

AGENDA
PROPERTY & INFORMATION TECHNOLOGY COMMITTEE

DATE: Monday, June 2, 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
 - c. Resolution – Out-of-state travel request
5. **Maintenance Dept.**
 - a. Vouchers
 - b. Monthly Comments
6. Future Agenda Items
7. Set date and time of next meeting – Monday, July 7, 2025, 9:00 AM
8. Adjourn

Join by phone

+1-408-418-9388 United States Toll
Meeting number (access code): 2485 894 7797

Join by WebEx App or Web

<https://woodcountywi.webex.com/woodcountywi/j.php?MTID=mf8bc09273eca85c847eff07500d6e911>

Meeting number (access code): 2485 894 7797
Meeting password: 060225

MINUTES
PROPERTY & INFORMATION TECHNOLOGY COMMITTEE

DATE: Monday, May 5, 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/Penzkover to accept them as presented. Motion carried unanimously.
4. The Information Technology vouchers were reviewed. Motion by Brehm/Hamilton to approve as presented. Motion carried unanimously.
5. The IT Report was reviewed and discussed.
6. The Maintenance vouchers were reviewed. Motion by Hamilton/Polach to approve as presented. Motion carried unanimously.
7. The Maintenance Report was reviewed and discussed.
8. Van Tassel presented a resolution to transfer funds from the Jail contingency to finance the demolition of county owned property adjacent to the courthouse. Motion by Hamilton/Brehm to approve the resolution and forward onto the county board for their consideration. Motion carried unanimously.
9. The next meeting will be held on Monday, June 2nd at 9:00 AM.
10. Chairman Breu declared the meeting adjourned at 9:52 AM.

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

Property & Information Technology Committee
May 5, 2025

[illegible]

Committee Report

County of Wood

Report of claims for: INFORMATION TECHNOLOGY

For the period of: MAY 2025

For the range of vouchers: 27250187 - 27250240

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
27250187	AMAZON CAPITAL SERVICES	HS HEADSETS	04/15/2025	\$679.49	P
27250188	AMAZON CAPITAL SERVICES	IT SUPPLIES	04/23/2025	\$100.85	P
27250189	AMAZON CAPITAL SERVICES	PKS CERA PARK PC ACCESSORIES	04/25/2025	\$54.55	P
27250190	HEARTLAND BUSINESS SYSTEMS LLC	2025 VIDEO MESH SMARTNET	04/24/2025	\$1,888.92	P
27250191	INSIGHT PUBLIC SECTOR INC	PKS CERA PARK PC	04/13/2025	\$264.13	P
27250192	INSIGHT PUBLIC SECTOR INC	PKS CERA PARK PC	04/16/2025	\$776.84	P
27250193	INTER-QUEST CORP	2025 SMARTNET MAINTENANCE	04/21/2025	\$30,953.12	P
27250194	SOLARUS	PHONE CHGS ACCT 00063942-1	05/01/2025	\$2,906.05	P
27250195	SOLARUS	PHONE CHGS ACCT 00077856-5	05/01/2025	\$227.91	P
27250196	SOLARUS	PHONE CHGS ACCT 00061009-7	05/01/2025	\$69.99	P
27250197	TDS TELECOM	PHONE CHARGES	04/28/2025	\$73.80	P
27250198	TDS TELECOM	PHONE CHARGES	04/28/2025	\$59.83	P
27250199	TDS TELECOM	PHONE CHARGES	04/28/2025	\$58.63	P
27250200	TDS TELECOM	PHONE CHARGES	04/28/2025	\$17.35	P
27250201	FRONTIER	PHONE CHARGES	04/19/2025	\$69.46	P
27250202	TEKSYSTEMS INC	TEMP LBY 4/13/25 - 4/19/25	04/28/2025	\$1,824.00	P
27250203	TDS TELECOM	PHONE CHARGES	04/28/2025	\$45.04	P
27250204	RHYME (Portage)	HS - STAPLE CARTRIDGE	02/20/2025	\$98.00	P
27250205	AMAZON CAPITAL SERVICES	HS PHONE CASE	05/05/2025	\$9.98	P
27250206	AT&T MOBILITY	MONTHLY CELL/HOTSPOT CHARGES	04/23/2025	\$465.16	P
27250207	AT&T MOBILITY	MONTHLY CELL CHARGES	04/23/2025	\$3,780.71	P
27250208	RHYME BUSINESS PRODUCTS	PRINTER/COPIER CHARGES	05/05/2025	\$7,888.00	P
27250209	TEKSYSTEMS INC	TEMP LBY 4/20/25 - 4/26/25	04/30/2025	\$2,280.00	P
27250210	US CELLULAR	CELL PHONE CHGS ACCT 277407322	04/16/2025	\$278.51	P
27250211	US CELLULAR	CELL PHONE CHGS ACCT 203538532	04/20/2025	\$2,143.67	P
27250212	US CELLULAR	CELL PHONE CHGS ACCT 203391922	04/20/2025	\$9.21	P
27250213	VERIZON	CELL CHGS ACCT 242258062-00001	05/01/2025	\$4,869.09	P
27250214	AVI SYSTEMS INC	VC COURTROOM PROJECT	04/30/2025	\$11,167.36	P
27250215	CDW GOVERNMENT INC	FORENSIC COMPUTER UPS	04/22/2025	\$2,185.44	P
27250216	CENTURYLINK	PHONE/LONG DISTANCE CHARGES	05/01/2025	\$2.54	P
27250217	CHARTER COMMUNICATIONS (Pittsburgh)	INTERNET PRO100	05/01/2025	\$134.99	P
27250218	CHARTER COMMUNICATIONS (Pittsburgh)	WR FIBER	05/01/2025	\$979.08	P
27250219	CHARTER COMMUNICATIONS (Pittsburgh)	MFLD FIBER	05/01/2025	\$318.05	P
27250220	CHARTER COMMUNICATIONS (Pittsburgh)	NETWORK SERVICES	05/01/2025	\$2,657.17	P

INFORMATION TECHNOLOGY - MAY 2025

27250187 - 27250240

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
27250221	GOLDFAX	NETWORK FAXING APRIL 2025	05/08/2025	\$124.85	P
27250222	INSIGHT PUBLIC SECTOR INC	HS MONITORS	04/24/2025	\$309.12	P
27250223	LOCAL GOVERNMENT INSTITUTE	2025 LOCAL GOVT SUMMIT REG	05/13/2025	\$75.00	P
27250224	TEKSYSTEMS INC	TEMP LBY 4/27/25 - 5/3/25	05/12/2025	\$2,521.97	P
27250225	ZOHO CORPORATION	2025 MANAGE ENGINE RENEWAL	05/09/2025	\$35,388.00	P
27250226	AMAZON CAPITAL SERVICES	CREDIT-CLK OF CTS 2022 RETURN	05/13/2025	(\$7.89)	P
27250227	AMAZON CAPITAL SERVICES	CREDIT - IT 2022 RETURN	05/13/2025	(\$29.99)	P
27250228	BAYCOM INC	2025 TOUGHBOOKS ORDER	05/16/2025	\$14,440.00	P
27250229	TEKSYSTEMS INC	TEMP LBY 5/4/25 - 5/10/25	05/19/2025	\$1,947.69	P
27250230	AMAZON CAPITAL SERVICES	17L4-JHFH-WX4F	05/20/2025	\$49.34	
27250231	AMAZON CAPITAL SERVICES	HS PHONE CASE, SCRIN PROTECTOR	05/21/2025	\$14.95	
27250232	AMAZON CAPITAL SERVICES	HS ERGO MOUSE, KEYBOARD FOR TL	05/22/2025	\$56.95	
27250233	FRONTIER	PHONE CHARGES	05/19/2025	\$69.34	
27250234	INSIGHT PUBLIC SECTOR INC	OFFICE 365 ANNUAL PAYMENT	05/08/2025	\$173,035.15	
27250235	INSIGHT PUBLIC SECTOR INC	2025 1ST & 2ND TIO MONITOR ORD	05/08/2025	(Voided)	P
27250235R	INSIGHT PUBLIC SECTOR INC	IT WARRANTY	05/08/2025	\$254.87	
27250236	INSIGHT PUBLIC SECTOR INC	MUN PE OFFICE PC REFRESH	05/11/2025	\$980.73	
27250237	INSIGHT PUBLIC SECTOR INC	MUN PE OFFICE PC REFRESH	05/13/2025	\$2,330.52	
27250238	INSIGHT PUBLIC SECTOR INC	2025 1ST & 2ND TIO MONITOR ORD	05/19/2025	\$5,632.62	
27250239	TEKSYSTEMS INC	TEMP LBY 5/11/25 - 5/17/25	05/26/2025	\$2,280.00	
27250240	US BANK	SNAGIT, DEV EXPRESS	05/19/2025	\$2,857.11	
Grand Total:				\$321,667.25	

Signatures

Committee Chair:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:



Wood County WISCONSIN

INFORMATION TECHNOLOGY

May 2025

1. Staff continue to work on multiple items related to the Law Enforcement Center occupancy. The intercom in the Courthouse main vestibule has been configured as requested by Courthouse Security and Maintenance. A similar intercom has been configured near the new receiving dock. In preparation for the old jail demolition, electrical work was done to disconnect multiple feeds into the Courthouse. Network staff were on hand prior, during, and after various stages of disconnect to ensure that things were working.
2. Completed all work for Cera Park before the grand opening Memorial Day weekend. This work included procuring, configuring and placing an internet connection, computer, phone and printer. Preparation for Parks staff occupation at CERA park is nearly complete.
3. Deployed new public search utility for the Planning & Zoning Permits system. The new search includes Sanitary, Zoning, and Well permits and allows retrieval of permit related documents.
4. After completion of configuring Multicast throughout the new Law Enforcement Center, IT staff worked with Communications to implement a solution that takes the Sheriff Department's radio traffic and broadcasts it over the paging speaker in requested areas of the department. Having multicast in place will allow Wood County IT, Safety, and Courthouse Security to configure paging through overhead speakers and phones throughout the new building.
5. As part of our support agreement with the Village of Port Edwards, we have been setting up new server infrastructure. This includes new Domain Controllers, File Share servers, and a migration to cloud-based email infrastructure. This project includes updating end-user computing devices for staff and trustees.
6. Progress has been made on the Courthouse network refresh project. Five out of the eight network switches have been replaced. The remaining three switches are in areas where special accommodations are needed, such as areas where IT does not have afterhours access or areas with minimal space so extra time will be needed to complete the hardware swaps.
7. Staff are working with CIS, Countywide law enforcement software, on a request for an interface to transmit electronic referrals to the DA's office.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

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8. Experienced a hardware issue with one of the Exchange (Email) servers. A support ticket was opened, and the faulty part was replaced. There was no impact to services as there is a highly redundant setup configured for the County's email environment.
 9. Network staff continue to work with the Communications Department on the radio upgrade project. Initial testing of the radios on the new network has been successful. The vendor was onsite recently to do some testing before the installation in June.
 10. The IT Security Team continues the Security Awareness Program. IT staff is following up with staff that did not complete the required 1st quarter security awareness training. This is almost complete. Second quarter training is being identified and will be scheduled shortly. Failure to complete the required training will result in losing network account access. IT is now able to identify unreported terminations, and those accounts are now being disabled in a timely manner because of the security training procedures.
 11. 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).
 12. Rebuilt Security Awareness phishing campaigns for automation and setup for alerting of "high risk" users.
 13. Six security alerts were received in May. Each alert was fully investigated, triaged and resolved.
 14. AI usage guidelines have been outlined and terms of usage agreement forms made available. Users can now request AI access. AI general access is blocked.
 15. Working on a potential grant for Cybersecurity resources. The application is in the final stages of defining line items and ensuring grant criteria is met.
 16. One security incident was detected in May. This alert was for an unwanted program. The device was cleaned up and source was documented.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

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17. Employees submitted approximately 190 phishing emails to IT for review. Each submittal was reviewed. Several were identified as legitimate phishing attempts. These emails were then removed from all Wood County mailboxes and blocks were put in place to disallow further delivery attempts.
 18. Assisted the Sheriff's Department and vendor support technicians with the successful software update and repair of a radar trailer.
 19. Norwood and Edgewater Matrix Claims Management support continues with multi-factor authentication (MFA) migration to a new system complete. Account work for new backup procedures for Claims Management continues, including supervisor training and Wipfli staff account configurations.
 20. 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 the current system. An RFI, request for information, was sent out in May and numerous responses were received. Information will be reviewed and shared with the group in July.
 21. Completed updates to the Omnisia Horizon client for all but 2 remaining authorized staff. This software is used by Health Department for securely accessing Marshfield Clinic medical record data. The remaining updates are scheduled.
 22. Assisted Dispatch in the preparation for the new desks in the dispatch center. The new desks are scheduled to be installed during the first week of June.
 23. Continue the process of migrating virtual servers. The remaining servers need to be migrated during off hours as they are large and take a long period of time to transfer or have an impact on operations.
 24. The upgrade to CIS Computer Aided Dispatch (CAD) software has been scheduled for July 15th. This upgrade is necessary before other Dispatch project request work can begin.
 25. Staff continue to work with Southern Health Partners (SHP), CIS, Criminal Justice and Jail staff to implement an Electronic Medical Record (EMR) for the jail. The Wood County CorEMR hosted site is in place. The hardware has been received and is being configured and placed.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

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26. Programming staff works 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.
 27. Researched and evaluated new dictation software for Human Services.
 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 are reviewing 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 wiring project parameters have been expanded as we review the new project needs for a recent request by the new district attorney who wants to implement a paperless system as soon as possible. The vendor began running cables this month and we hope to have the cabling portion of this project completed by the end of June.
 30. System\code improvement for the in-house Planning & Zoning permitting system continues.
 31. Continue 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. Began setting up IMS to Laserfiche import process. Data supplied by HS staff was reviewed and imported into the database.
 32. Support of 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. The onsite database, web and application servers that were migrated have been decommissioned and new connections configured for existing systems that use tax data.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

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33. Continued work on forms process improvement and document storage in Information Technology leveraging Laserfiche.
 34. Support for Norwood Healthcare Center and Edgewater Haven Matrix (EHR) and CART (CMS abstraction and reporting tool) software is ongoing. 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.
 35. For the month of April, 658 helpdesk requests were created, with staff completing 691 tickets and leaving 132 open requests. In addition, there are currently 234 project requests.
 36. IT received a project request from the Highway Department and attended the kick-off meeting the week of May 20th 2025. Delasoft, vendor software is being implemented to replace the Highway Department current permit system, OneGov.
 37. Implementation is complete meeting the latest CMS (Centers for Medicare and Medicaid) reporting requirement for the Norwood Admissions Hospital unit transparency in pricing reporting. Additional new requirements for reporting began January 1, 2025.
 38. 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 format issues with the CCDs that were identified last month during IT Testing have been resolved. IT is now testing the environment after the errors were fixed. Testing should be complete soon. Training will be scheduled shortly for staff. The go-live for this system is middle of June.
 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. Work to update and support new CMS connection requirements for MFA and VPN continues.
 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. An upgrade to the Fidlar Laredo system was completed in April.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

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41. The 2025 PC replacement 1st and 2nd quarter equipment has been received. 1st quarter devices are almost all imaged and ready to be deployed. There was an issue with existing monitors and the new computers, so we are currently waiting for the new monitors to arrive. Placement of the last of the 2024 replacement devices for Parks has been completed.
 42. Several staff attended the GIPAW, Government Information Processing Association of Wisconsin, Spring Conference in Appleton, WI. This conference helps government IT professionals from across the State share their experiences, successful resolutions and known caveats while supporting similar systems and users. This conference had sessions that included CyberSecurity, Leveraging AI, AI Policies, Data Protection, Printer Security, and Business Automation.
 43. Wood County internet and intranet website updates are being posted continually as we work to keep employees and citizens informed.
 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. With the occupancy of the LEC and the increased demands on IT, discussions with Maintenance continue regarding space needs for the IT department. With the addition of the Cyber Security analyst position, we are out of room in our current location. There is significant increase of technology that is being supported in the LEC and increase of staff and services in other Departments within the County increases the demands on IT support as well. It is inevitable that IT will need additional IT staff in order to properly support the County's expanded facilities, additional staff, additional software, hardware and systems and the increased reliance on technology.



RESOLUTION#

DATE June 17, 2025
Effective
Date June 17, 2025

Page 1 of 1

Introduced by Property & Information Technology Committee

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

INTENT & SYNOPSIS: To authorize out-of-state travel for two Information Technology employees and Supervisor Brehm to attend the National Association of Counties (NACo) AI Central Regional Forum, September 17 & 18, 2025, in Hennepin County, MN.

FISCAL NOTE: Estimated cost for attendance totals \$1,300, to be paid for by budgeted Information Technology funds, and the Committees/Commissions budget.

WHEREAS, the NACo AI Regional Forum series is convening local government elected officials, appointed officers, department heads, and staff across different geographical regions to provide an educational, hands-on symposium on the landscape of artificial intelligence (AI) and generative artificial intelligence (GenAI) for county governments, and,

WHEREAS, the key objectives of this convening are to improve county leader and staff understanding of key AI and GenAI topics, trends and impacts on local government, explore and survey existing and novel applications on AI and GenAI in local government, and identify opportunities, challenges and solutions for the application of AI and GenAI in local government, and,

WHEREAS, as emerging technologies become more advanced, it is imperative that the county position itself accordingly, and,

WHEREAS, trainings such as these are an economical way to gain important knowledge for the betterment of the county.

NOW THEREFORE BE IT RESOLVED, the request for out-of-state travel to Hennepin County, MN for two Information Technology employees and Supervisor Brehm is approved with all costs being covered by the respective budgets.

Adopted by the County Board of Wood County, June 17, 2025

County Clerk

County Board Chairman

Committee Report

County of Wood

Report of claims for: MAINTENANCE

For the period of: MAY 2025

For the range of vouchers: 19250359 - 19250459 50121079 - 50121080

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
19250359	CINTAS CORPORATION	MAT CLEANING COURTHOUSE	04/09/2025	\$543.59	P
19250360	CINTAS CORPORATION	MAT CLEANING RIVER BLOCK	04/18/2025	\$152.83	P
19250361	CINTAS CORPORATION	MAT CLEANING COURTHOUSE	04/23/2025	\$543.59	P
19250362	COOLSYS COMMERCIAL & INDUSTRIAL SOLUTIONS	CH HVAC SERVICE CALL	04/22/2025	\$687.50	P
19250363	WATER WORKS & LIGHTING COMM	SHERIFF LOCKUP OUTDOOR LIGHTS	04/23/2025	\$12.88	P
19250364	WATER WORKS & LIGHTING COMM	WATER/SEWER/ELEC SVC JOINT USE	04/23/2025	\$214.55	P
19250365	WATER WORKS & LIGHTING COMM	RIVER BLOCK WATER/SEWER	04/23/2025	\$598.85	P
19250366	WATER WORKS & LIGHTING COMM	ELECTRIC SVC SHERIFF LOCKUP	04/23/2025	\$60.62	P
19250367	WATER WORKS & LIGHTING COMM	RIVER BLOCK OUTSIDE LIGHTING	04/23/2025	\$107.22	P
19250368	CHARM-TEX INC	JAIL PROJECT - FF&E	04/13/2025	\$4,554.90	P
19250369	GRAINGER (Maintenance)	JAIL PROJECT - FF&E	04/28/2025	\$454.00	P
19250370	STRATFORD SIGN COMPANY LLC	JAIL PROJECT-FLAGPOLE REMOVAL	04/18/2025	\$2,620.00	P
19250371	VENTURE ARCHITECTS	JAIL PROJECT - PROF SERVICES	04/24/2025	\$5,000.00	P
19250372	TDS TELECOM	PHONE CHARGES	04/28/2025	(Voided)	P
19250373	SCHILLING SUPPLY COMPANY	Cleaning Supplies	04/29/2025	\$391.50	P
19250374	DIAMOND BUSINESS GRAPHICS	Printing	04/29/2025	\$57.42	P
19250375	AMAZON CAPITAL SERVICES	SHOP SUPPLIES	04/30/2025	\$48.78	P
19250376	AMAZON CAPITAL SERVICES	SHOP SUPPLIES	04/30/2025	\$33.34	P
19250377	AMAZON CAPITAL SERVICES	JAIL PROJECT - FF&E	05/05/2025	\$41.98	P
19250378	ACE HARDWARE	SHOP SUPPLIES	05/02/2025	\$75.98	P
19250379	ADVANCE JANITORIAL SERVICE & SUPPLY	CLEANING COURTHOUSE, JAIL	04/25/2025	\$8,924.03	P
19250380	ADVANCE JANITORIAL SERVICE & SUPPLY	CLEANING RIVER BLOCK	04/25/2025	\$4,303.29	P
19250381	ADVANCE AUTO PARTS (Wis Rapids)	TAHOE & F250 MAINTENANCE	04/22/2025	\$578.24	P
19250382	ADVANCE AUTO PARTS (Wis Rapids)	TAHOE TRANSMISSION FLUID	04/22/2025	\$65.54	P
19250383	ADVANCE AUTO PARTS (Wis Rapids)	OIL DRY	04/22/2025	\$13.89	P
19250384	ADVANCE AUTO PARTS (Wis Rapids)	TAHOE - FUSES	04/23/2025	\$11.51	P
19250385	ADVANCE AUTO PARTS (Wis Rapids)	TAHOE - STARTER	04/24/2025	\$197.97	P
19250386	ADVANCE AUTO PARTS (Wis Rapids)	TAHOE - OIL AND FILTER	04/25/2025	\$36.43	P
19250387	ASCENT CONSTRUCTION LLC	CH UPDATES - A/V ROOM RENO	05/05/2025	\$4,633.14	P
19250388	BDT INC	SUPPLIES	04/21/2025	\$44.11	P
19250389	CONSOLIDATED WATER POWER COMPANY	RIVER BLOCK ELECTRIC APR 2025	05/01/2025	\$4,425.78	P
19250390	CRESCENT ELECTRIC SUPPLY CO	CAT6 CABLE - DISPATCH	04/15/2025	\$1,108.26	P
19250391	CRESCENT ELECTRIC SUPPLY CO	CAT6 CABLE - SHOP	04/16/2025	\$554.13	P

Committee Report - County of Wood

MAINTENANCE - MAY 2025

50121079 - 50121080 19250359 - 19250459

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
19250392	JFTCO INC	CH SVC CALL, GENERATOR TEST	04/28/2025	\$1,979.70	P
19250393	JOSLIN CONCRETE	APR 25 SNOW REMOVAL - CH, RB	05/03/2025	\$106.25	P
19250394	QUALITY COUNTERTOPS	CH UPDATES - CU	04/28/2025	\$270.44	P
19250395	SUPERIOR CHEMICAL LLC	SHOP SUPPLIES	04/30/2025	\$385.96	P
19250396	SUPERIOR CHEMICAL LLC	SHOP SUPPLIES	04/30/2025	\$950.52	P
19250397	WE ENERGIES	GAS SERVICE OLD JAIL - APR	05/01/2025	\$91.50	P
19250398	WE ENERGIES	GAS SERVICE 321 MARKET - APR	05/02/2025	\$71.67	P
19250399	WE ENERGIES	GAS SERVICE 441 SARATOGA - APR	05/02/2025	\$60.04	P
19250400	WE ENERGIES	GAS SERVICE RIVER BLOCK - APR	05/01/2025	\$564.39	P
19250401	WE ENERGIES	GAS SERVICE LEC - APR	05/02/2025	\$4,764.30	P
19250402	WE ENERGIES	GAS SERVICE COURTHOUSE - APR	05/01/2025	\$1,022.29	P
19250403	WE ENERGIES	GAS SERVICE SHERIFF LOCKUP-APR	05/06/2025	\$62.28	P
19250404	WE ENERGIES	GAS SERVICE JOINT USE BLDG-APR	05/06/2025	\$168.89	P
19250405	COMPLETE CONTROL	JAIL PROJ-FIRE PANEL DISCONN	04/28/2025	\$222.00	P
19250406	K & W GLASS INC	JAIL PROJECT - FF&E	04/30/2025	\$366.84	P
19250407	NORTHSTAR ENVIRONMENTAL TESTING LLC	JAIL PROJ - ENVIROMENTAL TEST	04/25/2025	\$8,165.00	P
19250408	QUALITY DOOR & HARDWARE	JAIL PROJECT - FF&E	04/29/2025	\$692.48	P
19250409	WATER WORKS & LIGHTING COMM	JAIL PROJ - TRANSFORMER WORK	04/25/2025	\$691.53	P
19250410	COMPLETE CONTROL	JAIL PROJ-FIRE SVC DISCONNECT	04/30/2025	\$222.00	P
19250411	THE SAMUELS GROUP INC	JAIL PROJECT - 40TH PAYMENT	05/07/2025	\$183,455.09	P
19250412	SCHILLING SUPPLY COMPANY	CLEANING SUPPLIES	05/07/2025	\$1,090.70	P
19250413	QUALITY PLUS PRINTING INC	Signage	05/13/2025	\$60.00	P
19250414	NASSCO INC	cleaning supplies	05/13/2025	\$120.91	P
19250415	NASSCO INC	cleaning supplies	05/13/2025	\$729.15	P
19250416	APEX ENGINEERING INC	CH HTG SYSTEM - ADMIN PHASE	04/30/2025	\$3,500.00	P
19250417	SUMMIT FIRE PROTECTION	SEMI ANNUAL FIRE INSPECTION	05/12/2025	\$666.40	P
19250418	COMPLETE CONTROL	CH SECURITY - PROF SERVICES	04/28/2025	\$4,187.07	P
19250419	FIRE & SAFETY EQUIPMENT INC	FIRE SYSTEM & EXTINGUISHER SVC	05/01/2025	\$2,177.38	P
19250420	FREEDOM PEST CONTROL LLC	RIVER BLOCK PEST CONTROL	05/12/2025	\$42.00	P
19250421	FREEDOM PEST CONTROL LLC	COURTHOUSE PEST CONTROL	05/12/2025	\$42.00	P
19250422	HARTERS FOX VALLEY DISPOSAL LLC	WASTE DISPOSAL FEES	05/01/2025	\$1,012.66	P
19250423	HOME DEPOT CREDIT SERV (Maintenance)	CH/SHOP, RB, NEW JAIL FF&E	05/05/2025	\$1,031.19	P
19250424	NORTHSTAR ENVIRONMENTAL TESTING LLC	CH HTG SYSTEM-LEAD PAINT TEST	04/29/2025	\$550.00	P
19250425	INSIGHT PUBLIC SECTOR INC	JAIL PROJ - SECURITY MONITOR	04/24/2025	\$154.56	P
19250426	MOTOROLA SOLUTIONS INC	JAIL PROJ - RADIO EQUIPMEBNT	03/31/2025	\$8,737.75	P
19250427	AMAZON CAPITAL SERVICES	CREDIT - 2022 RETURN	05/13/2025	(\$8.53)	P
19250428	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	05/14/2025	\$24.88	P
19250429	JF AHERN CO	CH HVAC CONTRACTOR SVCS	05/18/2025	\$206,896.50	P
19250430	CONSTELLATION NEWENERGY-GAS DIVISION	CH & RB GAS SERVICE	05/12/2025	\$2,791.13	P
19250431	WATER WORKS & LIGHTING COMM	WATER/SEWER/ELEC NEW JAIL	05/14/2025	\$14,873.24	P
19250432	WATER WORKS & LIGHTING COMM	WATER/SEWER/ELEC 441 SARATOGA	05/14/2025	\$41.71	P
19250433	WATER WORKS & LIGHTING COMM	WATER/SEWER/ELEC 321 MARKET ST	05/14/2025	\$82.34	P
19250434	WATER WORKS & LIGHTING COMM	WATER/SEWER SERVICE JAIL	05/14/2025	\$720.62	P
19250435	WATER WORKS & LIGHTING COMM	WATER/SEWER SERVICE COURTHOUSE	05/14/2025	\$1,076.38	P

Committee Report - County of Wood

MAINTENANCE - MAY 2025

50121079 - 50121080 19250359 - 19250459

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
19250436	WATER WORKS & LIGHTING COMM	ELEC SVC COURTHOUSE SECURITY	05/14/2025	\$21.51	P
19250437	WATER WORKS & LIGHTING COMM	ELECTRIC SERVICE BAKER LOT	05/14/2025	\$43.69	P
19250438	WATER WORKS & LIGHTING COMM	RB PARKING LOT STORM SEWER	05/14/2025	\$51.38	P
19250439	WATER WORKS & LIGHTING COMM	RIVER BLOCK STORM SEWER	05/14/2025	\$59.80	P
19250440	WATER WORKS & LIGHTING COMM	SARATOGA ST STORM SEWER	05/14/2025	\$10.30	P
19250441	WATER WORKS & LIGHTING COMM	COURTHOUSE STORM SEWER	05/14/2025	\$126.47	P
19250442	WATER WORKS & LIGHTING COMM	COURTHOUSE ELECTRIC	05/14/2025	\$9,178.18	P
19250443	WE ENERGIES	441 SARATOGA ST - FINAL BILL	05/13/2025	\$4.85	P
19250444	COMPLETE CONTROL	JAIL PROJ-FIRE ALARM INTEGRATE	05/16/2025	\$5,620.05	P
19250445	US BANK	CH SECURITY, JAIL WE ENERGIES	05/19/2025	\$4,477.64	
19250446	AMAZON CAPITAL SERVICES	SHOP SUPPLIES	05/24/2025	\$15.20	
19250447	AMAZON CAPITAL SERVICES	JAIL PROJECT - IT CABLES	05/27/2025	\$369.74	
19250448	ACE HARDWARE	SHOP SUPPLIES	05/13/2025	\$34.55	
19250449	ACE HARDWARE	CH SUPPLIES	05/22/2025	\$27.98	
19250450	ADVANCE JANITORIAL SERVICE & SUPPLY	CLEANING RIVER BLOCK	05/25/2025	\$4,303.29	
19250451	ADVANCE JANITORIAL SERVICE & SUPPLY	CLEANING COURTHOUSE, JAIL	05/25/2025	\$8,556.53	
19250452	CINTAS CORPORATION	MAT CLEANING COURTHOUSE	05/07/2025	\$543.59	
19250453	CINTAS CORPORATION	MAT CLEANING RIVER BLOCK	05/16/2025	\$152.83	
19250454	CINTAS CORPORATION	MAT CLEANING COURTHOUSE	05/21/2025	\$543.59	
19250455	CRESCENT ELECTRIC SUPPLY CO	CH SUPPLIES	05/14/2025	\$86.54	
19250456	HAZARD SKATE AND SPORTS	EMPLOYEE APPAREL	05/23/2025	\$384.30	
19250457	MCMaster-CARR SUPPLY CO	CH UPDATES - SUPPLIES	05/22/2025	\$220.87	
19250458	RAPID QUALITY LAWN & LANDSCAPING	FERTILIZE, SPRINKLER STARTUP	05/20/2025	\$220.50	
19250459	SHRED SAFE LLC	CONFIDENTIAL SHREDDING	05/20/2025	\$210.00	
50121079	SCHILLING SUPPLY COMPANY		04/29/2025	\$64.95	P
50121080	STEEN MACEK PAPER COMPANY		04/29/2025	\$5,463.00	P
Grand Total:				\$536,800.39	

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 June 2025

Ongoing Projects and Planning

Jail Project – Demolition of the old jail is underway; when completed, demolition of the approved structures adjacent to the Courthouse can begin.

There was an unexpected water leak from demolition activities that required the Criminal Justice offices on second floor to be vacated; the contractor took corrective action to stop additional water infiltration, and the Maintenance crew has performed remediation in the affected offices. Dylan and his team were very understanding and flexible with their temporary accommodations while we restored their office space.

Building automation system programming and adjustments are ongoing.

Courthouse – The original steam boilers that provided heat for the Courthouse, and backup heating for the old jail, have been removed; it almost feels like a moment of silence should be observed for the 70 years of service they provided.

Additional work related to the heating system update is occurring throughout the building including control wiring, duct work reconfiguration, and miscellaneous work as needed.

River Block – We are working on some updates to the access control equipment throughout the building. There are portions of wiring that were in place before the County purchased the building; some of this older wiring has been causing occasional problems with card access for some employees.

Miscellaneous

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

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

Assisting with project planning and review at Norwood and Edgewater facilities.