

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

**DATE:** Monday, March 2, 2026  
**TIME:** 9:00 AM  
**LOCATION:** Courthouse – Room 302

1. Call meeting to order
2. Public Comments
3. Approve minutes from February 2, 2026, meeting
4. **Information Technology**
  - a. Vouchers
  - b. Monthly Comments
5. **Maintenance Dept.**
  - a. Vouchers
  - b. Monthly Comments
6. Discuss updating space needs
7. Future Agenda Items
8. Set date and time of next meeting – Monday, April 6, 2026 – 9:00 AM
9. Adjourn

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***Join by phone***

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Access code: 2491 630 9239

***Join by WebEx App or website***

<https://woodcountywi.webex.com/woodcountywi/j.php?MTID=m861828330b1f137eeab748845ed78d98>

Webinar number: 2491 630 9239

Webinar password: 030226

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

**DATE:** Monday, February 2, 2026

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

**PLACE:** Courthouse – Room 155

**MEMBERS PRESENT:** Al Breu, Jeff Penzkover, Dennis Polach, Scott Brehm, 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 January 5, 2026, meeting were reviewed. Motion by Brehm/Hamilton to accept them as presented. Motion carried unanimously.
4. The Information Technology vouchers were reviewed. Motion by Brehm/Polach to approve as presented. Motion carried unanimously.
5. The IT Report was reviewed and discussed.
6. IT Director Kaup presented a resolution requesting the state to cover the cost for all membership to the Multi-state Information Sharing & Analysis Center (MS-ISAC). Because of federal budget cuts, this is no longer a free service and is vital in protecting our systems. Motion by Brehm/Hamilton to approve the resolution and forward onto the county board for their consideration. Motion carried unanimously.
7. The Maintenance vouchers were reviewed. Motion by Hamilton/Brehm to approve as presented. Motion carried unanimously.
8. The Maintenance Report was reviewed and discussed.
9. VanTassel presented a resolution to amend the 2026 budget to carry forward funding for the almost completed HVAC upgrade. Motion by Hamilton/Penzkover to approve the resolution and forward onto the county board for their consideration. Motion carried unanimously.
10. The committee requested that space needs be put on the next agenda.
11. The next meeting will be held on Monday, March 2, 2026, at 9:00 AM.
12. Chairman Breu declared the meeting adjourned at 9:48 AM.

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



# Committee Report

County of Wood

Report of claims for: INFORMATION TECHNOLOGY

For the period of: FEBRUARY 2026

For the range of vouchers: 27260032 - 27260069

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
27260032	AMAZON CAPITAL SERVICES	EW HEADSETS	01/28/2026	\$610.16	P
27260033	AT&T MOBILITY	MONTHLY CELL/HOTSPOT CHARGES	01/23/2026	\$465.32	P
27260034	AT&T MOBILITY	MONTHLY CELL CHARGES	01/23/2026	\$3,878.25	P
27260035	FRONTIER	PHONE CHARGES	01/19/2026	\$119.24	P
27260036	GOLDFAX	NETWORK FAXING JAN 2026	02/03/2026	\$69.30	P
27260037	INSIGHT PUBLIC SECTOR INC	NETWORK WARRANTY	01/18/2026	\$3,742.40	P
27260038	INSIGHT PUBLIC SECTOR INC	NETWORK WARRANTY	01/21/2026	\$96,917.64	P
27260039	INTER-QUEST CORP	2026 VOIP FLEX SUBSCRIPTION	02/01/2026	\$24,787.00	P
27260040	PAESSLER AG	2026 NETWORK MONITORING SFTWR	01/30/2026	\$4,373.46	P
27260041	TDS TELECOM	PHONE CHARGES	01/28/2026	\$59.92	P
27260042	TDS TELECOM	PHONE CHARGES	01/28/2026	\$45.14	P
27260043	TDS TELECOM	PHONE CHARGES	01/28/2026	\$58.07	P
27260044	TDS TELECOM	PHONE CHARGES	01/28/2026	\$17.65	P
27260045	US CELLULAR	CELL PHONE CHGS ACCT 277407322	01/16/2026	\$227.21	P
27260046	US CELLULAR	CELL PHONE CHGS ACCT 203538532	01/20/2026	\$470.90	P
27260047	RHYME BUSINESS PRODUCTS	PRINTER/COPIER CHARGES	02/03/2026	\$8,160.96	P
27260048	AMAZON CAPITAL SERVICES	HR WIRELESS ERGO KEYBOARD	02/04/2026	\$33.99	P
27260049	AMAZON CAPITAL SERVICES	IT OFFICE SUPPLIES	02/10/2026	\$111.65	P
27260050	AMAZON CAPITAL SERVICES	CH MAINT IPAD CASES	02/10/2026	\$93.96	P
27260051	CHARTER COMMUNICATIONS (Pittsburgh)	INTERNET CHARGES	02/01/2026	\$245.00	P
27260052	CHARTER COMMUNICATIONS (Pittsburgh)	MFLD FIBER	02/01/2026	\$319.48	P
27260053	CHARTER COMMUNICATIONS (Pittsburgh)	NETWORK SERVICES	02/01/2026	\$2,662.20	P
27260054	INSIGHT PUBLIC SECTOR INC	IT MONITOR	01/30/2026	\$247.22	P
27260055	INSIGHT PUBLIC SECTOR INC	ARCTIC WOLF RENEWAL 2026	02/02/2026	\$64,004.96	P
27260056	VERIZON	CELL CHGS ACCT 242258062-00001	02/01/2026	\$5,423.36	P
27260057	AMAZON CAPITAL SERVICES	66 BLOCKS	02/12/2026	\$60.20	P
27260058	AMAZON CAPITAL SERVICES	CJ WEBCAM FOR P.H.	02/17/2026	\$63.29	P
27260059	CHARTER COMMUNICATIONS (Pittsburgh)	WR FIBER	02/01/2026	\$1,157.11	P
27260060	US BANK	GITHUB SIGNUP GEN SNAGIT GIPAW	02/17/2026	\$1,508.88	P
27260061	AMAZON CAPITAL SERVICES	EW HEADSET FOR L.Z.	02/18/2026	\$267.74	P
27260062	AMAZON CAPITAL SERVICES	HS PHONE CASES & PROTECTORS	02/24/2026	\$35.93	P
27260063	AMAZON CAPITAL SERVICES	CS PHONE ACCESSORIES	02/24/2026	\$42.73	P
27260064	CENTURYLINK	PHONE/LONG DISTANCE CHARGES	02/01/2026	\$2.96	P
27260065	FORTE	2026 PRO SUPPORT RENEWAL	02/23/2026	\$5,145.00	P

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
27260066	INSIGHT PUBLIC SECTOR INC	IT MONITOR	02/09/2026	\$233.29	
27260067	SOLARUS	PHONE CHGS ACCT 00063942-1	03/01/2026	\$2,849.36	
27260068	SOLARUS	PHONE CHGS ACCT 00077856-5	03/01/2026	\$229.50	
27260069	SOLARUS	PHONE CHGS ACCT 00061009-7	03/01/2026	\$69.99	
<b>Grand Total:</b>				<b>\$228,810.42</b>	

Signatures

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

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

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

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

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



# Wood County WISCONSIN

## INFORMATION TECHNOLOGY

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**February 2026**

1. Wood County internet and intranet website updates are being posted continually as we work to keep employees and citizens informed. The IT intranet website has been improved for user ease of use and locating important resources and instructions.
2. The Network Analyst vacancy was filled by Alex Drexler. This position has been vacant for over a year. Alex's first day is March 2<sup>nd</sup>.
3. Data connections between County facilities are being migrated to different service provider.
4. Worked with Communications and Dispatch to provide necessary information to a vendor who is implementing a new Storm Siren controller that will replace the existing system.
5. Received several reports of audio-visual equipment not working in the Riverblock Auditorium. The current configuration is tied to a switch Maintenance had installed for the Video Conference equipment. Although there is a sign indicating the switch should not be turned off, it has been turned off several times this month resulting in urgent requests for service to IT. IT staff work to increase user understanding that this switch has to stay on. IT will also request that Maintenance modify the existing configuration to avoid urgent calls for service.
6. Preparation for replacing the Dispatch computers has begun. These devices are replaced every three years and setup and configuration is very time-consuming due to the variety of software and hardware required. Staff is working to update software and installation instructions so when the new devices arrive configuration can begin right away.
7. Completed a project request for an application for officers to use in domestic violence calls. The software helps connect victims to the case and resources available for the victims.
8. After reviewing the feedback from the State audit on jail forms, research continues to obtain CJIS compliance. Completed response sheet for CJIS follow up questions for the Jail. Continue to work with Jail and Dispatch on CJIS follow ups. Port Edwards has reached out for assistance with CJIS compliance as well. At this time all follow ups with CJIS have been answered and there are no more pending audit questions. IT continues to identify action-based items on the 2025 CJIS Audit and will work to implement.



# Wood County WISCONSIN

## INFORMATION TECHNOLOGY

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9. For the month of January, 629 helpdesk requests were created, with staff completing 612 tickets and leaving 121 open requests. In addition, there are currently 140 project requests.
  10. Created accounts for all dispatchers in the Everbridge Management Portal so they all can initiate public emergency communications.
  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. A total of 4 actionable Security alerts were received this month. Two of those were definite security events that required immediate action. Both were unapproved software that was installed. One of these security events was self-reported which allows IT staff the ability to take prompt action to protect the County network. When seconds can matter, IT staff appreciate coworkers that alert us of anything suspicious. It really does take all of us to protect the County infrastructure and help avoid a more serious event from occurring.
  13. 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. Rollout of this system to other departments has begun.
  14. Assisting county email users with mailbox cleanup in preparation with migration of the County Outlook email system.
  15. Work continues on year-end processes support, updating reports, W2 print management and multiple system configurations to support Finance and HR systems.
  16. Assisted City of Marshfield Police Department with the installation of a new fingerprinting LiveScan machine. Continue to work with Marshfield PD and vendor to configure new LiveScan machine.
  17. The Countywide backup solution is up for renewal in 2026. Staff continue to hold meetings with vendors to review options to determine the best backup solution.



# Wood County WISCONSIN

## INFORMATION TECHNOLOGY

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18. The firewalls are also set for replacement this year. Staff are also reviewing options for replacement to determine which solution will best protect the County network and our data.
  19. Continued implementing Laserfiche document management for the Finance department.
  20. Created and deployed a requested Smartcare report comparing unit types between billing and procedure.
  21. Continued work on forms process improvement and document storage in Information Technology leveraging Laserfiche.
  22. Addressing recent Personnel Action Form and other onboarding process concerns. Composing online forms to streamline the flow of information to key stakeholders. Having all the information in one place will allow the onboarding process to be as smooth and as fast as possible for the hiring department, the new hire, and all the departments involved in making sure the employee is setup for their first day on the job.
  23. Assisting Port Edwards with refreshing end-user computing devices for staff and Trustees.
  24. IT staff 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, is now complete.
  25. Monitoring daily software installs for all computers managed by Desktop Central. Removed unapproved or questionable software as needed.
  26. 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. The eReferral, RMS PROTECT interface, work began on February 5<sup>th</sup>. Downtime was needed to implement this interface and has been communicated to those affected. Instructions will be available for staff once the interface is complete. CIS and IT staff continue to work on properly configuring the interface.
  27. Staff continue to work with CIS, Countywide law enforcement software, on a change that is required for Fire Departments. The format of information that Fire Departments need to report requires changes in CIS.



# Wood County WISCONSIN

## INFORMATION TECHNOLOGY

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28. Continue to work onboarding modules and outlining reporting requirements for the State and Local Cybersecurity Grant Program (SLCGP) for the grant that we were awarded.
  29. Continue to work on creating financial statements from TCM data to be converted into PDF form and imported into Laserfiche.
  30. Triaged and followed up with 17 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.
  31. The IT Security Team continues the Security Awareness Program. Additional security training is being assigned to all who fail a phishing campaign. Training on How to Identify Malicious Links was sent to all staff.
  32. Employees submitted approximately 144 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.
  33. Programming staff works to improve support documentation for the Sage HRMS, Human Resources Management System, system for employee benefit and payroll data. Programming staff work to compose an RFP for a replacement system for HRMS and payroll. The RFP was released in late January.
  34. The EvenTide project for Dispatch continues. This will replace their current solution as the emergency protocols recording software in Dispatch. EvenTide will interface with Total Response so this project is being scheduled now that the Total Response implementation is finalized.
  35. 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. Highway project request for equipment needed for air emissions training and regulation compliance has been received and will be researched.
  36. 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.



# Wood County WISCONSIN

## INFORMATION TECHNOLOGY

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37. System\code improvement for the in-house Planning & Zoning permitting system continues.
  38. Continued developing a bulk import program for Laserfiche document management for the Finance department.
  39. Continued work improving database server security.
  40. Continued speaking with Compliant Technology, the vendor who provides GLOVE/Light Sound Shield software on their data management portal. They have provided technical details that need to be reviewed. This is in response to a request from the Jail to utilize this software.
  41. 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. Claims user setup process was tested, refined and step by step procedures documented.
  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.
  43. Support for GCS\Catalis property tax systems is ongoing. The former property tax software version end-of-life is set for Fall of 2024 and was on-prem, servers at Wood County. The upgraded version is cloud based. System migration and training is complete and go-live was July 15, 2024. Initial training and migration of the 34 municipalities to the new system is complete. Security and best practice research to address a request by the County GIS specialist for the City of Marshfield GIS specialist to obtain direct access to the County tax database is on hold.
  44. 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).



# Wood County WISCONSIN

## INFORMATION TECHNOLOGY

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45. 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. Preparations begin to support CMS (Centers for Medicare and Medicaid\_ PBJ data format and submission changes that will be effective late March 2026. Training of PBJ backup super users continues and is mostly conducted by PBJ submission staff.
  46. The Register of Deeds work to upgrade multiple applications is complete. IT staff escorts and assists the vendor, Fidlar Technologies, with server and application updates and maintenance on a regular basis. Work to increase server security via user account permissions and port access is scheduled for early March 2026.
  47. Staff continue to review and update Active Directory (AD) to ensure employee details such as department, titles and managers are accurate.
  48. The 2026 PC replacement 1<sup>st</sup> quarter devices replacement order has been placed.
  49. IT staff work to schedule and upgrade various server operating systems and database management systems, SQL servers, begins a new cycle. This ongoing project takes considerable time to plan, test, and implement. Continued work improving database server security.
  50. Discussions with Maintenance continue regarding space needs for the IT department. There is significant increase of technology being supported in the LEC and the increase of staff and services in other Departments within the County increases the demands on IT support as well. IT will need additional IT staff and space in order to properly support the County's expanded facilities, staff, software, hardware, systems and the increased reliance on technology. The IT Conference room now serves as our vendor staging area, network setup area, equipment storage and conference room. We have repurposed and triple purposed as much space as possible. IT needs more space to function properly.
  51. Configured server resources to assist the GIS Coordinator with processing and deploying 2025 Wood County aerial photo data.

## Committee Report

County of Wood

Report of claims for: MAINTENANCE

For the period of: FEBRUARY 2026

For the range of vouchers: 19251023 - 19251026 19260049 - 19260156 50121086 - 50121086

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
19251023	BDT INC	CH SUPPLIES	12/31/2025	\$74.53	P
19251024	NASSCO INC	SUPPLIES	02/04/2026	\$6,771.92	P
19251025	OTIS ELEVATOR CO	CH ELEVATOR SERVICE CALL	11/24/2025	\$862.12	P
19251026	COMPLETE CONTROL	SH OFFICE DOOR SERVICE CALL	01/31/2026	\$555.00	P
19260049	AMAZON CAPITAL SERVICES	SHOP SUPPLIES	01/29/2026	\$29.99	P
19260050	JF AHERN CO	CH HVAC BOILER PMA CONTRACT	01/23/2026	\$1,813.75	P
19260051	JF AHERN CO	CH HVAC INSPECTION CONTRACT	01/23/2026	\$8,330.00	P
19260052	CONSOLIDATED WATER POWER COMPANY	RIVER BLOCK ELECTRIC JAN 2026	02/03/2026	\$4,699.36	P
19260053	WATER WORKS & LIGHTING COMM	SHERIFF LOCKUP OUTDOOR LIGHTS	01/28/2026	\$13.02	P
19260054	WATER WORKS & LIGHTING COMM	WATER/SEWER/ELEC SVC JOINT USE	01/28/2026	\$211.60	P
19260055	WATER WORKS & LIGHTING COMM	RIVER BLOCK WATER/SEWER	01/28/2026	\$552.83	P
19260056	WATER WORKS & LIGHTING COMM	ELECTRIC SVC SHERIFF LOCKUP	01/28/2026	\$69.38	P
19260057	WATER WORKS & LIGHTING COMM	RIVER BLOCK OUTSIDE LIGHTING	01/28/2026	\$106.68	P
19260058	NETWORK SERVICES COMPANY (Imperial Dade)		02/04/2026	\$538.02	P
19260059	NETWORK SERVICES COMPANY (Imperial Dade)	SUPPLIES	02/04/2026	\$965.30	P
19260060	QUALITY PLUS PRINTING INC	FORMS	02/04/2026	\$72.50	P
19260061	ROTO GRAPHIC PRINTING INC	PRINTING	02/04/2026	\$41.00	P
19260062	ROTO GRAPHIC PRINTING INC	PRINTING	02/04/2026	\$73.50	P
19260063	ROTO GRAPHIC PRINTING INC	PRINTING	02/04/2026	\$122.50	P
19260064	ROTO GRAPHIC PRINTING INC	PRINTING	02/04/2026	\$490.00	P
19260065	ROTO GRAPHIC PRINTING INC	PRINTING	02/04/2026	\$130.00	P
19260066	ROTO GRAPHIC PRINTING INC	PRINTING	02/04/2026	\$147.00	P
19260067	ROTO GRAPHIC PRINTING INC	PRINTING	02/04/2026	\$182.00	P
19260068	ROTO GRAPHIC PRINTING INC	PRINTING	02/04/2026	\$49.00	P
19260069	ROTO GRAPHIC PRINTING INC	PRINTING	02/04/2026	\$312.00	P
19260070	ROTO GRAPHIC PRINTING INC	PRINTING	02/04/2026	\$147.00	P
19260071	ROTO GRAPHIC PRINTING INC	PRINTING	02/04/2026	\$1,040.00	P
19260072	ROTO GRAPHIC PRINTING INC	PRINTING	02/04/2026	\$78.00	P
19260073	ROTO GRAPHIC PRINTING INC	PRINTING	02/04/2026	\$73.50	P
19260074	ROTO GRAPHIC PRINTING INC	PRINTING	02/04/2026	\$98.00	P
19260075	ROTO GRAPHIC PRINTING INC	PRINTING	02/04/2026	\$122.50	P
19260076	ROTO GRAPHIC PRINTING INC	PRINTING	02/04/2026	\$104.00	P
19260077	ROTO GRAPHIC PRINTING INC	PRINTING	02/04/2026	\$172.50	P
19260078	ROTO GRAPHIC PRINTING INC	PRINTING	02/04/2026	\$418.50	P

Committee Report - County of Wood

MAINTENANCE - FEBRUARY 2026

50121086 - 50121086 19260049 - 19260156 19251023 - 19251026

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
19260079	ROTO GRAPHIC PRINTING INC	PRINTING	02/04/2026	\$52.00	P
19260080	ROTO GRAPHIC PRINTING INC	PRINTING	02/04/2026	\$155.00	P
19260081	ROTO GRAPHIC PRINTING INC	PRINTING	02/04/2026	\$24.50	P
19260082	ROTO GRAPHIC PRINTING INC	PRINTING	02/04/2026	\$73.50	P
19260083	ROTO GRAPHIC PRINTING INC	PRINTING	02/04/2026	\$212.00	P
19260084	ROTO GRAPHIC PRINTING INC	PRINTING	02/04/2026	\$98.00	P
19260085	ROTO GRAPHIC PRINTING INC	PRINTING	02/04/2026	\$52.00	P
19260086	ROTO GRAPHIC PRINTING INC	PRINTING	02/04/2026	\$52.00	P
19260087	ROTO GRAPHIC PRINTING INC	PRINTING	02/04/2026	\$520.00	P
19260088	ROTO GRAPHIC PRINTING INC	PRINTING	02/04/2026	\$49.00	P
19260089	ROTO GRAPHIC PRINTING INC	PRINTING	02/04/2026	\$49.00	P
19260090	ROTO GRAPHIC PRINTING INC	PRINTING	02/04/2026	\$155.00	P
19260091	ROTO GRAPHIC PRINTING INC	PRINTING	02/04/2026	\$49.00	P
19260092	ROTO GRAPHIC PRINTING INC	PRINTING	02/04/2026	\$98.00	P
19260093	ROTO GRAPHIC PRINTING INC	PRINTING	02/04/2026	\$24.50	P
19260094	AMAZON CAPITAL SERVICES	JAIL FF&E - DOG WASH STATION	02/05/2026	\$987.90	P
19260095	AMAZON CAPITAL SERVICES	POSTER FRAME	02/09/2026	\$130.99	P
19260096	AMAZON CAPITAL SERVICES	TRACTOR - SALT SPREADER	02/10/2026	\$159.99	P
19260097	AMAZON CAPITAL SERVICES	SHOP SUPPLIES	02/10/2026	\$9.99	P
19260098	JF AHERN CO	RB HVAC BOILER PMA CONTRACT	01/23/2026	\$542.50	P
19260099	JF AHERN CO	RB HVAC INSPECTION CONTRACT	01/23/2026	\$2,012.75	P
19260100	APEX FIRE PROTECTION LLC	RB ANNUAL INSPECTION	02/03/2026	\$525.00	P
19260101	APEX FIRE PROTECTION LLC	CH/JAIL ANNUAL INSPECTION	02/03/2026	\$2,100.00	P
19260102	GRAINGER (Maintenance)	JAIL SUPPLIES	02/04/2026	\$471.90	P
19260103	GRAINGER (Maintenance)	FUSES	02/06/2026	\$21.80	P
19260104	HARTERS FOX VALLEY DISPOSAL LLC	WASTE DISPOSAL FEES	02/01/2026	\$1,023.85	P
19260105	JOSLIN CONCRETE	JAN 26 SNOW REMOVAL - CH, RB	02/01/2026	\$1,725.00	P
19260106	WE ENERGIES	GAS SERVICE COURTHOUSE - JAN	02/02/2026	\$1,367.64	P
19260107	WE ENERGIES	GAS SERVICE RIVER BLOCK - JAN	02/02/2026	\$1,347.46	P
19260108	WE ENERGIES	GAS SERVICE LEC - JAN	02/03/2026	\$16,305.09	P
19260109	WE ENERGIES	GAS SERVICE JT USE BLDG - JAN	02/04/2026	\$756.11	P
19260110	WE ENERGIES	GAS SERVICE SHERIFF LOCKUP-JAN	02/04/2026	\$402.07	P
19260111	WISCONSIN VALLEY BUILDING PRODUCTS	TOOLS	02/06/2026	\$314.50	P
19260112	COMPLETE CONTROL	JAIL FF&E - SMOKE DETECTORS	01/31/2026	\$1,072.72	P
19260113	THE SAMUELS GROUP INC	JAIL PROJECT - 49TH PAYMENT	02/05/2026	\$398,485.18	P
19260114	NETWORK SERVICES COMPANY (Imperial Dade)	CLEANING SUPPLIES	02/11/2026	\$1,395.27	P
19260115	NETWORK SERVICES COMPANY (Imperial Dade)	CLEANING SUPPLIES	02/11/2026	\$1,276.00	P
19260116	COMPLETE CONTROL	CH,JAIL ANNUAL FIRE INSPECTION	01/31/2026	\$4,615.66	P
19260117	COMPLETE CONTROL	JAIL-FF&E FIRE ALARM INTEGRATE	02/13/2026	\$624.78	P
19260118	CONSTELLATION NEWENERGY-GAS DIVISION	CH, RBI GAS SERVICE	02/13/2026	\$9,347.46	P
19260119	GRAINGER (Maintenance)	JAIL ACTUATOR ASSEMBLIES	02/10/2026	\$265.86	P
19260120	HOME DEPOT CREDIT SERV (Maintenance)	CH, RB, RB UPDATES, SH BUCKETS	02/05/2026	\$2,317.02	P
19260121	RAPIDS SIGN INC	CH SECURITY - SIGNAGE	02/04/2026	\$162.00	P
19260122	ULINE	SH DEPT - POLY TUBING	02/03/2026	\$175.59	P

Committee Report - County of Wood

MAINTENANCE - FEBRUARY 2026

50121086 - 50121086 19260049 - 19260156 19251023 - 19251026

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
19260123	WATER WORKS & LIGHTING COMM	WATER/SEWER LEC	02/11/2026	\$4,077.80	P
19260124	WATER WORKS & LIGHTING COMM	ELECTRIC SERVICE LEC	02/11/2026	\$12,578.65	P
19260125	WATER WORKS & LIGHTING COMM	WATER/SEWER SERVICE COURTHOUSE	02/11/2026	\$892.30	P
19260126	WATER WORKS & LIGHTING COMM	ELEC SVC COURTHOUSE SECURITY	02/11/2026	\$22.56	P
19260127	WATER WORKS & LIGHTING COMM	ELECTRIC SERVICE BAKER LOT	02/11/2026	\$50.62	P
19260128	WATER WORKS & LIGHTING COMM	RB PARKING LOT STORM SEWER	02/11/2026	\$51.38	P
19260129	WATER WORKS & LIGHTING COMM	RIVER BLOCK STORM SEWER	02/11/2026	\$59.80	P
19260130	WATER WORKS & LIGHTING COMM	SARATOGA ST STORM SEWER	02/11/2026	\$10.30	P
19260131	WATER WORKS & LIGHTING COMM	COURTHOUSE STORM SEWER	02/11/2026	\$126.47	P
19260132	WATER WORKS & LIGHTING COMM	181 MARKET ST STORM SEWER	02/11/2026	\$8.02	P
19260133	WATER WORKS & LIGHTING COMM	COURTHOUSE ELECTRIC	02/11/2026	\$7,912.68	P
19260134	WATER WORKS & LIGHTING COMM	184 2ND ST N STORM SEWER	02/11/2026	\$11.34	P
19260135	WATER WORKS & LIGHTING COMM	180 2ND ST N STORM SEWER	02/11/2026	\$14.65	P
19260136	WATER WORKS & LIGHTING COMM	321 MARKET ST STORM SEWER	02/11/2026	\$3.42	P
19260137	NASSCO INC	SUPPLIES	02/17/2026	\$353.25	P
19260138	DM STAMPS & SPECIALTIES	STAMP	02/20/2026	\$41.69	
19260139	BATTERIES PLUS BULBS	BATTERIES	02/20/2026	\$117.00	
19260140	ROTO GRAPHIC PRINTING INC	PRINTING	02/23/2026	\$29.00	
19260141	ROTO GRAPHIC PRINTING INC	PRINTING	02/23/2026	\$122.50	
19260142	ROTO GRAPHIC PRINTING INC	PRINTING	02/23/2026	\$138.00	
19260143	ROTO GRAPHIC PRINTING INC	PRINTING	02/23/2026	\$49.00	
19260144	ROTO GRAPHIC PRINTING INC	PRINTING	02/23/2026	\$2,070.00	
19260145	ROTO GRAPHIC PRINTING INC	PRINTING	02/23/2026	\$24.50	
19260146	US BANK	JAIL,JAIL FF&E,CH SECURITY,FIN	02/17/2026	\$9,472.22	
19260147	AMAZON CAPITAL SERVICES	SHOP SUPPLIES	02/17/2026	\$5.32	
19260148	ACE HARDWARE	RB SUPPLIES	02/09/2026	\$53.97	
19260149	JF AHERN CO	CH/RB ANNUAL BFP TESTING	02/04/2026	\$693.00	
19260150	APPLIED INDUSTRIAL TECHNOLOGIES INC	BELTS	02/09/2026	\$20.19	
19260151	BDT INC	SHEET METAL	02/11/2026	\$5.69	
19260152	CRESCENT ELECTRIC SUPPLY CO	SHOP SUPPLIES	02/03/2026	\$68.13	
19260153	GAPPA SECURITY SOLUTIONS LLC	CORE	02/12/2026	\$54.74	
19260154	GAPPA SECURITY SOLUTIONS LLC	RB UPDATES - CORES, LOCKSETS	02/16/2026	\$858.44	
19260155	SHRED SAFE 1 LLC	CONFIDENTIAL SHREDDING	02/17/2026	\$210.00	
19260156	WINSUPPLY OF WISCONSIN RAPIDS	SHOP SUPPLIES	02/10/2026	\$198.40	
50121086	ROTO GRAPHIC PRINTING INC		02/04/2026	\$887.00	P
<b>Grand Total:</b>				<b>\$522,364.61</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

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### Letter of Comments March 2026

#### Ongoing Projects and Planning

**Jail Project** – Material to finish the exterior of the building where the old jail was demolished has arrived; the contractor should have remaining exterior work complete at the end of March.

The new jail design included a small work space in the new garage area for the Communications Director; there is an undesignated room adjacent to this work space, in a mechanical area of the existing Courthouse, that will make a reasonable temporary storage/office space in close proximity to the new work area. A future space-needs assessment will need to identify an appropriate long-term location for the Communications Department.

Building automation system adjustments are ongoing.

**Courthouse** – The HVAC contractor is evaluating an air flow report to identify additional duct sealing that must be completed as well as additional climate control measures that must be implemented in isolated areas.

Continuing to work with City of Wisconsin Rapids and other County staff to modify the Courthouse property boundary in conjunction with vacating Market Street.

Beginning to work through the steps of design for the future Market Street parking lot.

#### Miscellaneous

Attended PIT, County Board, and numerous project meetings.

Supporting Norwood and Edgewater with various project planning.

Updating five-year CIP, to be presented at the April meeting.

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

Accompanied Planning & Zoning Director Grueneberg on a tour of the Marshfield UW campus, where he has been working to obtain funding for a facility update.