

**AGENDA**  
**PROPERTY & INFORMATION TECHNOLOGY COMMITTEE**

**DATE:** Monday, July 7, 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. Cell Phone/Internet Coverage at Edgewater Haven Nursing Home
5. **Maintenance Dept.**
  - a. Vouchers
  - b. Monthly Comments
6. Future Agenda Items
7. Set date and time of next meeting – Monday, August 4, 2025, 9:00 AM
8. Adjourn

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***Join by phone***

+1-408-418-9388 United States Toll  
Meeting number (access code): 2495 506 6424

***Join by WebEx App or Web***

<https://woodcountywi.webex.com/woodcountywi/j.php?MTID=m1e149f2cfc4316c38cb26de6f5c1a925>

Meeting number (access code): 2495 506 6424  
Meeting password: 070725

**MINUTES**  
**PROPERTY & INFORMATION TECHNOLOGY COMMITTEE**

**DATE:** Monday, June 2, 2025  
**TIME:** 9:00 a.m.  
**PLACE:** Courthouse – Room 302

**MEMBERS PRESENT:** Al Breu, Jeff Penzkover, Dennis Polach, Scott Brehm (arrived 9:03 AM), Brad Hamilton (WebEx)

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

1. Chairman Breu called the meeting to order at 9:00 AM.
2. There was no public comment.
3. The minutes of the 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 Hamilton/Penzkover to approve as presented. Motion carried unanimously.
5. The IT Report was reviewed and discussed.
6. A resolution authorizing out-of-state travel for 2 IT staff members as well as Supervisor Brehm to attend the NACo AI Central Regional Forum, September 17 & 18, 2025, in Hennepin County, MN was presented. Motion by Hamilton/Penzkover to approve the resolution and forward it onto the county board for their consideration. Motion carried unanimously. Brehm abstained.
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 determined at a later time.
10. Chairman Breu declared the meeting adjourned at 9:27 AM.

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

**Property & Information Technology Committee**  
**June 2, 2025**

[illegible]

## Committee Report

County of Wood

Report of claims for: INFORMATION TECHNOLOGY

For the period of: JUNE 2025

For the range of vouchers: 27250241 - 27250278

| Voucher  | Vendor Name                         | Nature of Claim                | Doc Date   | Amount      | Paid |
|----------|-------------------------------------|--------------------------------|------------|-------------|------|
| 27250241 | AMAZON CAPITAL SERVICES             | DC NETWORK CABLES, DA UPS      | 05/29/2025 | \$1,583.68  | P    |
| 27250242 | AMAZON CAPITAL SERVICES             | IT LIGHTNING CABLES            | 05/30/2025 | \$22.71     | P    |
| 27250243 | AMAZON CAPITAL SERVICES             | HS HDMI CABLE                  | 06/02/2025 | \$5.99      | P    |
| 27250244 | AMAZON CAPITAL SERVICES             | HS ERGO MOUSE FOR S.P.         | 06/02/2025 | \$42.99     | P    |
| 27250245 | AT&T MOBILITY                       | MONTHLY CELL/HOTSPOT CHARGES   | 05/23/2025 | \$465.16    | P    |
| 27250246 | AT&T MOBILITY                       | MONTHLY CELL CHARGES           | 05/23/2025 | \$3,717.94  | P    |
| 27250247 | BAYCOM INC                          | CJ TOUGHBOOK ORDER             | 05/30/2025 | \$5,776.00  | P    |
| 27250248 | INSIGHT PUBLIC SECTOR INC           | ENDPOINT SUBSCRIPTION RENEWAL  | 05/21/2025 | \$15,628.55 | P    |
| 27250249 | SOLARUS                             | PHONE CHGS ACCT 00063942-1     | 06/01/2025 | \$2,862.88  | P    |
| 27250250 | SOLARUS                             | PHONE CHGS ACCT 00077856-5     | 06/01/2025 | \$246.85    | P    |
| 27250251 | SOLARUS                             | PHONE CHGS ACCT 00061009-7     | 06/01/2025 | \$69.99     | P    |
| 27250252 | TDS TELECOM                         | PHONE CHARGES                  | 05/28/2025 | \$73.80     | P    |
| 27250253 | TDS TELECOM                         | PHONE CHARGES                  | 05/28/2025 | \$59.83     | P    |
| 27250254 | TDS TELECOM                         | PHONE CHARGES                  | 05/28/2025 | \$45.04     | P    |
| 27250255 | TDS TELECOM                         | PHONE CHARGES                  | 05/28/2025 | \$58.38     | P    |
| 27250256 | TDS TELECOM                         | PHONE CHARGES                  | 05/28/2025 | \$17.40     | P    |
| 27250257 | TEKSYSTEMS INC                      | TEMP LBY 5/18/25 - 5/24/25     | 06/02/2025 | \$2,536.50  | P    |
| 27250258 | US CELLULAR                         | CELL PHONE CHGS ACCT 277407322 | 05/16/2025 | \$281.81    | P    |
| 27250259 | US CELLULAR                         | CELL PHONE CHGS ACCT 203538532 | 05/20/2025 | \$2,143.67  | P    |
| 27250260 | US CELLULAR                         | CELL PHONE CHGS ACCT 203391922 | 05/20/2025 | \$9.71      | P    |
| 27250261 | AMAZON CAPITAL SERVICES             | DISPATCH USB HUBS              | 06/04/2025 | \$47.94     | P    |
| 27250262 | AMAZON CAPITAL SERVICES             | HS PHONE CHARGER FOR D.M.      | 06/05/2025 | \$7.99      | P    |
| 27250263 | CHARTER COMMUNICATIONS (Pittsburgh) | INTERNET PRO100                | 06/01/2025 | \$134.99    | P    |
| 27250264 | CHARTER COMMUNICATIONS (Pittsburgh) | WR FIBER                       | 06/01/2025 | \$963.95    | P    |
| 27250265 | CHARTER COMMUNICATIONS (Pittsburgh) | MFLD FIBER                     | 06/01/2025 | \$317.55    | P    |
| 27250266 | CHARTER COMMUNICATIONS (Pittsburgh) | NETWORK SERVICES               | 06/01/2025 | \$2,657.17  | P    |
| 27250267 | COMPUTER INFORMATION SYSTEMS INC    | 2025 CIS MAINTENANCE           | 06/01/2025 | \$73,661.43 | P    |
| 27250268 | INSIGHT PUBLIC SECTOR INC           | COURT AV REFRESH RACKS         | 05/29/2025 | \$3,484.15  | P    |
| 27250269 | RHYME BUSINESS PRODUCTS             | PRINTER/COPIER CHARGES         | 06/03/2025 | \$7,888.00  | P    |
| 27250270 | TEKSYSTEMS INC                      | TEMP LBY 5/25/25 - 5/31/25     | 06/09/2025 | \$1,866.75  | P    |
| 27250271 | VERIZON                             | CELL CHGS ACCT 242258062-00001 | 06/01/2025 | \$5,075.72  | P    |
| 27250272 | AMAZON CAPITAL SERVICES             | WRPD UPS                       | 06/16/2025 | \$1,216.98  | P    |
| 27250273 | AMAZON CAPITAL SERVICES             | HS SCANNER FOR M.C.            | 06/16/2025 | \$649.95    | P    |
| 27250274 | CENTURYLINK                         | PHONE/LONG DISTANCE CHARGES    | 06/01/2025 | \$2.43      | P    |

| Voucher             | Vendor Name        | Nature of Claim             | Doc Date   | Amount              | Paid |
|---------------------|--------------------|-----------------------------|------------|---------------------|------|
| 27250275            | TEKSYSTEMS INC     | TEMP LBY 6/1/25 - 6/7/25    | 06/16/2025 | \$2,280.00          | P    |
| 27250276            | US BANK            | FIXME.IT, TRAINING, LODGING | 06/17/2025 | \$1,618.70          |      |
| 27250277            | CDW GOVERNMENT INC | 2025 BACKUP MAINTENANCE     | 06/06/2025 | \$34,542.00         |      |
| 27250278            | TEKSYSTEMS INC     | TEMP LBY 6/8/25 - 6/14/25   | 06/23/2025 | \$2,280.00          |      |
| <b>Grand Total:</b> |                    |                             |            | <b>\$174,344.58</b> |      |

Signatures

Committee Chair:

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Committee Member:

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# Wood County WISCONSIN

## INFORMATION TECHNOLOGY

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**June 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. 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.
3. IT staff assisted Dispatch and Communications staff with the migration to new furniture in the Dispatch Center. This included helping to move wiring, assisting the Communications Director with dismantling and re-assembling the radio and dispatch phone systems and the Wood County computers.
4. Network staff continue to work with the Communications Department on the radio upgrade project. The vendor was onsite for installation the week of June 16<sup>th</sup>. Network staff had taken steps to meet requirements as outlined and provided remote access to verify. A pre-installation visit had been conducted in May to test equipment and the network. Upon switchover, issues were found by the vendor. Staff will work with the Communications Department and the vendor to address these before the next switchover is scheduled.
5. Assisted Finance staff with preparations for 2026 Budget work.
6. Continued work developing the public search utility for the Planning & Zoning Permits system.
7. 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 migration to cloud-based email infrastructure. This project includes updating end-user computing devices for staff and trustees. The new domain controller has been configured and implemented. Currently systems are running in tandem until all services can be removed from the existing server. New file share servers were created and information is being synchronized as staff work to map user drives to the new server.



# Wood County WISCONSIN

## INFORMATION TECHNOLOGY

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8. Staff are working with CIS, Countywide law enforcement software, on a request for an interface to transmit electronic referrals to the DA's office.
  9. Ordered new multi-function printer for Victim Witness to allow staff access to a shared office machine.
  10. The IT Security Team continues the Security Awareness Program. Second quarter training was assigned. Created a policy that would restrict the login hours for users who have failed to complete their assigned security training ontime. This makes "revival" of accounts go much smoother for the end user while enforcing mandatory training for computer access.
  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. 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.
  13. 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.
  14. Two security incidents were detected and investigated in June. Fortunately, both were found to be benign positives. Multiple security alerts were received. Of those, one was an attempt of a SQL injection directed at a County website. IT staff determined that no vulnerable systems were impacted or affected. There have been no further attempts to exploit this. There were alerts with multiple instances of user accounts being logged into outside of the state of WI. In each instance the user was contacted and remote login was verified.
  15. Employees submitted approximately 151 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.
  16. Research is scheduled for a Veteran's office record system for a user request for client notifications via text messaging functionality.



# Wood County WISCONSIN

## INFORMATION TECHNOLOGY

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17. 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.
  18. The backup system utilized by Wood County was upgraded to the latest version. This will ensure that we continue to have vendor support, product enhancements, and security patches.
  19. The upgrade to CIS Computer Aided Dispatch (CAD) software has been scheduled for July 15<sup>th</sup>. This upgrade is necessary before other Dispatch project request work can begin.
  20. 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. CorEMR, the electronic medical record for the jail went live 6/14/2025. Criminal Justice and the SHP staff are the main users.
  21. 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.
  22. Researched and evaluated new dictation software for Human Services. Staff have identified a replacement system and are currently demoing an online version to ensure this system will meet all requirements.
  23. 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.
  24. 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 request by the new district attorney who wants to implement a paperless system as soon as possible. The vendor has completed cable installation. The data closet buildout is underway. Staff is working with the vendor to schedule times for the new equipment to be installed.





# Wood County WISCONSIN

## INFORMATION TECHNOLOGY

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25. System\code improvement for the in-house Planning & Zoning permitting system continues.
  26. Continued work on forms process improvement and document storage in Information Technology leveraging Laserfiche.
  27. 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.
  28. 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. Security and best practice research begins 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.
  29. 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.
  30. 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. IT support works to improve the user reliance on IT for basic system functionality. 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).
  31. For the month of May, 587 helpdesk requests were created, with staff completing 608 tickets and leaving 115 open requests. In addition, there are currently 198 project requests.



# Wood County WISCONSIN

## INFORMATION TECHNOLOGY

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32. 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.
  33. Assisting Marshfield and Port Edwards with their CJIS audit, providing information on standards and network layouts to meet requirements.
  34. Support is ongoing for Cyber Recruiter upgrades and super user support, the HRMS extension system and website used for new hire applications. Investigation on a security threat was conducted and resolved. The next Cyber Recruiter upgrade is scheduled for early July 2025.
  35. 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 has been completed and the go ahead has been given to WISHIN to stand up the production/live environment. Training for staff has been completed, and training documentation was emailed to staff. Go-live should be the beginning of July.
  36. 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.
  37. 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 AVID system was completed in May.
  38. The 2025 PC replacement 3<sup>rd</sup> quarter order has been identified and surveys sent to Supervisors. The 3<sup>rd</sup> quarter order should be placed in early July. Staff are also reviewing department needs for tablets and mobile devices to replace equipment due for replacement.
  39. Wood County internet and intranet website updates are being posted continually as we work to keep employees and citizens informed.



# Wood County WISCONSIN

## INFORMATION TECHNOLOGY

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40. 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.
41. 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.
42. 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. Staff have reviewed the possibility of using the IT Conference room as offices. The IT Conference room now serves as our vendor area, network setup as well as a conference room. When IT initially moved into our current space there was an office for vendor space/setup, as well as network hardware staging. Both spaces are no longer available, so all these functions are now handled by IT Conference room space. IT would not properly function without space within our department that serves these functions.
43. Staff attended the first ever Local Government Summit held in Appleton, WI. This conference was held by the Local Government Institute of Wisconsin and covered topics such as AI, CyberSecurity, and Civic Engagement.
44. Two interns were hired. Evan DuPree and Aaron McGreevey joined our team June 23<sup>rd</sup>.

## Committee Report

County of Wood

Report of claims for: MAINTENANCE

For the period of: JUNE 2025

For the range of vouchers: 19250460 - 19250537

| Voucher  | Vendor Name                         | Nature of Claim                | Doc Date   | Amount      | Paid |
|----------|-------------------------------------|--------------------------------|------------|-------------|------|
| 19250460 | AMAZON CAPITAL SERVICES             | SHOP, OFFICE, CH UPDATES       | 05/27/2025 | \$353.41    | P    |
| 19250461 | ACE HARDWARE                        | SHOP SUPPLIES                  | 05/28/2025 | \$38.98     | P    |
| 19250462 | ACE HARDWARE                        | RB SUPPLIES                    | 05/29/2025 | \$23.99     | P    |
| 19250463 | COMPLETE CONTROL                    | CH SERVICE CALL                | 05/29/2025 | \$83.25     | P    |
| 19250464 | COMPLETE CONTROL                    | RB SERVICE CALL                | 05/29/2025 | \$83.25     | P    |
| 19250465 | CONSOLIDATED WATER POWER COMPANY    | RIVER BLOCK ELECTRIC MAY 2025  | 06/02/2025 | \$4,977.98  | P    |
| 19250466 | GAPPA SECURITY SOLUTIONS LLC        | CH SECURITY - CORE             | 05/29/2025 | \$48.74     | P    |
| 19250467 | GAPPA SECURITY SOLUTIONS LLC        | CH SECURITY - CORES            | 05/29/2025 | \$218.70    | P    |
| 19250468 | NORTHSTAR ENVIRONMENTAL TESTING LLC | CH HTG SYSTEM - AIR MONITORING | 05/30/2025 | \$1,935.00  | P    |
| 19250469 | WATER WORKS & LIGHTING COMM         | SHERIFF LOCKUP OUTDOOR LIGHTS  | 05/28/2025 | \$12.88     | P    |
| 19250470 | WATER WORKS & LIGHTING COMM         | WATER/SEWER/ELEC SVC JOINT USE | 05/28/2025 | \$183.01    | P    |
| 19250471 | WATER WORKS & LIGHTING COMM         | RIVER BLOCK WATER/SEWER        | 05/28/2025 | \$629.53    | P    |
| 19250472 | WATER WORKS & LIGHTING COMM         | ELECTRIC SVC SHERIFF LOCKUP    | 05/28/2025 | \$65.34     | P    |
| 19250473 | WATER WORKS & LIGHTING COMM         | RIVER BLOCK OUTSIDE LIGHTING   | 05/28/2025 | \$107.22    | P    |
| 19250474 | GUARDIAN RFID                       | JAIL PROJ - INMATE MONITORING  | 03/27/2025 | \$10,436.07 | P    |
| 19250475 | PIERSON WIRELESS CORPORATOIN        | JAIL PROJ - REPEATER SYSTEM    | 05/30/2025 | \$19,824.99 | P    |
| 19250476 | POINT SECURITY INC                  | JAIL PROJ - SECURITY EQUIPMENT | 04/07/2025 | \$39,145.00 | P    |
| 19250477 | RAPIDS SIGN INC                     | JAIL PROJ - SIGNAGE            | 05/21/2025 | \$932.24    | P    |
| 19250478 | RAPIDS SIGN INC                     | JAIL PROJ - SIGNAGE            | 05/21/2025 | \$438.74    | P    |
| 19250479 | VENTURE ARCHITECTS                  | JAIL PROJECT - PROF SERVICES   | 05/27/2025 | \$5,643.21  | P    |
| 19250480 | SUPERIOR CHEMICAL LLC               | CLEANING SUPPLIES              | 06/03/2025 | \$403.52    | P    |
| 19250481 | DM STAMPS & SPECIALTIES             | STAMPS                         | 06/03/2025 | \$32.81     | P    |
| 19250482 | AMAZON CAPITAL SERVICES             | OFFICE SUPPLIES                | 06/06/2025 | \$3.49      | P    |
| 19250483 | APEX ENGINEERING INC                | CH HTG SYSTEM - ADMIN PHASE    | 05/31/2025 | \$3,500.00  | P    |
| 19250484 | BAUER'S FLOOR MART                  | CJC CARPET REPLACEMENT         | 05/22/2025 | \$425.00    | P    |
| 19250485 | ECON ELECTRIC                       | RB ELEC WORK - HEALTH DEPT     | 05/30/2025 | \$698.65    | P    |
| 19250486 | FREEDOM CARPETING INC (Portage WI)  | CJC CARPET REPLACEMENT         | 05/30/2025 | \$3,424.12  | P    |
| 19250487 | STOCOR PORTABLE STORAGE             | RELOCATE STORAGE POD           | 06/05/2025 | \$250.00    | P    |
| 19250488 | WE ENERGIES                         | GAS SERVICE OLD JAIL - FINAL   | 05/21/2025 | \$2.40      | P    |
| 19250489 | WE ENERGIES                         | GAS SERVICE 321 MARKET ST-MAY  | 06/03/2025 | \$26.82     | P    |
| 19250490 | WE ENERGIES                         | GAS SERVICE RIVER BLOCK - MAY  | 06/03/2025 | \$442.96    | P    |
| 19250491 | WE ENERGIES                         | GAS SERVICE LEC - MAY          | 06/03/2025 | \$2,990.58  | P    |
| 19250492 | WE ENERGIES                         | GAS SERVICE SHERIFF LOCKUP-MAY | 06/05/2025 | \$9.24      | P    |
| 19250493 | WE ENERGIES                         | GAS SERVICE COURTHOUSE - MAY   | 06/03/2025 | \$338.97    | P    |

## Committee Report - County of Wood

MAINTENANCE - JUNE 2025

19250460 - 19250537

| Voucher  | Vendor Name                          | Nature of Claim                | Doc Date   | Amount       | Paid |
|----------|--------------------------------------|--------------------------------|------------|--------------|------|
| 19250494 | WE ENERGIES                          | GAS SERVICE JOINT USE BLDG-MAY | 06/04/2025 | \$18.75      | P    |
| 19250495 | COMPLETE CONTROL                     | JAIL PROJECT - CARD READER     | 03/21/2025 | \$332.90     | P    |
| 19250496 | COMPLETE CONTROL                     | JAIL PROJ-REPLACE SMOKE HEADS  | 05/31/2025 | \$111.00     | P    |
| 19250497 | THE SAMUELS GROUP INC                | JAIL PROJECT - 41ST PAYMENT    | 06/06/2025 | \$631,688.71 | P    |
| 19250498 | NASSCO INC                           | CLEANING SUPPLIES              | 06/11/2025 | \$533.93     | P    |
| 19250499 | NASSCO INC                           | SUPPLIES                       | 06/11/2025 | \$390.57     | P    |
| 19250500 | SCHILLING SUPPLY COMPANY             | CLEANING SUPPLIES              | 06/11/2025 | \$391.50     | P    |
| 19250501 | DM STAMPS & SPECIALTIES              | STAMPS                         | 06/11/2025 | \$35.49      | P    |
| 19250502 | AMAZON CAPITAL SERVICES              | CLEANING SUPPLIES              | 06/11/2025 | \$14.88      | P    |
| 19250503 | CONSTELLATION NEWENERGY-GAS DIVISION | CH, RB GAS SERVICE             | 06/09/2025 | \$670.13     | P    |
| 19250504 | FREEDOM PEST CONTROL LLC             | RIVER BLOCK PEST CONTROL       | 06/16/2025 | \$42.00      | P    |
| 19250505 | FREEDOM PEST CONTROL LLC             | COURTHOUSE PEST CONTROL        | 06/16/2025 | \$42.00      | P    |
| 19250506 | HARTERS FOX VALLEY DISPOSAL LLC      | WASTE DISPOSAL FEES            | 06/01/2025 | \$1,012.66   | P    |
| 19250507 | HOME DEPOT CREDIT SERV (Maintenance) | CH/SHOP, RB, NEW JAIL FF&E     | 06/05/2025 | \$2,107.11   | P    |
| 19250508 | ULINE                                | JAIL SUPPLIES                  | 05/29/2025 | \$42.00      | P    |
| 19250509 | WATER WORKS & LIGHTING COMM          | WATER/SEWER/ELEC NEW JAIL      | 06/11/2025 | \$15,742.66  | P    |
| 19250510 | WATER WORKS & LIGHTING COMM          | WATER/SEWER/ELEC 321 MARKET    | 06/11/2025 | \$64.84      | P    |
| 19250511 | WATER WORKS & LIGHTING COMM          | WATER/SEWER/ELEC 180 2ND ST N  | 06/11/2025 | \$39.62      | P    |
| 19250512 | WATER WORKS & LIGHTING COMM          | WATER/SEWER SERVICE COURTHOUSE | 06/11/2025 | \$1,099.39   | P    |
| 19250513 | WATER WORKS & LIGHTING COMM          | ELEC SVC COURTHOUSE SECURITY   | 06/11/2025 | \$21.78      | P    |
| 19250514 | WATER WORKS & LIGHTING COMM          | ELECTRIC SERVICE BAKER LOT     | 06/11/2025 | \$37.53      | P    |
| 19250515 | WATER WORKS & LIGHTING COMM          | RB PARKING LOT STORM SEWER     | 06/11/2025 | \$51.38      | P    |
| 19250516 | WATER WORKS & LIGHTING COMM          | RIVER BLOCK STORM SEWER        | 06/11/2025 | \$59.80      | P    |
| 19250517 | WATER WORKS & LIGHTING COMM          | SARATOGA ST STORM SEWER        | 06/11/2025 | \$10.30      | P    |
| 19250518 | WATER WORKS & LIGHTING COMM          | COURTHOUSE STORM SEWER         | 06/11/2025 | \$126.47     | P    |
| 19250519 | WATER WORKS & LIGHTING COMM          | COURTHOUSE ELECTRIC            | 06/11/2025 | \$10,128.52  | P    |
| 19250520 | WATER WORKS & LIGHTING COMM          | 184 2ND ST N STORM SEWER       | 06/11/2025 | \$1.89       | P    |
| 19250521 | WATER WORKS & LIGHTING COMM          | 180 2ND ST N STORM SEWER       | 06/11/2025 | \$2.37       | P    |
| 19250522 | NASSCO INC                           | CLEANING SUPPLIES              | 06/18/2025 | \$761.02     | P    |
| 19250523 | DIAMOND BUSINESS GRAPHICS            | PRINTING                       | 06/24/2025 | \$56.59      |      |
| 19250524 | ACE HARDWARE                         | SHOP SUPPLIES                  | 06/03/2025 | \$25.77      |      |
| 19250525 | JF AHERN CO                          | CH HVAC CONTRACTOR SVCS        | 06/18/2025 | \$588,874.50 |      |
| 19250526 | CINTAS CORPORATION                   | MAT CLEANING COURTHOUSE        | 06/04/2025 | \$543.59     |      |
| 19250527 | CINTAS CORPORATION                   | MAT CLEANING RIVER BLOCK       | 06/13/2025 | \$152.83     |      |
| 19250528 | CINTAS CORPORATION                   | MAT CLEANING COURTHOUSE        | 06/18/2025 | \$543.59     |      |
| 19250529 | ECON ELECTRIC                        | CH UPDATES - DATA RACK ELEC WK | 06/13/2025 | \$5,871.00   |      |
| 19250530 | ECON ELECTRIC                        | CH MEP UPDATES - OVERHD CABLE  | 06/20/2025 | \$1,382.81   |      |
| 19250531 | NORTHSTAR ENVIRONMENTAL TESTING LLC  | CH HTG SYSTEM - ASBESTOS TEST  | 06/24/2025 | \$670.00     |      |
| 19250532 | OTIS ELEVATOR CO                     | CH ELEVATOR SERVICE CALL       | 06/09/2025 | \$1,423.75   |      |
| 19250533 | SHRED SAFE 1 LLC                     | CONFIDENTIAL SHREDDING         | 06/17/2025 | \$175.00     |      |
| 19250534 | STOCOR PORTABLE STORAGE              | RELOCATE STORAGE POD           | 06/05/2025 | \$250.00     |      |
| 19250535 | US BANK                              | WE ENERGIES LINE RETIREMENTS   | 06/17/2025 | \$4,653.29   |      |
| 19250536 | COMPLETE CONTROL                     | JAIL PROJECT - FIRE ALARM      | 06/12/2025 | \$3,746.75   |      |

MAINTENANCE - JUNE 2025

19250460 - 19250537

| Voucher             | Vendor Name               | Nature of Claim      | Doc Date   | Amount                | Paid |
|---------------------|---------------------------|----------------------|------------|-----------------------|------|
| 19250537            | PETERS HEAVY CONSTRUCTION | JAIL PROJECT - CRANE | 04/25/2025 | \$2,800.00            |      |
| <b>Grand Total:</b> |                           |                      |            | <b>\$1,374,480.76</b> |      |

Signatures

Committee Chair:

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Committee Member:

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Committee Member:

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Committee Member:

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Committee Member:

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Committee Member:

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Committee Member:

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Committee Member:

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Committee Member:

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# Wood County

## WISCONSIN

Reuben Van Tassel  
Facilities Manager

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### Letter of Comments July 2025

#### Ongoing Projects and Planning

**Jail Project** – Demolition of the old jail is complete; preparation for remaining construction is underway. Demolition of the approved structures adjacent to the Courthouse is scheduled to begin later in July.

Building automation system programming and adjustments are ongoing.

**Courthouse** – 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** – We are continuing to update some of the access control equipment throughout the building. Additional components have been ordered and will be installed when they arrive.

#### Miscellaneous

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

Attended PIT, County Board, and numerous project meetings.