ACCT 851710598	02/16/2023	\$164.46	P
27230089	AMAZON CAPITAL SERVICES	IT - IPHONE CHARGERS	02/27/2023	\$11.99	P
27230090	AMAZON CAPITAL SERVICES	HS -23 ARPA CORDS	02/28/2023	\$712.54	P
27230091	AMAZON CAPITAL SERVICES	HS - LEFT HANDED KEYBOARD	03/05/2023	\$32.99	P
27230092	AMAZON CAPITAL SERVICES	IT - PHONE CORDS, SUPPLIES	03/06/2023	\$87.65	P
27230093	GOLDFAX	NETWORK FAXING FEB 2023	03/05/2023	\$78.75	P
27230094	INSIGHT PUBLIC SECTOR INC	1ST PC ORDER 2023	02/21/2023	\$477.76	P
27230095	INSIGHT PUBLIC SECTOR INC	1ST PC ORDER 2023	02/23/2023	\$10,852.65	P
27230096	INSIGHT PUBLIC SECTOR INC	1ST PC ORDER 2023	02/24/2023	\$20,210.55	P
27230097	US CELLULAR	CELL PHONE CHGS ACCT 203538532	02/20/2023	\$2,142.89	P
27230098	US CELLULAR	CELL PHONE CHGS ACCT 203391922	02/20/2023	\$6.39	P
27230099	VERIZON	CELL CHGS ACCT 242258062-00001	03/01/2023	\$6,778.66	P
27230100	CHARTER COMMUNICATIONS (IL Address)	INTERNET PRO100 ACCT 0209726	02/24/2023	\$134.99	P
27230101	AMAZON CAPITAL SERVICES	UWEXT-WIRELESS MOUSE,KEYBOARD	03/12/2023	\$34.99	P
27230102	AT&T MOBILITY	MONTHLY CELL/HOTSPOT CHARGES	02/23/2023	\$1,065.61	P
27230103	BAYCOM INC	JAIL B REPLACEMENT TOUGHBOOK	03/07/2023	\$3,286.00	P
27230104	CENTURYLINK	PHONE/LONG DISTANCE CHARGES	03/01/2023	\$6.33	P

Committee Report - County of Wood

INFORMATION TECHNOLOGY - MARCH
2023

27230071 - 27230126

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
27230105	CHARTER COMMUNICATIONS (IL Address)	WR FIBER ACCT 0294876	02/28/2023	\$1,252.88	P
27230106	HEARTLAND BUSINESS SYSTEMS LLC	WEBEX PHONE SYSTEM INTEGRATION	03/08/2023	\$21,620.20	P
27230107	INSIGHT PUBLIC SECTOR INC	1ST PC ORDER 2023	02/27/2023	\$4,537.89	P
27230108	INSIGHT PUBLIC SECTOR INC	ROD - MONITOR	02/28/2023	\$183.99	P
27230109	INSIGHT PUBLIC SECTOR INC	1ST PC ORDER 2023	02/28/2023	\$735.96	P
27230110	INSIGHT PUBLIC SECTOR INC	CREDIT MEMO-IT DOCKING STATION	03/01/2023	(\$304.26)	P
27230111	INTER-QUEST CORP	2023 SMARTNET MAINTENANCE	02/28/2023	(Voided)	P
27230111R	INTER-QUEST CORP	2023 SMARTNET MAINTENANCE	02/28/2023	\$103,586.01	P
27230112	AMAZON CAPITAL SERVICES	IT, HS ERGO KEYBOARDS	03/16/2023	\$224.95	P
27230113	AMAZON CAPITAL SERVICES	HS CRISIS HEADSETS, WEBCAMS	03/17/2023	\$617.87	P
27230114	AMAZON CAPITAL SERVICES	HS WIRELESS HEADSETS	03/18/2023	\$344.86	P
27230115	AMAZON CAPITAL SERVICES	IT, SHERIFF USB DRIVES	03/20/2023	\$70.72	P
27230116	CHARTER COMMUNICATIONS (IL Address)	MFLD FIBER ACCT 0364818	03/09/2023	\$446.77	P
27230117	INTER-QUEST CORP	COURTROOM AUDIO	02/28/2023	\$5,735.61	P
27230118	INTER-QUEST CORP	COURTROOM AUDIO, BR 4 VC	03/15/2023	\$11,079.95	P
27230119	RHYME BUSINESS PRODUCTS	PRINTER/COPIER CHARGES	03/03/2023	\$7,688.50	P
27230120	CHARTER COMMUNICATIONS (PA Address)	NETWORK SERVICES	03/01/2023	\$2,331.59	P
27230121	AMAZON CAPITAL SERVICES	IT HARD DRIVE REPLACEMENT	03/15/2023	\$55.01	
27230122	AMAZON CAPITAL SERVICES	HS PHONE CASES,SCRN PROTECTORS	03/23/2023	\$422.98	
27230123	AMAZON CAPITAL SERVICES	CREDIT - HS SCANNER	03/25/2023	(\$269.99)	
27230124	AMAZON CAPITAL SERVICES	HS SCANNER	03/27/2023	\$149.98	
27230125	FRONTIER	PHONE CHARGES	03/19/2023	\$142.54	
27230126	INSIGHT PUBLIC SECTOR INC	1ST PC ORDER 2023	03/09/2023	\$13,983.12	
Grand Total:				\$234,503.84	

Signatures

Committee Chair:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:



Wood County WISCONSIN

INFORMATION TECHNOLOGY

March 2023

1. Wood County internet and intranet website updates are being posted continually as we work to keep employees and citizens informed.
2. Hired Jason Garski, to fill the vacant PC Technician position. He began employment on March 27th. He has more than 10 years of experience in IT and was also a former Wood County Dispatcher.
3. Substantial time was spent by staff working to support the Riverblock power outage that occurred on March 6th. IT staff did a tremendous job supporting the departments affected. Additional measures were implemented to monitor the IT infrastructure at the Riverblock location.
4. Discovery phase is nearly complete for a project to replace and update Highway Department Scale hardware and software at Wisconsin Rapids and Marshfield locations.
5. Continued work on forms process improvement and document storage in Information Technology leveraging Laserfiche.
6. Upgraded Laserfiche system to the newest major version and began training in Laserfiche Forms and Laserfiche API.
7. Continued work with the Treasurer's and Finance departments to begin using Electronic Funds Transfer (EFT) rather than paper checks for some accounts payable.
8. Completed reorganization of social media archiving and audit of administrative permissions for all Wood County social media sites.
9. Began work creating a new policy and procedures for evaluating software and information system change requests.
10. Collaborated with both I Am Responding (IaR), and CIS to make an enhancement to better inform IaR users of dispatched calls.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

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11. Staff have continued to work with Wood County Maintenance staff and vendors to complete the fourth courtroom and fulfill the technological needs.
 12. Support for Norwood Healthcare Center and Edgewater Haven Matrix software is ongoing. Discovery phase begins for request to extend sharing of patient data with providers.
 13. Worked with the Emergency Management team to recycle old PC hardware in preparation for the start of our 2023 PC replacement cycle. The first set of hardware has arrived and technicians and interns are working to get them prepared for distribution.
 14. Significant progress on setting up Coroner iPads occurred. This includes configuring a secure way to access files and creating instructions. The new solution is setup on the Coroner iPad and iPads are expected to be distributed to his deputies the first week in April.
 15. Discovery phase for replacing the Norwood Facility Infection Control software is progressing. Investigation into the current electronic patient record (EHR) system's (MatrixCare) infection tracking functionality is being conducted for due diligence.
 16. System analysis, server build, testing, and production application configuration is complete for a project to meet another new and extremely detailed reporting requirement of Centers for Medicare & Medicaid Services (CMS). Norwood staff have begun using the new CART application. Specifications for extending data import and export functionality are complete and request has been submitted to the electronic health record (EHR) vendor (MatrixCare).
 17. The Register of Deeds work to upgrade multiple applications continues each week. IT staff escorts and assists the vendor, Fidlar Technologies, with server and application updates. ROD server replacements will be scheduled for 2023.
 18. 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 continues. System migration will now be scheduled to begin in May 2024 and we do prefer this later timeframe.



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INFORMATION TECHNOLOGY

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19. The TimeStar, electronic time card and time tracking software system configuration changes is ongoing. Staff works to adjust settings as change requests occur. PBJ reports are submitted to CMS (Centers for Medicare & Medicaid) using TimeStar data for both the Edgewater and Norwood Facilities.
 20. IT staff has started restoring and importing 15+ years of digital archive tax roll data into Laserfiche for the Treasurer.
 21. Continue work on the Health WIC Breastfeeding application to update and fix various issues.
 22. Network staff continue to research SIEM (Security Information and Event Management) software. This software would provide improved visibility and tracking of the security appliances logs and attempted attacks on our network infrastructure.
 23. Staff continue to work with a third-party vendor to identify what is needed to better integrate our video conferencing units into our telephone system and add functionality to our Webex conferencing software. This will allow us to remove an analog phone system currently being used in our Courtrooms and have been causing ongoing issues in Branch 1.
 24. In 2025 our current Microsoft Office Suite will no longer be supported. In effort to begin this massive change to Microsoft's Office 365 (O365), IT staff are already working to get O365 setup using best practices and to ensure ample time to test, train and plan. This change will affect all staff. We continue to work to deploy O365 to a small group of users which includes the Coroner and IT staff.
 25. Continue to investigate all cyber threats that are reported by security infrastructure alerts or County employees.
 26. Continue to work with Highway Staff to review video conference needs. Discovered that we were able to swap Video Conferencing units with another location and meet the needs in both rooms at no additional cost to Wood County.
 27. 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 2023 Internet Security Training was assigned to all employees.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

28. For the month of February, 584 helpdesk requests were created, with staff completing 595 tickets and leaving 145 open requests. In addition, there are currently 71 project requests.
29. Continue to apply numerous security patches to servers. These updates include fixes for functionality and security patches that keep servers as secure as possible.
30. The printer refresh has begun and equipment at several facilities have been replaced.
31. Networking staff have implemented a new backup solution for the Village of Port Edwards. The new solution will provide a large cost savings to the Village.
32. Documentation has continued on Information Technology programs and processes. Some of the major systems being documented include PortBlocker, password manager, phone system processes, tablets/iPads and print management.
33. Training interns is ongoing. Currently the IT Department has two interns.
34. Work continues on several security related projects including the implementation of PortBlocker, encrypted storage devices, and a new password manager that allows users to securely store passwords.
35. Working with vendor to resolve issues with latest update to end point protection software. This software is causing issues with some departments accessing specific business related websites. There is currently a workaround until a permanent resolution can be put in place.

Committee Report

County of Wood

Report of claims for: MAINTENANCE

For the period of: MARCH 2023

For the range of vouchers: 19230134 - 19230242

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
19230134	AMAZON CAPITAL SERVICES	2022 F350 SEAT COVERS	02/22/2023	\$330.86	P
19230135	ACE HARDWARE	SHOP SUPPLIES	02/15/2023	\$24.99	P
19230136	COMPLETE CONTROL	CH MEP UPDATES - NETWORK ADDS	02/14/2023	\$1,619.41	P
19230137	CONSTELLATION NEWENERGY-GAS DIVISION	CH, JAIL, RB GAS SERVICE	02/16/2023	\$10,650.00	P
19230138	CURRENT TECHNOLOGIES INC	JAIL PROJ - UTILITY RELOCATION	02/15/2023	\$2,335.62	P
19230139	DIRECT SUPPLY INC	BR 4 - SIGNAGE	02/16/2023	\$291.98	P
19230140	FERGUSON ENTERPRISES LLC	CH MEP UPDATES-WATER SOFTENER	02/09/2023	\$606.07	P
19230141	QUALITY DOOR & HARDWARE	BR 4 - ELEC STRIKE FACEPLATES	02/15/2023	\$80.60	P
19230142	SHRED SAFE LLC	CONFIDENTIAL SHREDDING	02/21/2023	\$210.00	P
19230143	TRUXCESSORIZE INC	2022 F350 PLOW SPREADER CAMERA	02/08/2023	\$20,605.00	P
19230144	WISCONSIN VALLEY BUILDING PRODUCTS	SHOP SUPPLIES	02/10/2023	\$4.60	P
19230145	WISCONSIN VALLEY BUILDING PRODUCTS	CH MEP UPDATES-CHILLED H2O SYS	02/16/2023	\$431.87	P
19230146	WISCONSIN VALLEY BUILDING PRODUCTS	CH MEP UPDATES-CHILLED H2O SYS	02/16/2023	\$131.20	P
19230147	MCMASTER-CARR SUPPLY CO	HARDWARE - JAIL	02/21/2023	\$52.19	P
19230148	OFFICE ENTERPRISES INC	BR 4 - FURNITURE DOWNPAYMENT	02/20/2023	\$21,101.39	P
19230149	ADVANCE JANITORIAL SERVICE & SUPPLY	CLEANING COURTHOUSE, JAIL	02/25/2023	\$6,581.65	P
19230150	ADVANCE JANITORIAL SERVICE & SUPPLY	CLEANING RIVER BLOCK	02/25/2023	\$4,765.30	P
19230151	WISCONSIN VALLEY BUILDING PRODUCTS	TOOLS	02/23/2023	\$36.98	P
19230152	QUALITY PLUS PRINTING INC	PRINTING	02/28/2023	\$610.00	P
19230153	NASSCO INC	SUPPLIES	02/28/2023	\$340.55	P
19230154	NASSCO INC	SUPPLIES	02/28/2023	\$304.75	P
19230155	CONSOLIDATED WATER POWER COMPANY	RIVER BLOCK ELECTRIC FEB 2023	03/02/2023	\$3,509.52	P
19230156	K & W GLASS INC	RB UPDATE-RECEPTION AREA GLASS	02/15/2023	\$2,513.48	P
19230157	MCMASTER-CARR SUPPLY CO	HARDWARE - JAIL	02/22/2023	\$52.19	P
19230158	OTIS ELEVATOR CO	RB ELEVATOR CONTROLS CIP PROJ	02/24/2023	\$150,576.00	P
19230159	POWER PAC INC	SWITCH FOR TRACTOR	02/22/2023	\$36.68	P
19230160	QUALITY DOOR & HARDWARE	BR 4 - PULL PLATE	02/28/2023	\$73.44	P
19230161	SUPERIOR CHEMICAL CORPORATION	ICE MELT	02/28/2023	\$4,899.90	P
19230162	WATER WORKS & LIGHTING COMM	SHERIFF LOCKUP OUTDOOR LIGHTS	02/27/2023	\$12.36	P
19230163	WATER WORKS & LIGHTING COMM	WATER/SEWER/ELEC SVC JOINT USE	02/27/2023	\$215.17	P
19230164	WATER WORKS & LIGHTING COMM	RIVER BLOCK WATER/SEWER	02/27/2023	\$675.16	P
19230165	WATER WORKS & LIGHTING COMM	ELECTRIC SVC SHERIFF LOCKUP	02/27/2023	\$72.82	P
19230166	WATER WORKS & LIGHTING COMM	RIVER BLOCK OUTSIDE LIGHTING	02/27/2023	\$112.74	P
19230167	WINSUPPLY OF WISCONSIN RAPIDS	CH MEP UPDATES - SUPPLIES	02/10/2023	\$97.43	P

MAINTENANCE - MARCH 2023

19230134 - 19230242

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
19230168	WINSUPPLY OF WISCONSIN RAPIDS	CH MEP UPDATES-CHILLED H2O SYS	02/24/2023	\$17,073.10	P
19230169	WINSUPPLY OF WISCONSIN RAPIDS	RANGE HOUSE FURNACE PARTS	02/21/2023	\$41.88	P
19230170	VENTURE ARCHITECTS	JAIL PROJECT - PROF SERVICES	02/19/2023	\$61,706.39	P
19230171	DM STAMPS & SPECIALTIES	STAMPS	03/07/2023	\$196.44	P
19230172	SCHILLING SUPPLY COMPANY	CLEANING SUPPLIES	03/07/2023	\$752.87	P
19230173	JOSLIN CONCRETE	SNOW REMOVAL AT RIVER BLOCK	03/05/2023	\$2,963.75	P
19230174	WASTE MANAGEMENT	WASTE DISPOSAL FEES	03/03/2023	\$994.61	P
19230175	WE ENERGIES	GAS SERVICE JAIL	02/28/2023	\$676.75	P
19230176	WE ENERGIES	GAS SERVICE 441 SARATOGA ST	02/28/2023	\$166.77	P
19230177	WE ENERGIES	GAS SERVICE RIVER BLOCK	02/28/2023	\$891.53	P
19230178	WE ENERGIES	GAS SERVICE SHERIFF LOCKUP	02/28/2023	\$304.99	P
19230179	WE ENERGIES	GAS SERVICE COURTHOUSE	02/28/2023	\$1,134.45	P
19230180	WE ENERGIES	GAS SERVICE JOINT USE BUILDING	02/28/2023	\$574.91	P
19230181	STAPLES ADVANTAGE	OFFICE SUPPLIES	03/15/2023	\$3.85	P
19230182	AMAZON CAPITAL SERVICES	FILE DIVIDERS	03/10/2023	\$61.05	P
19230183	AMAZON CAPITAL SERVICES	FILE DIVIDERS	03/15/2023	\$109.64	P
19230184	AMAZON CAPITAL SERVICES	KEY HOLDER	03/16/2023	\$16.99	P
19230185	AMAZON CAPITAL SERVICES	MARKERS	03/16/2023	\$8.79	P
19230186	AIR FILTRATION SPECIALISTS LLC	AIR FILTERS	03/01/2023	\$3,262.60	P
19230187	AUTO XTRAS LLC	F350 BED MAT	01/26/2023	\$210.00	P
19230188	COMPLETE CONTROL	SERVICE CALL - RB HVAC	02/28/2023	\$859.19	P
19230189	COMPLETE CONTROL	RB UPDATES-ADDL ACCESS CONTROL	03/10/2023	\$4,996.76	P
19230190	CONSTELLATION NEWENERGY-GAS DIVISION	CH, JAIL, RB GAS SERVICE	03/08/2023	\$7,303.13	P
19230191	CINTAS CORPORATION	MAT CLEANING COURTHOUSE	03/01/2023	\$463.05	P
19230192	CINTAS CORPORATION	MAT CLEANING RIVER BLOCK	03/01/2023	\$88.66	P
19230193	CINTAS CORPORATION	MAT CLEANING COURTHOUSE	03/15/2023	\$541.61	P
19230194	CINTAS CORPORATION	MAT CLEANING RIVER BLOCK	03/15/2023	\$88.66	P
19230195	HOME DEPOT CREDIT SERV (Maintenance)	CH, JAIL, CH MEP, BR 4, RB	03/05/2023	\$718.14	P
19230196	QUALITY DOOR & HARDWARE	BR 4 - GLASS	03/15/2023	\$210.00	P
19230197	QUALITY DOOR & HARDWARE	CH UPDATES - REG OF DEEDS	03/15/2023	\$1,544.91	P
19230198	QUALITY DOOR & HARDWARE	RB UPDATES-MAILRM CORE, KEYS	03/15/2023	\$144.50	P
19230199	QUALITY DOOR & HARDWARE	RB UPDATES - INSERT FRAME/DOOR	03/15/2023	\$2,134.01	P
19230200	QUALITY DOOR & HARDWARE	RB UPDATES - HEALTH DEPT GLASS	03/15/2023	\$336.78	P
19230201	SHERWIN-WILLIAMS CO THE	RB SUPPLIES	03/09/2023	\$13.58	P
19230202	WATER WORKS & LIGHTING COMM	WATER/SEWER SERVICE JAIL	03/14/2023	\$2,447.03	P
19230203	WATER WORKS & LIGHTING COMM	WATER/SEWER/ELEC 441 SARATOGA	03/14/2023	\$200.26	P
19230204	WATER WORKS & LIGHTING COMM	WATER/SEWER SERVICE COURTHOUSE	03/14/2023	\$766.60	P
19230205	WATER WORKS & LIGHTING COMM	ELEC SVC COURTHOUSE SECURITY	03/14/2023	\$43.63	P
19230206	WATER WORKS & LIGHTING COMM	ELECTRIC SERVICE BAKER LOT	03/14/2023	\$48.95	P
19230207	WATER WORKS & LIGHTING COMM	RIVER BLOCK STORM SEWER	03/14/2023	\$45.30	P
19230208	WATER WORKS & LIGHTING COMM	SARATOGA ST STORM SEWER	03/14/2023	\$9.56	P
19230209	WATER WORKS & LIGHTING COMM	COURTHOUSE STORM SEWER	03/14/2023	\$98.66	P
19230210	WATER WORKS & LIGHTING COMM	COURTHOUSE ELECTRIC	03/14/2023	\$7,956.45	P
19230211	WINSUPPLY OF WISCONSIN RAPIDS	CH MEP UPDATES-CHILLED H2O SYS	03/02/2023	\$4,638.96	P

MAINTENANCE - MARCH 2023

19230134 - 19230242

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
19230212	WISCONSIN VALLEY BUILDING PRODUCTS	RB TEMP LIGHTS - POWER OUTAGE	03/07/2023	\$299.60	P
19230213	THE SAMUELS GROUP INC	JAIL PROJECT - 14TH PAYMENT	03/03/2023	\$3,234,581.41	P
19230214	STAPLES ADVANTAGE	SUPPLIES	03/21/2023	\$16.28	P
19230215	STAPLES ADVANTAGE	SUPPLIES	03/21/2023	\$3.29	P
19230216	SCHILLING SUPPLY COMPANY	SUPPLIES	03/21/2023	\$91.00	P
19230217	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	03/19/2023	\$3.29	
19230218	AMAZON CAPITAL SERVICES	MAGNETS	03/22/2023	\$17.99	
19230219	AMAZON CAPITAL SERVICES	SHOP SUPPLIES	03/22/2023	\$35.04	
19230220	BRANDL ENTERPRISES LLC	CH SNOW REMOVAL	03/15/2023	\$806.25	
19230221	ECON ELECTRIC	RB UPDATES - EXIT LIGHTS	03/17/2023	\$2,163.43	
19230222	FERGUSON ENTERPRISES LLC	CH MEP UPDATES-CHILLED H2O SYS	03/06/2023	\$439.30	
19230223	FERGUSON ENTERPRISES LLC	CH MEP UPDATES-CHILLED H2O	03/07/2023	\$849.22	
19230224	FERGUSON ENTERPRISES LLC	CH MEP UPDATES-CHILLED H2O	03/10/2023	\$38.30	
19230225	FERGUSON ENTERPRISES LLC	CH MEP UPDATES-CHILLED H2O	03/10/2023	\$355.46	
19230226	KRISS PREMIUM PRODUCTS INC	BOILER CHEMICALS	03/14/2023	\$1,318.32	
19230227	QUALITY DOOR & HARDWARE	RB UPDATE - ELECTRIC STRIKE	03/20/2023	\$151.48	
19230228	QUALITY DOOR & HARDWARE	RB UPDATE - KEYS, WALL BUMPER	03/21/2023	\$35.78	
19230229	RUESCH DRYWALL	BR 4 - DRYWALL REPAIRS	03/20/2023	\$1,488.00	
19230230	SHRED SAFE LLC	CONFIDENTIAL SHREDDING	03/21/2023	\$70.00	
19230231	WATER WORKS & LIGHTING COMM	PAST DUE UTILITIES-441 SARTOGA	03/14/2023	\$48.58	
19230232	WINSUPPLY OF WISCONSIN RAPIDS	CH MEP UPDATES-CHILLED H2O SYS	03/14/2023	\$2,790.61	
19230233	WINSUPPLY OF WISCONSIN RAPIDS	CH MEP UPDATES-CHILLED H2O SYS	03/14/2023	\$16,063.97	
19230234	US BANK	CH BOILER, PRES VESSEL PERMITS	03/17/2023	\$102.00	
19230235	QUALITY DOOR & HARDWARE	JAIL - BULLET RESISTANCE GLASS	01/10/2023	\$1,731.62	
19230236	WATER WORKS & LIGHTING COMM	WATER/SEWER/ELEC 12TH ST	02/14/2023	\$1,089.95	
19230237	WATER WORKS & LIGHTING COMM	WATER/SEWER SERVICE COURTHOUSE	03/14/2023	\$33.00	
19230238	STAPLES ADVANTAGE	OFFICE SUPPLIES	03/29/2023	\$5.01	
19230239	KRANZ INC	SUPPLIES	03/29/2023	\$125.35	
19230240	SCHILLING SUPPLY COMPANY	SUPPLIES	03/29/2023	\$463.19	
19230241	NASSCO INC	SUPPLIES	03/29/2023	\$711.60	
19230242	NASSCO INC	SUPPLIES	03/29/2023	\$274.77	
Grand Total:				\$3,627,014.73	

Signatures

Committee Chair: _____
Committee Member: _____
Committee Member: _____
Committee Member: _____
Committee Member: _____

Committee Member: _____
Committee Member: _____
Committee Member: _____
Committee Member: _____



Letter of Comments April 2023

Ongoing Projects and Planning

Jail Project – The stature of the new jail is coming into view as more of the steel framing and some of the exterior precast concrete panels have recently been installed. The project team is making progress on additional details related to the connection between old and new construction.

Courthouse – The stairwell on the south end of the Courthouse will be removed to accommodate the future connection of each Courthouse level to the elevator, stairs, and lobby/entrance in the new building.

I am preparing a temporary third floor evacuation plan that reflects the south stairwell closure. I have been in contact with our Safety Specialist, Security Lieutenant, and Fire Marshal regarding this change.

Access to the Branch 1 Circuit Court office on third floor, as well as access to the Maintenance office on first floor, will be relocated in the next couple weeks to accommodate the south stairwell closure.

An update to our Courthouse air conditioning system and controls is nearing completion; the contractor expects to have the work finished by the end of April. This project will improve efficiency, control, and reliability of the Courthouse air conditioning, which was originally installed in the 1970s.

River Block – Recently, the high-voltage cable that provides power to River Block experienced a failure and shorted out, causing a complete loss of power. The building is currently receiving power by means of a temporary line, which must be relocated as soon as it is reasonable to do so.

When Wood County took ownership of the building, some concerns were identified with the power supply cable. At the time, the County Board decided the level of risk for significant power events was minimal and that the identified concerns did not outweigh the cost of any corrective action; I am gathering updated information on some options in case the County Board would like to reconsider.

Miscellaneous

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