

AGENDA
PROPERTY & INFORMATION TECHNOLOGY COMMITTEE

DATE: Monday, January 5, 2026

TIME: 9:00 AM

LOCATION: Courthouse – Room 302

1. Call meeting to order
2. Public Comments
3. Approve minutes from December 1, 2025, meeting
4. **Information Technology**
 - a. Vouchers
 - b. Monthly Comments
 - c. Referral - Resolution from Winnebago County
5. **Maintenance Dept.**
 - a. Vouchers
 - b. Monthly Comments
6. Future Agenda Items
7. Set date and time of next meeting – Monday, February 2, 2026 – 9:00 AM
8. Adjourn

Join by phone

+1-408-418-9388 United States Toll

Access code: 2490 089 8539

Join by WebEx App or website

<https://woodcountywi.webex.com/woodcountywi/j.php?MTID=md3b6fd9d03b34282b4a6802a0e685a87>

Webinar number: 2490 089 8539

Webinar password: 010526

MINUTES

PROPERTY & INFORMATION TECHNOLOGY COMMITTEE

DATE: Monday, December 1, 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 November 3, 2025, meeting were reviewed. Motion by Brehm/Penzkover to accept them as presented. Motion carried unanimously.
4. There were two resolutions presented to the PIT Committee regarding the purchasing of property at the intersection of CTH B & BB in the Town of Lincoln. This is ultimately for Highway Dept. use to improve vision at the intersection. One of the resolutions is for the funding mechanism being used through the Marshfield Community Foundation. The other resolution is for the outright purchase of the land. Motion by Hamilton/Brehm to approve both resolutions and forward them onto the county board for their consideration. Motion carried unanimously.
5. The Information Technology vouchers were reviewed. Motion by Hamilton/Polach to approve as presented. Motion carried unanimously.
6. The IT Report was reviewed and discussed with the challenges of the radio upgrade being highlighted. It appears that the issues will be resolved shortly.
7. The Maintenance vouchers were reviewed. Motion by Brehm/Hamilton to approve as presented. Motion carried unanimously.
8. The Maintenance Report was reviewed and discussed.
9. The next meeting will be held on Monday, January 5, 2026, at 9:00 AM.
10. Motion by Hamilton/Brehm to move into closed session pursuant to Wis Stats 19.85 (1)(c) to conduct yearly performance evaluations of the department heads the committee oversees. Motion carried unanimously.
11. Motion by Hamilton/Brehm to return to open session. Motion carried unanimously.

12. Chairman Breu declared the meeting adjourned at 10:33 AM.

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

December 1, 2025

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Committee Report

County of Wood

Report of claims for: INFORMATION TECHNOLOGY

For the period of: DECEMBER 2025

For the range of vouchers: 27250516 - 27250552

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
27250516	SOLARUS	PHONE CHGS ACCE 00063942-1	12/01/2025	\$2,866.24	P
27250517	SOLARUS	PHONE CHGS ACCT 00077856-5	12/01/2025	\$233.98	P
27250518	SOLARUS	PHONE CHGS ACCT 00061009-7	12/01/2025	\$74.99	P
27250519	AMAZON CAPITAL SERVICES	JAIL PROJ-MASTER CTRL POE LTS	11/24/2025	\$105.69	P
27250520	AT&T MOBILITY	MONTHLY CELL/HOTSPOT CHARGES	11/23/2025	\$465.24	P
27250521	AT&T MOBILITY	MONTHLY CELL CHARGES	11/23/2025	\$3,707.94	P
27250522	FORTE	VC COURTROOM PROJECT	11/26/2025	\$13,150.00	P
27250523	FRONTIER	PHONE CHARGES	11/19/2025	\$69.36	P
27250524	INSIGHT PUBLIC SECTOR INC	2025 4TH PC ORDER	11/12/2025	\$676.37	P
27250525	INSIGHT PUBLIC SECTOR INC	2025 4TH PC ORDER	11/19/2025	\$2,810.52	P
27250526	US CELLULAR	CELL PHONE CHGS ACCT 277407322	11/16/2025	\$227.16	P
27250527	US CELLULAR	CELL PHONE CHGS ACCT 203538532	11/20/2025	\$470.90	P
27250528	FORTE	VC COURTROOM PROJECT	11/26/2025	\$38,981.50	P
27250529	GOLDFAX	NETWORK FAXING NOV 2025	12/03/2025	\$70.40	P
27250530	AMAZON CAPITAL SERVICES	SH - TV AND MOUNT	12/03/2025	\$257.99	P
27250531	AMAZON CAPITAL SERVICES	HLTH - WIRELESS MOUSE FOR K.A.	12/03/2025	\$27.99	P
27250532	RHYME BUSINESS PRODUCTS	PRINTER/COPIER CHARGES	12/03/2025	\$8,160.96	P
27250533	VERIZON	CELL CHGS ACCT 242258062-00001	12/01/2025	\$5,045.48	P
27250534	TDS TELECOM	PHONE CHARGES	11/28/2025	\$57.87	P
27250535	TDS TELECOM	PHONE CHARGES	11/28/2025	\$16.95	P
27250536	TDS TELECOM	PHONE CHARGES	11/28/2025	\$45.20	P
27250537	TDS TELECOM	PHONE CHARGES	11/28/2025	\$59.97	P
27250538	AMAZON CAPITAL SERVICES	HS PHONE ACCESSORIES FOR A.O.	12/11/2025	\$22.97	P
27250539	AMAZON CAPITAL SERVICES	WIRELESS KEYBOARD & MOUSE	12/15/2025	\$23.99	P
27250540	AMAZON CAPITAL SERVICES	HLTH WIRELESS KEYBOARD & MOUSE	12/17/2025	\$30.99	P
27250541	INSIGHT PUBLIC SECTOR INC	COMPUTER ORDER FOR SH	11/27/2025	\$776.84	P
27250542	CENTURYLINK	PHONE/LONG DISTANCE CHARGES	12/01/2025	\$2.69	P
27250543	CHARTER COMMUNICATIONS (Pittsburgh)	INTERNET CHARGES	12/01/2025	\$245.00	P
27250544	CHARTER COMMUNICATIONS (Pittsburgh)	WR FIBER	12/01/2025	\$1,172.57	P
27250545	CHARTER COMMUNICATIONS (Pittsburgh)	MFLD FIBER	12/01/2025	\$318.15	P
27250546	CHARTER COMMUNICATIONS (Pittsburgh)	NETWORK SERVICES	12/01/2025	\$2,662.12	P
27250547	AMAZON CAPITAL SERVICES	SH USB FLASH DRIVES	12/17/2025	\$114.34	P
27250548	US BANK	SIGNEASY, PE GODADDY, YODECK	12/17/2025	\$2,099.97	
27250549	AMAZON CAPITAL SERVICES	HS HEADSET FOR J.S.	12/18/2025	\$77.07	

INFORMATION TECHNOLOGY -
DECEMBER 2025

27250516 - 27250552

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
27250550	INSIGHT PUBLIC SECTOR INC	HS EXTRA MONITOR FOR A.W.	12/09/2025	\$241.10	
27250551	AMAZON CAPITAL SERVICES	HS CLTS PHONE ACCESSORIES	12/29/2025	\$117.78	
27250552	AMAZON CAPITAL SERVICES	HS B23 PHONE ACCESSORIES	12/29/2025	\$51.88	
Grand Total:				\$85,540.16	

Signatures

Committee Chair:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:



Wood County WISCONSIN

INFORMATION TECHNOLOGY

December 2025

1. Staff continue to work on items related to the Law Enforcement Center occupancy. The network team re-configured the network for the new jail to allow for a physical key switch to be installed between the Wood County network and the Detention networks. This will allow isolation of the Detention networks. The network separation switch has been installed in the LEC. A notification lighting system has been purchased and given to maintenance to install.
2. After reviewing the feedback from the State audit on jail forms, research continues to obtain CJIS compliance. Completed response sheet for CJIS follow up questions for the Jail.
3. IT notified users and published instructions for users to prepare for the October 2026 end-of-life for Microsoft publisher.
4. The Wood County internet connection experienced issues on 12/9 around 4 PM. This was a provider wide issue with our ISP. Repeated calls and emails to the provider were unanswered until later that night. Once Network was able to get in contact with the provider we were able to get things working again around 9:45 PM.
5. Work was completed with the Communications department to get some radio base stations configured to work in the LEC. This will allow users in the Sheriff's department to hear and respond without the need for the body worn radios.
6. Resolved an issue with a GIS server which was causing a service outage for the GIS Land Records Viewer.
7. Reviewed website accessibility compliance and continued work to comply with Web Content Accessibility Guidelines (WCAG).
8. Began work on the Video Server Migration project. The Highway video server was successfully migrated this month. Riverblock and Norwood video servers will be scheduled for migration soon.
9. Norwood was having issues with their paging coming over the speakers consistently. Pages were being broadcast to phones. Network worked with the software and hardware vendors to resolve the issue.



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INFORMATION TECHNOLOGY

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10. Continued implementing Laserfiche document management for the Finance department.
 11. Plans for a firmware update to all County network devices is underway.
 12. A new IT request form and procedure has been developed and implemented to improve handling user requests to recover accidentally deleted data. Data recovery often consumes excessive IT staff resources and the new procedure should help mitigate that resource loss.
 13. IT staff continue work to outline and document proper procedures and best practices for system administration, especially in regard to server and application maintenance and/or upgrades that may affect accessibility and functionality.
 14. The Courthouse & Riverblock network refresh project is nearly complete. This project is one of the CIP projects that was approved for this year. There is a set of switches configured for placement at Riverblock. Migration at Riverblock will need to occur over a weekend due to the number of devices that rely on the hardware. All switches at the Courthouse have been refreshed.
 15. Assisting Port Edwards with new server and O365 migration to transition out-of-date systems to supported operating systems. This includes updates to end-user computing devices for staff and Trustees. All Full-time staff are now using O365 and accessing new files servers. The migration of the workhorse software to new servers has also been completed.
 16. Network staff met with Cisco to discuss the features of their Secure Endpoint platform. This would add another level to securing Wood County devices on and off the network.
 17. Monitoring daily software installs for all computers managed by Desktop Central. Removed unapproved or questionable software as needed.
 18. 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.
 19. Continue conversion of Human Service's TCM client financial data for import into Laserfiche.



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INFORMATION TECHNOLOGY

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20. Completed rollout of Software Restriction Policy to all IT staff, effectively blocking software installation in known exploitable locations, massively shrinking the potential for users to install unapproved software either on purpose or by consequence of visiting a malicious internet site. Planning the rollout of this system to other departments in the near future.
 21. Triaged and followed up with 12 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.
 22. The IT Security Team continues the Security Awareness Program. Additional security training is being assigned to all who fail a phishing campaign. Working with UW security on their mail system inspection and triggering false positives for UW emails forwarded to their system.
 23. Employees submitted approximately 125 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. Programming staff works to improve support documentation for the Sage HRMS, Human Resources Management System, system for employee benefit and payroll data. Programming staff work to compose an RFP for a replacement system for HRMS and payroll.
 25. Completed implementation of Total Response Project. Total Response will replace ProQA for the Emergency Medical Dispatch software in dispatch. The interface to CIS is complete and tested. Total response software has been installed on all dispatch workstations. Go live and staff training was completed in December.
 26. The EvenTide project for Dispatch continues. This will replace their current solution as the emergency protocols recording software in Dispatch. EvenTide will interface with Total Response so this project is being scheduled after Total Response implementation is finalized.
 27. Implementation phase continues for a project for the Highway Department to replace the current Highway permit system with Delasoft vendor software. Research continues on an app requested by Highway staff that will assist in tracking Caterpillar equipment codes and parts.



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INFORMATION TECHNOLOGY

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28. Programming staff continue support and system functionality improvement coding for the ESS, employee self-service portal, system for payroll reports and employee benefits open enrollment.
 29. System\code improvement for the in-house Planning & Zoning permitting system continues.
 30. IT staff went to assist installing a new Livescan machine at Marshfield Police Department, however the vendor did not send all the necessary items. Staff will need to revisit after the missing parts are delivered.
 31. Continued work on forms process improvement and document storage in Information Technology leveraging Laserfiche.
 32. Continued speaking with Compliant Technology, the vendor who provides GLOVE/Light Sound Shield software on their data management portal. They have provided technical details that need to be reviewed. This is in response to a request from the Jail to utilize this software.
 33. Continued work on a project request from the Division Chief of EMS/Service Director for WR Fire Department to have WRFD ambulances dispatched similar to law enforcement units in CIS, the Countywide law enforcement software. This requires additional configuration in CIS to map out areas, activity codes and assigned units.
 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 is complete and a project request by Edgewater Haven Director to utilize AI supported software that can vet and speed up admission referral processes has been approved. Amnis system implementation continues.
 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. Initial training and migration of the 34 municipalities to the new system is complete. Security and best practice research 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 is on hold.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

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36. For the month of November, 486 helpdesk requests were created, with staff completing 509 tickets and leaving 104 open requests. In addition, there are currently 140 project requests.
37. 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 continues for another annual change to the reporting procedures for hospital pricing transparency required by CMS (Centers for Medicare and Medicaid).
38. 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 error prone 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.
39. 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. PBJ mapping update work is scheduled so we can support new job codes.
40. The Register of Deeds work to upgrade multiple applications continues. IT staff escorts and assists the vendor, Fidlar Technologies, with server and application updates and maintenance on a regular basis. Work to increase server security via user account permissions, server access ports and preparations for 2 large upgrades scheduled for early January 2026 continues.
41. Staff continue to actively review and update Active Directory (AD) to ensure employee details such as department, titles and managers are accurate.
42. The 2025 PC replacement 4th quarter devices are about 80% replaced. Staff prepared and sent out 2026 1st quarter surveys so the 1st order will be ready to be placed early in January.
43. Met with Streamline, HS Electronic Health Records, to review contract and kick off discussion on hosting migration.



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INFORMATION TECHNOLOGY

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44. IT staff work to schedule and upgrade various server operating systems and database management systems, SQL servers, begins a new cycle. This ongoing project that takes considerable time to plan, test, and implement. Continued work improving database server security.
45. Discussions with Maintenance continue regarding space needs for the IT department. There is significant increase of technology being supported in the LEC and the increase of staff and services in other Departments within the County increases the demands on IT support as well. IT will need additional IT staff and space in order to properly support the County's expanded facilities, staff, software, hardware, systems and the increased reliance on technology. The IT Conference room now serves as our vendor staging area, network setup area, equipment storage and conference room. We have repurposed and triple purposed as much space as possible. IT needs more space to function properly.

Committee Report

County of Wood

Report of claims for: MAINTENANCE

For the period of: DECEMBER 2025

For the range of vouchers: 19250923 - 19251000 50121088 - 50121088

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
19250923	AMAZON CAPITAL SERVICES	CH SUPPLIES	11/20/2025	\$16.80	P
19250924	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	11/22/2025	\$17.50	P
19250925	AMAZON CAPITAL SERVICES	KEYBOARD	12/01/2025	\$28.98	P
19250926	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	12/02/2025	\$24.57	P
19250927	ACE HARDWARE	JAIL KEYS	11/21/2025	\$52.91	P
19250928	ADVANCE JANITORIAL/CLEAN POWER (Use after 7/31/25)	CLEANING RIVER BLOCK	11/25/2025	\$4,303.29	P
19250929	ADVANCE JANITORIAL/CLEAN POWER (Use after 7/31/25)	CLEANING COURTHOUSE, JAIL	11/25/2025	\$8,556.53	P
19250930	AIR FILTRATION SPECIALISTS LLC	RB FILTERS	11/17/2025	\$66.83	P
19250931	AKITABOX INC	PLATFORM SOFTWARE & SUPPORT	11/07/2025	\$20,850.44	P
19250932	CINTAS CORPORATION	MAT CLEANING COURTHOUSE	11/05/2025	\$565.33	P
19250933	CINTAS CORPORATION	MAT CLEANING COURTHOUSE	11/19/2025	\$565.33	P
19250934	CONSOLIDATED WATER POWER COMPANY	RIVER BLOCK ELECTRIC NOV 2025	12/01/2025	\$4,270.47	P
19250935	GAPPA SECURITY SOLUTIONS LLC	CH SECURITY - CORES, KEYS	11/25/2025	\$106.12	P
19250936	WATER WORKS & LIGHTING COMM	SHERIFF LOCKUP OUTDOOR LIGHTS	11/25/2025	\$12.88	P
19250937	WATER WORKS & LIGHTING COMM	WATER/SEWER/ELEC SVC JOINT USE	11/25/2025	\$164.63	P
19250938	WATER WORKS & LIGHTING COMM	RIVER BLOCK WATER/SEWER	11/25/2025	\$629.53	P
19250939	WATER WORKS & LIGHTING COMM	ELECTRIC SVC SHERIFF LOCKUP	11/25/2025	\$77.04	P
19250940	WATER WORKS & LIGHTING COMM	RIVER BLOCK OUTSIDE LIGHTING	11/25/2025	\$107.76	P
19250941	WISCONSIN VALLEY BUILDING PRODUCTS	RB SUPPLIES	11/21/2025	\$299.00	P
19250942	COMPLETE CONTROL	JAIL PROJECT - FF&E	11/25/2025	\$2,569.71	P
19250943	FAMTREE LLC dba GROUNDS DETAIL	JAIL PROJ-SVC AT 441 SARATOGA	11/20/2025	\$1,176.50	P
19250944	KRISS PREMIUM PRODUCTS INC	CH HVAC - CHEMICALS	10/30/2025	\$454.39	P
19250945	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	12/08/2025	\$13.95	P
19250946	AUDIO ARCHITECTS	JAIL PANEL BUTTONS	12/03/2025	\$229.65	P
19250947	HARTERS FOX VALLEY DISPOSAL LLC	WASTE DISPOSAL FEES	12/01/2025	\$1,012.66	P
19250948	MENARDS - PLOVER	SHOP SUPPLIES	11/25/2025	\$58.59	P
19250949	ULINE	SH DEPT SUPPLIES	12/01/2025	\$339.05	P
19250950	WE ENERGIES	GAS SERVICE COURTHOUSE - NOV	12/02/2025	\$804.15	P
19250951	WE ENERGIES	GAS SERVICE RIVER BLOCK - NOV	12/02/2025	\$874.69	P
19250952	WE ENERGIES	GAS SERVICE LEC - NOV	12/04/2025	\$8,954.73	P
19250953	WE ENERGIES	GAS SERVICE SHERIFF LOCKUP-NOV	12/05/2025	\$133.66	P
19250954	WE ENERGIES	GAS SERVICE JT USE BLDG - NOV	12/05/2025	\$407.48	P
19250955	APEX ENGINEERING INC	CH HTG SYSTEM - ADMIN PHASE	11/30/2025	\$5,000.00	P

Committee Report - County of Wood

MAINTENANCE - DECEMBER 2025

50121088 - 50121088 19250923 - 19251000

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
19250956	THE SAMUELS GROUP INC	JAIL PROJECT - 47TH PAYMENT	12/04/2025	\$1,036,331.60	P
19250957	SCHILLING SUPPLY COMPANY	CLEANING SUPPLIES	12/09/2025	\$391.50	P
19250958	NASSCO INC	SUPPLIES	12/09/2025	\$816.30	P
19250959	KRANZ INC	CLEANING SUPPLIES	12/16/2025	\$1,147.05	P
19250960	SUMMIT FIRE PROTECTION	SEMI ANNUAL FIRE INSPECTION	12/05/2025	\$683.00	P
19250961	CONSTELLATION NEWENERGY-GAS DIVISION	CH, RB GAS SERVICE	12/15/2025	\$2,732.36	P
19250962	HOME DEPOT CREDIT SERV (Maintenance)	CH/SHOP, RB	12/05/2025	\$727.43	P
19250963	QUALITY DOOR & HARDWARE LLC	CH SECURITY - DOOR HARDWARE	12/11/2025	\$83.25	P
19250964	SHRED SAFE 1 LLC	CONFIDENTIAL SHREDDING	12/16/2025	\$105.00	P
19250965	SUPERIOR CHEMICAL LLC	ICE MELT, SHOP SUPPLIES	12/11/2025	\$1,592.06	P
19250966	WATER WORKS & LIGHTING COMM	WATER/SEWER NEW JAIL	12/10/2025	\$4,561.54	P
19250967	WATER WORKS & LIGHTING COMM	ELECTRIC SVC NEW JAIL	12/10/2025	\$10,604.75	P
19250968	WATER WORKS & LIGHTING COMM	WATER/SEWER SERVICE COURTHOUSE	12/10/2025	\$800.26	P
19250969	WATER WORKS & LIGHTING COMM	ELEC SVC COURTHOUSE SECURITY	12/10/2025	\$21.51	P
19250970	WATER WORKS & LIGHTING COMM	ELECTRIC SERVICE BAKER LOT	12/10/2025	\$46.20	P
19250971	WATER WORKS & LIGHTING COMM	RB PARKING LOT STORM SEWER	12/10/2025	\$51.38	P
19250972	WATER WORKS & LIGHTING COMM	RIVER BLOCK STORM SEWER	12/10/2025	\$59.80	P
19250973	WATER WORKS & LIGHTING COMM	SARATOGA ST STORM SEWER	12/10/2025	\$10.30	P
19250974	WATER WORKS & LIGHTING COMM	COURTHOUSE STORM SEWER	12/10/2025	\$126.47	P
19250975	WATER WORKS & LIGHTING COMM	181 MARKET ST STORM SEWER	12/10/2025	\$6.29	P
19250976	WATER WORKS & LIGHTING COMM	COURTHOUSE ELECTRIC	12/10/2025	\$7,442.00	P
19250977	WATER WORKS & LIGHTING COMM	184 2ND ST N STORM SEWER	12/10/2025	\$11.34	P
19250978	WATER WORKS & LIGHTING COMM	180 2ND ST N STORM SEWER	12/10/2025	\$14.21	P
19250979	WATER WORKS & LIGHTING COMM	321 MARKET ST STORM SEWER	12/10/2025	\$3.42	P
19250980	US BANK	CH/RB ELEVATOR PERMITS,RB SUPP	12/17/2025	\$150.23	
19250981	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	12/18/2025	\$7.88	
19250982	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	12/23/2025	\$132.96	
19250983	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	12/24/2025	\$15.19	
19250984	ACE HARDWARE	CH SUPPLIES	12/17/2025	\$17.99	
19250985	ACE HARDWARE	CH SUPPLIES	12/17/2025	\$73.98	
19250986	ADVANCE JANITORIAL/CLEAN POWER (Use after 7/31/25)	CLEANING COURTHOUSE, JAIL	12/29/2025	\$8,556.53	
19250987	ADVANCE JANITORIAL/CLEAN POWER (Use after 7/31/25)	CLEANING RIVER BLOCK	12/29/2025	\$4,303.29	
19250988	CINTAS CORPORATION	MAT CLEANING RIVER BLOCK	12/01/2025	\$168.11	
19250989	CINTAS CORPORATION	MAT CLEANING COURTHOUSE	12/04/2025	\$565.33	
19250990	CINTAS CORPORATION	MAT CLEANING COURTHOUSE	12/17/2025	\$565.33	
19250991	CINTAS CORPORATION	MAT CLEANING RIVER BLOCK	12/26/2025	\$168.11	
19250992	HARBOR FREIGHT COMMERCIAL ACCOUNT	JAIL SUPPLIES	12/22/2025	\$72.93	
19250993	JFTCO INC	CH GENERATOR MAINTENANCE	12/11/2025	\$458.50	
19250994	JFTCO INC	CH GENERATOR MAINTENANCE	12/11/2025	\$550.00	
19250995	JFTCO INC	CH GENERATOR MAINTENANCE	12/11/2025	\$550.00	
19250996	OTIS ELEVATOR CO	2026 CH ELEVATOR SVC CONTRACT	12/15/2025	\$2,883.96	
19250997	OTIS ELEVATOR CO	2026 RB ELEVATOR SVC CONTRACT	12/15/2025	\$4,818.48	
19250998	PBBS EQUIPMENT CORPORATION	RB BOILER REPAIRS	12/22/2025	\$450.00	

Committee Report - County of Wood

MAINTENANCE - DECEMBER 2025

50121088 - 50121088 19250923 - 19251000

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
19250999	WINSUPPLY OF WISCONSIN RAPIDS	EW SEAL KIT	12/04/2025	\$589.21	
19251000	JF AHERN CO	CH HVAC CONTRACTOR SVCS	12/19/2025	\$22,525.00	
50121088	SCHILLING SUPPLY COMPANY		12/09/2025	\$108.25	P
Grand Total:				\$1,178,845.43	

Signatures

Committee Chair: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

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Committee Member: _____

Committee Member: _____

Committee Member: _____



Wood County

WISCONSIN

Reuben Van Tassel
Facilities Manager

Letter of Comments January 2026

Ongoing Projects and Planning

Jail Project – The restricted parking area along 5th Street is now available for authorized personnel. Permanent signage indicating restricted use will be installed in the spring.

The garage space under the restricted lot is awaiting equipment programming and final inspection before it will be available for daily operations. Other exterior finishes are ongoing.

Building automation and security system adjustments are ongoing.

Courthouse – The HVAC contractor is continuing to work on duct sealing and programming to provide better temperature control throughout the building. Some areas have become difficult to regulate due to reduced exterior wall space where the new structure is joined to the Courthouse.

River Block – One of this year's projects is to update some of the heating equipment that is at the end of its useful life and has been malfunctioning recently. We will begin developing an equipment specification and plan for this work to take place before the next heating season.

Miscellaneous

Attended PIT, County Board, and numerous project meetings.

Supporting Norwood team with water line replacement project planning.

The Building Automation Specialist position has been posted; I expect to start scheduling interviews later this month.

Working with Human Services to reconfigure areas within their office space to better accommodate staff.