

AGENDA
PROPERTY & INFORMATION TECHNOLOGY COMMITTEE

DATE: Monday, August 4, 2025

TIME: 9:00 AM

LOCATION: Courthouse – Room 302

1. Call meeting to order
2. Public Comments
3. Approve minutes from previous meeting
4. **Information Technology**
 - a. Vouchers
 - b. Monthly Comments
5. **Maintenance Dept.**
 - a. Vouchers
 - b. Monthly Comments
 - c. Save Haven Baby Box in Wood County
6. The Committee may go into closed session pursuant to Wis. Stats 19.85(1)(e), to discuss negotiation for the acquisition of property within the “Triangle Development”.
7. Return to open session
8. Future Agenda Items
9. Set date and time of next meeting – (Note: Monday, September 1, 2025 is Labor Day)
10. Adjourn

Join by phone

+1-408-418-9388 United States Toll

Meeting number (access code): 2488 919 3684

Join by WebEx App or Web

<https://woodcountywi.webex.com/woodcountywi/j.php?MTID=mba6ec98c36ed6490695bbe603cc2fce7>

Meeting number (access code): 2488 919 3684

Meeting password: 080425

MINUTES

PROPERTY & INFORMATION TECHNOLOGY COMMITTEE

DATE: Monday, July 7, 2025
TIME: 9:00 a.m.
PLACE: Courthouse – Room 302

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

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 previous meeting were reviewed. Motion by Hamilton/Brehm to accept them as presented. Motion carried unanimously.
4. The Information Technology vouchers were reviewed. Motion by Hamilton/Penzkover to approve as presented. Motion carried unanimously.
5. The IT Report was reviewed and discussed. Brehm highlighted his attendance at the Local Government Institute presentation on AI, attended by him and IT Staff.
6. An issue was raised as it relates to cell phone coverage at Edgewater Haven Nursing Home. Administrator Cieslewicz spoke that this is an issue but is not unique to just Edgewater. The Village of Port Edwards has notoriously bad cell phone coverage, made worse by the construction of the building. Facilities Director Van Tassel, along with IT, will see if there is a viable option to improve this communication.
7. The Maintenance vouchers were reviewed. Motion by Hamilton/Penzkover to approve as presented. Motion carried unanimously.
8. The Maintenance Report was reviewed and discussed. A review of space needs will need to be discussed, county-wide, as Phase 2 of the jail construction comes to completion.
9. The next meeting will be held on Monday, August 4th at 9:00 AM.
10. Chairman Breu declared the meeting adjourned at 10:05 AM.

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

Property & Information Technology Committee

July 7, 2025

[illegible]

Committee Report

County of Wood

Report of claims for: INFORMATION TECHNOLOGY

For the period of: JULY 2025

For the range of vouchers: 27250279 - 27250340

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
27250279	RHYME BUSINESS PRODUCTS	PRINTER/COPIER CHARGES	06/23/2025	\$853.31	P
27250280	AMAZON CAPITAL SERVICES	HS HEADSET FOR S.P.	06/28/2025	\$81.72	P
27250281	AMAZON CAPITAL SERVICES	HS SURGE PROTECTOR FOR A.A.	06/30/2025	\$19.99	P
27250282	FORTE	VC ELIMINATE AV RACKS	06/26/2025	\$9,238.32	P
27250283	FORTE	VC ELIMINATE AV RACKS	06/26/2025	\$7,080.00	P
27250284	CDI (CITIES DIGITAL)	HS LASERFICHE LICENSE	06/17/2025	\$1,233.59	P
27250285	FRONTIER	PHONE CHARGES	06/19/2025	\$69.34	P
27250286	RHYME (Portage)	DISPATCH SHREDDER SERVICE	06/26/2025	\$158.56	P
27250287	SOLARUS	PHONE CHGS ACCT 00063942-1	07/01/2025	\$2,861.08	P
27250288	SOLARUS	PHONE CHGS ACCT 00077856-5	07/01/2025	\$236.25	P
27250289	SOLARUS	PHONE CHGS ACCT 00061009-7	07/01/2025	\$69.99	P
27250290	TDS TELECOM	PHONE CHARGES	06/28/2025	\$73.80	P
27250291	TDS TELECOM	PHONE CHARGES	06/28/2025	\$59.83	P
27250292	TDS TELECOM	PHONE CHARGES	06/28/2025	\$45.04	P
27250293	TDS TELECOM	PHONE CHARGES	06/28/2025	\$58.93	P
27250294	TDS TELECOM	PHONE CHARGES	06/28/2025	\$17.10	P
27250295	TEKSYSTEMS INC	TEMP LBY 6/15/25 - 6/21/25	06/30/2025	\$2,429.63	P
27250296	AMAZON CAPITAL SERVICES	NW PHONE CASE, SCRN PROTECTOR	07/01/2025	\$19.98	P
27250297	AMAZON CAPITAL SERVICES	HS YOGA PRIVACY SCREEN FOR KM	07/02/2025	\$27.99	P
27250298	AMAZON CAPITAL SERVICES	HS PHONE CASE, SCRN PROTECTOR	07/03/2025	\$21.25	P
27250299	AMAZON CAPITAL SERVICES	HS BH TABLET CASES	07/07/2025	\$55.98	P
27250300	AT&T MOBILITY	MONTHLY CELL/HOTSPOT CHARGES	06/23/2025	\$465.16	P
27250301	AT&T MOBILITY	MONTHLY CELL CHARGES	06/23/2025	\$3,785.45	P
27250302	GOLDFAX	NETWORK FAXING MAY 2025	06/05/2025	\$96.80	P
27250303	GOLDFAX	NETWORK FAXING JUNE 2025	07/07/2025	\$114.05	P
27250304	INSIGHT PUBLIC SECTOR INC	IT OPEN PCS	06/25/2025	\$28,060.00	P
27250305	TEKSYSTEMS INC	TEMP LBY 6/22/25 - 6/28/25	07/07/2025	\$2,322.75	P
27250306	RHYME BUSINESS PRODUCTS	PRINTER/COPIER CHARGES	07/03/2025	\$8,083.92	P
27250307	US CELLULAR	CELL PHONE CHGS ACCT 277407322	06/16/2025	\$279.36	P
27250308	US CELLULAR	CELL PHONE CHGS ACCT 203538532	06/20/2025	\$2,143.67	P
27250309	US CELLULAR	CELL PHONE CHGS ACCT 203391922	06/20/2025	\$12.36	P
27250310	VERIZON	CELL CHGS ACCT 242258062-00001	07/01/2025	\$5,103.17	P
27250311	AMAZON CAPITAL SERVICES	USB ADAPTORS AND VELCRO	07/10/2025	\$38.24	P
27250312	AMAZON CAPITAL SERVICES	HS PRIVACY SCREEN FOR C.T.	07/14/2025	\$29.49	P

INFORMATION TECHNOLOGY - JULY 2025

27250279 - 27250340

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
27250313	AMAZON CAPITAL SERVICES	IT OFFICE SUPPLIES	07/14/2025	\$308.10	P
27250314	AMAZON CAPITAL SERVICES	PZ EXTERNAL DRIVES	07/14/2025	\$439.84	P
27250315	CDW GOVERNMENT INC	BLUEBEAM MAINTENANCE	06/27/2025	\$119.70	P
27250316	CENTURYLINK	PHONE/LONG DISTANCE CHARGES	07/01/2025	\$2.49	P
27250317	CHARTER COMMUNICATIONS (Pittsburgh)	INTERNET PRO100	07/01/2025	\$134.99	P
27250318	CHARTER COMMUNICATIONS (Pittsburgh)	WR FIBER	07/01/2025	\$977.82	P
27250319	CHARTER COMMUNICATIONS (Pittsburgh)	MFLD FIBER	07/01/2025	\$317.55	P
27250320	CHARTER COMMUNICATIONS (Pittsburgh)	NETWORK SERVICES	07/01/2025	\$2,657.17	P
27250321	TEKSYSTEMS INC	TEMP LBY 6/29/25 - 7/5/25	07/14/2025	\$1,838.25	P
27250322	ECON ELECTRIC	BRANCH AV CABLE RUNS	06/27/2025	\$66,701.00	P
27250323	RHYME BUSINESS PRODUCTS	2ND QTR 2025 BILLING	07/11/2025	\$11,332.02	P
27250324	AMAZON CAPITAL SERVICES	EW PHONE CASE FOR J.K.	07/17/2025	\$24.95	P
27250325	AMAZON CAPITAL SERVICES	HLTH WIC POWER ADAPTOR	07/21/2025	\$24.99	P
27250326	AMAZON CAPITAL SERVICES	SH TRNG ROOM HDMI CABLE	07/21/2025	\$9.99	P
27250327	US BANK	LODGING CREDIT, PARKING	07/17/2025	(\$9.19)	
27250328	INSIGHT PUBLIC SECTOR INC	2025 3RD PC ORDER	07/14/2025	\$10,026.20	P
27250329	TEKSYSTEMS INC	TEMP LBY 7/6/25 - 7/12/25	07/21/2025	\$2,337.29	P
27250330	AMAZON CAPITAL SERVICES	NW MAINT IPAD CASES	07/22/2025	\$64.77	
27250331	AMAZON CAPITAL SERVICES	HS PHONE CASES,SCRN PROTECTORS	07/25/2025	(Voided)	P
27250331R	AMAZON CAPITAL SERVICES	HS PHONE CASES,SCRN PROTECTORS	07/25/2025	\$29.77	
27250332	APPLE INC	NW MAINT IPADS	07/19/2025	\$987.00	
27250333	APPLE INC	CORPO COUNSEL IPAD	07/24/2025	\$449.00	
27250334	RHYME (Portage)	EW PRINTER	07/23/2025	\$838.05	
27250335	TDS TELECOM	PHONE CHARGES	07/28/2025	\$73.72	
27250336	TDS TELECOM	PHONE CHARGES	07/28/2025	\$59.77	
27250337	TDS TELECOM	PHONE CHARGES	07/28/2025	\$44.96	
27250338	TDS TELECOM	PHONE CHARGES	07/28/2025	\$57.32	
27250339	TDS TELECOM	PHONE CHARGES	07/28/2025	\$16.70	
27250340	TEKSYSTEMS INC	TEMP LBY 7/13/25 - 7/19/25	07/28/2025	\$2,280.00	
Grand Total:				\$177,390.32	

Signatures

Committee Chair:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:



Wood County WISCONSIN

INFORMATION TECHNOLOGY

July 2025

1. Staff continue to work on multiple items related to the Law Enforcement Center occupancy. Network staff have migrated all non-detention cameras to different network hardware in preparation of completely segregating detention systems from other Wood County networks. While moving these camera connections, they have also connected all in-ceiling paging speakers to the network. This will allow for future expansion of Wood County's paging system into the new building.
2. Completed development and deployment of new the public search utility for the Planning & Zoning Permits system. The new permit search can be found linked from the official Planning & Zoning web page.
3. Progress continues to be made on the Courthouse network refresh project. This project is one of the CIP projects that was approved for this year.
4. Resolved an issue with the data interface for fire departments which supplies them with updated dispatch information for each fire call.
5. Network staff continue to work with the Communications Department on the radio upgrade project. The vendor was onsite for installation the week of June 16th. Network staff had taken steps to meet requirements as outlined and provided remote access to verify. Upon switchover, issues were found by the vendor. Staff continue to work with the Communications Department and vendors to address these before the next switchover is scheduled.
6. Network staff work to draft and update Network Diagrams and a Network Map Topology for official IT use and assisting with current and future networking projects.
7. Assisted Finance staff with preparations for 2026 Budget work.
8. Provided information and answered numerous budget related questions for other departments.
9. Encountered the first security event that resulted in an employee losing access to the County network. Worked with HR and the Department Head to review repeated security concerns and provide information.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

10. Assisted Dispatch with their CJIS audit, providing information on standards and network layouts to meet requirements. All IT staff reviewed and signed TIME System Security Awareness Certification and the Management Control agreement between IT and Dispatch was renewed.
11. Staff completed questionnaires, updated network maps, and met with both Marshfield and Port Edwards staff regarding their CJIS audits. Both organizations received all information needed from the County to complete their audit.
12. In effort to mitigate security risks from users that attempt to download programs or documents on their computers, software restrictions are being tested. Once in place this will disallow installing programs from commonly exploited locations and downloading unwanted software/malware.
13. Triaged and followed up with 23 alerts from the County's end point protection system. Manually investigated and cleaned up each detection and worked with the vendor as needed. In every instance when an alert was triggered the end point protection system quarantined and stopped the process until an investigation could be completed.
14. Investigated 21 alerts received from the County's SEIM, Security Information and Event management system. Most of these alerts were for login attempts that seemed unusual. In each instance IT staff reached out to the user in question to verify the attempt was legitimate. As a result, Network staff increased the security of access to the Wood County systems by expanding the use of Geo-blocking.
15. Assisted Port Edwards with new server and O365 migration to transition out-of-date systems to supported operating systems. Including updated end-user computing devices for staff and Trustees.
16. Staff continue to work with CIS, Countywide law enforcement software, on a request for an interface to transmit electronic referrals to the DA's office. Staff attended a demo of the interface and received a proposal. Sheriff Department staff are currently reviewing costs of the interface.
17. Installed a new multi-function printer for Victim Witness to allow staff access to a shared office machine.
18. The IT Security Team continues the Security Awareness Program. Second quarter training was assigned. Employees completing training by the deadline improved by 5% between quarter 1 and quarter 2 training.



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INFORMATION TECHNOLOGY

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19. Edgewater Administration changed the company they use to provide Therapy Services. This resulted in a change of technology needs. Several things need to happen in a very short time to accommodate when the new company can begin providing services. IT staff worked with a local internet provider to obtain a new internet connection with wireless access at the facility. IT staff tested the speed and strength of the connection. An analog phone line will be installed to support the new multi-function device.
 20. Staff revamped and improved the automated reminder system for all training modules. Standard new hire and CJIS new hire training also have automated reminders and alerts configured to ensure timely completion.
 21. 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).
 22. AI usage guidelines have been outlined and terms of use agreement forms made available. Users can now request AI access. AI general access is blocked. An AI policy is being drafted and was shared with HR and feedback has been received.
 23. Employees submitted approximately 162 phishing emails to IT for review. Each submittal was reviewed. Several were identified as legitimate phishing attempts. Filters were put in place to disallow mail from known phishing senders.
 24. The Central Records subcommittee met July 16th to review requested RFI's, request for information, for a new Law Enforcement System. The RFI was sent out in May and numerous responses were received. After reviewing information, the subcommittee decided that staying with CIS was in the best interest of all organizations at this time. The subcommittee's work is complete.
 25. Programming staff work to improve support documentation for the Sage HRMS, Human Resources Management System, system for employee benefit and payroll data. Programming staff begin the preliminary process of vetting replacement systems for HRMS and payroll.



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INFORMATION TECHNOLOGY

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26. The upgrade to CIS Computer Aided Dispatch (CAD) software was completed July 15th. This was a major upgrade and necessary before other Dispatch project work can begin. The upgrade changed how mobile devices communicate with the server so extensive research and troubleshooting with WRPD, a script was created by network staff to resolve the issues. This script was distributed to all police departments and their IT Support.
 27. Researched, evaluated, and identified a replacement dictation software for Human Services. Licenses have been purchased and HS and IT staff will be working to coordinate installing the software.
 28. Staff continue the review of the configuration of O365 to ensure the environment is properly configured, easy to use and has the proper security in place as we begin to implement SharePoint, Teams, and One Drive and work to migrate email servers to Exchange Online. The email migration process is working. Staff continue to review plans for backup and email encryption for the new environment.
 29. The Courtrooms A/V system project progress continues. This update will improve reliability for in room and video conference communication. A room to house the new equipment has been located. The vendor has completed cable installation. The data closet buildout is underway. A schedule to install new equipment has been set and will start in September. All four branches will be updated.
 30. System\code improvement for the in-house Planning & Zoning permitting system continues.
 31. Continued work on forms process improvement and document storage in Information Technology leveraging Laserfiche.
 32. Completed data migration from Human Services IMS, current document management system & TCM, Electronic Health Record System, into Laserfiche, countywide document management system.
 33. Continued work on the conversion of TCM client data to PDF for storage in Laserfiche.
 34. Norwood and Edgewater Matrix Claims Management support continues with multi-factor authentication (MFA) migration to a new system evolving constantly. Account work for new backup procedures for Claims Management continues. Research begins to address a request by Edgewater Haven Director to utilize AI supported software that can vet and speed up admission referral processes.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

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35. 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. Preparations begin for migrating the 34 municipalities to the new system by late 2025. Security and best practice research is scheduled to address a request by the County GIS specialist for the City of Marshfield GIS specialist to obtain direct access to the County tax database.
36. Support for Norwood Healthcare Center and Edgewater Haven Matrix (EHR) and CART (CMS abstraction and reporting tool) software is ongoing. IT support works to improve the user reliance on IT for basic system functionality. 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. Research and preparation work begins for another annual change to the reporting procedures for hospital pricing transparency required by CMS (Centers for Medicare and Medicaid).
37. For the month of June, 553 helpdesk requests were created, with staff completing 534 tickets and leaving 140 open requests. In addition, there are currently 199 project requests.
38. Discovery phase continues for a project request from the Highway Department to replace the current Highway permit system with Delasoft vendor software. Research is scheduled concerning an app requested by Highway staff that will assist in tracking Caterpillar equipment.
39. Support is ongoing for Cyber Recruiter upgrades and super user support, the HRMS extension system and website used for new hire applications. IT staff worked to resolve multiple serious issues that were caused by a very poorly developed vendor supplied system upgrade. We plan to eliminate and replace the Cyber Recruiter\Careers software as part of the HRMS and payroll system replacement project.
40. Continued work with WISHIN and Matrix on the CCD and ADT interfaces. Norwood Admin and IT have accounts for the test environment to verify information that is being sent to WISHIN. The WISHIN Pulse testing and training for staff has been completed. The WISHIN Pulse production environment went live on July 14th. IT continues to monitor admissions and discharges at Norwood to ensure the correct information is being sent to WISHIN.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

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41. 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.
 42. The Register of Deeds work to upgrade multiple applications continues. IT staff escorts and assists the vendor, Fidar Technologies, with server and application updates and maintenance on a regular basis.
 43. The 2025 PC replacement 3rd quarter order has been placed. Projects for the devices have been created. The docks and monitors have already arrived as well. Quarter 2 replacements are 66% completed. Staff are reviewing department needs for tablets and mobile devices to replace equipment due for replacement.
 44. IT staff work to schedule and upgrade various server operating systems and database management systems, SQL server is nearly complete. This ongoing project took considerable time to plan, test, and implement.
 45. Continue to apply numerous security patches to servers and network hardware. These updates include fixes for functionality and security patches that keep servers and network hardware as secure as possible.
 46. Research is scheduled for a Veteran's office record system for a user request for client notifications via text messaging functionality.
 47. IT staff is researching an Always On VPN. This will ensure that all communications from Wood County devices are secure using an encrypted connection even while connected to public or home networks. Additional options for restricting internet access are also being researched.
 48. Began work on the three IT Department budgets.
 49. Lor Yang will be hired as a County employee effective August 5th. Lor has worked as a contracted Network Analyst for the last six months. The IT Department still has one Network Analyst vacancy.

Committee Report

County of Wood

Report of claims for: MAINTENANCE

For the period of: JULY 2025

For the range of vouchers: 19250538 - 19250638

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
19250538	ADVANCE JANITORIAL SERVICE & SUPPLY	CLEANING COURTHOUSE, JAIL	06/25/2025	\$8,556.53	P
19250539	ADVANCE JANITORIAL SERVICE & SUPPLY	CLEANING RIVER BLOCK	06/25/2025	\$4,303.29	P
19250540	BATTERIES PLUS BULBS	RB FIRE ALARM BATTERIES	06/19/2025	\$131.90	P
19250541	BATTERIES PLUS BULBS	RB FIRE ALARM BATTERIES	06/19/2025	\$67.90	P
19250542	PER MAR SECURITY SERVICES	RB SERVICE CALL	06/27/2025	\$368.89	P
19250543	RAPID QUALITY LAWN & LANDSCAPING	FERTILIZE & WEED CONTROL	06/22/2025	\$155.00	P
19250544	SUPERIOR CHEMICAL LLC	SHOP SUPPLIES	06/25/2025	\$278.54	P
19250545	WATER WORKS & LIGHTING COMM	SHERIFF LOCKUP OUTDOOR LIGHTS	06/25/2025	\$12.88	P
19250546	WATER WORKS & LIGHTING COMM	WATER/SEWER/ELEC SVC JOINT USE	06/25/2025	\$164.38	P
19250547	WATER WORKS & LIGHTING COMM	RIVER BLOCK WATER/SEWER	06/25/2025	\$614.19	P
19250548	WATER WORKS & LIGHTING COMM	ELECTRIC SVC SHERIFF LOCKUP	06/25/2025	\$49.37	P
19250549	WATER WORKS & LIGHTING COMM	RIVER BLOCK OUTSIDE LIGHTING	06/25/2025	\$107.76	P
19250550	WAUSAU CHEMICAL CORPORATION	CH CHILLER CHEMICALS	06/18/2025	\$430.60	P
19250551	AMAZON CAPITAL SERVICES	RB FIRE ALARM BATTERIES	06/28/2025	\$94.14	P
19250552	AMAZON CAPITAL SERVICES	RB FIRE ALARM BATTERIES	06/28/2025	\$482.28	P
19250553	AMAZON CAPITAL SERVICES	JAIL SUPPLIES	06/30/2025	\$72.48	P
19250554	AMAZON CAPITAL SERVICES	SHOP SUPPLIES	07/02/2025	\$91.96	P
19250555	ADVANCE AUTO PARTS (Wis Rapids)	SHOP SUPPLIES	06/27/2025	\$24.93	P
19250556	APEX ENGINEERING INC	CH HTG SYSTEM - ADMIN PHASE	06/30/2025	\$3,500.00	P
19250557	COMPLETE CONTROL	CH SECURITY - ELEC WORK	06/27/2025	\$305.25	P
19250558	COMPLETE CONTROL	CH SECURITY - ELEC WORK	06/27/2025	\$333.00	P
19250559	CONSOLIDATED WATER POWER COMPANY	RIVER BLOCK ELECTRIC JUNE 2025	07/01/2025	\$5,984.63	P
19250560	CRESCENT ELECTRIC SUPPLY CO	CAT6 CABLE	06/24/2025	\$667.08	P
19250561	CRESCENT ELECTRIC SUPPLY CO	CAT6 CABLE	06/26/2025	\$222.36	P
19250562	SUPERIOR CHEMICAL LLC	WEED KILLER	07/07/2025	\$386.03	P
19250563	ULINE	CH SECURITY - KEY CABINET	06/20/2025	\$163.21	P
19250564	FLAGS USA	JAIL PROJECT - FLAGS	04/07/2025	\$649.44	P
19250565	JEWELL ASSOCIATES ENGINEERS INC	JAIL PROJECT-PROFESSIONAL SVCS	07/02/2025	\$1,310.00	P
19250566	NORTHSTAR ENVIRONMENTAL TESTING LLC	JAIL DEMO - ASBESTOS TESTING	06/24/2025	\$435.00	P
19250567	THE SAMUELS GROUP INC	JAIL PROJECT - 42ND PAYMENT	07/03/2025	\$490,633.51	P
19250568	VENTURE ARCHITECTS	JAIL PROJECT - PROF SERVICES	06/27/2025	\$6,445.00	P
19250569	CORTECH USA	JAIL PROJECT - FF&E	07/08/2025	\$1,920.00	P
19250570	AKITABOX INC	QR CODES	07/08/2025	\$311.50	P
19250571	COMPLETE CONTROL	RB SERVICE CALL	06/30/2025	\$482.00	P

Committee Report - County of Wood

MAINTENANCE - JULY 2025

19250538 - 19250638

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
19250572	CONSTELLATION NEWENERGY-GAS DIVISION	CH, RB GAS SERVICE	07/10/2025	\$702.25	P
19250573	CRESCENT ELECTRIC SUPPLY CO	TOOLS	07/14/2025	\$180.19	P
19250574	GAPPA SECURITY SOLUTIONS LLC	CH SECURITY - EQUIPMENT	07/08/2025	\$3,734.00	P
19250575	GAPPA SECURITY SOLUTIONS LLC	CH KEYS	07/10/2025	\$28.96	P
19250576	GRAINGER (Maintenance)	CAT6 CABLE	07/08/2025	\$288.00	P
19250577	GRAINGER (Maintenance)	MOTORS	07/08/2025	\$425.76	P
19250578	HARTERS FOX VALLEY DISPOSAL LLC	WASTE DISPOSAL FEES	07/01/2025	\$1,012.66	P
19250579	HOME DEPOT CREDIT SERV (Maintenance)	CH/SHOP,CH UPDATES,JT USE,RB	07/04/2025	\$2,857.89	P
19250580	WATER WORKS & LIGHTING COMM	WATER/SEWER/ELEC NEW JAIL	07/09/2025	\$18,573.35	P
19250581	WATER WORKS & LIGHTING COMM	WATER/SEWER SERVICE COURTHOUSE	07/09/2025	\$1,298.81	P
19250582	WATER WORKS & LIGHTING COMM	ELEC SVC COURTHOUSE SECURITY	07/09/2025	\$21.78	P
19250583	WATER WORKS & LIGHTING COMM	ELECTRIC SERVICE BAKER LOT	07/09/2025	\$34.58	P
19250584	WATER WORKS & LIGHTING COMM	RB PARKING LOT STORM SEWER	07/09/2025	\$51.38	P
19250585	WATER WORKS & LIGHTING COMM	RIVER BLOCK STORM SEWER	07/09/2025	\$59.80	P
19250586	WATER WORKS & LIGHTING COMM	SARATOGA ST STORM SEWER	07/09/2025	\$10.30	P
19250587	WATER WORKS & LIGHTING COMM	COURTHOUSE STORM SEWER	07/09/2025	\$126.47	P
19250588	WATER WORKS & LIGHTING COMM	181 MARKET ST STORM SEWER	07/09/2025	\$6.29	P
19250589	WATER WORKS & LIGHTING COMM	COURTHOUSE ELECTRIC	07/09/2025	\$10,181.06	P
19250590	WATER WORKS & LIGHTING COMM	184 2ND ST N STORM SEWER	07/09/2025	\$11.34	P
19250591	WATER WORKS & LIGHTING COMM	180 2ND ST N STORM SEWER	07/09/2025	\$14.21	P
19250592	WATER WORKS & LIGHTING COMM	321 MARKET ST STORM SEWER	07/09/2025	\$3.42	P
19250593	WE ENERGIES	GAS SERVICE JOINT USE - JUNE	07/08/2025	\$11.55	P
19250594	WE ENERGIES	GAS SERVICE RIVER BLOCK - JUNE	07/02/2025	\$550.97	P
19250595	WE ENERGIES	GAS SERVICE LEC - JUNE	07/03/2025	\$2,476.17	P
19250596	WE ENERGIES	GAS SERVICE SHERIFF LOCKUP-JUN	07/09/2025	\$11.55	P
19250597	WE ENERGIES	GAS SERVICE COURTHOUSE - JUNE	07/02/2025	\$268.86	P
19250598	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	07/17/2025	\$19.04	P
19250599	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	07/17/2025	\$7.38	P
19250600	AMAZON CAPITAL SERVICES	CH UPDATES - CU WINDOW SPKR	07/17/2025	\$39.99	P
19250601	AMAZON CAPITAL SERVICES	SHOP SUPPLIES	07/21/2025	\$108.97	P
19250602	JF AHERN CO	CH HVAC CONTRACTOR SVCS	07/17/2025	\$862,297.60	P
19250603	BAUER'S FLOOR MART	CH UPDATES - CTY CLRK	07/15/2025	\$200.00	P
19250604	FREEDOM PEST CONTROL LLC	RIVER BLOCK PEST CONTROL	07/14/2025	\$42.00	P
19250605	FREEDOM PEST CONTROL LLC	COURTHOUSE PEST CONTROL	07/14/2025	\$42.00	P
19250606	GRAINGER (Maintenance)	SHOP SUPPLIES	07/15/2025	\$152.94	P
19250607	GRAINGER (Maintenance)	SHOP SUPPLIES	07/16/2025	\$75.55	P
19250608	JFTCO INC	CH GENERATOR MAINTENANCE	07/11/2025	\$3,735.51	P
19250609	JFTCO INC	CH GENERATOR MAINTENANCE	07/11/2025	\$3,735.51	P
19250610	JFTCO INC	CH GENERATOR MAINTENANCE	07/11/2025	\$1,852.36	P
19250611	MCMASTER-CARR SUPPLY CO	RB SHARPS CONTAINERS	07/16/2025	\$142.53	P
19250612	NORTHSTAR ENVIRONMENTAL TESTING LLC	CH HVAC PROJ - MOLD TESTING	07/15/2025	\$1,150.00	P
19250613	QUALITY DOOR & HARDWARE	CH UPDATES - CTY CLRK	07/18/2025	\$412.19	P
19250614	SHRED SAFE 1 LLC	CONFIDENTIAL SHREDDING	07/15/2025	\$35.00	P
19250615	BERNIES EQUIPMENT COMPANY INC	JAIL PROJECT - FF&E	07/02/2025	\$5,403.72	P

MAINTENANCE - JULY 2025

19250538 - 19250638

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
19250616	JOHNSON CONTROLS INC	JAIL SERVICE AGREEMENT	07/14/2025	\$2,965.00	P
19250617	DM STAMPS & SPECIALTIES	STAMPS	07/23/2025	\$128.97	P
19250618	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	07/28/2025	\$163.98	
19250619	ADVANCE JANITORIAL SERVICE & SUPPLY	CLEANING RIVER BLOCK	07/25/2025	\$4,303.29	
19250620	ADVANCE JANITORIAL SERVICE & SUPPLY	CLEANING COURTHOUSE, JAIL	07/25/2025	\$9,069.48	
19250621	ADVANCE AUTO PARTS (Wis Rapids)	SHOP SUPPLIES	07/23/2025	\$77.98	
19250622	COMPLETE CONTROL	RB MAG LOCK INSTALLS	07/23/2025	\$1,603.32	
19250623	COMPLETE CONTROL	CH SERVICE CALL	07/23/2025	\$360.75	
19250624	COMPLETE CONTROL	CH HVAC - ELECTRICAL WORK	07/23/2025	\$111.00	
19250625	GRAINGER (Maintenance)	SHOP SUPPLIES	07/23/2025	\$194.58	
19250626	SHERWIN-WILLIAMS CO THE	PAINT	07/22/2025	\$244.87	
19250627	SHERWIN-WILLIAMS CO THE	CREDIT MEMO	07/24/2025	(\$12.77)	
19250628	WATER WORKS & LIGHTING COMM	SHERIFF LOCKUP OUTDOOR LIGHTS	07/23/2025	\$12.88	
19250629	WATER WORKS & LIGHTING COMM	WATER/SEWER/ELEC SVC JOINT USE	07/23/2025	\$158.07	
19250630	WATER WORKS & LIGHTING COMM	RIVER BLOCK WATER/SEWER	07/23/2025	\$606.52	
19250631	WATER WORKS & LIGHTING COMM	ELECTRIC SVC SHERIFF LOCKUP	07/23/2025	\$64.04	
19250632	WATER WORKS & LIGHTING COMM	RIVER BLOCK OUTSIDE LIGHTING	07/23/2025	\$107.76	
19250633	NASSCO INC	SUPPLIES	07/30/2025	\$2,453.33	
19250634	SCHILLING SUPPLY COMPANY	CLEANING SUPPLIES	07/30/2025	\$783.00	
19250635	DIAMOND BUSINESS GRAPHICS	PRINTING	07/30/2025	\$89.82	
19250636	DIAMOND BUSINESS GRAPHICS	PRINTING	07/30/2025	\$117.25	
19250637	DM STAMPS & SPECIALTIES	STAMPS	07/30/2025	\$38.77	
19250638	ADVANCE JANITORIAL SERVICE & SUPPLY	EM CARPET CLEANING	07/30/2025	\$348.50	
Grand Total:				\$1,476,139.31	

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 August 2025

Ongoing Projects and Planning

Jail Project – Remaining construction is underway. Demolition of the approved structures adjacent to the Courthouse was scheduled to begin in July; however, the contractor has been a few weeks behind schedule. This delay in demolition will not affect the timeline for remaining construction.

Building automation system programming and adjustments are ongoing; the increased amount of mechanical and other equipment that has been added to our automation systems has substantially increased the amount of time that must be dedicated to monitor these systems for proper operation and to reduce downtime.

Courthouse – The State of Wisconsin recently approved two additional positions for our District Attorney's office; this was not expected and will require us to accommodate additional staff in the DA's office space within the next several weeks.

I have been asked to review the possibility of locating a Safe Haven Baby Box at our Courthouse/Jail facility. In discussing some of the details regarding state law, staffing requirements, and building security with our Sheriff, Corporation Counsel, and Security Committee Chairperson, our facility complies with WI State Statute 48.195 for the placement of a Newborn Infant Safety Device; however, the specific device in consideration includes a lease & service agreement that presents some challenges to our current staffing and security. This topic will require additional time to determine viability.

HVAC system replacement will continue for the next few months. The contractor is doing their best to provide climate control during the work; employees working in the building have been patient and accommodating of the varying temperatures. Additional work related to the HVAC system update is ongoing throughout the building including control wiring, duct work reconfiguration, and miscellaneous work as needed.

River Block – The second phase of roof replacement was initially scheduled to begin in July; however, inclement weather and other scheduling conflicts have forced the contractor to delay starting our project until August/September.

Miscellaneous

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

Attended PIT, Public Safety, County Board, HHS, and numerous project meetings.