

AGENDA
PROPERTY & INFORMATION TECHNOLOGY COMMITTEE

DATE: Monday, November 3, 2025

TIME: 9:00 AM

LOCATION: Courthouse – Room 302

1. Call meeting to order
2. Public Comments
3. Approve minutes from previous meeting
4. Presentation by HHS Committee Chair Rozar – Edgewater Haven CBRF Plans
- 5. Information Technology**
 - a. Vouchers
 - b. Monthly Comments
- 6. Maintenance Dept.**
 - a. Vouchers
 - b. Monthly Comments
7. Future Agenda Items
8. Set date and time of next meeting – Monday, December 1, 2025 – 9:00 AM
9. Adjourn

Join by phone

+1-408-418-9388 United States Toll

Access code: 2487 824 6571

Join by WebEx App or website

<https://woodcountywi.webex.com/woodcountywi/j.php?MTID=madd67fb00accac9457270b9de13c6651>

Webinar number: 2487 824 6571

Webinar password: 110325

MINUTES

PROPERTY & INFORMATION TECHNOLOGY COMMITTEE

DATE: Monday, October 6, 2025

TIME: 9:00 a.m.

PLACE: Courthouse – Room 302

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

OTHERS PRESENT: Katie DeKleyn, Chief Deputy 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. Supervisor Brehm highlighted his attendance at the NACo AI Conference in Hennepin County, Minnesota, which he and two IT staff members attended.
7. The AI Policy Draft was reviewed. Motion by Hamilton/Brehm to approve the policy as presented. Motion carried unanimously.
8. IT Director Kaup gave an update to the committee on the 2026 IT budget. No action taken.
9. The Maintenance vouchers were reviewed. Motion by Brehm/Hamilton to approve as presented. Motion carried unanimously.
10. The Maintenance Report was reviewed and discussed.
11. Facilities Manager Van Tassel gave an update to the committee on the 2026 Maintenance budget. No action taken.
12. The next meeting will be held on Monday, November 3rd, 2025, at 9:00 AM.
13. Chairman Breu declared the meeting adjourned at 9:55 AM.

Minutes taken by Katie DeKleyn, Chief Deputy County Clerk and are in draft form until approved at the next meeting.

October 6, 2025

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Design
Construct
Furnish

BUILDING TOGETHER

Structure. Interiors. Relationships. Trust.

WOOD HAVEN CBRF

WOOD COUNTY
HEALTH & HUMAN SERVICES

2025-10-23



Agenda

1. Schematic Design Update
2. Budget Update



Schematic Design Update

DEMOLITION FLOOR PLAN



Schematic Design Update

OVERALL SCOPE PLAN



Schematic Design Update

FINISHES SCOPES PLAN



Schematic Design Update

Exterior

- Residential aesthetic
- Masonry veneer
- LP Smartside siding & trim
- Asphalt shingles
- Aluminum storefronts
- Non-combustible construction

Budget Update





Design
Construct
Furnish

THANK
YOU!

SAMUELS GROUP

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Committee Report

County of Wood

Report of claims for: INFORMATION TECHNOLOGY

For the period of: OCTOBER 2025

For the range of vouchers: 27250421 - 27250477

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
27250421	AMAZON CAPITAL SERVICES	HS PRIVACY SCREEN ADHESIVE	09/23/2025	\$4.99	P
27250422	APPLE INC	NW TELEHEALTH TABLET	09/19/2025	\$899.00	P
27250423	CDW GOVERNMENT INC	HS/IT KOFAX POWER PDF LICENSES	09/05/2025	\$274.00	P
27250424	CENTURYLINK	PHONE/LONG DISTANCE CHARGES	09/01/2025	\$2.83	P
27250425	INSIGHT PUBLIC SECTOR INC	RB ROUTER	08/29/2025	\$1,385.60	P
27250426	INSIGHT PUBLIC SECTOR INC	RB ROUTER	09/02/2025	\$15,300.00	P
27250427	AMAZON CAPITAL SERVICES	HS WEBCAM FOR CHRISTINE T	09/24/2025	(Voided)	P
27250427R	AMAZON CAPITAL SERVICES	HS WEBCAM FOR CHRISTINE T	09/24/2025	\$36.64	P
27250428	AMAZON CAPITAL SERVICES	FINANCE USB CABLE	09/29/2025	\$21.77	P
27250429	FORTE	VC COURTROOM PROJECT	09/29/2025	\$20,892.00	P
27250430	FRONTIER	PHONE CHARGES	09/19/2025	\$68.08	P
27250431	SOLARUS	PHONE CHGS ACCT 00063942-1	10/01/2025	\$2,880.61	P
27250432	SOLARUS	PHONE CHGS ACCT 00077856-5	10/01/2025	\$225.24	P
27250433	SOLARUS	PHONE CHGS ACCT 00061009-7	10/01/2025	\$69.99	P
27250434	TDS TELECOM	PHONE CHARGES	09/28/2025	\$73.72	P
27250435	TDS TELECOM	PHONE CHARGES	09/28/2025	\$59.77	P
27250436	TDS TELECOM	PHONE CHARGES	09/28/2025	\$44.96	P
27250437	TDS TELECOM	PHONE CHARGES	09/28/2025	\$57.17	P
27250438	TDS TELECOM	PHONE CHARGES	09/28/2025	\$16.90	P
27250439	AMAZON CAPITAL SERVICES	HS USB FLASH DRIVES FOR D.J.	10/03/2025	\$129.99	P
27250440	AMAZON CAPITAL SERVICES	NW WIRELESS MOUSE FOR S.P.	10/06/2025	\$35.54	P
27250441	AT&T MOBILITY	MONTHLY CELL CHARGES	09/23/2025	\$3,846.05	P
27250442	AT&T MOBILITY	MONTHLY CELL/HOTSPOT CHARGES	09/23/2025	\$465.08	P
27250443	CHARTER COMMUNICATIONS (Pittsburgh)	INTERNET CHARGES	10/01/2025	\$549.01	P
27250444	CHARTER COMMUNICATIONS (Pittsburgh)	WR FIBER	10/01/2025	\$1,155.21	P
27250445	CHARTER COMMUNICATIONS (Pittsburgh)	MFLD FIBER	10/01/2025	\$317.55	P
27250446	CHARTER COMMUNICATIONS (Pittsburgh)	NETWORK SERVICES	10/01/2025	\$2,657.17	P
27250447	RHYME BUSINESS PRODUCTS	PRINTER/COPIER CHARGES	10/03/2025	\$8,160.96	P
27250448	RHYME (Portage)	HS - STAPLE CARTRIDGE	09/16/2025	\$98.00	P
27250449	US CELLULAR	CELL PHONE CHGS ACCT 277407322	09/16/2025	\$278.21	P
27250450	US CELLULAR	CELL PHONE CHGS ACCT 203538532	09/20/2025	\$1,232.51	P
27250451	US CELLULAR	CELL PHONE CHGS ACCT 203391922	09/20/2025	\$97.53	P
27250452	VERIZON	CELL CHGS ACCT 242258062-00001	10/01/2025	\$5,092.67	P
27250453	RHYME BUSINESS PRODUCTS	3RD QTR 2025 BILLING	10/03/2025	\$12,067.92	P

INFORMATION TECHNOLOGY - OCTOBER
2025

27250421 - 27250477

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
27250454	GOLDFAX	NETWORK FAXING SEPT 2025	10/08/2025	\$75.50	P
27250455	INSIGHT PUBLIC SECTOR INC	IT WARRANTY	09/26/2025	\$62.76	P
27250456	INSIGHT PUBLIC SECTOR INC	IT WARRANTY	09/27/2025	\$216.71	P
27250457	INSIGHT PUBLIC SECTOR INC	LEC - DETENTION CAMERA PC	09/26/2025	\$1,657.89	P
27250458	INSIGHT PUBLIC SECTOR INC	SERVER SOFTWARE ASSURANCE	10/01/2025	\$1,786.75	P
27250459	INSIGHT PUBLIC SECTOR INC	SERVER SOFTWARE ASSURANCE	10/01/2025	\$3,931.01	P
27250460	AMAZON CAPITAL SERVICES	IT Q4 REPLACEMENT KEYBOARDS	10/21/2025	\$79.98	P
27250461	CDW GOVERNMENT INC	EW CHARGING CABLE	10/02/2025	\$48.20	P
27250462	CDW GOVERNMENT INC	LWC ADOBE ACROBAT PRO	10/02/2025	\$204.82	P
27250463	CENTURYLINK	PHONE/LONG DISTANCE CHARGES	10/01/2025	\$2.74	P
27250464	INSIGHT PUBLIC SECTOR INC	EDGE ROUTER MAINTENANCE	09/30/2025	\$2,956.13	P
27250465	INSIGHT PUBLIC SECTOR INC	NETWORK MAINTENANCE TRUE-UP	09/30/2025	\$9,816.40	P
27250466	INSIGHT PUBLIC SECTOR INC	PWS MAINTENANCE RENEWAL	10/03/2025	\$1,423.40	P
27250467	INSIGHT PUBLIC SECTOR INC	HP SERVICE CONTRACTS	10/10/2025	\$3,614.45	P
27250468	INSIGHT PUBLIC SECTOR INC	HP SERVICE CONTRACTS	10/10/2025	\$1,524.66	P
27250469	INSIGHT PUBLIC SECTOR INC	EMAIL SERVERS	10/10/2025	\$7,657.60	P
27250470	INSIGHT PUBLIC SECTOR INC	CH ASR VALIDATION	10/12/2025	\$463.68	P
27250471	US BANK	LODGING, FONT AWESOME, QUICKEN	10/17/2025	\$1,455.02	
27250472	AMAZON CAPITAL SERVICES	HS WEBCAM FOR L.S.	10/23/2025	\$29.99	
27250473	AMAZON CAPITAL SERVICES	HS HEADSET BATTERY FOR L.P.	10/28/2025	\$16.99	
27250474	CDW GOVERNMENT INC	NW KOFAX PDF LICENSE	10/13/2025	\$137.00	
27250475	INSIGHT PUBLIC SECTOR INC	2025 4TH PC ORDER	10/18/2025	\$2,806.43	
27250476	INSIGHT PUBLIC SECTOR INC	2025 4TH PC ORDER	10/21/2025	\$6,357.88	
27250477	FTP TODAY INC (SHARETRU)	SHARETRU MFT SUBSCRIPTION	10/22/2025	\$5,130.00	
Grand Total:				\$129,952.66	

Signatures

Committee Chair:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:



Wood County WISCONSIN

INFORMATION TECHNOLOGY

October 2025

1. Staff continue to work on items related to the Law Enforcement Center occupancy. The network team re-configured the network for the new jail to allow for a physical key switch to be installed between the Wood County network and the Detention networks. This will allow isolation of the Detention networks. This configuration also makes the network more. Hardware provided by the vendor was not configured properly so this separation was not able to occur. A new device has been ordered that will allow the proper separation of networks. This device will be configured when received and work with the vendor will be rescheduled.
2. Assisted the Communications Director with installation of a GPS clock (Time Server) that will be used for time synchronization for cameras, servers and PCs on the Detention networks because they are separated from the rest of the Wood County network.
3. Network staff continue to work with the Communications Department on the radio upgrade project. The vendor was onsite for installation the week of June 16th. Network staff had taken steps to meet requirements as outlined and provided remote access to verify. Upon switchover, issues were found by the vendor. Staff continue to work with the Communications Department and vendors to address these before the next switchover is scheduled. Staff worked with a vendor to ensure the network is properly configured for the Radio over IP project. Documentation and testing results have been provided to the radio vendor. Go-Live has been schedule for the first week in November.
4. Began implementing Laserfiche document management for the Finance department.
5. Provided support for Finance staff as 2026 Budget work continues.
6. The Courtrooms A/V system project progress continues. This update will improve reliability for in room and video conference communication. Three branches are complete and Branch I will be started in November. New equipment is working well and there are noticeable improvements in the courtrooms.
7. The Register in Probate office lost network connectivity for 4 of their devices. Staff worked with CCAP Technology to migrate their devices onto new network hardware until CCAP has time to replace the failing hardware. CCAP sent a very thankful email to show appreciation for the assistance of Wood County IT staff getting services restored.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

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8. Worked with the DA office to provide enhanced WiFi to all District Attorney's office laptops. These settings are intended to assist them with being able to use their electronic case management system. All but one DA staff member is now connected to the WiFi. We are hoping to hear from the last person soon so that all employees can take advantage of the enhanced WiFi access.
 9. Continued working on making sure all devices are upgraded to Windows 11 as Windows 10 will be end of life soon. Configuration templates and documentation have been created. Updates to devices have begun.
 10. Network staff created a new network project document to have better visibility into all network projects and be able to set priority on each project.
 11. A new IT request form and procedure has been developed and implemented to improve handling user requests to recover accidentally deleted data. Data recovery often consumes excessive IT staff resources and the new procedure should help mitigate that resource loss.
 12. IT staff begin work to outline and document proper procedures and best practices for system administration, especially in regard to server and application maintenance and/or upgrades that may affect accessibility and functionality.
 13. Staff work to configure the new version of software for the County paging software so that we can migrate to the new, more robust version of the software.
 14. The Courthouse network refresh project is now complete. This project is one of the CIP projects that was approved for this year. There is a set of switches configured for placement at Riverblock. Migration at Riverblock will need to occur over a weekend due to the number of devices that rely on the hardware.
 15. Assisting Port Edwards with new server and O365 migration to transition out-of-date systems to supported operating systems. This includes updates to end-user computing devices for staff and Trustees.
 16. Network staff continue work to draft and update Network Diagrams and a Network Map Topology for official IT use and assisting with current and future networking projects.
 17. Network staff met with Cisco to discuss the features of their Secure Endpoint platform. This would add another level to securing Wood County devices on and off the network.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

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18. Monitoring daily software installs for all computers managed by Desktop Central. Removed unapproved or questionable software as needed.
 19. Contacted print management vendor for the Clerk of Courts to reduce costs on the state-owned devices.
 20. Completed rollout of Software Restriction Policy to all IT staff, effectively blocking software installation in known exploitable locations, massively shrinking the potential for users to install unapproved software either on purpose or by consequence of visiting a malicious internet site. Planning the rollout of this system to other departments in the near future.
 21. Triaged and followed up with 34 alerts from the County's end point protection system. Manually investigated and cleaned up each detection and worked with the vendor as needed. In every instance, when an alert was triggered the end point protection system quarantined and stopped the process until an investigation could be completed.
 22. Investigated 5 alerts received from the County's SIEM, Security Information and Event management system. In each instance, IT staff reached out to the user in question to verify if the attempt was legitimate.
 23. Staff continue to work with CIS, Countywide law enforcement software, on a request for an interface to transmit electronic referrals to the DA's office.
 24. Began work improving database server security.
 25. The IT Security Team continues the Security Awareness Program. Third quarter training was assigned and completion is being monitored. Additional security training is being assigned to all who fail a phishing campaign.
 26. 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. The AI policy was approved in October. HR communicated the policy with all employees and the policy is available on the intranet site. Eventually, this will become part of the employee handbook.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

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27. Employees submitted approximately 183 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.
 28. Programming staff work to improve support documentation for the Sage HRMS, Human Resources Management System, system for employee benefit and payroll data. Programming staff work to compose an RFP for replacement systems for HRMS and payroll is nearly complete.
 29. Sage HRMS related servers have been upgraded to the Q3 2025 release.
 30. Working with CIS Computer Aided Dispatch (CAD) vendor, TraCS, and all Wood County agencies to coordinate the TraCS Fall Pack update. The TraCS 2025 Fall Pack release includes some changes on the back side of the ELCI and NTC forms. All agencies need to complete the update around the same time so that CIS can make the necessary changes on the server.
 31. Working with the Dispatch manager to implement the Total Response Project. Total Response will replace ProQA for the Emergency Medical Dispatch software in dispatch. Total Response will interface with CIS.
 32. The Exchange servers were recently updated with the latest version of Exchange as well as Windows updates.
 33. Implementation phase continues for a project for the Highway Department to replace the current Highway permit system with Delasoft vendor software. Research continues on an app requested by Highway staff that will assist in tracking Caterpillar equipment codes and parts.
 34. Programming staff continue support and system functionality improvement coding for the ESS, employee self-service portal, system for payroll reports and employee benefits open enrollment. System feature enhancements were completed and the 2026 open enrollment launch was successful.
 35. System code improvement for the in-house Planning & Zoning permitting system continues.
 36. Continued work on forms process improvement and document storage in Information Technology leveraging Laserfiche.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

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37. Continued work on a project request from the Division Chief of EMS/Service Director for WR Fire Department to have WRFD ambulances dispatched similar to law enforcement units in CIS, the Countywide law enforcement software. This requires additional configuration in CIS to map out areas, activity codes and assigned units.
38. Norwood and Edgewater Matrix Claims Management support continues with multi-factor authentication (MFA) migration to a new system evolving constantly. Account work for new backup procedures for Claims Management continues. Research is complete and a project request by Edgewater Haven Director to utilize AI supported software that can vet and speed up admission referral processes has been approved. Amnis system implementation begins.
39. 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. Training is scheduled to kick off the migration of the 34 municipalities to the new system. Security and best practice research continues 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.
40. Support for Norwood Healthcare Center and Edgewater Haven Matrix (EHR) and CART (CMS abstraction and reporting tool) software is ongoing. IT support works to improve the user reliance on IT for basic system functionality. eMAR provides ability to dispense patient medication when the EHR system is not accessible. Super user training continues and results in improved support of the EHR (electronic health record) system. Research and preparation work continues for another annual change to the reporting procedures for hospital pricing transparency required by CMS (Centers for Medicare and Medicaid).
41. For the month of September, 561 helpdesk requests were created, with staff completing 571 tickets and leaving 133 open requests. In addition, there are currently 173 project requests.
42. Support is ongoing for Cyber Recruiter upgrades and super user support, the HRMS extension system and website used for new hire applications. IT staff worked to resolve multiple serious issues that were caused by a very poorly developed error prone vendor supplied system upgrade. We plan to eliminate and replace the Cyber Recruiter\Careers software as part of the HRMS and payroll system replacement project. IT staff worked to resolve application access issues that were caused by an unplanned OS upgrade.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

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43. The TimeStar, electronic timecard and time tracking software system configuration changes is ongoing. Staff works to adjust settings as change requests continue. PBJ reports are submitted to CMS (Centers for Medicare & Medicaid) using TimeStar data for both the Edgewater and Norwood Facilities. PBJ mapping update work is scheduled so we can support new job codes.
 44. The Register of Deeds work to upgrade multiple applications continues. IT staff escorts and assists the vendor, Fidlar Technologies, with server and application updates and maintenance on a regular basis. Work to resolve and improve database server space issues is scheduled.
 45. The 2025 PC replacement 3rd quarter order placement is underway. The 4th quarter order has been placed. Reviewing department needs for tablets and mobile devices to replace equipment due for refreshing.
 46. Continue conversion of TCM client financial data for import into Laserfiche.
 47. Network and the lead technician worked together to identify the new standards for the Wood County PC replacement schedule. This process is done annually to ensure that the specifications for new computers will meet the needs of our users and the software that they use.
 48. IT staff work to schedule and upgrade various server operating systems and database management systems, SQL servers, begins a new cycle. This ongoing project that takes considerable time to plan, test, and implement.
 49. 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.
 50. Research is scheduled for a Veteran's office record system for a user request for client notifications via text messaging functionality.
 51. IT staff is researching an Always On VPN. This will ensure that all communications from Wood County devices are secure using an encrypted connection even while connected to public or home networks. Additional options for restricting internet access are also being researched.
 52. Staff attended the Central Records meeting in Pittsville on October 15th.

Committee Report

County of Wood

Report of claims for: MAINTENANCE

For the period of: OCTOBER 2025

For the range of vouchers: 19250775 - 19250860 50121083 - 50121083

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
19250775	AMAZON CAPITAL SERVICES	BULLETIN BOARD	09/25/2025	\$79.99	P
19250776	AMAZON CAPITAL SERVICES	RB SUPPLIES	09/26/2025	\$68.00	P
19250777	AMAZON CAPITAL SERVICES	CALENDARS	09/29/2025	\$49.83	P
19250778	ADVANCE JANITORIAL/CLEAN POWER (Use after 7/31/25)	CLEANING COURTHOUSE, JAIL	09/26/2025	\$8,556.53	P
19250779	ADVANCE JANITORIAL/CLEAN POWER (Use after 7/31/25)	CLEANING RIVER BLOCK	09/26/2025	\$4,303.29	P
19250780	JF AHERN CO	CH HVAC CONTRACTOR SVCS	08/20/2025	\$503,460.00	P
19250781	JF AHERN CO	CH HVAC CONTRACTOR SVCS	09/24/2025	\$376,615.00	P
19250782	CINTAS CORPORATION	MAT CLEANING RIVER BLOCK	09/05/2025	\$168.11	P
19250783	CINTAS CORPORATION	MAT CLEANING COURTHOUSE	09/10/2025	\$445.37	P
19250784	CINTAS CORPORATION	MAT CLEANING COURTHOUSE	09/24/2025	\$565.33	P
19250785	MCMASTER-CARR SUPPLY CO	SHOP SUPPLIES	09/22/2025	\$65.62	P
19250786	RELIABLE CABLE OF WI LLC	JAIL SUPPLIES	09/15/2025	\$526.00	P
19250787	WATER WORKS & LIGHTING COMM	SHERIFF LOCKUP OUTDOOR LIGHTS	09/24/2025	\$12.88	P
19250788	WATER WORKS & LIGHTING COMM	WATER/SEWER/ELEC SVC JOINT USE	09/24/2025	\$209.10	P
19250789	WATER WORKS & LIGHTING COMM	RIVER BLOCK WATER/SEWER	09/24/2025	\$568.17	P
19250790	WATER WORKS & LIGHTING COMM	ELEC SERVICE SHERIFF LOCKUP	09/24/2025	\$61.72	P
19250791	WATER WORKS & LIGHTING COMM	RIVER BLOCK OUTSIDE LIGHTING	09/24/2025	\$107.76	P
19250792	WISCONSIN VALLEY BUILDING PRODUCTS	TOOLS	09/24/2025	\$301.58	P
19250793	AMAZON CAPITAL SERVICES	BULLETIN BOARD	09/30/2025	\$79.99	P
19250794	ADVANCE AUTO PARTS (Wis Rapids)	F250 BRAKE PADS, SHOP SUPPLIES	10/01/2025	\$100.43	P
19250795	CONSOLIDATED WATER POWER COMPANY	RIVER BLOCK ELECTRIC SEPT 2025	10/01/2025	\$5,681.16	P
19250796	GAPPA SECURITY SOLUTIONS LLC	CH UPDATES - CTY CLERK LOCKSET	10/01/2025	\$289.50	P
19250797	JEWELL ASSOCIATES ENGINEERS INC	JAIL PROJECT-PROFESSIONAL SVCS	09/30/2025	\$130.00	P
19250798	QUALITY DOOR & HARDWARE LLC	RB DOOR REPAIR	09/30/2025	\$775.00	P
19250799	RAPIDS SIGN INC	CH UPDATES - MTG ROOM SIGNAGE	09/30/2025	\$50.00	P
19250800	RAPIDS SIGN INC	JAIL SIGNAGE	10/02/2025	\$65.00	P
19250801	SUPERIOR CHEMICAL LLC	SHOP SUPPLIES	07/23/2025	\$601.12	P
19250802	WE ENERGIES	GAS SERVICE JT USE BLDG - SEPT	10/06/2025	\$9.24	P
19250803	WE ENERGIES	GAS SERVICE RIVER BLOCK - SEPT	10/02/2025	\$522.28	P
19250804	WE ENERGIES	GAS SERVICE LEC - SEPT	10/02/2025	\$2,240.38	P
19250805	WE ENERGIES	GAS SERVICE SHERIFF LOCKUP-SEP	10/06/2025	\$9.24	P
19250806	WE ENERGIES	GAS SERVICE COURTHOUSE - SEPT	10/03/2025	\$270.73	P
19250807	THE SAMUELS GROUP INC	JAIL PROJECT - 45TH PAYMENT	10/02/2025	\$520,389.50	P

Committee Report - County of Wood

MAINTENANCE - OCTOBER 2025

50121083 - 50121083 19250775 - 19250860

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
19250808	HARTERS FOX VALLEY DISPOSAL LLC	WASTE DISPOSAL FEES	10/01/2025	\$1,012.66	P
19250809	NASSCO INC	MAT	10/14/2025	\$222.55	P
19250810	BATTERIES PLUS BULBS	BATTERIES	10/14/2025	\$89.28	P
19250811	AMAZON CAPITAL SERVICES	LEC - ACOUSTIC PANELS	10/10/2025	\$44.98	P
19250812	APEX ENGINEERING INC	CH HTG SYSTEM - ADMIN PHASE	09/30/2025	\$3,500.00	P
19250813	COMPLETE CONTROL	CH SECURITY	09/30/2025	\$2,378.68	P
19250814	COMPLETE CONTROL	LEC SERVICE	09/30/2025	\$553.86	P
19250815	FIRE & SAFETY EQUIPMENT INC	SEMI ANNUAL FIRE SYSTEM SVC	10/07/2025	\$646.55	P
19250816	FREEDOM PEST CONTROL LLC	RIVER BLOCK PEST CONTROL	10/13/2025	\$42.00	P
19250817	FREEDOM PEST CONTROL LLC	COURTHOUSE PEST CONTROL	10/13/2025	\$52.00	P
19250818	GAPPA SECURITY SOLUTIONS LLC	CH KEYS	10/09/2025	\$91.23	P
19250819	HOME DEPOT CREDIT SERV (Maintenance)	CH/SHOP, JAIL, RB	10/05/2025	\$867.36	P
19250820	RAPIDS FORD LLC	F350 OIL CHANGE	10/13/2025	\$89.60	P
19250821	RAPID QUALITY LAWN & LANDSCAPING	FALL SVC, SPRINKLER WINTERIZE	10/08/2025	\$363.50	P
19250822	WATER WORKS & LIGHTING COMM	WATER/SEWER/ELEC NEW JAIL	10/08/2025	\$18,189.79	P
19250823	WATER WORKS & LIGHTING COMM	WATER/SEWER SERVICE COURTHOUSE	10/08/2025	\$869.29	P
19250824	WATER WORKS & LIGHTING COMM	ELEC SVC COURTHOUSE SECURITY	10/08/2025	\$21.78	P
19250825	WATER WORKS & LIGHTING COMM	ELECTRIC SERVICE BAKER LOT	10/08/2025	\$40.07	P
19250826	WATER WORKS & LIGHTING COMM	RB PARKING LOT STORM SEWER	10/08/2025	\$51.38	P
19250827	WATER WORKS & LIGHTING COMM	RIVER BLOCK STORM SEWER	10/08/2025	\$59.80	P
19250828	WATER WORKS & LIGHTING COMM	SARATOGA ST STORM SEWER	10/08/2025	\$10.30	P
19250829	WATER WORKS & LIGHTING COMM	COURTHOUSE STORM SEWER	10/08/2025	\$126.47	P
19250830	WATER WORKS & LIGHTING COMM	181 MARKET ST STORM SEWER	10/08/2025	\$6.29	P
19250831	WATER WORKS & LIGHTING COMM	COURTHOUSE ELECTRIC	10/08/2025	\$9,600.67	P
19250832	WATER WORKS & LIGHTING COMM	184 2ND ST N STORM SEWER	10/08/2025	\$11.34	P
19250833	WATER WORKS & LIGHTING COMM	180 2ND ST N STORM SEWER	10/08/2025	\$14.21	P
19250834	WATER WORKS & LIGHTING COMM	321 MARKET ST STORM SEWER	10/08/2025	\$3.42	P
19250835	ADVANCE AUTO PARTS (Wis Rapids)	CH SUPPLIES	10/13/2025	\$19.99	P
19250836	AIR FILTRATION SPECIALISTS LLC	AIR FILTERS	10/09/2025	\$127.67	P
19250837	CONSTELLATION NEWENERGY-GAS DIVISION	CH, RB GAS SERVICE	10/13/2025	\$652.46	P
19250838	RAPIDS SIGN INC	CH UPDATES - SIGNAGE	10/16/2025	\$589.00	P
19250839	SUPERIOR CHEMICAL LLC	SHOP SUPPLIES	10/15/2025	\$756.69	P
19250840	COMPLETE CONTROL	JAIL PROJECT - FIRE ALARM	10/17/2025	\$624.55	P
19250841	SAFRAN TRUSTED 4D INC	JAIL PROJECT - FF&E	10/08/2025	\$7,255.00	P
19250842	SUPERIOR CHEMICAL LLC	CLEANING SUPPLIES	10/22/2025	\$359.80	P
19250843	SCHILLING SUPPLY COMPANY	SUPPLIES	10/22/2025	\$391.50	P
19250844	US BANK	CH, JAIL	10/17/2025	\$188.88	P
19250845	ADVANCE JANITORIAL/CLEAN POWER (Use after 7/31/25)	CLEANING COURTHOUSE, JAIL	10/24/2025	\$8,556.53	P
19250846	ADVANCE JANITORIAL/CLEAN POWER (Use after 7/31/25)	CLEANING RIVER BLOCK	10/24/2025	\$4,303.29	P
19250847	CINTAS CORPORATION	MAT CLEANING RIVER BLOCK	10/03/2025	\$168.11	P
19250848	CINTAS CORPORATION	MAT CLEANING COURTHOUSE	10/08/2025	\$565.33	P
19250849	CINTAS CORPORATION	MAT CLEANING COURTHOUSE	10/22/2025	\$565.33	P
19250850	COMPLETE CONTROL	SERVICE CALL	10/21/2025	\$138.75	P

Committee Report - County of Wood

MAINTENANCE - OCTOBER 2025

50121083 - 50121083 19250775 - 19250860

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
19250851	SCHMITT ACOUSTICS LLC	CH CEILING TILE REPAIR	10/27/2025	\$225.00	
19250852	SHRED SAFE 1 LLC	CONFIDENTIAL SHREDDING	10/21/2025	\$105.00	
19250853	WATER WORKS & LIGHTING COMM	SHERIFF LOCKUP OUTDOOR LIGHTS	10/22/2025	\$12.88	
19250854	WATER WORKS & LIGHTING COMM	WATER/SEWER/ELEC SVC JOINT USE	10/22/2025	\$150.69	
19250855	WATER WORKS & LIGHTING COMM	RIVER BLOCK WATER/SEWER	10/22/2025	\$621.86	
19250856	WATER WORKS & LIGHTING COMM	ELECTRIC SVC SHERIFF LOCKUP	10/22/2025	\$73.07	
19250857	WATER WORKS & LIGHTING COMM	RIVER BLOCK OUTSIDE LIGHTING	10/22/2025	\$107.76	
19250858	JF AHERN CO	CH HVAC CONTRACTOR SVCS	10/22/2025	\$139,511.00	
19250859	MIDLAND PAPER	CAN LINERS	10/28/2025	\$99.00	
19250860	NASSCO INC	SUPPLIES	10/28/2025	\$741.58	
50121083	BATTERIES PLUS BULBS		10/14/2025	\$254.88	P
Grand Total:				\$1,633,502.51	

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 November 2025

Ongoing Projects and Planning

Jail Project – Remaining work is nearing completion. Samuels Group is coordinating a schedule for the contractors to wrap things up before the end of the year.

Building automation system programming and adjustments are ongoing.

Courthouse – The newly vacated space across Market Street is already becoming a popular area for Courthouse employees and visitors to park. Something we will all need to remember is that this space is not currently designated as a parking lot. Gravel surfaces are not allowed for downtown parking lots, and for good reason, they will not hold up well long-term and become dangerous for pedestrians, especially during winter months. This area will not be plowed or salted to remove snow and ice, vehicles should all be parked in appropriate parking lots to reduce risk of injury.

HVAC system replacement is nearly complete. The contractor is continuing to work on programming of the new boilers and air handlers, as well as system balancing to provide better temperature control throughout the building.

River Block – Working with Human Services to identify areas within their office space that can be reconfigured to better accommodate staff. As adjustments are occasionally made to programming and services, we will work to keep the space functional and efficient for staff to serve our community.

Miscellaneous

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

Assisting Edgewater with research of potential safety and security improvements.

Supporting Norwood team with water line replacement project planning. Recent analysis of existing building materials has shown the need for an abatement contractor to execute a more substantial portion of the work than was originally thought. This increases the complexity of an already difficult project. The Norwood team is doing an excellent job planning the upcoming work to ensure it goes as well as possible.