

RICHLAND COUNTY

Public Works Standing Committee | AGENDA

April 8, 2024

NOTICE OF MEETING

Please be advised that the Richland County Public Works Standing Committee will convene at **4:00 p.m., Thursday, April 11th, 2024** in the Richland County Board Room, 181 W. Seminary Street.

- **WebEx Videoconference, WebEx Teleconference, or Join by Phone** meeting access and all meeting materials at: <https://administrator.co.richland.wi.us/minutes/public-works/>

Meeting access trouble, contact the following:

- MIS Director **Barbara Scott** | [608]649-5922 | barbara.scott@co.richland.wi.us
- Committee Chair **Steve Williamson** | [608]574-5520 | steve.williamson@co.richland.wi.us.

AGENDA

1. Call to Order
2. Roll Call
3. Proof of Notification
4. Agenda Approval
5. Approve Previous Meeting Minutes
6. Public Comment
7. *Administration* | Reports:
 - a. Property Management Report
8. *Highway* | Reports:
 - a. Administrative Report
 - b. Monthly Paid Bills
9. *Highway* | Discussion and Possible Action on:
 - a. Bids for Trees (Campus)
 - b. Plow Truck Body Builds
 - c. 50/50 Culvert Cost Share
 - d. Continued Equipment Purchases
 - e. Maintenance Contract – Highway Shop/County
10. *MIS* | Reports:
 - a. Administrative Report
11. *MIS* | Discussion and Possible Action on:
 - a. Approval for Barracuda Essentials Software Purchase
 - b. Approval for Log Analytics & Anomaly Detection Subscription
 - c. Panel Addition for Emergency Power Circuits
12. Future Agenda Items
13. Adjournment

Items in **Bold** have been Added and/or Modified | Items with a ~~Strike~~ have been Removed

A quorum may be present from other Committees, Boards, or Commissions. No committee, board or commission will exercise any responsibilities, authority or duties except for the Public Works Standing Committee.

CC: ✓ Committee Members ✓ County Board ✓ Department Heads ✓ Richland Observer ✓ WRCO ✓ Valley Sentinel ✓ Courthouse Bulletin Board

Richland County

Public Works Standing Committee | Meeting Minutes

April 8, 2024

The Richland County Public Works Standing Committee met on **Thursday, March 14th, 2024**, in the Richland County Board Room, at 181 W. Seminary St., Richland Center, WI 53581.

1. Call to Order

Committee Chair Williamson called the meeting to order at 4:00 p.m.

2. Roll Call:

	Present	Absent		Present	Absent		Present	Absent
Steve Carrow	✓	<input type="checkbox"/>	Chad Cosgrove	✓	<input type="checkbox"/>	Marc Couey	✓	<input type="checkbox"/>
Julie Fleming	✓	<input type="checkbox"/>	Gary Manning	✓	<input type="checkbox"/>	Daniel McGuire	✓	<input type="checkbox"/>
Richard McKee	✓	<input type="checkbox"/>	Steve Williamson	✓	<input type="checkbox"/>			

3. Proof of Notification

Committee Chair Williamson verified with Commissioner Elder that the meeting had been properly noticed.

4. Agenda Approval

Motion: Moved by Supervisor Couey, seconded by Supervisor Cosgrove to approve the agenda.

All voting aye, motion carried.

5. Previous Meeting Minutes

Committee Chair Williamson approve and accept the previous meeting minutes as presented.

6. Public Comment

Discussion: No Public Comment

7. Administration | Reports

a. Property Management Report:

Discussion: Coils for heating/cooling unit have been ordered, should be here in about 4-6 weeks.

Have been doing a lot of painting in the building. Victim witness room is done. Courtroom lobby will be next.

8. Administration | Discussion and Possible Action On:

a. Roof Replacement of the Emergency Services Building

Discussion: Emergency Services Building is ~20 years old, used to be the REC building. 5 years left on warranty however some spots on roof need repaired sooner than 5 years. Joint Ambulance Committee had planned to have roof replacement done in 2026, with an estimated cost of \$95,000. Joint Ambulance Committee had requested a quote to repair spots that need immediate attention, and came up with a new quote of entire roof replacement at \$75,000 to complete in 2024. Joint Ambulance Committee would like to move forward with replacement since new quote is \$20,000 cheaper than original. Will do minor patchwork in-house to get through the spring to avoid water issues in building, but would like to start replacement this summer. REC donated \$10,000 to roof repair project that has not yet been spent. The rest of cost will be taken out of the ambulance segregated fund, Fund 51.

Moved by Supervisor Cosgrove, second by Supervisor Manning to approve and move forward to Finance and Personnel to seek out bids for roof replacement instead of repair. All voting aye, motion carried.

b. Gunderson Eye Clinic Parking Lot-Use for Parking:

Discussion: Call made to Jason Glasbrenner. Told him we are interested in a short-term rental of the parking lot for courthouse use. Will update at future meeting.

9. Highway | Reports

a. Administrative Report:

Discussion: Highway shop has switched to 10 hour works days: Monday-Thursday from 6:30am-4:30pm, unless needed for emergency/safety reasons. Brushing, moving hazardous trees, cleaning up right of ways.

Working on clearing the bike trail, budget is specific but will be adding screenings to the trail. Unable to burn piles of brush at this time due to lack of moisture. Radio towers – access roads needed at Westport and Viola

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Public Works Standing Committee | Meeting Minutes

location. County forces in house can complete this cheaper rather than contracting out. Looking at tearing down winter-readiness and preparing for summertime tasks. Salt shed nearly 100% full - however, will need to add a bit to it next year.

b. Monthly Paid Bills:

Discussion: Standard month. Message boards have been paid for this month, budgeted for in the CIP. Message boards can be used as a revenue source. Moved by Supervisor Manning, second by Supervisor Cosgrove to approve and accept the total of \$428,138.40 for the monthly paid bills from Highway. All voting aye, motion carried.

10. Highway | Discussion & Possible Action On:

a. Updated Body Builds Universal

Discussion: Accepted and awarded to Universal Truck Equipment. Trucks are expected to be here in May. \$189,830.00 each, with a total of \$379,660.00. Moved by Supervisor Couey, second by Supervisor Fleming to approve and accept updated body builds with a grand total of \$379,660.00. All voting aye, motion carried.

b. Bids for Trees (Campus)

Discussion: Harvested trees from the campus are at the fairgrounds, separated into 3 lots for bids (2 large, 1 small lot). Need a base price for each lot of wood. Awarded bidder will be responsible to load and haul wood, no cutting on the property will be conducted. Public Works recommends setting bids at a \$500 minimum for large piles, \$350 minimum for small pile. Moved by Supervisor Manning, second by Supervisor Carrow to set minimum bid to large piles at \$500 and small pile at \$350. All voting aye, motion carried.

c. Use of Highway Department Owned Property (WISConnect) (Quarry)

Discussion: WISConnect reached out to Highway looking for location in Richland County to place weather station. 15x15 ft area needed. Weather stations monitors moisture in ground, monitors frost, and any weather-related information. No cost to us, solar powered. Will not be disturbed or in the way of highway. Moved by Supervisor Manning, second by Supervisor Cosgrove to approve and accept WISConnect weather station to be placed at the highway department.

Discussion: Sheriff's department looking for a place to put private shooting range. Approached us about land at Quarry, on CTY Rd N. Able to facilitate safe area for this. Moved by Supervisor McKee, second by Supervisor Fleming to move forward with investigating. All voting aye, motion carried.

d. Fire Department Vehicle Maintenance Contract

Discussion: Fire Department reached out, would like to utilize highway mechanics since we have resources and shop room to do so. Maintenance and repair work only. Specialty type repairs will not be included in maintenance. Moved by Supervisor Cosgrove, second by Supervisor Manning to move forward with checking the possibility of working with Richland Center Fire Department to conduct maintenance on fire trucks. All voting aye, motion carried.

e. Resolution for Grant Applications

Discussion: Discussed doing one resolution to cover applying for all future standard yearly maintenance grants under Highway Commissioner Josh Elder's name as signing authority. Moved by Supervisor Manning, second by Supervisor Fleming to move resolution to county board for approval. All voting aye, motion carried.

11. MIS| Reports

a. Administrative Report:

Discussion: Working with the vendor for new website, just received access for staff to start putting in content, will hopefully be ready to go mid-April. Received contracts back to be sent to land owners for the tower project, on target and budget with time and money. Email of concern received about clearing of wood that can't be done after March 31st, unless signed off with survey.

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12. MIS | Discussion & Possible Action On:

a. JCI Proposal for FACP Upgrade

Discussion: Visited in July 2023 at Public Works meeting – upgraded speakers and horns needed on old side of courthouse, 2 options were given:

1. Upgrade panels and horns
2. Upgrade only horns

Chose to upgrade horns only. JCI recently came in for inspection, no longer liable for outdated equipment.

Can keep outdated panel, but if it goes down it will no longer be supported by JCI. Will then be responsible for wire watch – consisting of someone doing a walk around the building every 30 minutes, 24/7 to make sure there is no fire in the building until there is a functional system installed. Cost is \$22,950.96, not budgeted for, unsure where money will come from. Should be completed by June. Motion by Supervisor Couey, second by Supervisor McKee to move forward to finance and personnel next week. All voting aye, motion carried.

b. Meraki Access Points

Discussion: Meraki Access points allow network connectivity in the courthouse and other county buildings. All points need replaced to continue operations. Budgeted appropriately for this.

Moved by Supervisor Couey, second by Supervisor Fleming to approve and move forward to County Board. All voting aye, motion carried.

13. Closing - Future Agenda Items

None stated.

Adjournment – The next regular Public Works Committee meeting is set for **Thursday, April 11th, 2024 at 4:00 pm.**

Motion: Moved by Supervisor Manning, seconded by Supervisor Fleming to adjourn the meeting at 4:58 p.m.

All voting aye, motion carried.

Minutes respectfully submitted by,

Taryn Weber

Taryn Weber

Office Clerk, Highway Department

Richland County Highway Department

MARCH Vouchers APRIL Meeting			
No.	Vendor Name	Bill Summary/Description	Amt Paid
5P	PAYROLL	PAY PERIOD - 2/25/24-3/9/24	70,025.29
6P	PAYROLL	PAY PERIOD - 3/10/24-3/23/24	75,869.97
195	GAVIN BROS.	AUCTION - EQUIPMENT	\$ 27,910.03
196	ALLIANT ENERGY	MONTHLY ELECTRIC SERVICES	\$ 103.21
197	GEE INSPECTIONS	WATER INSPECTION	\$ 160.00
198	RICHLAND CENTER UTILITIES	MONTHLY UTILITIES	\$ 1,783.99
199	WE ENERGIES	MONTHLY ENERGY SERVICES	\$ 1,089.29
200	INSIGHT FS	FUEL	\$ 2,253.88
201	WISCONSIN METALS	MATERIAL	\$ 1,335.00
202	1ST SOURCE	LEASE PAYMENT	\$ 22,862.00
203	ALL AMERICAN DO IT CENTER	PARTS	\$ 129.99
204	ANDERSON SAW SHOP	PARTS/SERVICES	\$ 481.25
205	ARAMARK	RUGS, TOWELS, UNIFORMS, ETC.	\$ 458.47
206	ARING EQUIPMENT	PARTS	\$ 3,276.61
207	AUTO VALUE	PARTS	\$ 4,790.13
208	BADGER TOOLS & SUPPLY	TOOLS/PARTS	\$ 2,142.75
209	BADGER WELDING SUPPLIES	SUPPLIES	\$ 177.52
210	CHETS FEED SEED N SUCH	MULCH	\$ 6,300.00
211	CNH INDUSTRIAL	LEASE PAYMENT	\$ 22,048.91
212	CORNERSTONE SERVICE	SERVICES	\$ 116.32
213	DON'S TIRE	SERVICES	\$ 975.00
214	DEBAUCHE TRUCK & DIESEL	PARTS/SERVICES	\$ 18,428.34
215	DECKER SUPPLY CO	SIGNAGE	\$ 3,531.47
216	DIPAZZA, BONNIE	CLEANING SERVICES	\$ 990.00
217	FARRELL EQUIPMENT & SUPPLY CO	EQUIPMENT/SUPPLIES	\$ 1,094.30
218	FLEETPRIDE EHAVY DUTY PARTS & SERVICE	PARTS/SERVICES	\$ 785.40
219	FORCE AMERICA	PARTS/SERVICES	\$ 1,675.20
220	FRONTIER	MONTHLY TELEPHONE SERVICES	\$ 219.40
221	GFC LEASING	SERVICES	\$ 142.65
222	HALRON LUBRICANTS	SUPPLIES	\$ 847.74
223	HARTJE LUMBER INC	SUPPLIES	\$ 1,140.75
224	HARTJE TIRE & SERVICE	PARTS	\$ 972.00
225	HIGHWAY CONSTRUCTION PRODUCTS	MATERIAL	\$ 1,172.88
226	HILLSBORO EQUIPMENT	PARTS	\$ 91.34
227	JONES CHEVROLET	PARTS/SERVICES	\$ 755.92
228	KASTEN TOOLS & EQUIPMENT	TOOLS/PARTS	\$ 568.75
229	MASTERMANS LLP	SAFETY SUPPLIES	\$ 323.50
230	MID-STATES EQUIPMENT	PARTS	\$ 686.16
231	MIDWEST MOTOR SUPPLY CO	PARTS	\$ 522.18
232	MILLER-BRADFORD & RISBERG INC	EQUIPMENT/PARTS	\$ 2,427.27
233	LAFARGE TRUCK CENTER	PARTS	\$ 462.33
234	NUTRIEN AG SOLUTIONS	SUPPLIES	\$ 17,812.50
235	O'REILLY AUTO PARTS	PARTS	\$ 187.85
236	PINE RIVER LEASING	EQUIPMENT LEASE	\$ 800.00
237	PRECISE FLEET MANAGEMENT	GPS	\$ 189.00
238	PREMIER CO-OP	FEED	\$ 360.87
239	QMI LTD	PARTS	\$ 168.75
240	RHYME	OFFICE SUPPLIES	\$ 55.69
241	RICHLAND CO ZONING	PERMIT APPLICATION	\$ 335.00
242	RICHLAND ELECTRIC COOP.	MONTHLY ELECTRIC SERVICES	\$ 115.75
243	SHORT ELLIOTT HENDRICKSON	PAVEMENT DESIGN	\$ 19,562.85
244	SERWE IMPLEMENT	PARTS	\$ 1,190.79
245	SHERWIN INDUSTRIES INC	PARTS	\$ 856.95
246	STRANG HEATING & ELECTRIC RC	TELEPHONE SERVICES	\$ 247.50
247	SIMPSON'S TRACTOR INC	PARTS	\$ 1,253.54
248	SNAP ON INDUSTRIAL	PARTS	\$ 2,132.57
249	ST JOSEPH EQUIPMENT	PARTS	\$ 187.67
250	TOWN & COUNTRY SANITATION	MONTHLY DISPOSAL & RECYCLING FEES	\$ 217.55
251	UNIVERSAL TRUCK EQUIPMENT	PARTS	\$ 77.23
252	WALSH'S ACE HARWARE	PARTS	\$ 1,207.02
253	WESTBROOK ASSOCIATED ENGINEERS INC	BRIDGE INSPECTIONS	\$ 30,000.00
254	WIEDENBECK INC	PARTS	\$ 943.02
255	WI DEPARTMENT OF TRANSPORTATION	STH80	\$ 2,968.07
256	WISCONSIN METALS	MATERIAL	\$ 1,985.00
Summary Total:			\$ 363,982.36

Richland County Committee

Agenda Item Cover

Agenda Item Name: Approval of renewal of Barracuda Web Security Software

Department	MIS	Presented By:	Barbara Scott
Date of Meeting:	04/11/2024	Action Needed:	Approval
Disclosure:	Open Session	Authority:	
Date submitted:	04/04/2024	Referred by:	

Recommendation and/or action language:

Motion to ... approve the renewal of Barracuda Web Security Software in the amount of \$20,736.00

Background: *(preferred one page or less with focus on options and decision points)*

Richland County uses Barracuda software to secure its web access and to archive its email. This allows us to collect the email messages as required by open records laws and also to. The software also allows us to control access to inappropriate websites on the county's network.

Attachments and References:

Quote from JComp Technologies	
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Financial Review:

(please check one)

X	In adopted budget	Fund Number	42.5183
	Apportionment needed	Requested Fund Number	
	Other funding Source		
	No financial impact		

(summary of current and future impacts)

Approval: *Barbara J Scott*

Review:

Department Head

Administrator, or Elected Office (if applicable)



Richland Co.
April 04, 2024

Prepared By:
Robert C. Carns MCSE, CCNA, CCDA, MCNE, CCA

1 Year Renewals

Qty.	Description		Price
3480	Barracuda Essentials Security Edition Per User	\$	11,136.00
12	Barracuda Web Security Gateway 410 Energize Updates	\$	1,920.00
12	Barracuda Web Security Gateway 410 Instant Replacement	\$	1,560.00
12	Barracuda Web Security Gateway 410 Advanced Threat Prot.	\$	1,800.00
12	Barracuda Message Arciver Appliance 350 Energize Updates	\$	2,400.00
12	Barracuda Message Arciver Appliance 350 Instant Replace	\$	1,920.00

Total **\$ 20,736.00**

Richland County Committee

Agenda Item Cover

Agenda Item Name: Approval for Additional Panel for Emergency Power Circuits and Adding 2 Emergency Circuits to 3rd floor 911 Rack

Department	MIS	Presented By:	Barbara Scott
Date of Meeting:	04/11/2024	Action Needed:	Approval
Disclosure:	Open Session	Authority:	
Date submitted:	04/05/2024	Referred by:	

Recommendation and/or action language:

Motion to Approval for Additional Panel for Emergency Power Circuits and Adding 2 Emergency Circuits to 3rd floor 911 Rack by Michael Marshall Carpentry & Decorating for a total cost of 5,260.00.

Background: *(preferred one page or less with focus on options and decision points)*

As the Radio Project continues we have discovered that we do not have adequate power circuits to support the new equipment. In order to properly support the equipment, we will have to add a new 30 Circuit Single Phase Panel in the West basement electrical panel room to be fed off the Emergency Generator and new conduit and 2 more circuits to the 3rd floor 911 rack.

Attachments and References:

Quote from Michael Marshal Carpentry & Decorating	
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Financial Review:

(please check one)

<input type="checkbox"/>	In adopted budget	Fund Number	
<input type="checkbox"/>	Apportionment needed	Requested Fund Number	
<input checked="" type="checkbox"/>	Other funding Source	Fund 94	
<input type="checkbox"/>	No financial impact		

(summary of current and future impacts)

Approval: *Barbara J Scott*

Review:

Department Head

Administrator, or Elected Office (if applicable)