

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

**DATE:** Monday, February 3, 2025  
**TIME:** 9:00 AM  
**LOCATION:** Room 302, Wood County Courthouse

1. Call meeting to order
2. Public Comments
3. Approve minutes from previous meeting
4. **Information Technology**
  - a. Vouchers
  - b. Monthly Comments
  - c. Resolution IT CIP Carryover
5. **Maintenance Dept.**
  - a. Vouchers
  - b. Monthly Comments
  - c. Disposition of properties adjacent to Courthouse
6. Future Agenda Items
7. Set date and time of next meeting – Monday, March 3, 2025, 9:00 AM
8. Adjourn

---

***Join by phone***

+1-408-418-9388 United States Toll  
Meeting number (access code): 2489 714 1335

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

<https://woodcountywi.webex.com/woodcountywi/j.php?MTID=m8ceb8ab354506bd0c3413061a379e25a>  
Meeting number (access code): 2489 714 1335  
Meeting password: 020325

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

**DATE:** Monday, January 6, 2025

**TIME:** 9:00 a.m.

**PLACE:** Courthouse – Room 114

**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 Hamilton/Brehm to approve as presented. Motion carried unanimously.
5. The IT Report was reviewed.
6. The Maintenance vouchers were reviewed. Motion by Hamilton/Polach to approve as presented. Motion carried unanimously.
7. The Maintenance Report and project updates were reviewed.
8. The next meeting will be held on Monday, February 3<sup>rd</sup> at 9:00 AM.
9. Chairman Breu declared the meeting adjourned at 9:20 AM.

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

Property & Information Technology Committee  
January 6, 2025

NAME	REPRESENTING
DENNIS POLACH	WCB-14
AL BREU	WCB #6
NICOLE GESSERT	Maintenance
AME KAUF	IT
Lance Pliml (WebEx)	CB Chair
Ed Newton (WebEx)	Finance
Kimberly Stinner (WebEx)	Clerk of Courts

## Committee Report

County of Wood

Report of claims for: INFORMATION TECHNOLOGY

For the period of: JANUARY 2025

For the range of vouchers: 27240527 - 27240555 27250001 - 27250022

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
27240527	AMAZON CAPITAL SERVICES	HS HEADSET AND CAMERA	12/23/2024	\$156.02	P
27240528	AMAZON CAPITAL SERVICES	CABLE MGMT, PDUS, PATCH CABLES	12/27/2024	\$1,813.34	P
27240529	AMAZON CAPITAL SERVICES	HS IPHONE SE CASE FOR K.A.	12/30/2024	\$16.99	P
27240530	AMAZON CAPITAL SERVICES	HS HEADSET FOR B.F.	12/30/2024	\$39.90	P
27240531	AMAZON CAPITAL SERVICES	HDMI CABLE, PHONE DATA JACKS	12/30/2024	\$89.46	P
27240532	FRONTIER	PHONE CHARGES	12/19/2024	\$69.14	P
27240533	TDS TELECOM	PHONE CHARGES	12/28/2024	\$73.28	P
27240534	TDS TELECOM	PHONE CHARGES	12/28/2024	\$59.34	P
27240535	TDS TELECOM	PHONE CHARGES	12/28/2024	\$44.98	P
27240536	TDS TELECOM	PHONE CHARGES	12/28/2024	\$57.99	P
27240537	TDS TELECOM	PHONE CHARGES	12/28/2024	\$17.95	P
27240538	AT&T MOBILITY	MONTHLY CELL/HOTSPOT CHARGES	12/23/2024	\$380.80	P
27240539	AT&T MOBILITY	MONTHLY CELL CHARGES	12/23/2024	\$3,543.08	P
27240540	BAYCOM INC	SH OPTICAL DRIVE FOR M.W.	12/31/2024	\$105.00	P
27240541	CDW GOVERNMENT INC	HS SNAG IT RENEWAL	12/13/2024	\$33.60	P
27240542	CDW GOVERNMENT INC	NETMOTION MAINTENANCE 2024	12/16/2024	\$5,355.00	P
27240543	CDW GOVERNMENT INC	HS SIGNATURE PADS	12/17/2024	\$1,067.20	P
27240544	GOLDFAX	NETWORK FAXING DECEMBER 2024	01/06/2025	\$114.25	P
27240545	INSIGHT PUBLIC SECTOR INC	AV COURTOOM REFRESH	12/13/2024	\$30,119.96	P
27240546	INSIGHT PUBLIC SECTOR INC	2024 3RD PC ORDER PT 3	12/20/2024	\$835.97	P
27240547	US CELLULAR	CELL PHONE CHGS ACCT 277407322	12/16/2024	\$406.36	P
27240548	US CELLULAR	CELL PHONE CHGS ACCT 851710598	12/16/2024	\$90.91	P
27240549	US CELLULAR	CELL PHONE CHGS ACCT 203538532	12/20/2024	\$2,141.57	P
27240550	US CELLULAR	CELL PHONE CHGS ACCT 203391922	12/20/2024	\$21.16	P
27240551	INSIGHT PUBLIC SECTOR INC	2024 3RD PC ORDER PT 3	12/23/2024	\$2,860.00	P
27240552	INSIGHT PUBLIC SECTOR INC	2024 3RD PC ORDER PT 3	12/24/2024	\$776.84	P
27240553	INSIGHT PUBLIC SECTOR INC	MSA STORAGE EXPANSION	12/28/2024	\$21,797.62	P
27240554	INTER-QUEST CORP	AMX CODE	12/16/2024	\$112.47	P
27240555	RHYME BUSINESS PRODUCTS	4TH QTR 2024 BILLING	01/09/2025	\$9,266.41	P
27250001	SERGEANT LABORATORIES INC	2025 ARISTOTLE MAINTENANCE	12/16/2024	\$5,593.40	P
27250002	SOLARUS	PHONE CHGS ACCT 00063942-1	01/01/2025	\$2,833.60	P
27250003	SOLARUS	PHONE CHGS ACCT 00077856-5	01/01/2025	\$227.73	P
27250004	SOLARUS	PHONE CHGS ACCT 00061009-7	01/01/2025	\$69.99	P
27250005	INSIGHT PUBLIC SECTOR INC	MAINT ALBERT SENSOR,JAIL VIDEO	12/10/2024	\$3,215.59	P

Committee Report - County of Wood

INFORMATION TECHNOLOGY - JANUARY  
2025

27250001 - 27250022 27240527 - 27240555

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
27250006	RHYME BUSINESS PRODUCTS	PRINTER/COPIER CHARGES	01/03/2025	\$7,663.00	P
27250007	VERIZON	CELL CHGS ACCT 242258062-00001	01/01/2025	\$5,396.23	P
27250008	AMAZON CAPITAL SERVICES	HS ERGO KEYBOARD FOR A.W.	01/09/2025	\$39.83	P
27250009	CENTURYLINK	PHONE/LONG DISTANCE CHARGES	01/01/2025	\$2.94	P
27250010	CHARTER COMMUNICATIONS (Pittsburgh)	INTERNET PRO100	01/01/2025	\$134.99	P
27250011	CHARTER COMMUNICATIONS (Pittsburgh)	WR FIBER	01/01/2025	\$982.56	P
27250012	CHARTER COMMUNICATIONS (Pittsburgh)	MFLD FIBER	01/01/2025	\$318.06	P
27250013	CHARTER COMMUNICATIONS (Pittsburgh)	NETWORK SERVICES	01/01/2025	\$2,653.48	P
27250014	AMAZON CAPITAL SERVICES	REPLACEMENT ERGO KEYBOARDS	01/14/2025	\$67.94	P
27250015	AMAZON CAPITAL SERVICES	NW PHONE CASE, SCRN PROTECTOR	01/15/2025	\$22.96	P
27250016	CDI (CITIES DIGITAL)	2025 LASERFICHE MAINTENANCE	10/23/2024	\$17,662.96	P
27250017	US BANK	DMARCJAN, SCOOTER SOFTWARE	01/17/2025	\$239.88	
27250018	CARASOFT TECHNOLOGY CORP	2025 LINKEDIN RENEWAL	01/21/2025	\$5,400.00	
27250019	FRONTIER	PHONE CHARGES	01/19/2025	\$69.26	
27250020	INSIGHT PUBLIC SECTOR INC	MSA STORAGE EXPANSION	01/08/2025	\$1,612.78	
27250021	INSIGHT PUBLIC SECTOR INC	IT PC EQUIPMENT ORDER	01/13/2025	\$343.38	
27250022	INTER-QUEST CORP	WEBEX ANNUAL SUBSCRIPTIONS	01/01/2025	\$6,791.40	
<b>Grand Total:</b>				<b>\$142,808.55</b>	

Signatures

Committee Chair: \_\_\_\_\_  
 Committee Member: \_\_\_\_\_  
 Committee Member: \_\_\_\_\_  
 Committee Member: \_\_\_\_\_  
 Committee Member: \_\_\_\_\_

Committee Member: \_\_\_\_\_  
 Committee Member: \_\_\_\_\_  
 Committee Member: \_\_\_\_\_  
 Committee Member: \_\_\_\_\_



# Wood County WISCONSIN

## INFORMATION TECHNOLOGY

---

### January 2025

1. Substantial staff time continues to be spent on the preparation and configuration for the new LEC. All network hardware for the wired network has been configured, placed, and tested. The Wireless controller has been configured in a highly available (HA) pair to ensure wireless access in the event of hardware failure or scheduled maintenance. The permanent switches for the security systems have been received and configured for use. All network hardware has been placed and successfully tested, including the wireless. Worked with Jail staff to ensure new inmate tracking system is configured and can connect throughout the facility. Technicians are now placing computers and have placed cable management in IT racks. Network staff continue to work through additional support items as needed.
2. Configuration of the interface between the jail management system (JMS) and the inmate tracking system is complete and tested. In house testing with the equipment and interface was completed January 21-23, 2025. The new jail housing in JMS productive is live.
3. New printers and copiers for the LEC will be placed during the first week of February. Staff are currently working on a plan for relocation of current devices.
4. On the last working day of 2024, the site server at Edgewater experienced major hardware failure. Fortunately, we had already previously planned to replace the server and had the new one onsite. The new host was configured and placed within 12 hours and thanks to 2 very tired IT staff members business critical systems were back online quickly. After priority services were available, staff worked to rebuild the infrastructure servers. All data drives were recoverable, so no data loss occurred.
5. With the hardware failure at Edgewater, the placement of the site servers at other locations was critical. All remaining servers have been configured, firmware updated, and they have been placed at all the primary Wood County facilities. The process of migrating virtual servers has begun and is about halfway complete. 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.
6. Completed all requested custom validation and reports for Human Services Electronic Health Record System, SmartCare.



# Wood County WISCONSIN

## INFORMATION TECHNOLOGY

7. Met with Sheriff's Department staff regarding adding new printers for the Sheriff's department in the Law Enforcement Center and planning the relocation of their current printers.
8. Finalized crime data from the Wood County PDs that have agreed to share data as part of a County GIS project and provided information to Planning & Zoning.
9. Completed migration of all devices to the new virus scanning software and installations of the new client.
10. One new Livescan machine was set up and connected in the current jail mugshot room.
11. Completed Sage HRMS, Human Resources Management System, Q4 update in Production and Test environments. Completed Sage HRMS tax forms updates and troubleshooting. Updated several HRMS payroll reports in preparation for year end.
12. Began project to replace and/or upgrade Winscribe for Human Services. Demonstration of Dragon Medical One scribe system was attended.
13. Requested and received a project request for an Electronic Medical Records system from Criminal Justice. Began working with them to identify needs and caveats of the system that was purchased before the project request was submitted for IT review.
14. Network has been working with a contractor on configuring the necessary items to move towards migrating to Exchange Online. Initial testing has been successful and we plan to begin placing mailboxes in Exchange Online in the near future.
15. Continued testing & implementation of IRS form 1099 automation software for the Finance Department. This form is sent to all vendors and payees on a yearly basis and now electronic submission to the IRS is required. Adding software for this purpose will reduce data entry tasks related to this requirement.
16. The roll out of Microsoft Office (O365) is complete. This was a very large project with a year long plus implementation plan.



# Wood County WISCONSIN

## INFORMATION TECHNOLOGY

17. Completed update to the wireless LAN controllers to secure and fix issues with access points. We also tested the high availability failover as we recently reconfigured the controllers.
18. Staff is reviewing 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, One Drive and work to migrate email servers to Exchange Online.
19. Completed review of proposals for an enhancement of County court rooms A/V system. This will be to improve reliability for in room and video conference communication. A room to house the new equipment has been located. Equipment has been ordered and preparations for installation have begun. 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.
20. Network staff have been working with Communications on the necessary changes required for the radio network upgrade. Base stations are being replaced at all the tower sites for the upgraded radio communication.
21. Continue work with the Village of Port Edwards to update older systems.
22. Assisting Maintenance department with Branch I remodel tasks including sound masking for the jury room.
23. System\code improvement for the in-house Planning & Zoning permitting system continues.
24. Norwood and Edgewater Matrix Claims Management support continues with multi-factor authentication support and procedure improvement and preparation for electronic transaction implementation.
25. Support for the Highway time and materials tracking system and AWS scales system continues.
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 Dynamics. System preparation for year-end processing continues.





# Wood County WISCONSIN

## INFORMATION TECHNOLOGY

- 
27. Support for GCS\Catalis property tax systems is ongoing. The former property tax software version end-of-life is set for Fall of 2024 and was on-prem, servers at Wood County. The upgraded version is cloud based. System migration and training is complete and go-live was July 15, 2024. Preparations begin for migrating the 34 municipalities to the new system by late 2025.
  28. Continued work on forms process improvement and document storage in Information Technology leveraging Laserfiche.
  29. Installed the latest yearly update for the county financial accounting software.
  30. 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. Held in-depth conversations with HS staff and continue working to provide data to them for organization and proper data retention.
  31. 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.
  32. Research and preparation begins for the CMS, including attending training webinars in order to meet the latest CMS (Centers for Medicare and Medicaid) requirement for the Norwood Admissions Hospital unit transparency in pricing reporting. Additional new requirements for reporting began January 1, 2025.
  33. Continued work on the WISHIN project. This project is to meet the latest WISHIN (Wisconsin Statewide Health Information Network) requirement for the Norwood Admissions Hospital unit data capture and reporting. The Pay for Performance incentive program requirements were met prior to the 12-31-2024 deadline. More work is being done to complete the interface, and we will be meeting weekly to get this completed.
  34. Continued work consolidating programming source control systems to organize historical and ongoing software development projects. This will eliminate a server as part of the Server OS update project.



# Wood County WISCONSIN

## INFORMATION TECHNOLOGY

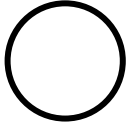
- 
35. Network staff continue to respond to information gathered by the recently implemented SIEM, Security Information & Event Management, solution. This gives us much needed insight into threat detection, security events, and compliance information and other useful metrics for ensuring that the Wood County network and computers are protected. Software has been installed on all Wood County clients and servers with sensors configured to monitor network traffic for malicious activity. The Virtual Scanner is fully operational. Work is being spent on planning risk scanning schedules for all endpoints on the County network.
  36. The TimeStar, electronic timecard and time tracking software system configuration changes is ongoing. Staff works to adjust settings as change requests continue and new year preparations and year end processing is nearly complete. PBJ reports are submitted to CMS (Centers for Medicare & Medicaid) using TimeStar data for both the Edgewater and Norwood Facilities.
  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. Installation and configuration of the new Citadel software that is needed to comply with a new Judicial Shielding law that goes into effect in early 2025 was requested in mid-December and is now complete.
  38. 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.
  39. Programming staff continue support and system functionality improvement coding for the ESS, employee self-service portal, for payroll reports and employee benefits open enrollment. The ESS test system was implemented, and new admin views and significant .net updates deployment is complete.
  40. 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.
  41. The 2025 PC replacement orders are being identified and orders will begin to be placed soon. Staff is working to configure and place the final 2024 devices as well as the new equipment for the LEC.



# Wood County WISCONSIN

## INFORMATION TECHNOLOGY

- 
42. The IT Security Team continues the Security Awareness Program. 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).
  43. For the month of December, 514 helpdesk requests were created, with staff completing 496 tickets and leaving 119 open requests. In addition, there are currently 238 project requests.
  44. Network analyst Brian Landowski will be transferring to the vacant Services Support Analyst position. Recruitment to fill the Network Analyst position has been unsuccessful. Steps have been taken to partner with a temp agency to help fill the position needs until we are comfortable continuing recruitment efforts. Network analyst Josh Wolf was promoted to the new Cyber Security position effective January 6, 2025. This will leave us with two Network analyst vacancies. Two temporary candidates have been identified and we are hoping they both can start the first week of February.
  45. As we prepare for the upcoming 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 will need to be supported in the LEC and increase of staff and services in other Departments within the County increases the demands on 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#

Introduced by
Page 1 of 1

Property & Info. Technology and Operations Committee

ITEM#

DATE February 18, 2025

Effective Date Upon Passage & Publication

Motion: Adopted:
1st Lost:
2nd Tabled:
No: Yes: Absent:
Number of votes required:
Majority Two-thirds
Reviewed by: PK, Corp Counsel
Reviewed by: EN, Finance Dir.

PY

INTENT & SYNOPSIS: To amend the 2025 Information Technologies Capital Projects (57127) budget to include expenditures for projects that were in process but not completed at December 31, 2024:

FISCAL NOTE: No cost to Wood County. The source of the funding is unspent funds from previously approved capital project debt funds. The adjustment to the budget is as follows:

Table with columns: Account, Account Name, Debit, Credit. Rows include 57127 Capital Projects IT (\$56,037) and 34112 Fund Balance Capital Project (\$56,037).

WHEREAS, the Property and Information Technology Committee authorized a capital project at a cost of \$140,000 for 2024, and

WHEREAS, only \$83,963 was actually expended in 2024 leaving an additional unappropriated funds of \$56,037, and

WHEREAS, rule 26 of the Wood County Board of Supervisors states that "an amendment to the budget is required any time the actual costs will exceed the budget at the function level", and

THEREFORE BE IT RESOLVED to amend the IT Capital Projects budget (57127) for 2025 by appropriating \$56,037 of unexpended debt

proceeds from the Capital Projects fund balance (34112) for the remaining information technology projects expenditures, and

BE IT FURTHER RESOLVED, that pursuant to Wis. Stats. 65.90 (5), the County Clerk is required to post a notice of this budget change within 15 days.

{ }

LAURA VALENSTEIN (Chair)

ALLEN BREU (Chair)

JAKE HAHN

DENNIS POLACH

DONNA ROZAR

BRAD HAMILTON

JOSEPH ZURFLUH

JEFF PENZKOVER

LANCE PLIML

SCOTT BREHM

Adopted by the County Board of Wood County, this day of 20

County Clerk

County Board Chairman

## Committee Report

County of Wood

Report of claims for: MAINTENANCE

For the period of: JANUARY 2025

For the range of vouchers: 19240934 - 19240973 19250001 - 19250064

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
19240934	ASCENT CONSTRUCTION LLC	BR 1 - JURY ROOM DOOR RENO	12/20/2024	\$3,961.00	P
19240935	DIRECT SUPPLY INC	RB SIGNAGE	12/26/2024	\$193.98	P
19240936	NICK MICHELS & SONS	RB ROOF REPLACE FINAL PAYMENT	12/18/2024	\$12,400.00	P
19240937	POMP'S TIRE SERVICE INC - Milw	TRACTOR TIRE REPAIR	12/30/2024	\$35.10	P
19240938	CINTAS CORPORATION	MAT CLEANING COURTHOUSE	12/31/2024	\$646.23	P
19240939	WATER WORKS & LIGHTING COMM	SHERIFF LOCKUP OUTDOOR LIGHTS	12/30/2024	\$12.88	P
19240940	WATER WORKS & LIGHTING COMM	WATER/SEWER/ELEC SVC JOINT USE	12/30/2024	\$159.79	P
19240941	WATER WORKS & LIGHTING COMM	RIVER BLOCK WATER/SEWER	12/30/2024	\$700.09	P
19240942	WATER WORKS & LIGHTING COMM	ELECTRIC SVC SHERIFF LOCKUP	12/30/2024	\$69.36	P
19240943	WATER WORKS & LIGHTING COMM	RIVER BLOCK OUTSIDE LIGHTING	12/30/2024	\$103.68	P
19240944	CONSOLIDATED WATER POWER COMPANY	RIVER BLOCK ELECTRIC DEC 2024	01/02/2025	\$3,684.96	P
19240945	JOSLIN CONCRETE	DEC 2024 SNOW REMOVAL - CH, RB	01/05/2025	\$1,338.75	P
19240946	GAPPA SECURITY SOLUTIONS LLC	JAIL PROJECT - CORES & KEYS	12/30/2024	\$2,322.75	P
19240947	GAPPA SECURITY SOLUTIONS LLC	JAIL PROJECT - KEYS	12/30/2024	\$33.50	P
19240948	THE SAMUELS GROUP INC	JAIL PROJECT - 36TH PAYMENT	01/03/2025	\$436,331.47	P
19240949	TESSCO	JAIL PROJECT - COMM EQUIP	10/30/2024	\$63.67	P
19240950	TESSCO	JAIL PROJECT - COMM EQUIP	11/01/2024	\$1,466.64	P
19240951	TESSCO	JAIL PROJECT - COMM EQUIP	11/26/2024	\$236.58	P
19240952	INSIGHT PUBLIC SECTOR INC	JAIL PROJ - CAMERA BRACKETS	12/17/2024	\$434.28	P
19240953	OTIS ELEVATOR CO	RB ELEVATOR CYLINDER REPLACE	12/26/2024	\$69,250.00	P
19240954	SCHILLING SUPPLY COMPANY	JAIL PROJECT - SUPPLIES	12/31/2024	\$1,362.26	P
19240955	CONSTELLATION NEWENERGY-GAS DIVISION	CH, JAIL, RB GAS SERVICE	01/10/2025	\$6,904.31	P
19240956	CRESCENT ELECTRIC SUPPLY CO	RB RECESSED LIGHTS	12/26/2024	\$124.41	P
19240957	HOOPER CORPORATION	BR 1 - PLUMBING	12/31/2024	\$33,248.00	P
19240958	RON'S REFRIGERATION & AC INC	JAIL CHILLER SERVICE CALL	01/09/2025	\$1,213.60	P
19240959	WE ENERGIES	GAS SERVICE JAIL - DEC	01/02/2025	\$784.54	P
19240960	WE ENERGIES	GAS SERVICE 321 MARKET ST-DEC	01/03/2025	\$148.48	P
19240961	WE ENERGIES	GAS SERVICE 441 SARATOGA - DEC	01/06/2025	\$191.97	P
19240962	WE ENERGIES	GAS SERVICE RIVER BLOCK - DEC	01/02/2025	\$1,018.57	P
19240963	WE ENERGIES	GAS SERVICE SHERIFF LOCKUP-DEC	01/07/2025	\$283.39	P
19240964	WE ENERGIES	GAS SERVICE COURTHOUSE - DEC	01/02/2025	\$1,397.81	P
19240965	WE ENERGIES	GAS SERVICE JOINT USE BLDG-DEC	01/07/2025	\$533.72	P
19240966	H2I GROUP	JAIL PROJECT - FUME HOOD	10/16/2024	\$9,985.00	P
19240967	THE SAMUELS GROUP INC	JAIL PROJ - FURNITURE BAL DUE	11/26/2024	\$12,565.78	P

Committee Report - County of Wood

MAINTENANCE - JANUARY 2025

19250001 - 19250064 19240934 - 19240973

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
19240968	HOME DEPOT CREDIT SERV (Maintenance)	CH/SHOP, RB, NEW JAIL	01/05/2025	\$10,932.09	P
19240969	INSIGHT FS	JAIL GENERATOR FUEL	12/05/2024	\$209.59	P
19240970	LOGISTICS RECYCLING INC	RB LIGHTBULB DISPOSAL	12/31/2024	\$572.54	P
19240971	STRATFORD SIGN COMPANY LLC	JAIL PROJECT - SIGN	01/03/2025	\$1,861.63	
19240972	STRATFORD SIGN COMPANY LLC	JAIL PROJECT - FLAG POLE	01/03/2025	\$22,010.00	
19240973	STRONGHOLD INDUSTRIES INC	JAIL PROJ-INSTALL TV ENCLOSURE	12/31/2024	\$47,665.00	
19250001	AKITABOX INC	PLATFORM SOFTWARE & SUPPORT	01/01/2025	\$19,857.56	P
19250002	OTIS ELEVATOR CO	2025 CH ELEVATOR SVC CONTRACT	12/16/2024	\$2,773.32	P
19250003	OTIS ELEVATOR CO	2025 RB ELEVATOR SVC CONTRACT	12/16/2024	\$4,724.16	P
19250004	THE SAMUELS GROUP INC	JAIL PROJECT - CHANGE ORDER 2	01/03/2025	\$1,477.70	P
19250005	DIAMOND BUSINESS GRAPHICS	PRINTING (DA)	01/08/2025	\$356.00	P
19250006	GAPPA SECURITY SOLUTIONS LLC	JAIL PROJECT - PADLOCKS	01/09/2025	\$180.50	P
19250007	SUPERIOR CHEMICAL LLC	JAIL PROJECT - SUPPLIES	01/09/2025	\$1,346.17	P
19250008	SUPERIOR CHEMICAL LLC	JAIL PROJECT - SUPPLIES	01/09/2025	\$2,605.17	P
19250009	AMAZON CAPITAL SERVICES	SHOP SUPPLIES	01/07/2025	\$59.07	P
19250010	ACE HARDWARE	SHOP SUPPLIES	01/02/2025	\$33.75	P
19250011	ACE HARDWARE	SHOP SUPPLIES	01/06/2025	\$7.98	P
19250012	ACE HARDWARE	SHOP SUPPLIES	01/06/2025	\$14.36	P
19250013	ACE HARDWARE	SHOP SUPPLIES	01/06/2025	\$10.77	P
19250014	AKITABOX INC	LAYOUT UPDATE	01/07/2025	\$125.00	P
19250015	SHERWIN-WILLIAMS CO THE	CH PAINT	01/03/2025	\$43.51	P
19250016	WASTE MANAGEMENT	WASTE DISPOSAL FEES	01/06/2025	\$832.11	
19250017	ULINE	JAIL PROJECT - STORAGE CABINET	01/07/2025	\$2,086.74	P
19250018	SCHILLING SUPPLY COMPANY	CLEANING SUPPLIES	01/15/2025	\$981.50	P
19250019	SCHILLING SUPPLY COMPANY	CLEANING SUPPLIES	01/15/2025	\$391.50	P
19250020	NASSCO INC	CLEANING SUPPLIES	01/15/2025	\$1,281.90	P
19250021	DIAMOND BUSINESS GRAPHICS	PRINTING-CJ	01/15/2025	\$36.72	P
19250022	DIAMOND BUSINESS GRAPHICS	PRINTING-CJ	01/15/2025	\$36.72	P
19250023	DIAMOND BUSINESS GRAPHICS	PRINTING-CJ	01/15/2025	\$44.48	P
19250024	AIR FILTRATION SPECIALISTS LLC	AIR FILTERS	01/13/2025	\$2,371.26	P
19250025	GRAINGER (Maintenance)	PUMP FOR CH BOILER	01/14/2025	\$426.94	P
19250026	JFTCO INC	PM1 MAINTENANCE	01/08/2025	\$668.50	P
19250027	KRISS PREMIUM PRODUCTS INC	BOILER CHEMICALS	01/07/2025	\$1,546.77	P
19250028	SUPERIOR CHEMICAL LLC	SHOP SUPPLIES	01/08/2025	\$146.22	P
19250029	WATER WORKS & LIGHTING COMM	WATER/SEWER SERVICE JAIL	01/15/2025	\$2,415.69	P
19250030	WATER WORKS & LIGHTING COMM	WATER/SEWER/ELEC 441 SARATOGA	01/15/2025	\$183.10	P
19250031	WATER WORKS & LIGHTING COMM	WATER/SEWER/ELEC 321 MARKET ST	01/15/2025	\$90.62	P
19250032	WATER WORKS & LIGHTING COMM	WATER/SEWER SERVICE COURTHOUSE	01/15/2025	\$1,107.06	P
19250033	WATER WORKS & LIGHTING COMM	ELEC SVC COURTHOUSE SECURITY	01/15/2025	\$21.25	P
19250034	WATER WORKS & LIGHTING COMM	ELECTRIC SERVICE BAKER LOT	01/15/2025	\$54.72	P
19250035	WATER WORKS & LIGHTING COMM	RB PARKING LOT STORM SEWER	01/15/2025	\$51.38	P
19250036	WATER WORKS & LIGHTING COMM	RIVER BLOCK STORM SEWER	01/15/2025	\$59.80	P
19250037	WATER WORKS & LIGHTING COMM	SARATOGA ST STORM SEWER	01/15/2025	\$10.30	P
19250038	WATER WORKS & LIGHTING COMM	COURTHOUSE STORM SEWER	01/15/2025	\$126.47	P

Committee Report - County of Wood

MAINTENANCE - JANUARY 2025

19250001 - 19250064 19240934 - 19240973

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
19250039	WATER WORKS & LIGHTING COMM	COURTHOUSE ELECTRIC	01/15/2025	\$9,968.08	P
19250040	US BANK	JAIL - SLICER PART	01/17/2025	\$106.65	
19250041	APEX ENGINEERING INC	CH HTG SYSTEM-DESIGN & BIDDING	01/03/2025	\$25,002.50	P
19250042	HARTERS FOX VALLEY DISPOSAL LLC	WASTE DISPOSAL FEES	01/01/2025	\$765.16	P
19250043	INSIGHT PUBLIC SECTOR INC	JAIL PROJ - CONF RM MICROPHONE	01/09/2025	\$403.53	
19250044	ULINE	JAIL PROJECT - STORAGE RACKS	01/16/2025	\$1,243.74	
19250045	VICTORY SUPPLY LLC	JAIL PROJECT - SUPPLIES	01/15/2025	\$1,091.35	
19250046	VICTORY SUPPLY LLC	JAIL PROJECT - SUPPLIES	01/21/2025	\$6,377.10	
19250047	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	01/21/2025	\$15.67	
19250048	AMAZON CAPITAL SERVICES	SHOP SUPPLIES	01/21/2025	\$20.80	
19250049	ACE HARDWARE	SHOP SUPPLIES	01/14/2025	\$13.18	
19250050	ACE HARDWARE	CH SUPPLIES	01/15/2025	\$50.34	
19250051	ACE HARDWARE	SHOP SUPPLIES	01/16/2025	\$7.57	
19250052	ADVANCE JANITORIAL SERVICE & SUPPLY	CLEANING COURTHOUSE, JAIL	01/25/2025	\$6,581.65	
19250053	ADVANCE JANITORIAL SERVICE & SUPPLY	CLEANING RIVER BLOCK	01/25/2025	\$4,303.29	
19250054	GRAINGER (Maintenance)	JAIL SUPPLIES	01/21/2025	\$83.56	
19250055	PBBS EQUIPMENT CORPORATION	CH SERVICE CALL	01/21/2025	\$410.00	
19250056	QUALITY DOOR & HARDWARE	RB SERVICE CALL	01/23/2025	\$260.00	
19250057	SHRED SAFE LLC	CONFIDENTIAL SHREDDING	01/21/2025	\$210.00	
19250058	WINSUPPLY OF WISCONSIN RAPIDS	CH STOCK	01/07/2025	\$168.63	
19250059	VICTORY SUPPLY LLC	JAIL PROJECT - MATTRESSES	01/28/2025	\$25,795.50	
19250060	DM STAMPS & SPECIALTIES	STAMPS-B1	01/29/2025	\$82.45	
19250061	DIAMOND BUSINESS GRAPHICS	PRINTING	01/29/2025	\$222.50	
19250062	DIAMOND BUSINESS GRAPHICS	PRINTING	01/29/2025	\$460.00	
19250063	DIAMOND BUSINESS GRAPHICS	PRINTING	01/29/2025	\$2,376.50	
19250064	DIAMOND BUSINESS GRAPHICS	PRINTING	01/29/2025	\$1,702.00	
<b>Grand Total:</b>				<b>\$822,765.92</b>	

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 February 2025

#### Ongoing Projects and Planning

**Jail Project** – We have received a Certificate of Occupancy for the new facility, which will allow us to begin scheduling the relocation of our Sheriff's Department.

Security system programming and testing, staff training and system/equipment demonstration (conducted by the contractors) is ongoing.

Some of the security equipment that is needed for the new entrance has been delayed, so we are working on ways to move some of the existing equipment in order to begin utilizing the new facility entrance.

Details for demolition of the old jail are still under review by the architect, structural engineer, demolition contractor, and our construction manager.

Maintenance staff are assisting other departments with setup of equipment in the new facility as time allows; we will continue helping as much as we can to provide as smooth of a transition as possible for those who are relocating.

**Courthouse** – J.F. Ahern won the contract for replacing the heating system at our Courthouse; they have been putting information together for the engineers to review so that equipment can be ordered and sitework can begin to get scheduled with the various departments located in the building.

#### Miscellaneous

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

Assisting Parks & Forestry with access/credentials for the new storm shelter.