

PROPERTY & INFORMATION TECHNOLOGY COMMITTEE

DATE: Monday, February 1, 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
 - c. CIP Carryover Resolution.
- 5. Maintenance Dept.**
 - a. Vouchers
 - b. Monthly Comments
6. Renewable & Sustainable Committee Update
7. 12th Street marketing agreement extension with Spranger & Sachs
8. County owned properties
9. Future agenda items
10. Set date and time of next meeting.
11. Adjourn.

Join by phone

+1-408-418-9388 United States Toll

Meeting number (access code): 146 628 1468

Meeting password: PIT0201

Join by WebEx App or Web

<https://woodcountywi.webex.com/woodcountywi/j.php?MTID=mf4fac9f87db375e9e64064359fb85f93>

Meeting number (access code): 146 628 1468

Meeting password: PIT0201

**PROPERTY AND INFORMATION TECHNOLOGY COMMITTEE
MEETING MINUTES**

DATE: Monday, January 4, 2021
TIME: 9:30 a.m.
PLACE: Wood County Courthouse – Room 114

PRESENT: Al Breu (via WebEx), Brad Hamilton (via WebEx), Laura Valenstein (via WebEx), Bill Winch, Dennis Polach

OTHERS PRESENT (for part or all of the meeting): Nicole Gessert, Reuben Van Tassel, Lance Pliml (via WebEx), Amy Kaup (via WebEx), Bill Clendenning, Jason DeMarco, **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 (Hamilton/Winch) 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 (Hamilton/Polach) to approve the vouchers for the Information Technology Department. Motion carried unanimously.

(b) Amy Kaup and Jason DeMarco shared information regarding topics from the Information Technology Monthly Letter of Comments.

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

6. Van Tassel gave an update from the Renewable & Sustainable Committee that they will be working on a Public Service Commission grant due at the end of January.
7. Van Tassel shared information from the boring samples and will forward the report to all Committee members.
8. No update on County owned properties. Will add to next month's agenda.
9. Van Tassel shared results from the recent Courthouse elevator bids. Van Tassel noted the low bid was within the budgeted amount but did indicate depending on the contractor's schedule there is a possibility it would not be completed in 2021. Discussion ensued.
10. Van Tassel shared that he did sign his name to the Water Works and Lighting Commission petition as advised from the last Committee meeting regarding an ordinance to tax roll delinquent

utility accounts. The ordinance was passed and the hope is that this will help avoid a potential rate increase.

11. Agenda items for the next meeting:

- County owned properties

12. The next Committee meeting will be Monday, February 1, 2021 at 9:30 a.m.

13. Chair Breu declared the meeting adjourned at 10:04 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
January 4, 2021**

[illegible]

Committee Report

County of Wood

Report of claims for: INFORMATION TECHNOLOGY

For the period of: JANUARY 2021

For the range of vouchers: 27200612 - 27200633 27210001 - 27210027

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
27200612	AMAZON CAPITAL SERVICES	HLTH DEPT MED SCANNERS	12/23/2020	\$609.75	P
27200613	CHARTER COMMUNICATIONS	INTERNET PRO100 ACCT 0209726	12/24/2020	\$130.00	P
27200614	EO JOHNSON COMPANY INC	PAPERCUT BILLING 4TH QTR 2020	12/29/2020	\$1,622.98	P
27200615	INSIGHT PUBLIC SECTOR INC	NW COMPUTER UPGRADES-COVID	12/16/2020	\$2,350.46	P
27200616	INSIGHT PUBLIC SECTOR INC	NETWORK REFRESH 27-20-002	12/22/2020	\$8,184.44	P
27200617	INTER-QUEST CORP	COURTROOM VIDEO CONF PROJECT	12/31/2020	\$312.38	P
27200618	RHYME (Portage)	FOLDING MACHINE	12/21/2020	\$1,520.06	P
27200619	SINGLEWIRE SOFTWARE	NW GRANT - INFORMACAST FUSION	12/29/2020	\$19,015.75	P
27200620	AT&T MOBILITY	HWY WIRELESS - FINAL BILL	12/16/2020	\$48.50	P
27200621	CHARTER COMMUNICATIONS	WR FIBER ACCT 0294876	12/28/2020	\$1,236.38	P
27200622	INSIGHT PUBLIC SECTOR INC	NETWORK REFRESH 27-20-002	12/28/2020	\$739.31	P
27200623	INSIGHT PUBLIC SECTOR INC	GRANT-ECON SUPP PC UPGRADES	12/29/2020	\$19,690.65	P
27200624	INSIGHT PUBLIC SECTOR INC	CW SOLUTIONS PC	12/29/2020	\$1,036.35	P
27200625	INSIGHT PUBLIC SECTOR INC	DISPATCH LAPTOPS	12/31/2020	\$972.39	P
27200626	INSIGHT PUBLIC SECTOR INC	FIREWALL REPLACEMENT 27-20-001	01/03/2021	\$6,600.00	P
27200627	US BANK	CREDIT CARD CHARGES	12/24/2020	\$9.99	P
27200628	US BANK	CREDIT CARD CHARGES	12/24/2020	\$43.99	P
27200629	VIVIAL MEDIA	YELLOW PAGES ADVERTISING - HWY	12/26/2020	\$20.95	P
27200630	INSIGHT PUBLIC SECTOR INC	DISPATCH LAPTOPS	01/05/2021	\$259.86	P
27200631	INSIGHT PUBLIC SECTOR INC	FIREWALL REPLACEMENT 27-20-001	01/07/2021	\$11,007.98	P
27200632	VIVIAL MEDIA	YELLOW PAGES ADVERTISING - HS	12/26/2020	\$410.20	P
27200633	US BANK	SUPPLIES, DMARC, DUES	01/19/2021	\$355.71	
27210001	CDI (CITIES DIGITAL)	LASERFICHE 2021 MAINTENANCE	10/28/2020	(Voided)	P
27210001R	CDI (CITIES DIGITAL)	LASERFICHE 2021 MAINTENANCE	10/28/2020	\$14,022.00	P
27210002	RHYME BUSINESS PRODUCTS	PRINTER/COPIER CHARGES	01/01/2021	\$5,811.34	P
27210003	SERGEANT LABORATORIES INC	ARISTOTLE 2021 MAINTENANCE	12/21/2020	\$4,969.67	P
27210004	SOLARUS	PHONE CHGS ACCT 00063942-1	01/01/2021	\$1,764.44	P
27210005	SOLARUS	PHONE CHGS ACCT 00077856-5	01/01/2021	\$222.82	P
27210006	SOLARUS	PHONE CHGS ACCT 00061009-7	01/01/2021	\$69.99	P
27210007	BRIDGE COMMUNICATIONS LLC	BRIDGE MAINTENANCE RENEWAL	01/11/2021	\$1,800.00	P
27210008	CENTURYLINK	LONG DISTANCE CHARGES	01/01/2020	\$8.43	P
27210009	CITRIX SYSTEMS INC	2021 CITRIX LICENSE RENEWAL	01/11/2021	\$33,750.00	P
27210010	TIME WARNER CABLE	NETWORK SERVICES	01/01/2021	\$2,263.97	P
27210011	VERIZON	CELL CHGS ACCT 242258062-00001	01/01/2021	\$6,175.07	P

Committee Report - County of Wood

INFORMATION TECHNOLOGY - JANUARY
2021

27210001 - 27210027 27200612 - 27200633

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
27210012	AMAZON CAPITAL SERVICES	RB AUDITORIUM HDMI	01/05/2021	\$16.49	P
27210013	AMAZON CAPITAL SERVICES	HS HEADSET BATTERY - JAEGER	01/08/2021	\$23.99	P
27210014	AMAZON CAPITAL SERVICES	UPS AND OFFICE SUPPLIES	01/12/2021	\$470.00	P
27210015	AMAZON CAPITAL SERVICES	HS WEBCAMS	01/12/2021	\$159.96	P
27210016	AMAZON CAPITAL SERVICES	HS HEADSET BATTERY	01/15/2021	\$23.99	P
27210017	CDW GOVERNMENT INC	LAND CON ADOBE ACROBAT	01/11/2021	\$139.12	P
27210018	CDW GOVERNMENT INC	HDMI ADAPTER AUDITORIUM	01/12/2021	\$154.58	P
27210019	CDW GOVERNMENT INC	DISPATCH HEADSETS	01/14/2021	\$206.64	P
27210020	CHARTER COMMUNICATIONS	MDLF FIBER ACCT 0364818	01/09/2021	\$487.22	P
27210021	US BANK	APPLE.COM CORNERSTONE	01/19/2021	\$44.18	
27210022	CDW GOVERNMENT INC	KOFAX POWER PDF LICENSES	01/14/2021	\$655.05	
27210023	INSIGHT PUBLIC SECTOR INC	DVD DRIVES	01/14/2021	\$128.68	
27210024	INSIGHT PUBLIC SECTOR INC	DVD DRIVES	01/18/2021	\$32.17	
27210025	INSIGHT PUBLIC SECTOR INC	L KELLER DOCKING STATION	01/15/2021	\$157.89	
27210026	INSIGHT PUBLIC SECTOR INC	L KELLER LAPTOP	01/13/2021	\$2,296.68	
27210027	INSIGHT PUBLIC SECTOR INC	L KELLER LAPTOP	01/14/2021	\$139.84	
Grand Total:				\$152,172.29	

Signatures

Committee Chair:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:



Wood County WISCONSIN

INFORMATION TECHNOLOGY

January 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. Created a COVID-19 vaccine signup website form for the Health Department. Coordinated with the Health Department on information management needs since vaccine clinics are planned in the near future.
3. Staff setup a temporary Dispatch Center in the Jail in case there were problems relating to the inauguration and the unrest at the US Capitol. Provided 6 laptops that could place and receive calls on the non-emergency lines and one station able to receive Emergency calls. We were also able to send and receive radio traffic through two different sources. This was a good exercise in standing up a remote dispatch center in an emergency.
4. Began work to migrate Health Clinic Staff from desktop to laptop devices in order to assist with upcoming vaccine clinics.
5. Several Departments have utilized grant funding to purchase laptops for staff to support a more mobile workforce. IT is working to get these new devices setup and ready for use.
6. Work continues on the installation of the new video conference system at the River Block Auditorium. This system includes multiple cameras and in-ceiling microphones. The new system will provide output to multiple devices in addition to display on the screen at the front of the room.
7. Staff have been working on upgrading the County firewalls. This upgrade will allow us to more effectively protect the County with Next Gen firewall features such as Geo blocking, advanced malware protection, and additional insight into network traffic.
8. The IT Security Team continues to expand the Security Awareness Program. To continue to remain in compliance with the KnowBe4 guarantee simulated Phishing tests need to be completed regularly, at minimum once a month.
9. Applied the latest Quarter updates for the HR and Payroll system in preparation for the 2020 tax season and W-2s.



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INFORMATION TECHNOLOGY

10. Updated new TCM, Human Services Billing Software, service rates for 2021.
11. Upgraded the Dynamics GP general ledger accounting software to the latest version in order to support 2020 tax form changes. Coordinated with our support partner on future projects and long-term plans for support of the software.
12. Migrated and upgraded the dispatch medical system from older servers to the latest patched servers.
13. Support for Norwood Healthcare Center and Edgewater Haven Matrix software is ongoing. The Norwood Health upgrade to CareAssist implementation is nearly complete. The upgrade to ePrescribing eliminates data transmission to pharmacy via fax with electronic, bidirectional, secure data transmission. ePrescribing pharmacy go-live was completed on January 19th. ePrescribing physician training will be scheduled next and should conclude the project. The Matrix vendor upgrade team is being very accommodating as the COVID regulations and vaccinations have taken staff resources and slowed the project progress.
14. ABX tracking software for Norwood Infection Control has been purchased.
15. Research is complete for a solution to meet new Centers for Medicare & Medicaid mandates concerning claim appeal data submission. This was a priority for IT and Edgewater staff. A web portal that is supplied by the Livanta Company was developed and will be used by Edgewater Haven until purchase of the Direct Secure Messaging module in Matrix is implemented in 2021. Livanta processes CMS billing appeals submitted by Edgewater Haven for patients. The Matrix Direct Secure Messaging module may be implemented for the Norwood facility.
16. 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.
17. DS Smart equipment at Norwood is connected to the electronic healthcare record system, Matrix. DS Smart equipment includes equipment for blood pressure, weight/scales, and thermometers.



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INFORMATION TECHNOLOGY

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18. IT is working with the GCS property tax vendor on a regular basis to troubleshoot and complete the implementation of the Monarch software for the Treasurer's Office. Monarch software interfaces with the Register of Deeds Fidler software and the Treasurer's GCS property tax software. Monarch allows for automated synchronization and work flow processing of deed transfers necessary for maintaining property tax parcel data.
 19. System discovery phase begins 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.
 20. 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.
 21. Continue to configure Mass Communication and staff scheduling for Edgewater and Norwood. Both Edgewater and Norwood are facing challenges communicating with families and addressing staffing concerns due to COVID. IT is working with each facility to provide an automated solution to assist staff with communication and increase efficiency.
 22. Continued development work on the Parks and Forestry online reservations software. Planned improvements include greater self service capability for customers, and online sale of permits and passes. Began testing of a new version of the system in January 2020.
 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. Assisted in scheduling and monitoring several committee meetings.
 25. Continue to work with several departments to provide information needed for grant submissions and to purchase IT related equipment. Staff is working to get the additional equipment setup as time allows.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

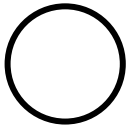
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26. Continue to attend SmartCare implementation and Business Process Analysis meetings.
 27. We continue with implementation of Two-Factor authentication, with the use of a product called Duo, to all Wood County PCs. This will require a user to not only provide a password to log onto a computer, but to provide a second factor such as a hardware token to access Wood County Resources. We work to secure websites with this technology to ensure a compromised password doesn't create a security breach. Continue to configure and install Duo Two-Factor Authentication client to end user workstations as users acquire YubiKeys. Continue formulating a plan on the implementation for North Annex and Edgewater.
 28. Preparation continues for legacy data migration from TCM to SmartCare. Currently working on writing a utility to pull client documents from IMS, convert them to PDFs, and allow them to be uploaded into SmartCare. Work also started on reviewing how to convert the client notes from TCM to PDFs.
 29. Continued progress on the state mandated Law Enforcement records conversion project. Finished the majority of CIS Law Enforcement System training for the NIBRS reporting that began September 1st for the Sheriff's department and outside Law Enforcement agencies within the County. This is State and federally mandated to have our CIS system converted to report incidents based off of NIBRS by the start of 2021. This project is currently ahead of schedule. This month municipalities were billed for project costs associated with their users. Applied for a State grant to hopefully recover costs of project, continue to work with State to recover costs associated with the project.
 30. Providing continual support of Webex Meetings Webex Room Kit. – Due to COVID-19 additional measures were taken by the IT staff to support many remote worker daily operations. This included the increased use of video conferencing software and hardware. The County has been using Cisco Webex Meetings, Teams, and Roomkits for video conferencing as well as Cisco Jabber for phone access.
 31. SharePoint migration continues and new HS network drive discussions are ongoing between IT and HS. HS has provided IT with a game plan and we are working out the details for executing it. The current version of SharePoint is very outdated and slated for removal in early 2021. IT is working with HS to migrate data from 4 current servers to one single updated server to allow for better data management, increased organization, and easier access for staff.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

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32. For the month of December, 541 helpdesk requests were created, with staff completing 588 tickets and leaving 127 open requests. These numbers represent service requests from departments throughout the County. There are currently 302 project requests from departments also.
33. Continue the replacement of Dispatch machines with new models of computers and monitors. Current hardware will be relocated to the backup dispatch center.
34. Mobile Device Management has been implemented for all new cellular devices, Health Contact Tracers, and devices like iPads. This allows us to easily keep devices up to date, secure, and with the needed software. We are also able to track and lock these devices in case they are lost. The new solution ties in with our cell provider to automatically enroll devices in the new solution. This will help protect County data on mobile devices such as cell phones and iPads.
35. Continued planning for 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, and all related business units will begin using a paperless process as much as possible utilizing the Laserfiche software. The project is on hold as of January 2021 pending Human Services management staff availability.
36. Completed a wireless assessment for the Edgewater location. Last month, a wireless assessment was completed at the North Wood County Annex. Working with Administration at both locations to review recommendations and pricing to enhance wireless at both locations.
37. A new IT intern, Bailey Herkert, started January 5th.
38. Upgraded critical components of County Server environment, including hardware and host software. With recent internet browsers ending support of Adobe Flash due to ongoing security issues, this upgrade also allows us to move away from Flash while continuing to access the Server environment.



RESOLUTION#

Introduced by
Page 1 of 1

ITEM#
DATE February 16, 2021
Effective Date Upon Passage & Publication
Property/Info Tech Committee and Operations Committee

EPN

Motion:	Adopted:	
1 st	Lost:	
2 nd	Tabled:	
No: _____	Yes: _____	Absent: _____
Number of votes required:		
<input type="checkbox"/> Majority	<input checked="" type="checkbox"/> Two-thirds	
Reviewed by: _____, Corp Counsel		
Reviewed by: _____, Finance Dir.		

INTENT & SYNOPSIS: To amend the 2021 Information Technologies Capital Projects budget to include expenditures for projects that were in process but not completed at December 31, 2020:

FISCAL NOTE: No cost to Wood County. The source of the funding is available unspent previously approved capital project funds. The adjustment to the budget is as follows:

Account	Account Name	Debit	Credit
57127	Capital Projects IT		\$224,170
34112	Fund Balance Capital Project	\$224,170	

WHEREAS, the Property and Information Technology Committee authorized several capital projects at a cost of \$898,555, and

WHEREAS, the County Board authorized the borrowing of \$898,555 from the Debt Funding to fund the Information Technology project at their meeting of June18, 2019, and

WHEREAS, \$898,555 of the project expenditures were estimated to be incurred in 2020, and

WHEREAS, only \$674,385 was actually expended in 2020 leaving an additional unappropriated funds of \$224,170 in the capital projects fund balance, and

WHEREAS, rule 26 of the Wood County Board of Supervisors states that “an amendment to the budget is required any time the actual costs will exceed the budget at the function level, and

THEREFORE BE IT RESOLVED to amend the Wood County budget for 2021 by appropriating \$224,170 of unexpended debt proceeds revenues in the Capital Projects Fund (34112) with \$224,170 being appropriated for the remaining information technology projects expenditures, and

BE IT FURTHER RESOLVED that pursuant to Wis. Stats. 65.90 (5), the County Clerk is directed to publish a Class 1 notice of this budget change within 10 days.

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ED WAGNER (Chair)
DONNA ROZAR
LANCE PLIML
ADAM FISCHER
MICHAEL FEIRER

ALLEN BREU
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

Committee Report

County of Wood

Report of claims for: MAINTENANCE

For the period of: JANUARY 2021

For the range of vouchers: 19201133 - 19201169 19210001 - 19210042 50121039 - 50121040

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
19201133	ADVANCE JANITORIAL SERVICE & SUPPLY	CLEANING RIVER BLOCK	12/25/2020	\$4,765.30	P
19201134	ADVANCE SUPPLY LLC	JANITORIAL SUPPLIES	12/22/2020	\$83.46	P
19201135	CINTAS CORPORATION	MAT CLEANING RIVER BLOCK	12/22/2020	\$92.58	P
19201136	CINTAS CORPORATION	MAT CLEANING COURTHOUSE	12/23/2020	\$337.54	P
19201137	ECON ELECTRIC	SERVICE IN JAIL	12/11/2020	\$240.00	P
19201138	LIBERTY CLEANERS INC	CLEANING COURTHOUSE, JAIL	12/19/2020	\$8,072.19	P
19201139	WISCONSIN VALLEY BUILDING PRODUCTS	TOOLS & EQUIPMENT	12/17/2020	\$73.99	P
19201140	WATER WORKS & LIGHTING COMM	WATER/SEWER/ELEC 12TH ST	12/28/2020	\$469.13	P
19201141	WATER WORKS & LIGHTING COMM	WATER/SEWER/ELEC SVC JOINT USE	12/28/2020	\$263.38	P
19201142	WATER WORKS & LIGHTING COMM	ELECTRIC SVC SHERIFF LOCKUP	12/28/2020	\$60.03	P
19201143	WATER WORKS & LIGHTING COMM	SHERIFF LOCKUP OUTDOOR LIGHTS	12/28/2020	\$13.44	P
19201144	WATER WORKS & LIGHTING COMM	RIVER BLOCK WATER/SEWER	12/28/2020	\$458.95	P
19201145	WATER WORKS & LIGHTING COMM	RIVER BLOCK OUTSIDE LIGHTING	12/28/2020	\$102.36	P
19201146	QUALITY PLUS PRINTING INC	OFFICE SUPPLIES	01/05/2021	\$62.50	P
19201147	QUALITY PLUS PRINTING INC	OFFICE SUPPLIES	01/05/2021	\$82.50	P
19201148	SCHILLING SUPPLY COMPANY	HANGING CREDIT	01/05/2021	(\$153.00)	P
19201149	SCHILLING SUPPLY COMPANY	CLEANING SUPPLIES	01/05/2021	\$132.96	P
19201150	SCHILLING SUPPLY COMPANY	CLEANING SUPPLIES	01/05/2021	\$162.44	P
19201151	AMERICAN ENGINEERING TESTING INC	GEOTECH SERVICE - JAIL PROJECT	12/30/2020	\$5,970.00	P
19201152	CITY OF WISCONSIN RAPIDS	411 E JACKSON ST TAXES	12/31/2020	\$3,483.97	P
19201153	CITY OF WISCONSIN RAPIDS	E JACKSON ST TAXES	12/31/2020	\$542.02	P
19201154	CONSOLIDATED WATER POWER COMPANY	RIVER BLOCK ELECTRIC	01/05/2021	\$5,872.10	P
19201155	CRESCENT ELECTRIC SUPPLY CO	CH MEP UPDATES - CABLE	12/23/2020	\$133.54	P
19201156	ERON & GEE/HERMAN'S PLUMBING & HEATING	CH MEP UPDATES-INSTALL FAUCETS	12/21/2020	\$18,245.64	P
19201157	ERON & GEE/HERMAN'S PLUMBING & HEATING	CH MEP UPDATES-H2O CLR INSTALL	12/29/2020	\$89.41	P
19201158	JOSLIN CONCRETE	SNOW PLOWING RIVER BLOCK	11/19/2020	\$697.50	P
19201159	WE ENERGIES	GAS SERVICE 12TH ST	12/31/2020	\$228.39	P
19201160	WE ENERGIES	GAS SERVICE COMMUNICATIONS	12/31/2020	\$370.59	P
19201161	WE ENERGIES	GAS SERVICE JAIL	12/31/2020	\$2,149.20	P
19201162	WE ENERGIES	GAS SERVICE JOINT USE BUILDING	12/31/2020	\$440.71	P
19201163	WE ENERGIES	GAS SERVICE SHERIFF LOCKUP	12/31/2020	\$143.56	P
19201164	WE ENERGIES	GAS SERVICE RIVER BLOCK	12/31/2020	\$1,664.61	P
19201165	ADVANCED DISPOSAL	WASTE DISPOSAL FEES	12/31/2020	\$731.64	P
19201166	BRANDL ENTERPRISES LLC	CH SNOW PLOWING	12/31/2020	\$1,252.50	P

Committee Report - County of Wood

MAINTENANCE - JANUARY 2021

50121039 - 50121040 19210001 - 19210042 19201133 - 19201169

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
19201167	HOME DEPOT CREDIT SERV (Maintenance)	CH, RB	01/05/2021	\$319.59	P
19201168	COMPLETE CONTROL	CH HVAC SERVICE CALL	12/31/2020	\$281.88	
19201169	EXPRESS RECYCLING SOLUTIONS	RECYCLE FLOURESCENT BULBS	12/31/2020	\$904.00	
19210001	CITY OF WISCONSIN RAPIDS	3407749 SPECIAL ASSESSMENT	01/01/2021	\$1,231.32	P
19210002	OTIS ELEVATOR CO	2021 CH ELEVATOR SVC CONTRACT	12/09/2020	\$2,301.00	P
19210003	OTIS ELEVATOR CO	2021 RB ELEVATOR SVC CONTRACT	12/09/2020	\$4,364.40	P
19210004	STAPLES ADVANTAGE	OFFICE SUPPLIES	01/05/2021	\$174.62	P
19210005	CINTAS CORPORATION	MAT CLEANING COURTHOUSE	01/06/2021	\$269.71	P
19210006	POWER PAC INC	JOHN DEERE TRACTOR	01/04/2021	(Voided)	P
19210006R	POWER PAC INC	JOHN DEERE TRACTOR	01/04/2021	\$19,001.18	P
19210007	DIAMOND BUSINESS GRAPHICS	PRINTING	01/12/2021	\$31.67	P
19210008	QUALITY PLUS PRINTING INC	PRINTING	01/12/2021	\$290.00	P
19210009	QUALITY PLUS PRINTING INC	PRINTING	01/12/2021	\$830.00	P
19210010	ADVANCE SUPPLY LLC	JANITORIAL SUPPLIES	01/06/2021	\$153.58	P
19210011	GRAINGER (Maintenance)	PLUMBING SUPPLIES - JAIL	01/07/2021	\$479.10	P
19210012	GRAINGER (Maintenance)	CH SUPPLIES	01/08/2021	\$114.27	P
19210013	GRAYBAR	ELECTRICAL SUPPLIES	01/04/2021	\$370.76	P
19210014	SUPERIOR CHEMICAL CORPORATION	ICE MELT	01/07/2021	\$4,816.88	P
19210015	WATER WORKS & LIGHTING COMM	ELEC SVC COURTHOUSE SECURITY	01/12/2021	\$66.38	P
19210016	WATER WORKS & LIGHTING COMM	ELECTRIC SERVICE BAKER LOT	01/12/2021	\$49.67	P
19210017	WATER WORKS & LIGHTING COMM	WATER/SEWER/ELEC COMMUNICATION	01/12/2021	\$296.45	P
19210018	WATER WORKS & LIGHTING COMM	WATER/SEWER SERVICE JAIL	01/12/2021	\$1,862.66	P
19210019	WATER WORKS & LIGHTING COMM	WATER/SEWER SERVICE COURTHOUSE	01/12/2021	\$982.88	P
19210020	WATER WORKS & LIGHTING COMM	SARATOGA ST STORM SEWER	01/12/2021	\$9.15	P
19210021	WATER WORKS & LIGHTING COMM	COURTHOUSE STORM SEWER	01/12/2021	\$94.45	P
19210022	WATER WORKS & LIGHTING COMM	RIVER BLOCK STORM SEWER	01/12/2021	\$43.37	P
19210023	WATER WORKS & LIGHTING COMM	COURTHOUSE ELECTRIC	01/12/2021	\$4,772.16	P
19210024	WATER WORKS & LIGHTING COMM	COURTHOUSE ELECTRIC	01/12/2021	\$3,135.43	P
19210025	DIAMOND BUSINESS GRAPHICS	OFFICE SUPPLIES	01/19/2021	\$55.95	P
19210026	DM STAMPS & SPECIALTIES	OFFICE SUPPLIES	01/19/2021	\$95.38	P
19210027	AMAZON CAPITAL SERVICES	CH SECURITY - DOOR CHIME	01/21/2021	\$16.62	
19210028	AMAZON CAPITAL SERVICES	CH UPDATES - MED CABINET	01/19/2021	\$106.95	
19210029	DIRECT SUPPLY INC	CH SIGNAGE	01/13/2021	\$125.97	
19210030	CINTAS CORPORATION	MAT CLEANING RIVER BLOCK	01/19/2021	\$92.58	
19210031	CINTAS CORPORATION	MAT CLEANING COURTHOUSE	01/20/2021	\$337.54	
19210032	GAPPA SECURITY SOLUTIONS LLC	CH SECURITY - CORE	01/12/2021	\$35.75	
19210033	KRISS PREMIUM PRODUCTS INC	BOILER CHEMICALS	01/07/2021	\$609.33	
19210034	LIBERTY CLEANERS INC	CLEANING COURTHOUSE, JAIL	01/20/2021	\$8,072.19	
19210035	QUALITY DOOR & HARDWARE	CH SECURITY - CYLINDER	01/15/2021	\$10.85	
19210036	QUALITY DOOR & HARDWARE	CH UPDATES - HINGE PLATES	01/15/2021	\$6.18	
19210037	SHRED SAFE LLC	CONFIDENTIAL SHREDDING	01/19/2021	\$150.00	
19210038	SUPERIOR CHEMICAL CORPORATION	CLEANING SUPPLIES	01/15/2021	\$239.24	
19210039	WISCONSIN VALLEY BUILDING PRODUCTS	GLOVES	01/13/2021	\$43.68	
19210040	WISCONSIN VALLEY BUILDING PRODUCTS	SUPPLIES	01/13/2021	\$10.04	

Committee Report - County of Wood

MAINTENANCE - JANUARY 2021

50121039 - 50121040 19210001 - 19210042 19201133 - 19201169

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
19210041	US BANK	CH SECURITY/SAFETY, TRAINING	01/19/2021	\$2,874.00	
19210042	KRANZ INC	CLEANING SUPPLIES	01/27/2021	\$337.72	
50121039	STAPLES ADVANTAGE		01/18/2021	\$39.58	P
50121040	STEEN MACEK PAPER COMPANY		01/27/2021	\$3,849.12	
Grand Total:				\$121,690.36	

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 January 2021

1. Ongoing Projects and Planning

- a) PSC Grant – Assisted Nancy Turyk and met with Faith Technologies regarding an application for the Energy Innovation Grant program offered by the WI Public Service Commission. If approved, the grant will include funding for a thorough energy assessment, fuel consumption audit, and EV infrastructure analysis at five of our main facilities.
- b) Safety Updates – Working with a few departments to evaluate office layout and access changes that can improve the safety and welfare of building occupants.
- c) Small Projects – (1) We recently finished making some updates to one of our ADA accessible restrooms in the Courthouse and will begin working on another in the coming weeks. (2) With the completion of Corporation Counsel's new office space on third floor, we were able to repurpose their previous space on second floor; part of the second floor space that was previously used by Planning and Zoning will be available to them once again, and an office that many years ago had been designated for the County Board Chair will revert back to its former use. (3) Beginning to work on a room near the Veteran's lobby that was identified as a good location for an employee breakroom. (4) Working with IT on some updates to the video conference system in room 114 at the Courthouse and room 206 at River Block, the updates should provide a much smoother meeting experience for those attending virtually.
- d) Jail Study – With the formulation of the Jail Study Adhoc Committee, I will be working to provide information to the committee for their review. Some of the initial information requested relates to liability and maintenance concerns, current and future operating costs, and updates needed to meet current standards.

2. Miscellaneous

- a. Attended PIT, County Board, R&S, Security, and Operations Committee meetings.
- b. Attended Management and Focus on Energy webinars.
- c. Attended a product demo with Edgewater and IT staff regarding a system update.
- d. Met with contractors and vendors regarding upcoming projects.
- e. Received notice of rate increase from Consolidated Water Power Company.



CONSOLIDATED WATER POWER COMPANY
 610 High Street, Wisconsin Rapids, WI 54495
A subsidiary of Verso Corporation

January 27, 2021

Dear Consolidated Water Power Company Customer,

The Public Service Commission of Wisconsin (PSCW) has authorized Consolidated Water Power Company (CWPCo) a rate increase for its customers in their final decision dated January 21, 2021 (PSCW Docket: 1330-ER-104). **The effective date of this increase is February 1, 2021.**

Details of your new tariff rates are as follows:

Type of Service	Present Rates	Authorized Rates
Large Power Service S-1 (200-1000 kW)		
Customer Charge	\$ 100.00 per month	\$120.00 per month
Distribution Demand Charge	\$ 1.00 per kW	\$ 1.50 per kW
Monthly Billed Demand Charge	\$ 7.00 per kW	\$ 8.00 per kW
Energy Charge		
	On-Peak kWh \$ 0.0575 per kWh	\$0.0517 per kWh
	Off-Peak kWh \$ 0.0470 per kWh	\$0.0411 per kWh
PCAC	\$(0.0127) per kWh	\$ - per kWh

Pricing Periods:

On-peak: 8:00 a.m. to 10:00 p.m., Monday through Friday, excluding holidays, specified below.

Off-peak: All times not specified as on-peak including all day Saturday and Sunday, and the following holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, and Christmas Day, or the day nationally designated to be celebrated as such.

Determination of Measured Demand: Measured Demand shall be the average rate at which energy is used for a period of 15 consecutive minutes in a month. Such Measured Demand shall be determined from readings of permanently installed meters, or at the option of the utility, by any standard methods or meters. Said demand meters shall be reset to zero when the meter is read each month.

Determination of Maximum Measured Demand: The Maximum Measured Demand shall be the highest measured demand in each month.

Determination of Distribution Demand: The Distribution Demand shall be the highest monthly Maximum Measured Demand occurring in the current month or preceding 11-month period.

Determination of On-Peak Maximum Measured Demand: Maximum On-Peak Measured Demand shall be the highest measured demand that occurs during the On-peak period each month.

Determination of On-Peak Billed Demand: The On-Peak Billed Demand shall be the On-Peak Maximum Measured Demand.

Please note that the "2017 Tax Cut Credit" is now included in your new tariff rate; therefore, that credit will no longer show as a separate line item on your monthly invoice.

For additional information on the Final Decision please refer to PSCW Docket: 1330-ER-104.

Sincerely,

CONSOLIDATED WATER POWER COMPANY

RENEWABLE & SUSTAINABLE COMMITTEE MEETING

DATE: Tuesday, January 12, 2021
TIME: 9:00 AM
LOCATION: Wood County Courthouse – Safety Training Room

Present: Jake Hahn, Bill Leichtnam, Dave LaFontaine, Mike Feirer, Via WebEx: Al Breu

Others

Present: Reuben Van Tassel, Nicole Gessert, Bill Clendenning, Lance Pliml, Via WebEx: Nancy Turyk, Dale Ripp (Faith Technologies)

1. Call Meeting to Order: Supervisor Hahn called the meeting to order at 9:00 a.m.
2. Public Comments:
None
3. Review/approve previous meeting minutes:
Minutes from the December 10, 2020 R&S Committee meeting.

Motion: (LaFontaine/Breu) to approve the prior meeting minutes. Motion carried unanimously.

4. PSC Grant Opportunities:
Turyk shared an overview of the PSC grant components. The proposal identified five tasks areas; building audits, audit of fuel consumption and strategies for reduction; EV infrastructure, carbon storage, and an educational piece from County's energy plan.

Van Tassel shared he had met with Dale Ripp and Scott Johnson from Faith Technologies. Van Tassel passed out preliminary proposal information from Faith Technologies. Dale stated they can go more in-depth with the proposal but will definitely have a short deadline. Lengthy discussion ensued.

Committee consensus was to have the grant proposal be as expansive as possible.

Turyk and Van Tassel will continue to work with Faith Technologies to expand the scope of the grant. Turyk is working with Jason Grueneberg from Planning and Zoning to get the grant submitted by the deadline.

5. Future agenda items:
 - Dependent on grant proposal
6. Next meeting:
TBD
7. Adjourn Renewable & Sustainable Committee Meeting:
Supervisor Hahn declared the meeting adjourned @ 9:54 a.m.

Notes by Nicole Gessert, Maintenance Department

Renewable & Sustainable Committee Meeting

January 12, 2021

[illegible]