

AGENDA
PROPERTY & INFORMATION TECHNOLOGY COMMITTEE

DATE: Monday, August 5, 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. Downtown parking
 - d. Disposition of properties adjacent to Courthouse
6. Future Agenda Items
7. Set date and time of next meeting – (Monday, September 2 is Labor Day)
8. Adjourn

Join by phone

+1-408-418-9388 United States Toll

Meeting number (access code): 2488 246 2374

Join by WebEx App or Web

<https://woodcountyiwi.webex.com/woodcountyiwi/j.php?MTID=m8b3b24a79e10f19d10d271e547cadb30>

Meeting number (access code): 2488 246 2374

Meeting password: 080524

MINUTES
PROPERTY & INFORMATION TECHNOLOGY COMMITTEE

DATE: Monday, July 1, 2024
TIME: 9:00 a.m.
PLACE: Courthouse – Room 114

MEMBERS PRESENT: Al Breu, Jeff Penzkover, Dennis Polach, Scott Brehm, Brad Hamilton (WebEx)

OTHERS PRESENT: Trent Miner, County Clerk; See attached sign-in list

1. Chairman Breu called the meeting to order at 9:00 AM.
2. There was no public comment.
3. The minutes of the June 3, 2024, meetings were reviewed. Motion by Penzkover/Brehm to accept them as presented. Motion carried unanimously.
4. The Information Technology vouchers were reviewed with explanations given. Motion by Brehm/Penzkover to approve 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 as presented. Motion carried unanimously.
7. The Maintenance Report and project updates were reviewed.
8. VanTassel noted that the 4-Stools property acquisition has been completed and that the City of Wisconsin Rapids is updating their downtown plan currently, which includes this property. A property on the back of the Courthouse came up for sale but already had an accepted offer before the county could investigate it. Discussion by the committee on the possibility of having the “right-of-first-refusal” on the properties adjoining the Courthouse.
9. Items for next agenda:
 - a. Downtown parking
10. The next meeting will be held on Monday, August 5th at 9:00 AM.
11. Chairman Breu declared the meeting adjourned at 9:47 AM.

Minutes taken by Trent Miner, County Clerk and are in draft form until approved at the next meeting.

Committee Report

County of Wood

Report of claims for: INFORMATION TECHNOLOGY

For the period of: JULY 2024

For the range of vouchers: 27240251 - 27240287

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
27240251	SOLARUS	PHONE CHGS ACCT 00063942-1	07/01/2024	\$2,159.65	P
27240252	SOLARUS	PHONE CHGS ACCT 00077856-5	07/01/2024	\$226.59	P
27240253	SOLARUS	PHONE CHGS ACCT 00061009-7	07/01/2024	\$69.99	P
27240254	INSIGHT PUBLIC SECTOR INC	LWC PC UPGRADES, INTERN PC	06/12/2024	\$1,022.56	P
27240255	INSIGHT PUBLIC SECTOR INC	NW COURT VIDEO CONF	06/19/2024	\$5,047.55	P
27240256	INSIGHT PUBLIC SECTOR INC	LWC PC UPGRADES, INTERN PC	06/20/2024	\$1,347.37	P
27240257	INSIGHT PUBLIC SECTOR INC	HS BOC LICENSES	06/24/2024	\$1,269.90	P
27240258	INSIGHT PUBLIC SECTOR INC	HWY MONITOR	06/24/2024	\$149.21	P
27240259	TDS TELECOM	PHONE CHARGES	06/28/2024	\$72.87	P
27240260	TDS TELECOM	PHONE CHARGES	06/28/2024	\$59.06	P
27240261	TDS TELECOM	PHONE CHARGES	06/28/2024	\$44.66	P
27240262	TDS TELECOM	PHONE CHARGES	06/28/2024	\$57.91	P
27240263	TDS TELECOM	PHONE CHARGES	06/28/2024	\$17.15	P
27240264	US CELLULAR	CELL PHONE CHGS ACT 277407322	06/16/2024	\$411.01	P
27240265	US CELLULAR	CELL PHONE CHGS ACCT 851710598	06/16/2024	\$90.91	P
27240266	US CELLULAR	CELL PHONE CHGS ACCT 203538532	06/20/2024	\$2,167.23	P
27240267	US CELLULAR	CELL PHONE CHGS ACCT 203391922	06/20/2024	\$18.71	P
27240268	AMAZON CAPITAL SERVICES	IT PROJECTOR REMOTE	07/02/2024	\$38.00	P
27240269	AMAZON CAPITAL SERVICES	IT USB HUBS, REPLACE HEADBAND	07/03/2024	\$57.91	P
27240270	AMAZON CAPITAL SERVICES	VETERANS - HDMI ADAPTER	07/05/2024	\$7.64	P
27240271	AMAZON CAPITAL SERVICES	HS - USB HUB	07/05/2024	\$9.98	P
27240272	GOLDFAX	NETWORK FAXING JUNE 2024	07/07/2024	\$68.70	P
27240273	RHYME BUSINESS PRODUCTS	PRINTER/COPIER CHARGES	07/03/2024	\$7,663.00	P
27240274	RHYME (Portage)	PE - TONER	06/26/2024	\$100.03	P
27240275	AT&T MOBILITY	MONTHLY CELL/HOTSPOT CHARGES	06/23/2024	\$395.62	P
27240276	AT&T MOBILITY	MONTHLY CELL CHARGES	06/23/2024	\$3,515.64	P
27240277	VERIZON	CELL CHGS ACCT 242258062-00001	07/01/2024	\$5,372.92	P
27240278	CDW GOVERNMENT INC	PKS KOFAX POWER PDF LICENSE	06/21/2024	\$124.26	P
27240279	CENTURYLINK	PHONE/LONG DISTANCE CHARGES	07/01/2024	\$2.35	P
27240280	CHARTER COMMUNICATIONS (Pittsburgh)	INTERNET PRO100	07/01/2024	\$134.99	P
27240281	CHARTER COMMUNICATIONS (Pittsburgh)	WR FIBER	07/01/2024	\$1,094.21	P
27240282	CHARTER COMMUNICATIONS (Pittsburgh)	MFLD FIBER	07/01/2024	\$312.93	P
27240283	CHARTER COMMUNICATIONS (Pittsburgh)	NETWORK SERVICES	07/01/2024	\$2,643.81	P
27240284	ELECTROLINE INC	DATA CENTER UPS MAINTENANCE	07/12/2024	\$6,942.00	P

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
27240285	INSIGHT PUBLIC SECTOR INC	LWC PC UPGRADES, INTERN PC	06/21/2024	\$7,143.15	P
27240286	AMAZON CAPITAL SERVICES	IT ANALYST PC PERIPHERALS	07/19/2024	\$322.60	
27240287	AMAZON CAPITAL SERVICES	HS HEADSETS	07/23/2024	\$337.12	
Grand Total:				\$50,519.19	

Signatures

Committee Chair: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

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Committee Member: _____



Wood County WISCONSIN

INFORMATION TECHNOLOGY

July 2024

1. Wood County internet and intranet website updates are being posted continually as we work to keep employees and citizens informed.
2. Completed feature updates and fixes to Emergency Management's BNI, Building Number Identification, in-house system. Upon approval from EM staff, this will be put into production.
3. Work continues with CIS, Law Enforcement System, to update the software configurations to meet the new jail housing needs. The new jail housing configuration is in CIS Train environment so that Sheriff Department staff can test the system. Once testing is completed and approved, the new jail housing configuration will be added to the live environment.
4. Continue working with several vendors in preparation for the new Law Enforcement center occupancy. Several systems will be updated or replaced to accommodate needs in the new facility. LiveScan, current fingerprint system, will be updated and new fingerprinting machines put in place for the new jail. The Guard 1, system that records the door checks completed in the jail, will be replaced with Guardian RFID. In July the agreement with CIS for the one-way interface for Guardian RFID was completed. This project will begin once new Jail Housing is approved.
5. Completed development of the new Election Results website to meet needs for upcoming elections.
6. Staff completed work with Veterans department to implement digital signage in their Marshfield office.
7. Continued working on updating Emergency Management's Worker Tracking System.
8. Began work on preparing data for migration from Human Services IMS, current Document Management system & TCM, Electronic Health Record System into Laserfiche, Countywide Document Management system.
9. IT staff worked with the Health Department to configure the phone menu to allow for a Spanish interpreter option.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

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10. Support is ongoing and another upgrade is scheduled for mid-August for Cyber Recruiter, the HRMS extension system and website used for new hire applications.
 11. Kicked off the server infrastructure CIP project to replace end of life servers at several locations throughout the County. Information has been collected, configurations have been reviewed & updated, and quotes have been requested.
 12. The Sheriff's Department Citation System (TraCS) review has been completed and this system will be moved to a hosted environment. Once the Badger TraCS Hosted Environment User Agreement is signed and returned migration to the TraCS Hosted Environment will commence.
 13. 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. IT, Emergency Management, County Clerk, Communications, Corporation Counsel, Finance, and HR departments have been migrated to O365. Migrations in Child Support, Dispatch, Health, Human Services, Planning & Zoning, Register of Deeds and Sheriff are underway, with more departments scheduled to migrate soon.
 14. Support for Norwood Healthcare Center and Edgewater Haven Matrix (EHR) and CART (CMS abstraction and reporting tool) software is ongoing. eMAR offline procedures and functionality were improved significantly for both Norwood and Edgewater. eMAR provides ability to dispense patient medication when the EHR system is not accessible. Super user training continues and results in improved support of the EHR (electronic health record) system. Project work is complete meeting the latest CMS (Centers for Medicare and Medicaid) July 1, 2024 deadline requirement for the Norwood Admissions Hospital unit transparency in pricing reporting.
 15. Met with Matrix, Norwood and IT staff for the WISHIN project. A technical meeting is scheduled to discuss the role of Matrix, Norwood electronic health record system, in facilitating an interface. This project is 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 December 31, 2024 would result in loss of DHS financial incentives and later a reduction of CMS and DHS revenue for the Norwood Healthcare Facility.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

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16. Completed work with GIS to update the address and street maps in CIS, the Countywide Law Enforcement Software. GIS and IT plan for this update to occur quarterly.
 17. Assisted Finance staff preparing the 2025 budget using the county wide budget software, including personnel data import and new dental plan calculations.
 18. Substantial time was spend researching new endpoint protection software. Current software was very problematic and caused interference with legitimate software and used excessive resources to complete standard scanning tasks. Implementation of the new solution has begun, and completion is expected before the end of August. We anticipate this software will run more efficiently and provide IT staff with more analytical capabilities when researching potential malicious activity.
 19. Network staff continue to respond to information gathered by the recently implemented SIEM, Security Information & Event Management solution. This will give us much needed insight into threat detection, security events, and compliance information and 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.
 20. With the implementation of MDR, managed detection and response, it was evident that malicious actors continue to attempt to access the County network via VPN. To increase County VPN security, multi-factor authentication (MFA) is now required to use VPN. VPN MFA allows us to geo-block all access to the VPN portal from outside of the United States. These two changes strengthens our ability to deter malicious actors from gaining access to the County network.
 21. Network staff worked with Emergency Management, Communications, the Comm Center, and vendors such as FirstNet and the Dispatch phone vendor on the network connection for the Emergency Management trailer. The Comm Center would like the ability to utilize the mobile command station for radio communications as well as assisting with various lookup requests while onsite at events.
 22. The Countywide backup system was upgraded to the latest service pack.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

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23. Network staff has been working with the Communications department and their vendor to plan out a radio system upgrade. These radios are used by various law enforcement agencies and supporting staff throughout Wood County.
 24. Continued work on forms process improvement and document storage in Information Technology leveraging Laserfiche.
 25. Completed the tax form update in Sage HRMS. Work also began on scheduling the Q2 quarterly update in the TEST environment.
 26. Programming staff work to improve support documentation for the Sage HRMS, Human Resources Management System, system for employee benefit and payroll data.
 27. Continued work consolidating programming source control systems to organize historical and ongoing software development projects and eliminate a server as part of the Server OS update project.
 28. 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.
 29. IT published and continues to refine the newly developed project request form and policy. This form increases efficiency for both requestors and IT staff and helps to ensure that we provide excellent and cost-effective solutions.
 30. Support for GCS\Catalis property tax systems is ongoing. The former property tax software version end-of-life is set for Fall of 2024 and was on-prem, servers at Wood County. The upgraded version is cloud based. System migration and training is complete and go-live was July 15, 2024. Migration of the property tax system triggers the need for extensive work on multiple interfaces to systems like the Register of Deeds and Planning and Zoning permit system.
 31. IT staff continue working to restore and import 15+ years of digital archive tax roll data into Laserfiche for the Treasurer.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

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32. 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.
 33. Programming staff continue support for the ESS, employee self-service portal, for payroll reports and employee benefits open enrollment is ongoing.
 34. Completed the migration of the email archiving solution. One minor issue continues to be investigated.
 35. Worked with Livecan, electronic capturing of fingerprints system, vendor to resolve an issue impacting printing fingerprints that was affecting the City of Marshfield and Wisconsin Rapids.
 36. Our current email encryption service migrated to a new hosted site. This change affects the way individuals encrypt emails. Staff worked to implement the new way clients register to use encryption.
 37. Continue to review connectivity at North Park. As their reliance of network connectivity increases it is more important to provide a more stable connection. There are challenges to provide solid connectivity and current connections have been problematic. IT has recommended testing a backup solution to help provide a more stable connection.
 38. Staff have been working with the Parks Department to implement a solution that will allow them to remotely unlock the door at the new storm shelter at South Wood County Park using an app on their phone or desktop as long as there is power and internet connectivity at the location. This system will also allow them to schedule specific times to lock and unlock the doors.
 39. 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. Great care is being exercised to ensure minimal downtime when the new hardware goes into production. Good progress is being made on migrating to the new cores.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

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40. IT staff continue working to organize and relocate the Information Technology network drive shared data. This is an ongoing and sizable project.
 41. 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 is complete to implement procedures that place significant restriction on the vendor use of a remote assistance software, Octopus. The new restriction enhances security while minimally impeding remote upgrade assistance functionality.
 42. 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.
 43. Continue to work with members of the Central Records subcommittee. Working to schedule an on-site visit from CIS, current Law Enforcement Software vendor, to discuss unmet needs of current system.
 44. The PC Replacement 2nd order has been placed. New devices include the update to Windows 11 and Office 365 as both products will be rolled out in 2024.
 45. Due to a substantial maintenance increase in the attendant console software used by Humans Services, research on an alternative solution has begun. Attendant console software allows people who receive a lot of phone calls, such as a receptionist, to manage multiple calls at the same time and easily view the availability of staff and transfer calls.
 46. 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).
 47. For the month of June, 480 helpdesk requests were created, with staff completing 483 tickets and leaving 91 open requests. In addition, there are currently 178 project requests.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

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48. Continue to apply numerous security patches to servers. These updates include fixes for functionality and security patches that keep servers as secure as possible.
 49. Our new Systems Technician, Jeremy Heckendorf, began on July 8th. Recruitment for the IT Intern position continues.
 50. Staff continue to work with Maintenance, Sheriff, Samuel's Group, and various vendors on the infrastructure needs for the new Law Enforcement Center. One of the challenges is to add the new housing levels and options in the CIS Law Enforcement System.
 51. Staff continue to conduct weekly orientation to help new employees understand the importance of protecting Wood County's network and resources, as well providing instruction on how to contact the IT department for assistance.
 52. Worked with Human Services management and MatrixCare support to ensure backup procedures were in use, users were informed, and correct monitoring was in place during an extended outage related to the Crowdstrike cloud incident on July 19th.
 53. Network staff upgraded our phone system to the latest service pack to address various bugs and vulnerabilities.
 54. Programming staff attended THAT Conference held in Wisconsin Dells.

Committee Report

County of Wood

Report of claims for: MAINTENANCE

For the period of: JULY 2024

For the range of vouchers: 19240471 - 19240540

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
19240471	ADVANCE JANITORIAL SERVICE & SUPPLY	CLEANING COURTHOUSE, JAIL	06/25/2024	\$6,581.65	P
19240472	ADVANCE JANITORIAL SERVICE & SUPPLY	CLEANING RIVER BLOCK	06/25/2024	\$4,177.95	P
19240473	ASCENT CONSTRUCTION LLC	BR 1 - CARPENTRY	06/26/2024	\$9,427.00	P
19240474	COMPLETE CONTROL	BR 1 - ACCESS CONTROLS	06/19/2024	\$5,870.97	P
19240475	COMPLETE CONTROL	BR 1 - FIRE ALARMS	06/19/2024	\$5,398.63	P
19240476	FAMTREE LLC dba GROUNDS DETAIL	GROUNDS CARE - COURTHOUSE	06/03/2024	\$321.30	P
19240477	JFTCO INC	GENERATOR MAINTENANCE	06/19/2024	\$2,200.94	P
19240478	JFTCO INC	GENERATOR MAINTENANCE	06/19/2024	\$2,340.79	P
19240479	WATER WORKS & LIGHTING COMM	SHERIFF LOCKUP OUTDOOR LIGHTS	06/26/2024	\$12.88	P
19240480	WATER WORKS & LIGHTING COMM	WATER/SEWER/ELEC SVC JOINT USE	06/26/2024	\$214.05	P
19240481	WATER WORKS & LIGHTING COMM	RIVER BLOCK WATER/SEWER	06/26/2024	\$691.21	P
19240482	WATER WORKS & LIGHTING COMM	ELECTRIC SVC SHERIFF LOCKUP	06/26/2024	\$52.41	P
19240483	WATER WORKS & LIGHTING COMM	RIVER BLOCK OUTSIDE LIGHTING	06/26/2024	\$103.68	P
19240484	AMAZON CAPITAL SERVICES	CO2 CARTRIDGES	06/21/2024	\$33.78	P
19240485	AMAZON CAPITAL SERVICES	PIPE INSPECTION CAMERA	06/26/2024	\$298.98	P
19240486	AMAZON CAPITAL SERVICES	WET FLOOR SIGN	06/27/2024	\$16.99	P
19240487	AMAZON CAPITAL SERVICES	SHOP SUPPLIES	06/27/2024	\$69.00	P
19240488	MENARDS - PLOVER	BR 1 - LIGHTING, SHOP SUPPLIES	06/25/2024	\$1,167.86	P
19240489	RAPID QUALITY LAWN & LANDSCAPING	FERTILIZE, WEED CONTROL	06/29/2024	\$198.00	P
19240490	VENTURE ARCHITECTS	JAIL PROJECT - PROF SERVICES	06/24/2024	\$117,875.92	P
19240491	GUARDIAN RFID	JAIL PROJ - INMATE MONITORING	07/01/2024	\$10,436.06	P
19240492	THE SAMUELS GROUP INC	JAIL PROJECT - 30TH PAYMENT	07/08/2024	\$3,214,080.95	P
19240493	COMPUTER INFORMATION SYSTEMS INC	JAIL PROJ GUARDIAN RFID INTRFC	07/03/2024	\$7,700.00	P
19240494	ACE HARDWARE	SUPPLIES	07/09/2024	\$17.57	P
19240495	APEX ENGINEERING INC	CH HTG SYSTEM - DESIGN	06/30/2024	\$6,250.00	P
19240496	CONSOLIDATED WATER POWER COMPANY	RIVER BLOCK ELECTRIC JUNE 2024	07/02/2024	\$5,878.72	P
19240497	ERON & GEE/HERMAN'S PLUMBING & HEATING	SERVICE CALL	06/28/2024	\$562.06	P
19240498	GRAINGER (Maintenance)	SHOP SUPPLIES	06/27/2024	\$25.14	
19240499	HOME DEPOT CREDIT SERV (Maintenance)	JAIL, CH/SHOP, BR 1, RB	07/05/2024	\$1,648.72	P
19240500	PER MAR SECURITY SERVICES	RB FIRE ALARM INSPECTIONS	07/08/2024	\$675.72	P
19240501	WASTE MANAGEMENT	WASTE DISPOSAL FEES	07/03/2024	\$1,570.27	P
19240502	WE ENERGIES	GAS SERVICE JAIL	07/05/2024	\$242.42	P
19240503	WE ENERGIES	GAS SERVICE 321 MARKET ST	07/05/2024	\$9.57	P
19240504	WE ENERGIES	GAS SERVICE 441 SARATOGA ST	07/03/2024	\$10.21	P

MAINTENANCE - JULY 2024

19240471 - 19240540

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
19240505	WE ENERGIES	GAS SERVICE RIVER BLOCK	07/02/2024	\$426.12	P
19240506	WE ENERGIES	GAS SERVICE SHERIFF LOCKUP	07/09/2024	\$11.22	P
19240507	WE ENERGIES	GAS SERVICE COURTHOUSE	07/02/2024	\$390.52	P
19240508	WE ENERGIES	GAS SERVICE JOINT USE BUILDING	07/09/2024	\$11.22	P
19240509	WISCONSIN VALLEY BUILDING PRODUCTS	SHOP SUPPLIES	07/09/2024	\$18.15	P
19240510	INSIGHT PUBLIC SECTOR INC	JAIL PROJ - IDF HARDWARE	06/21/2024	\$195,475.77	P
19240511	DM STAMPS & SPECIALTIES	STAMPS	07/16/2024	\$67.73	P
19240512	NASSCO INC	CLEANING SUPPLIES	07/16/2024	\$2,535.30	P
19240513	ARCTIC INDUSTRIES LLC	JAIL PROJECT - BODY BOX COOLER	07/12/2024	\$11,862.01	P
19240514	AMAZON CAPITAL SERVICES	CALENDARS	07/11/2024	\$39.75	
19240515	AMAZON CAPITAL SERVICES	SHOP SUPPLIES	07/15/2024	\$149.95	
19240516	AMAZON CAPITAL SERVICES	BADGE SUPPLIES	07/15/2024	\$19.97	
19240517	COMPLETE CONTROL	CH SECURITY-CAMERA INSPECTION	06/30/2024	\$53.00	
19240518	COMPLETE CONTROL	BR 1 - CONTROLS	07/10/2024	\$4,680.20	
19240519	CONSTELLATION NEWENERGY-GAS DIVISION	CH, JAIL, RB GAS SERVICE	07/11/2024	\$885.09	
19240520	FREEDOM PEST CONTROL LLC	RIVER BLOCK PEST CONTROL	07/15/2024	\$42.00	
19240521	FREEDOM PEST CONTROL LLC	COURTHOUSE PEST CONTROL	07/15/2024	\$42.00	
19240522	CINTAS CORPORATION	MAT CLEANING COURTHOUSE	07/02/2024	\$605.37	
19240523	CINTAS CORPORATION	MAT CLEANING RIVER BLOCK	07/12/2024	\$139.58	
19240524	CINTAS CORPORATION	MAT CLEANING COURTHOUSE	07/17/2024	\$597.05	
19240525	GRAINGER (Maintenance)	VALVE KITS FOR JAIL	07/12/2024	\$356.10	
19240526	NORTHSTAR ENVIRONMENTAL TESTING LLC	CH HTG SYS - ASBESTOS TESTING	07/08/2024	\$3,157.00	
19240527	OPPORTUNITY DEVELOPMENT CENTER	EMPLOYEE APPAREL	07/11/2024	\$96.00	
19240528	SHRED SAFE LLC	CONFIDENTIAL SHREDDING	07/16/2024	\$70.00	
19240529	WATER WORKS & LIGHTING COMM	WATER/SEWER SERVICE JAIL	07/11/2024	\$2,635.81	
19240530	WATER WORKS & LIGHTING COMM	WATER/SEWER/ELEC 441 SARATOGA	07/11/2024	\$102.24	
19240531	WATER WORKS & LIGHTING COMM	WATER/SEWER/ELEC 321 MARKET	07/11/2024	\$78.14	
19240532	WATER WORKS & LIGHTING COMM	WATER/SEWER SERVICE COURTHOUSE	07/11/2024	\$1,125.53	
19240533	WATER WORKS & LIGHTING COMM	ELEC SVC COURTHOUSE SECURITY	07/11/2024	\$43.00	
19240534	WATER WORKS & LIGHTING COMM	ELECTRIC SERVICE BAKER LOT	07/11/2024	\$42.56	
19240535	WATER WORKS & LIGHTING COMM	RB PARKING LOT STORM SEWER	07/11/2024	\$41.10	
19240536	WATER WORKS & LIGHTING COMM	RIVER BLOCK STORM SEWER	07/11/2024	\$47.84	
19240537	WATER WORKS & LIGHTING COMM	SARATOGA ST STORM SEWER	07/11/2024	\$8.24	
19240538	WATER WORKS & LIGHTING COMM	COURTHOUSE STORM SEWER	07/11/2024	\$101.18	
19240539	WATER WORKS & LIGHTING COMM	COURTHOUSE ELECTRIC	07/11/2024	\$13,414.83	
19240540	NASSCO INC	CLEANING SUPPLIES	07/24/2024	\$717.40	
Grand Total:				\$3,646,250.37	

Signatures

Committee Chair: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

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Letter of Comments August 2024

Ongoing Projects and Planning

Jail Project – Nearly all of the main electrical distribution equipment has been received and installed; there are still a few components that we are waiting on, but nothing that will delay the project schedule. Detention area fixtures and furniture are currently being installed. The management team continues working hard to ensure all contractors are meeting deadlines.

Courthouse – Drywall has been installed and finished in the Branch 1 office space. Contractors will begin installing ceilings, flooring, and other finishes in the coming weeks.

Design and engineering for the Courthouse heating system replacement is ongoing; there are many details to consider due to the complexity of updating a 70-year-old system with modern equipment.

River Block – Some of the work necessary for the update to our power supply has begun. Our utility provider will be reaching out soon to coordinate some work that will require power outages; as I had previously reported, it now appears we will be able to avoid outages during business hours.

Two remaining projects approved for this year, partial roof replacement and elevator cylinder replacement, should begin sometime next month.

Miscellaneous

Attended PIT, County Board, and numerous project meetings.

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

I am working on the 2025 budget; there are several changes to be noted as we take responsibility of the utilities for the new jail.

One of our utility providers contacted me to advise of a potential change to their oversight/command structure; it is not clear how this may impact our service or rates in the future.