



Executive Committee Meeting Friday, March 1, 2024 – 8:00 a.m.

Barron County Government Center – Auditorium
335 East Monroe Avenue – Barron, Wisconsin 54812

AMENDED AGENDA

1. Call to Order
2. Public Meeting Notification
3. Special Matters and Announcements (Non-Action Items)
4. Approve Agenda
5. Public Comment
6. Approve Minutes of February 9, 2024
7. Memo Regarding World Relief Meeting
8. Resolution – Salary of Barron County Clerk, Register of Deeds and Treasurer for 2025-2028
9. Resolution – Authorizing Use of Contingency Fund, Aging Kitchen (ARPA) Funds and Transfer of 2024 Capital Improvement Capital Outlay (CICOP) Funds for the Purpose of Purchasing and Installing a New Boiler at the Barron County Government Center
10. Resolution – Authorizing Barron County Justice Center Sally Port Garage and Visitation Room Study and Use of Unassigned Fund Balance - \$422,575
11. **Resolution – Approving a Multi-Hazard Mitigation Plan for Barron County**
12. Ordinance – Creating Section 50-6 of Article I of the Barron County Code of Ordinances Regarding Sale of Tax Deeded Land to Municipalities
13. Approve Additional Comp Time Accrual for Waste to Energy Management Staff
14. Out of State Travel – Drug Treatment Court RISE Conference – Houston, TX
15. Staff Reports & Updates
 - a. Write-Off of Tax Certificates
 - b. Aging / ADRC Kitchen Contingency Expenditures
16. Review Voucher Edit Lists
17. Suggestions for Future Agenda Items
18. Set Date for Next Meeting
19. Adjournment

PLEASE CALL 715-537-6841 IF YOU ARE UNABLE TO ATTEND

cc: Okey, Bartlett, Hanson, Thompson, Heinecke, Moen, Cook, Buchanan, Rogers, Administrator, Corp Counsel, HR Director, Finance Director, Treasurer, Website & 3 Public Postings

Any person with a qualifying disability under the Americans with Disabilities Act and requires the meeting or materials at the meeting to be in an accessible format must contact the County Clerk's office at 715-537-6200 at least 24 hours prior to the meeting so that arrangements can be made to accommodate your request.



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Administrator's Memo
Executive Committee Meeting
Friday March 1st, Veterans Memorial Auditorium
Barron County Government Center
Administrator French
February 26th, 2023



#3. Special Matters and Announcements:

None at this time.

#7. Memo Regarding World Relief Meeting 2024-2-22

I prepared this memo based on Supervisor Roger's comment from the February meeting. The bottom line is that for 2024 World Relief is estimating 10 "near-relative" relocations.

#8. Resolution - Salaries 2025-2028 Clerk, Treasurer, Register of Deeds:

Remember you are setting the salaries for the position, not the person.

These are not employees of the County, they are elected officials, who receive a salary based on their term of office.

#9. Resolution New Boiler - Government Center:

Steve Olson is requesting and I support his request that:

Any dollars left over from the Aging/ADRC Contingency Fund be redirected, to this request, along with dollars budgeted in the 2024 Capital Improvement Capital Outlay Fund. I apologize that, at this time, there are not true, hard and fact numbers but, when Jodi, closes out that CICOP Fund Steve would like to place this order. Note the current boilers at Government Center will be 30 years old next year, 2025.

#10. Sally Port Engineering Study and Expansion:

The Sally Port Engineering Study and Expansion has the support of the Law Enforcement Committee. I did not write resolution because I do not know if this Committee will support. However, if this Committee does support the resolution would be very simple, supporting the Engineering Study at \$422,575.00 with a 6% Contingency and, the possible expansion at approximately \$2M.

#11. Ordinance Tax Deed Properties:

I will let Mr. Muench and Treasurer Sommerfeld take the lead on this item.

#12. Approval Additional Accrued Comp, Time WTE Management Staff:

With the new Acid Gas Removal System beginning to be installed at the WTE Plant Brent has requested and I agree with his request to allow Management Staff to accrue additional compensatory time. I recommend an additional 40 hours, not to exceed 80 to

be used by 12-31-2025. The reason I am requesting an additional year is that certain DNR testing(s) may not take place until later in 2024.

#13. Out of State Travel - RISE Conference:

This is a grant funded request, for Dan McNamara, Drug/Alcohol Court Specialist to attend a National Conference regarding Diversion/Specialty Courts, such as our Federal Drug Reunification Court.

I recommend approval.

#14. Staff Reports and Updates:

A. Write-Off of Tax Certificates:

Included with the packet is a memo from Treasurer Sommerfeld regarding this matter.

B. Aging/ADRC Kitchen Contingency Expenditures:

These are the financials as prepared by Jodi Busch .

#18. Vouchers:

Included with the packet or there will be hard copies at the meeting.

#17. Suggestion for Future Agenda Items:

May - Tim Deaton to provide a 2023 final report and plan fro 2025.

#18. Set Next Meeting Date:

Wednesday April 3rd, 8am.

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Executive Committee Meeting
Friday, February 9, 2024 – 8:00 a.m.
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MINUTES

COMMITTEE MEMBERS PRESENT IN PERSON: Karolyn Bartlett, Stan Buchanan, Randy Cook Sr, Bun Hanson, Dale Heinecke, Carol Moen, Louie Okey, Bob Rogers and Marv Thompson.

COMMITTEE MEMBERS ATTENDING VIRTUALLY: None.

COMMITTEE MEMBERS ABSENT: None.

STAFF PRESENT IN PERSON: BCEDC Director Armstrong, Veterans Service Officer Bachowski, Finance Director Busch, Sheriff Fitzgerald, Administrator French, HHS Director Frolik, Land Services Director Gifford, Chief Deputy Hagen, County Clerk Hodek, Aging Director Jako, ROD Katterhagen, Corporation Counsel Muench, IT Director Peterson, HR Director Richie, Financial Analyst Syvinski and Treasurer Sommerfeld.

OTHER COUNTY BOARD SUPERVISORS PRESENT: Patti Anderson, Kathy Krug, Audrey Kusilek, Gary Nelson and Diane Vaughn.

OTHERS PRESENT: Ruth Erickson, State Senator Quinn, Russell Rindsig and Ryan Urban.

CALL TO ORDER: Chair Okey called the meeting to order at 8:00AM.

PUBLIC MEETING NOTIFICATION: Administrator French read the Public Meeting Notification.

SPECIAL MATTERS AND ANNOUNCEMENTS (NON-ACTION ITEMS): None at this time.

APPROVE AGENDA: Motion: (Cook/Hanson) to approve. Carried.

PUBLIC COMMENT: Nancy Keeler, 996 20 3/4th Avenue in Cumberland - spoke regarding the refugee resettlement resolution. Anna Demers, 1413 24th Avenue in Rice Lake – spoke regarding the refugee resettlement resolution. Russell Rindsig, 2106 29 1/2 Avenue in Sarona - spoke regarding the proposed Justice Center Security Deputy Position. Dennis Roschell 1228 18th Street in Barron - spoke regarding the refugee resettlement resolution. Jay Keppen, 1117 15th Street - spoke regarding the refugee resettlement resolution.

APPROVE MINUTES OF JANUARY 3, 2024: Motion: (Moen/Thompson) to approve the minutes and correct the typo of “SONAR” to “SOLAR” in the Closed Session paragraph on Page 2 of the minutes.

RESOLUTION – REQUESTING PAUSE ON REFUGEE RESETTLEMENT IN WISCONSIN: Chair Okey gave an overview of the resolution request and thanked Supervisor Vaughn for leading this discussion. State Senator Quinn spoke regarding his communication with the State offices on this topic and requested the County pass the resolution. Representative Armstrong spoke regarding the resolution and his correspondence with other state officials. Supervisor Vaughn spoke regarding the proposed resolution. Cook suggested a letter versus a resolution on the topic. **Motion: (Cook/Rogers)** that Administrator French and Chair Okey write a letter stating the County’s concerns with the refugee resettlement in Barron County. Rogers requested an update to the Executive Board after the World Relief meeting in the City of Barron on Wednesday, February 22, 2024. Cook also requested State Senator Quinn and Representative Armstrong help with the composition of the letter being drafted, and once drafted, make this letter available to the public. Carried.

OPERATIONAL & FISCAL IMPACT OF HOSPITAL SISTERS HEALTH SYSTEMS (HSHS) / PREVEA CLOSINGS ON BARRON COUNTY: HHS Director Frolik gave an overview of the recent



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hospital closing announcement and the direct impact on Barron County services and residents. HHS Director Frolik requested one FTE therapist, either an occupational therapist or a speech therapist, to help administer the Birth to 3 Program while the transition occurs. Chair Okey clarified that Frolik is looking for approval to hire this position with the grant dollars in 2024 and would work this new position into the 2025 budget planning process. Finance Director Busch noted that her department may also require a second FTE Billing Specialist to help with the Birth to 3 Program which would be absorbed with current positions. Administrator French then requested the committee approve 1 Program FTE Therapist for the HHS Department. **Motion: (Cook/Hanson)** to approve adding one FTE Therapist position for the HHS Department. Carried.

ROLES & RESPONSIBILITIES OF THE BARRON COUNTY HOUSING AUTHORITY AND THE BARRON COUNTY BOARD OF SUPERVISORS: Corporation Counsel Muench gave an explanation of the Roles & Responsibilities of the County Board in regards to the Housing Authority, specifically the current rehabilitation project. Discussion.

HOUSING AUTHORITY REHABILITATION PROJECT ANALYSIS – SHORT, ELLIOT, HENDRICKSON; INC (SEH): Joe Schwenker & Dan Penzkover, both from SEH, attended the meeting and confirmed that they are in the process of reviewing the Housing Authority project, including financing & funding options and answered questions from the Committee. Barron County Housing Authority Executive Director Bob Kazmierski confirmed that the deadline to release the funds from the County Board to the Housing Authority is March 18, 2024. If the funds were not approved, and released to the Barron County Housing Authority by this date, the funds would be reallocated by the Federal government.

REQUEST FOR ADDITIONAL PERSONNEL POSITIONS: Administrator French asked to postpone the Justice Center Security Deputy position until the May meeting and asked the committee to support adding the ADRC Information & Assistance position at this time.

- A. **NEW JUSTICE CENTER SECURITY DEPUTY POSITION – SHERIFF'S DEPARTMENT:** **Motion: (Hanson/Heinecke)** to postpone until May 2024. Carried.
- B. **ADDITIONAL INFORMATION & ASSISTANCE (A&I) POSITION – ADRC:** **Motion: (Thompson/Moen)** to approve. Discussion. Carried.

STEP INCREASE FOR CORRECTION OFFICERS AND COMMUNICATIONS OFFICERS: HR Director Richie and Sheriff Fitzgerald discussed the need for a step increase for both of these departments for employee retention purposes to stay competitive with neighboring county wages. **Motion: (Buchanan/Cook)** to approve. Discussion. Carried.

2023-2024 EMPLOYEE RECOGNITION – JULY 5, 2024: HR Director Richie reviewed the request to provide regular full-time Union and Non-Union employees with 8 hours of floating holiday (pro-rated for regular part-time) for the primary use to allow non-essential services to be closed on Friday, July 5, 2024. This would be provided in lieu of purchasing an employee recognition gift for 2023 and 2024. As a result of 24/7 operations and essential services, not all departments/offices can be closed. If an employee needs to work that day, they received 8 hours of floating holiday to use at a different time by 12/31/2024. **Motion: (Heinecke/Hanson)** to approve. Discussion. Carried.

RESOLUTION – REQUESTING CHANGES TO WISCONSIN STATE STATUTES, PER DIEM PAYMENT AUTHORITY FOR COUNTY BOARD MEMBERS SERVING ON MUNICIPAL



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LIBRARY BOARDS AND NUMBER OF COUNTY BOARD MEMBERS TO SERVE: Chair Okey clarified the resolution request. **Motion: (Rogers/Moen)** to approve. Carried.

APPROVE ADDITIONAL LEGAL COST FOR CHAPTER 980: Corporation Counsel Muench reviewed the process for finding housing for sexual offenders that are released into supervised housing and requested an additional \$10,000 for legal costs. **Motion: (Cook/Bartlett)** not to exceed \$10,000 for legal costs relating to Chapter 980 housing. Carried.

CONTRACT AMENDMENT – EXTENSION – CDBG FUNDING – SALVATION ARMY: Administrator French asked for approval for a contract amendment. Discussion. **Motion: (Buchanan/Moen)** to approve the contract extension to 12/31/2024 and increase the grant awarded of \$1,490,007.00 to a new total amount of \$2,215,007.00. Carried.

2024 WCA ANNUAL CONFERENCE AI BREAKOUT SESSION RECOMMENDATION: Administrator French asked for approval to request an AI Session and Cyber Security Session at the 2024 WCA Annual Conference this September. **Motion: (Rogers/Bartlett)** to approve. Carried.

STAFF REPORTS & UPDATES

- A. **LEAVE CONVERSION:** Information compiled by the Finance Department is included in the packet.
- B. **2023 COUNTY BOARD PER DIEM REPORT:** Information compiled by the Finance Department is included in the packet.
- C. **EHLERS CLIENT ALERT:** Information is included in the packet.

REVIEW VOUCHER EDIT LISTS: Included in the packet.

SUGGESTIONS FOR FUTURE AGENDA ITEMS:

- A. Elected Officials Salary Resolution – Treasurer, Register of Deeds & County Clerk
- B. Change to Tax Deed Ordinance

SET DATE FOR NEXT MEETING: Friday, March 1, 2024 at 8:00AM.

ADJOURNMENT: Chair Okey adjourned the meeting at 9:52AM.

Respectfully Submitted,
Jessica Hodek, Barron County Clerk



BARRON COUNTY
DEPARTMENT OF ADMINISTRATION

Jeff French, County Administrator
Rachael Richie, Human Resources Director
Wendy Coleman, Executive Assistant
DATE: 2024-2-22

335 East Monroe Avenue
Government Center Room 2130
Barron, WI 54812
Phone: 715-537-6841
Fax: 715-537-6820

TO: Mr. Louie Okey, County Board Chair
FROM: Jeff French, Barron County Administrator
SUBJECT: World Relief, W.R. Meeting, 2024-2-22

jeff.french@co.barron.wi.us
rachael.richie@co.barron.wi.us
wendy.coleman@co.barron.wi.us

Chair Okey, below are the questions, responses and notes I took as a result of the 2024-2-22 meeting with World Relief, as discussed with the Barron County Executive Committee on Friday February 9th, 2024.

Questions:

Ninety day notification?

This was an introductory meeting

Yes, a more formal notification meeting will be held when appropriate (note I mis-read 1522 USC 8 there technically is no specified day/date requirement, the subsection says "adequate". I will discuss this further on in this document.)

Relatives?

The refugees in question are relocating to near relatives.

Work?

Available and authority to work on the first day of arrival.

Housing?

U.S. Citizens to whom they are relocating have available housing

Vetted?

Up to eight separate US Federal agencies, plus other international agencies have vetted these applicants. Reference my memo of 2024-2-14

Medical Histories?

Reference my memo of 2024-2-14.

Drivers License?

Not in all instances, but W.R. is helping them to get an appropriate drivers license.

Family Here?

See Housing above.

Move after?

These individuals could potentially move, individually or with their family after initially arriving in and living in Barron. However, not maintaining a continuous permanent residence could interfere with their ability to relocate near relatives in the future.

Refugee?

These individuals are here, entering the U.S. on a refugee visa.

Oversight?

W.R. provides intense oversight for ninety (90) days and for up to five (5) years. Reference my memo of 2024-2-14

Mayo\Marshfield?

Notified? No, for this meeting but they will be in the future. This meeting centered more on a City/County and City/County Departments initial meeting.

Education?

Fairly good education, some very fluent in english, some have had to take a culture orientation class. It should be noted these individuals are coming from refugee camps in Kenya or Uganda, some of them were born in a refugee camp.

Authentication?

Reference US State Department Authentication number. They will have an A number identification document. Not identical but similar to an authentication number given by the State Department to an immigrant. They will also have an I-94 admission number/record which is proof of legal visitor status.

Bring Money?

Yes, but limited. For all practical purposes no.

I-730 Refugee/Asylee Relative Petition?

These individuals would be considered I-730 Refugee Petition refugees.

Citizenship?

Within one year they can apply for a green card.

I found this information from a website; www.boundless.com, regarding green card status

"A U.S. green card allows a person to live and work in the United States and start the process to become a naturalized citizen. This card makes the holder a permanent resident of the United States, entitled to many of the same benefits as a citizen, but not all."

W.R. will provide legal services so they can apply for a green card, 99% of these refugees will become a naturalized US citizen.

Applicators?

Those who are applying for these refugees to come to the US. They are US citizens. Also, reference my memo of 2024-2-14.

Violations of Law?

Violations of law as de minimis as a traffic ticket could result in these individuals receiving no green card. Within a 5-6 year period any serious infraction can result in deportation.

Selective Service?

These individuals are required to register for Selective Service.

Future Notice?

Yes, in the future W.R. will notify us of arrivals but, the inter-period could be as little as two weeks.

Taxes?

These individuals pay taxes like anyone else.

Future Meetings?

I encouraged W.R. to expand the invitees to include Schools, Sheriff, Health and Human Services, Mayo/Marshfield and others.

Expected Number?

Practically speaking 4-10 for 2024. Thirty (30) for all of 2024 would be an **extreme number**. They mentioned in 2023 total refugee resettlements to Barron 2-3 individuals.

Other Comments from World Relief:

This is family based relocation only, solely family based
W.R. has five (5) staff to assist with, Community Engagement, Health, Resettlement, Employment.
Families here have a place for them to live.
These individuals receive a one-time grant of \$1,375.00
They prioritize self-sufficiency
Authority to work individually
Taxes yes - day one - no different
Apply for citizenship after five years.
Joining family here
Accountability - W.R.

Other Comments/Discussions:

Attendees did discuss the fact that Jeannie-O is not hiring at this time.

However, a representative from the Somali community noted they are finding work at other locations such as Walmart, Sanmina, McCain Foods and canning factory in Cumberland.

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BARRON COUNTY
DEPARTMENT OF ADMINISTRATION

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Rachael Richie, Human Resources Director
Wendy Coleman, Executive Assistant

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Fax: 715-537-6820

jeff.french@co.barron.wi.us
rachael.richie@co.barron.wi.us
wendy.coleman@co.barron.wi.us

DATE: February 14th, 2024

TO: Mr. Louie Okey, Barron County Board Chair

FROM: Jeff French, Barron County Administrator *JFA*

PHONE CALL: World Relief
Patricia Fenrick , U.S. Divisional Director

Chair Okey, on Tuesday, February 13th, I informed you that I had a phone call scheduled for Wednesday, February 14th with a representative from World Relief. Following is a summary of that phone call.

At this time World Relief has no intentions of a direct resettling to Barron. However they are working on reunifying families with family members who currently reside in Barron. The families living in Barron have already been through the refugee process and currently live in Barron. What is occurring is the reunification of, near, or what we would consider, "nuclear" family members.

As explained to me persons living in Barron may after a specified period of time may qualify to apply for a specific near family member to come directly to Barron. This paperwork has been in the process for many years.

These refugees are vetted, with extensive background checks, by eight (8) different Federal Agencies, including the FBI and Homeland Security. This vetting process takes place overseas before being allowed to enter the US.

Yes, these refugees are checked multiple times for communicable diseases, some even when they arrive.

Approximately 25 individuals, however at this time no plane tickets have been purchased.

These individuals can work beginning on day one, with World Relief providing employment counseling, and job application coaching. They provide intense services for 90 days and additional support for up to five (5) years. These individuals, would at some point, be eligible for Public Assistance.

The Federal Government chooses who comes to the US not World Relief, and the fact that the wait time for reuniting with local family members can take up to ten (10) years. (what the State Department calls authentication, "web-site")

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BARRON COUNTY BOARD OF SUPERVISORS

Louie Okey, County Board Chair

335 East Monroe Avenue
Government Center Room 2130
Barron, WI 54812
Phone: 715-520-7414
Fax: 715-537-6820

DATE: February 19th, 2024
FROM: Barron County Board of Supervisors
335 East Monroe Avenue, RM 2134
Barron, WI 54812
TO: Federal and State Elected and Appointed Officials
SUBJECT: REFUGEE RESETTLEMENTS

This letter is meant to communicate to our elected and appointed Federal and State officials our concerns as they relate to refugee resettlement(s) into Barron County. Furthermore, we, the Barron County Board of Supervisors, wish to communicate that we are not anti-refugee resettlement or immigration. We are, however, concerned about the following events and circumstances which we believe have occurred during the past at least ten (10) months.

#1. A lack of adequate, as well as sufficient, notification: We believe that all Federal and State laws should be adhered to, whether that be by a Federal or State Government official or an independent not-for-profit working on behalf of the government. 8 USC 1522 (2)(A) states that the Director (of the Office of Refugee Resettlement) "shall consult regularly (not less often than quarterly) with state and local governments and private nonprofit voluntary agencies concerning the sponsorship process and the intended distribution of refugees among the States and localities before their placement in those States and localities." 8 USC 1522 (2)(B) goes on to state that the Director "shall develop and implement, in consultation with representatives of voluntary agencies and State and local governments, policies and strategies for the placement and resettlement of refugees within the United States." Specifically, we request that notification should be communicated on official entity letterhead, in writing, and be addressed to the County Board Chair and the County Administrator.

#2. A failure to consider the availability of opportunities: 8 USC 2 (C)(iii)(II) requires "the availability of employment opportunities, affordable housing, and public and private resources (including educational, health care, and mental health services) for refugees in the area" be taken into account. Had the required meetings taken place, we could have discussed the housing crisis in our region and the challenges to our school and health care systems. These challenges have recently been exacerbated by the announcement of local hospital and clinic closures in early 2024.

#3. The oversight or vetting process: Similar to item one; details regarding how refugee individuals were vetted should be communicated to the County of record where they will be domiciled. It is our understanding these individuals have been vetted either by embassy personnel, or the US State Department. In either instance this information should be readily available, explained and expanded upon. To do so, reduces the anxiety and stress of County and other non-profit personnel, who will be working closely with these individuals.

#4. Payment for services: Based upon the funding mechanisms currently in place it is ultimately the County who will be responsible for providing services after 90 days. Of great concern is the fact that Barron County personnel are aware of city, school, and other local officials being contacted, or in some instances attending meetings, for which there was no high-level attendance by County Officials, who will ultimately be responsible for providing the ongoing financial needs. Had proper notice been given, appropriate budgetary considerations could have been implemented, however, we are a mere forty-two days into the 2024 budget and we, as Supervisors, have no financial data upon which to predict costs.

#5. Accountability: This concern is really the culmination of the prior four. Who is ultimately accountable for communicating, maintaining, and holding responsible all matters and circumstances relating to this event?

In conclusion, Barron County is not anti-immigration or refugee resettlement. We are, however, very concerned about the process, timing, and communication, or lack thereof, that has required us to write this letter. Furthermore, we see the only real solution being a meeting between all individuals associated with refugee relocation.

We request that the United States Federal Government and the State of Wisconsin implement an immediate pause on all resettlement actions until such time as all of the requirements for the resettlement of refugees under 8 USC 1522 are being followed.

Cordially:



Louie Okey, County Board Chair
On behalf of the Barron County Board of Supervisors

CC: President Joseph Biden
Senator Tammy Baldwin
Senator Ron Johnson
Congressman Tom Tiffany
Governor Tony Evers
Senator Romaine Quinn
Representative David Armstrong
Wisconsin State Refugee Coordinator Bojana Zoric Martinez
Eau Claire City Manager Stephanie Hirsch
The Eau Claire City Council

C:\word\County Board\Refugee letter amendment.docx Supervisor Vaughn

BARRON COUNTY RESOLUTION NO. 2024- _____

Resolution Authorizing Use of Contingency Fund, Aging/ADRC Kitchen, (ARPA Funds), and Transfer of Funds 2024 Capital Improvement Capital Outlay Funds for the Purpose of Purchasing and Installing a New Boiler at the Government Center

TO THE BARRON COUNTY BOARD OF SUPERVISORS:

1 **WHEREAS**, the hot water boilers in the Government Center are twenty-nine (29)
2 years old this year; and

3
4 **WHEREAS**, it is the recommendation of Maintenance Director Steve Olson, that
5 the process for replacement of the boilers at the Government Center begin due to deliver
6 lead times along with possible price increases; and

7
8 **WHEREAS**, there are Contingency Fund Dollars remaining from the
9 Aging/ADRC Kitchen Capital Improvement Capital Outlay Fund; and

10
11 **WHEREAS**, attached to this Resolution is the February 6, 2024 financials for the
12 Aging/ADRC Kitchen showing a Contingency Fund Remaining of \$194,826.23 including
13 the \$37,056.00 for the Hydronic Concrete cement slab which is unspent; and

14
15 **WHEREAS**, also attached to this Resolution is the 2024 County-wide Capital
16 Improvement Capital Outlay Fund which delineates, \$150,000.00 for Government Center
17 Projects; and

18
19 **WHEREAS**, it is the recommendation of the Aging/ADRC Kitchen Committee
20 that:

- 21 A. The remaining Contingency Fund Dollars from the Aging/ADRC kitchen
22 project be used for a new 2.5M BTU boiler at the Government Center, plus
23 necessary accessories, such as valves, boiler tubing, increased pumping
24 capacity, and
25 B. The \$150,000.00 in the County-Wide Capital Improvement Capital Outlay
26 Fund be re-directed to this request; and

27
28 **WHEREAS**, the drafting of this Resolution was approved by the Property
29 Committee on a vote of

30
31 **WHEREAS**, the drafting of this Resolution was approved by the Executive
32 Committee on a vote of

33
34 **NOW, THEREFORE, BE IT RESOLVED**, that with passage of this resolution
35 the Barron County Board of Supervisors does hereby authorize the remaining unspent
36 Contingency Fund Dollars from the Aging/ADRC Kitchen Project and the \$150,000.00 of
37 Government Center Project be allocated and expended for the purchase and installation of
38 a new 2.5M BTU boiler at the Government Center; and

BARRON COUNTY RESOLUTION NO. 2024- _____

Resolution Authorizing Use of Contingency Fund, Aging/ADRC Kitchen, (ARPA Funds), and Transfer of Funds 2024 Capital Improvement Capital Outlay Funds for the Purpose of Purchasing and Installing a New Boiler at the Government Center

40 **BE IT FURTHER RESOLVED**, that with passage of this resolution the County
41 Auditor/Finance Director is authorized to amend the 2024 Budget as necessary to meet the
42 intent of this resolution, and

43
44 **BE IT FURTHER RESOLVED**, that publication of this resolution may occur
45 through posting in accordance with Section 985.02 of the Wisconsin Statutes.

OFFERED THIS 18th day of March 2024

<p>Number of readings required: One (<input checked="" type="checkbox"/>) Two ()</p> <p>Vote required for passage: Majority () 2/3 Entire Board (20) (<input checked="" type="checkbox"/>)</p> <p>Source of funding: Budgeted () General Fund () Grant () Contingency () Other (<input checked="" type="checkbox"/>) ARPA and CICOP</p> <p>Fiscal impact: - Current year total amount: \$ 287,770.00 - Future years total amount: \$ NA - Effect on tax levy – current year - \$ NA - Effect on tax levy – future years - \$ NA</p> <p>Fiscal impact reviewed by County Finance Department</p> <p>_____ Jodi Busch, Finance Director</p> <p>Approved as to form by:</p> <p>_____ Jeffrey French, Administrator</p> <p>_____ John Muench, Corporation Counsel</p>	<p>_____ Stan Buchanan, Chair Aging/ADRC Kitchen Committee</p> <p>_____ Dana Heller, Chair Property Committee</p> <p>_____ Louie Okey, Chair Executive Committee</p> <p>(The Committee Chair signature verifies the action taken by the Committee.)</p> <p>Board Action: Adopted () Failed () Tabled ()</p>
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Barron County, Barron Wisconsin
 Monthly Reconciliation of Aging Kitchen Construction
 Revenues & Expenditures as of 1/31/2024

Date 2/6/2024
 Preparer JBB

Internal Management Memorandum

Unaudited Draft for Discussion Purposes Only

OTHER FINANCING SOURCES (USES):

ARPA Funds - Resolutions 2023-10 / 2023-25

Total Other Financing Sources

\$250,000 + \$2,097,000

EXPENDITURES: 403-00-57120-842-168

Engineering & Architectural

General Construction

Other Capital Equipment

Total Expenditures

Fund Balances, January 1

Fund Balances, January 31, 2024

(Cash on Hand)

AGING KITCHEN
FUND 403
2,347,500
2,347,500
91,472
91,472
-1,110,000
1,146,028

BUDGET

General Construction	319,000.00
Plumbing	185,000.00
Electrical	150,000.00
Kitchen Equipment	375,000.00
HVAC	340,000.00
DDC	80,000.00
Air Conditioning	150,000.00
Architectural & Engineering Fees	178,500.00
Contingency	320,000.00
	2,097,500.00

Contingency Breakdown - Change Orders

	Approval Date		
	8/18/2023	Drain Change	1,815.94
CB 1	8/29/2023	Voted Down - Self Perform Work	
CB 2	8/22/2023	Dishwasher Window	-4,700.00
CB 3	8/29/2023	Stud Wall - Not to Exceed	8,606.00
CB 4	8/22/2023	Floor Repair	36,911.00
CB 5R	9/26/2023	Omit Door to Janitor's Room	-948.00
CB 7	8/29/2023	Voted Down - Self Perform Work	
CB 8	12/4/2023	Various Electrical Changes	21,553.00
CB 9	8/29/2023	Voted Down	
CB 10	8/29/2023	No Action Taken	
CB 11	8/29/2023	No Action Taken	
CB 12	9/26/2023	Omit Tile & Use Epoxy in Bathroom	-3,029.00
CB 13	8/22/2023	Floor Patching	725.00
CB 14	9/26/2023	Removable Door by Elevator	615.00
CB 16	10/18/2023	Paint Basement Storage Rm Ceiling	-893.00
CB 17	10/18/2023	Front Entry Slab - Hold Until Spring	-3,262.00
CB 18	10/18/2023	Walk-In Cooler - Water Cooled	4,662.83
CB 19	10/18/2023	Hydronic Concrete - Placeholder	37,056.00
CB RFI 2	11/10/2023	Floor Leveling	5,740.00
CB 20	12/5/2023	Pending	
CB 21	12/5/2023	Pending	
CB 23	1/8/2024	Cabinet Unit Heater	7,119.00
CB 24	1/8/2024	Basement Toilet Exhaust Fan	3,519.00
CB 25	1/8/2024	Electric Circuit for Comp Rack for UPS	1,161.00
CB 26	1/8/2024	Extra Plumbing & Water Pipe Insulation in Basement	1,160.00
CB 27	1/8/2024	Oven Circuits & Larger Wire for Cook/Hood	4,890.00
CB 27	1/24/2024	Eliminate Door Operator	-728.00
	1/24/2024	Add Extra Hangers in Basement	3,200.00
		Total Change Orders	125,173.77
		Contingency	320,000.00
		Contingency Balance Remaining	194,826.23
	10/18/2023	Elevator Shaft & Curb Replacement 589.00	Steve's CICOP
	10/18/2023	IT Area Precast Infill \$ 1700 x 2	Steve's CICOP
CB #15	10/18/2023	Roof Precast Patch	Steve's CICOP

Five Year Capital Improvement Capital Outlay - Summary

	2024	2025	2026	2027	2025
General Government					
Depreciation Replacement	25,000	25,000	25,000	25,000	25,000
Administration					
Postage Meter - GC			15,000		
Postage Meter - JC	15,000			15,000	
Folder / Inserter Replacement		17,000			17,000
Courts					
Video Conference Upgrades - Courtrooms	170,000				
Justice Center Security Upgrades	90,000				
Remodel Judicial Assistant's Chambers	25,000				
Courtroom Doors by Clerk	6,000				
Aging					
Halo Heat Slo Cook & Hold Oven	9,525				
Replace 2018 Ford Focus for MOW	27,000				
Replace 2020 Chev Equinox for MOW		27,000			
Child Support					
2 Security Doors	3,400				
Maintenance					
Building Automation	40,000	40,000	40,000	40,000	40,000
Government Center Projects	150,000	150,000	150,000	150,000	150,000
Truck Replacement	80,000	80,000			
12 Ft Pull-Behind Mower - JC	20,000				
Snow Blower	14,000				
Parks & Recreation					
Caretaker's Quarters - Vet's & Waldo Carlson	160,000	80,000			
Signage	5,000	5,000	5,000	5,000	5,000

BARRON COUNTY RESOLUTION NO. 2024- _____

Resolution Authorizing Barron County Justice Center Sally Port Garage and Visitation Room Study and Use of Unassigned Fund Balance, \$422,575.00

TO THE BARRON COUNTY BOARD OF SUPERVISORS:

1 **WHEREAS**, on January 3rd, 2024 Wold Architectural and Engineering Firm, Joel
2 Dunning Partner in Charge and Jake Wollensak, Associate completed a Barron County
3 Justice Center Sally Port Garage and Visitation Room Study; and
4

5 **WHEREAS**, Option #4 as contained in the above referenced report indicates a total
6 project cost of \$2,120,000.00, the recommended option; and
7

8 **WHEREAS**, within the scope of Option #4, is a delineated cost of \$422,575.00
9 specified as “Subtotal Project Costs – (Fees, Testing, Misc.); and
10

11 **WHEREAS**, it is the recommendation of the Law Enforcement Committee to
12 proceed with this project in including these engineering expenditures; and
13

14 **WHEREAS**, the drafting of this resolution was approved by the Law Enforcement
15 Committee on February 14, 2024 with a vote of 3 – 0 with Buchanan, Turcott and
16 Mosentine voting in favor and no members voting in opposition. Olson and B. Anderson
17 were absent; and
18

19 **WHEREAS**, the drafting of this resolution was approved by the Executive
20 Committee on March 1, 2024 with a vote of XXXXX; and
21

22 **WHEREAS**, the drafting of this resolution was approved by the Property
23 Committee on March 4, 2024 with a vote of XXXXX; and
24

25 **NOW, THEREFORE, BE IT RESOLVED**, that with passage of this resolution
26 the Barron County Board of Supervisors does hereby authorize an expenditure not to
27 exceed \$422,575.00 for project costs as delineated in Option #4 of the Wold Study; and
28

29 **BE IT FURTHER RESOLVED**, that these specified funds come from
30 Unassigned Fund Balance in the General Fund; and
31

32 **BE IT FURTHER RESOLVED**, that these funds as authorized to be replenished
33 in the future with an anticipate borrowing to complete this project; and
34

35 **BE IT FURTHER RESOLVED**, that with passage of this resolution the County
36 Auditor/Finance Director is authorized to amend the 2024 Budget as necessary to meet the
37 intent of this resolution; and
38

39 **BE IT FURTHER RESOLVED**, that publication of this resolution may occur
40 through posting in accordance with Section 985.02 of the Wisconsin Statutes.

BARRON COUNTY RESOLUTION NO. 2024- _____

Resolution Authorizing Barron County Justice Center Sally Port Garage and Visitation Room Study and Use of Unassigned Fund Balance, \$422,575.00

OFFERED THIS 18th day of March 2024

<p>Number of readings required: One (<input checked="" type="checkbox"/>) Two ()</p> <p>Vote required for passage: Majority (<input checked="" type="checkbox"/>) 2/3 Entire Board (20) ()</p> <p>Source of funding: Budgeted () General Fund (<input checked="" type="checkbox"/>) Grant () Contingency () Other (<input checked="" type="checkbox"/>) Unassigned Fund Balance</p> <p>Fiscal impact:</p> <ul style="list-style-type: none">- Current year total amount: \$ 422,575.00- Future years total amount: \$ TBD- Effect on tax levy – current year - \$ NA- Effect on tax levy – future years - \$ NA <p>Fiscal impact reviewed by County Finance Department</p> <p>_____ Jodi Busch, Finance Director</p> <p>Approved as to form by:</p> <p>_____ Jeffrey French, Administrator</p> <p>_____ John Muench, Corporation Counsel</p>	<p>_____ Stan Buchanan, Chair Law Enforcement Committee</p> <p>_____ Dana Heller, Chair Property Committee</p> <p>_____ Louie Okey, Chair Executive Committee</p> <p>(The Committee Chair signature verifies the action taken by the Committee.)</p> <p>Board Action: Adopted () Failed () Tabled ()</p>
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Barron County
Justice Center
Sally Port Garage and Visitation Room Study
January 3, 2024



BARRON COUNTY

JUSTICE CENTER

**SALLY PORT GARAGE AND
VISITATION ROOM STUDY**

JANUARY 3, 2024



January 3, 2024

Timothy Evenson
Jail Captain
Barron County Sheriff's Department
1420 State Highway 25 North
Barron, WI 54812

Re: Barron County
Sally Port Garage and Visitation Room Study
Commission No. 232163

Dear Timothy:

Please find the Final Report for the Barron County Sally Port Garage and Visitation Room Study herewith. Please let us know if you have any questions or concerns.

Sincerely,

Wold Architects and Engineers

A handwritten signature in black ink, appearing to read "Joel Dunning".

Joel Dunning | AIA, LEED AP
Partner-in-Charge

A handwritten signature in black ink, appearing to read "Jake Wollensak".

Jake Wollensak | AIA
Associate

Wold Architects and Engineers
332 Minnesota Street, Suite W2000
Saint Paul, MN 55101
woldae.com | 651 227 7773

PLANNERS
ARCHITECTS
ENGINEERS

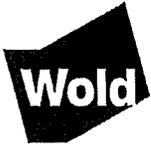


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1. EXECUTIVE SUMMARY AND RECOMMENDATIONS

Overview:

From August, 2023 to December, 2023 Barron County and Wold Architects developed a study that centered around improving the jail operations at the existing Barron County Justice Center, located at 1420 State Highway 25 N, Barron, WI 54812. Specifically, the study explored different options to provide a larger sally port garage for improving safety and security of law enforcement, jail staff, and inmates. The study also explored options to increase the amount of secure professional visitation and video/interview rooms in response to an increase in remote court hearings and other jail programming to improve the overall safety and operations of the jail.

Throughout the process, the group explored many options, however, five specific options were developed in more detail, including cost estimates, for the group to analyze. Option 4 was determined to best meet the goals and objectives of the project (see Part 2, Primary Goals and Objectives).

Recommendation:

In conjunction with Barron County staff, we are recommending Option 4 to be developed further. In addition to meeting the goals and objectives of the project (see Part 2, Primary Goals and Objectives), the project cost associated with Option 4 is the third least costly. Additionally, Option 4 allows for the most safe and efficient layout for jail operations, compared to the other options, by allowing for separate movement of intake/release and offering two separate queuing areas for a total of four additional video/interview rooms. The location of the new 4 video/interview rooms is down the hall from both housing and booking/intake, making it the most safe and efficient location for jail staff and inmates. Option 4 also includes a small amount of additional storage for Jail and/or Sheriff operations by utilizing some of the existing sally port garage space. The sally port garage is sized to allow for two separate drive aisles for a total of four squads (while also allowing for one bus in one of the two bays). The location of the sally port garage addition cuts off the current access road leading north, therefore, a new road connection from the northwest of the



addition is proposed to allow for safe and efficient jail operations and ease of maintenance and snow removal. The total square footage of the addition is 2,870 SF and the total square footage of the renovation is 1,141 SF.

Budget:

The total project cost estimate for Option 4 is \$2,120,000. The total project cost includes a construction cost of roughly \$1,690,000. Project soft costs are estimated to be 25% of construction and include items such as professional fees, construction special inspections and testing, plan review fees, furniture, equipment, technology, and overall project contingency. The 25% would cover a healthy project contingency of roughly 10% of construction to cover any potential unknowns that come up during design or construction. While the soil borings from the 2002 project were reviewed and appear to be of good quality for construction of the new addition, none of the borings were taken from the exact area of the proposed addition. In the beginning of a design process, we would recommend taking a couple more borings in several locations around the proposed new addition and service drive to the northwest to confirm the soil quality in these areas. The 25% project soft cost factor also includes an estimate from Barron County IT Director, Lance Peterson, for \$19,700 to include audio/visual technology for the new professional visitation rooms and several new wireless access points. Cabling and additional detention security controls (cameras, intercoms, door access, switches) are included in the construction cost.

Schedule:

The project cost estimate assumes the project is bid out and awarded to a general contractor in August of 2024. If the project is pushed out further than this, the costs associated with inflation should be accounted for. A minimum of four to five months should be considered for designing the project to allow for enough user input/feedback and ensure the project is on budget at the end of each design phase. In addition to the four to five months of design, two months should be considered for bidding and awarding the project. It is estimated that the construction duration will be nine months (four months of material procurement and five months of construction), however, this could be accelerated depending on the systems selected.



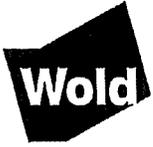
2. PROJECT GOALS AND OBJECTIVES

a. Primary Goal:

- a) The goal of the study is to produce a facility study, conceptual design, and preliminary budget for an addition and/or remodel of the current jail to include areas for a larger sally port and for professional visits in the jail.

b. Project Objectives and Design Criteria:

- a) The addition should be right sized and efficient to allow for secure operations for law enforcement, jail staff, and in-custody persons.
 1. The design and construction of the new addition should be cohesive with the existing building.
- b) The addition (and possibly renovation) should incorporate new secure video/interview rooms that allow for flexible and efficient professional visitation and jail programming.
 1. The video/interview rooms should be located in an area that is easily accessible for inmates and staff to minimize movement of in-custody persons within the jail.
 2. Additionally, the video/interview rooms should be laid out in a manner that allows for separation of inmates with different classifications (to potentially include separate queuing areas).
 3. The video/interview rooms should be outfitted with technology that is detention resistant to allow for safe and secure professional visitation and jail programming, such as in-custody court hearings.
- c) The sally port garage should be designed to maximize safety and security of law enforcement, jail staff, and in-custody persons while also improving jail operations.
 1. The sally port garage should be sized to allow for four squads with two drive through bays to improve the process of booking, release, and in-custody transfers.
 2. The sally port garage should be sized to accommodate a bus in one of the two bays for in-custody transfers.



3. The sally port garage should be sized to allow for the safe movement of inmates to and from the jail by allowing for adequate circulation space around vehicles.



3. PROJECT TEAM

- a. Owner: Barron County
 - a) Law Enforcement Committee:
 - 1. Stan Buchanan – Board of Supervisors
 - 2. Chris Fitzgerald – Barron County Sheriff
 - 3. Jason Leu – Sheriff Department, Chief Deputy
 - 4. Tim Evenson – Sheriff Department, Captain
 - 5. Jason Hagen – Sheriff Department, Captain
 - b. Designer: Wold Architects and Engineers
 - a) Architect:
 - 1. Partner-in-Charge: Joel Dunning
 - 2. Project Manager: Jake Wollensak
 - 3. Planner/Designer: Melissa Stein, Kayla Simpson
 - b) Civil Engineer:
 - 1. Bolton & Menk: Dave Rey
 - c) Structural Engineer:
 - 1. BKBM Engineers: Matt Ricker
 - d) Mechanical Engineer:
 - 1. Wold: Kevin Marshall
 - e) Electrical Engineer:
 - 1. Wold: Brad Johannsen
 - f) Cost Estimator:
 - 1. Loeffler: Jonathan Murray
- c. Wisconsin Department of Corrections: Brad Hoover



4. BUILDING INFORMATION

- a. Building: Barron County Jail (attached to the Justice Center)
- b. Location: 1420 State Highway 25 N, Barron, WI 54812
- c. Year Built: 2004
- d. Stories: Two stories
- e. Occupancy Groups: B, A-3, I-3 Occupancies
- f. Sprinklers: Yes, NFPA 13 fire sprinklers



5. RECOMMENDED OPTION

OPTION 4

Size:

Total square footage of addition: 2,870 SF

Total square footage of renovation: 1,141 SF

Structural System:

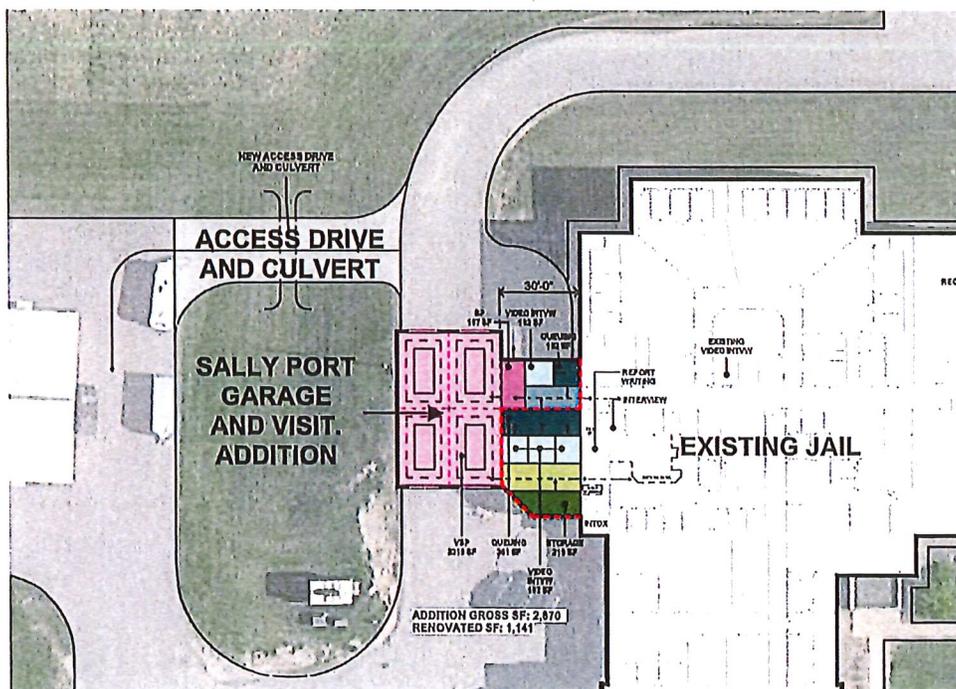
Floor System: 6" reinforced concrete slab on grade (maintain secure perimeter)

Wall System: Insulated precast concrete wall panels to match existing building (6" solid core to maintain secure perimeter), precast concrete wall panel to match existing at infill of removed existing sally port garage door opening

Roof System: Hollow core precast concrete plank to match existing (maintain secure perimeter)

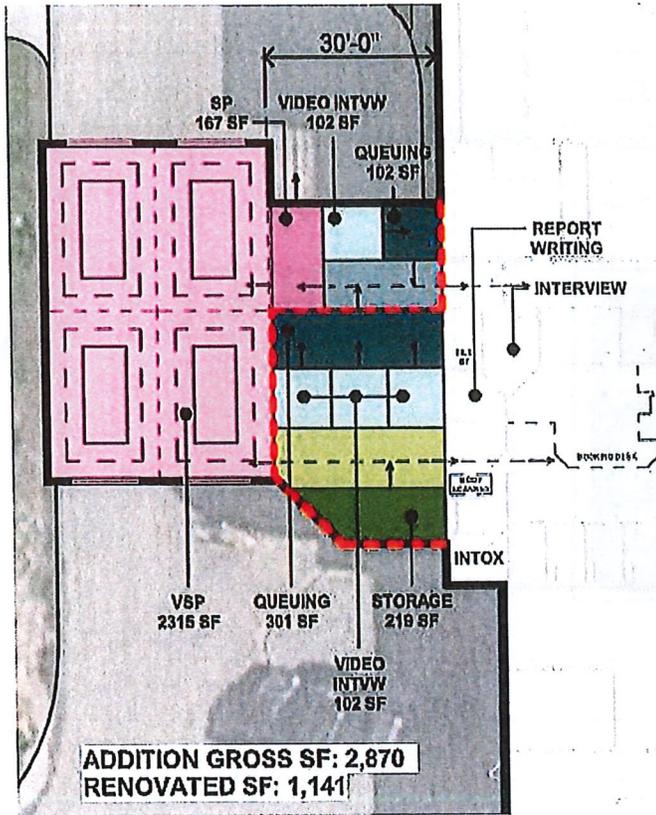
Openings: Sectional metal overhead doors or four-fold doors at sally port garage and detention hollow metal doors/frames

OVERALL SITE CONCEPT DIAGRAM: NOT TO SCALE



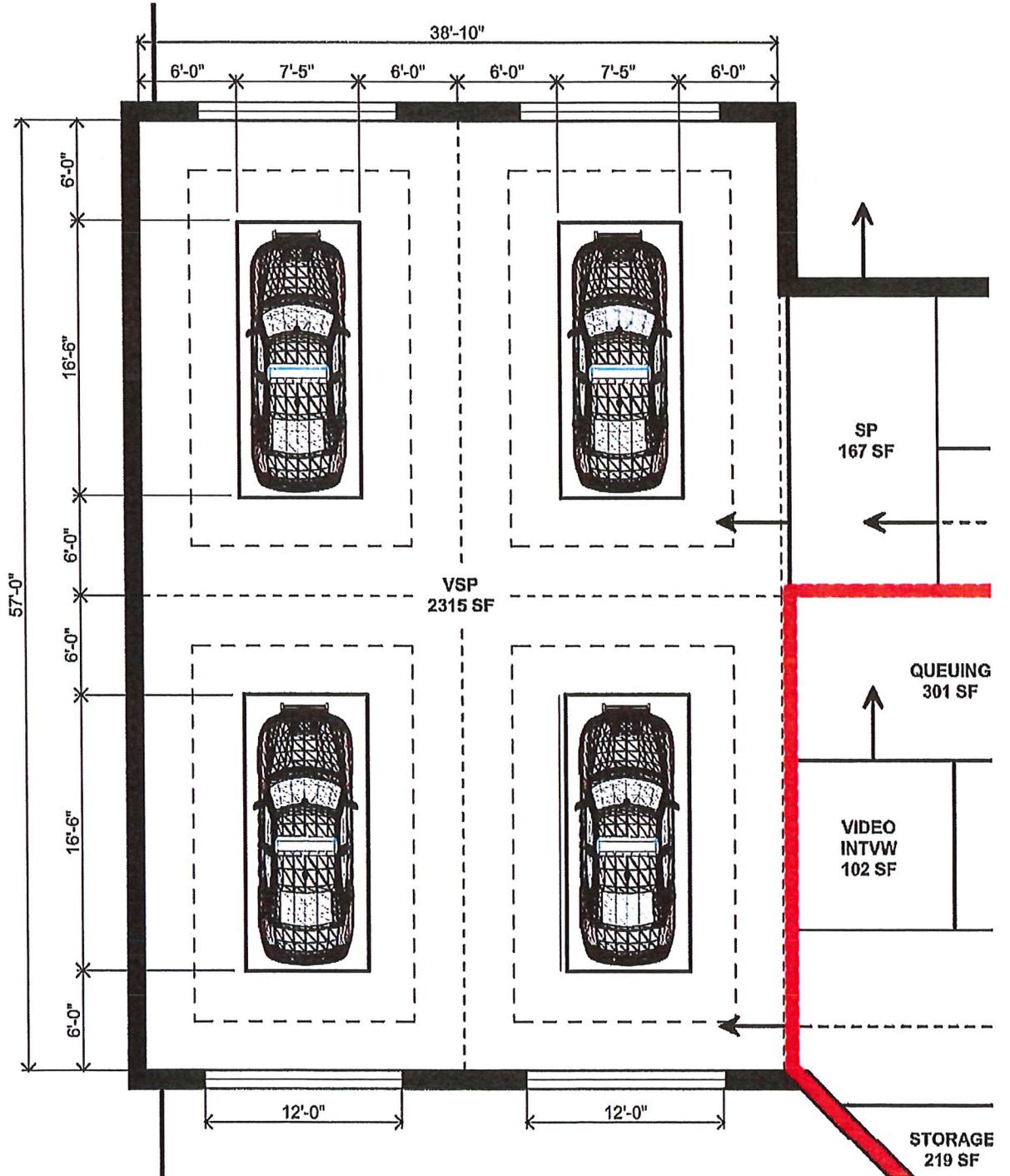


CONCEPT PLAN: 1/32" = 1'-0"





SALLY PORT GARAGE CONCEPT PLAN: 1/8" = 1'-0"





OPTION 4 COST ESTIMATE:

OPTION 4

	<u>Pre-Design December, 2023</u>
<u>CONSTRUCTION COSTS</u>	
Renovation (1,141 sf)	\$ 269,561
Addition (2,870 sf)	\$ 1,280,738
Access Road/Culvert from NW	\$ 65,000
Detention Security*	\$ 75,000
SUBTOTAL CONSTRUCTION COSTS	\$ 1,690,299
<u>PROJECT COSTS - (FEES, TESTING, FFE, CONTINGENCY, MISC.)**</u>	
PROJECT COSTS - (FEES, TESTING, MISC.)	\$ 422,575
SUBTOTAL CONSTRUCTION COST	\$ 1,690,299
SUBTOTAL PROJECT COSTS - (FEES, TESTING, MISC.)	\$ 422,575
TOTAL PROJECT COST	\$ 2,120,000

Notes:

*Detention security estimate received from Securitas Tech. Corp. (Stanley) and includes devices and programming (cameras, PoE switch, intercoms, intercom headend equip., potential new Harding DCE, card readers, card reader headend, relays and PLC I/O for new door controls).

**Project soft costs outside of construction are estimated to be 25% of construction and include items such as fees, special inspections, testing, plan review fees, FFE, A/V equip. for interview rooms, and overall project contingency.

Note: Costs are reflective of a construction start in July/August, 2024.



**Barron County
Justice Center
Sally Port Garage and Visitation Room Study
January 3, 2024**

END OF REPORT

Comments on Wold Contract – AIA Standard Agreement dated July 21, 2023

Article 1

§1.1.1 Is Exhibit A supposed to be the January 31 letter or the January 3rd report or both?

Exhibit A is Wold's proposal dated 6/2/23 for the original study that was a response to the RFP Barron County Issued in March 2023.

Wold's proposal letter for design and construction phase services dated 1/31/2024 should be considered Exhibit B. Our report dated 1/3/2024 is referred to in the 1/31/2024 proposal letter to define the intended scope of the proposed project.

§1.1.2 Is Exhibit A supposed to be the January 31 letter or the January 3rd report or both?

See clarification for 1.1.1.

§1.1.3 To be determined – What and where?

Because this is a contract for the original study, there was no budget established for the project. For the design and construction phase project about to start, the Exhibit B 1/31/24 letter and its referenced 1/3/24 report defines the recommended project budget.

§1.1.4.1 Is this supposed to be the January 31 letter?

Because this is a contract for the original study, there was no budget established for the project. For the design and construction phase project about to start, the Exhibit B 1/31/24 letter and its referenced 1/3/24 report defines the recommended project schedule.

§1.1.4.2 Is this supposed to be the January 31 letter?

See clarification for 1.1.1.4

§1.1.4.3 Is this supposed to be the January 31 letter?

See clarification for 1.1.1.4

§1.1.4.4 Is this supposed to be the January 31 letter?

See clarification for 1.1.1.4

§1.1.5 To be determined – I believe it should state competitive bidding

Although we assume that competitive bidding will be utilized, the method of procurement or the delivery of the project's construction (via general contractor, construction manager agency, construction manager at risk, or other) will not change Wold's services.

§1.1.7 Owner representative should be identified

Wold has no concerns if Barron County wants to define an Owner's Representative or leave it unnamed.

§1.1.8 Do we want anyone other than representative listed above reviewing Architects submittals? If so they should be named here.

Wold has no concerns if Barron County wants to define an additional person to review our submittals.

§1.1.9 Other Owner consultants and contractors-

§1.1.9.1 Geotechnical – A couple more borings were recommended in the report. I believe this should be coordinated by the Architect and question whether this cost is included in the contingency.

The cost of geotechnical exploration is part of the estimated project soft costs that are calculated as 25% of the value of the estimated construction cost. However, it is not part of the contingency which is reserved for project needs that have not been identified yet.

§1.1.9.2 Other – I'm not aware of any – Probably should be N/A

§1.1.10 & §1.1.11 Architect representative left blank as are consultants – These were listed in the January 3rd report. Is that supposed to be part of the contract?

Architectural representatives and consultants were identified in Wold's original proposal for the study (Exhibit A). They are not expected to change for the next phase of the project, but have not been defined in our 1/31/24 proposal letter (Exhibit B)

§1.1.11.2 Are we using any consultants other than staff for technology? If not this should probably be N/A

§1.1.12 Other initial information – Should probably be N/A

§1.3 Agreement on information exchange protocol – What is this agreement?

Some localities have statutes that govern how electronic project files are to be treated and transferred. This is stating that Wold and Barron County will abide by whatever regulations are in place.

§1.3.1 What does this mean?

Wold might deliver the project's electronic files in CAD or BIM modeling for Barron County's reference in the future, but any use of these electronic files other than for this particular project is at the Owner's risk and Wold does not have liability. (For example, if the county used our drawings or electronic files to try and build a sallyport addition to their highway shop, Wold is not liable.)

Article 2

§2.5.1 Do we have the Certificates of Insurance for these coverages as required by 2.5.8?

Wold can provide this for the study and can add the design and construction phase work to the Certificates of Insurance as soon as that contract is approved.

Article 3

§3.5.2.3 The Architect is preparing the bidding documents so if this is allowed in the bidding documents it should not be an additional service.

Wold agrees and typically performs this as a basic service.

Article 4

§4.1.1.3 & 4 Exactly what is required here?

If available, Barron County will provide original as-built construction drawings of the facility and Wold will rely on those in lieu of extensive field verification and measurement of the existing building. This also means that the topographic and boundary survey that be required for design of civil engineering for the project as well as for approval of the building permit will be provided by the county. Typically, Wold will solicit proposals from surveyors for the county to contract directly with.

§4.2.1.1 This is why initial information needs to be well defined as we want to minimize any supplemental services. Does Lance and Wold have the same understanding of telecommunications/data design? Is any of this work to be done by the contractor (cable trays, conduit, etc.)?

Wold rarely makes a request for additional services. Conduits, pathways and cabling can easily be shown on our drawings if desired by the county. If you prefer cabling by a preferred direct-to- county vendor, we can omit that scope from the construction drawings.

§4.2.1.7 Is preparation and attendance at public meetings really an additional service and is it covered in the contingency?

Wold performs this as a basic service.

§4.2.1.9 This seems like almost standard procedure for architects and engineers to assist with this. Exactly what here would be considered an additional service?

Wold performs this as a basic service.

§4.2.2 Unless extremely out of ordinary these should not be additional services.

Wold agrees and almost never makes a request for additional services for these.

Article 5

§5.2 It should be somehow noted that the budget was established as a result of the Architects work and therefore the Architect should have a significant responsibility to maintain the project within the budget.

Article 5 establishes that Wold is obligated to design a project that maintains the project budget, no matter where it originated. We take that responsibility very seriously – especially when the established budget is based upon our prior work.

§5.4 The Owner should provide the Architect with any information they have, but the Architect should be responsible to verify that information if it affects their design and to gather any additional needed to complete the design.

This is incorrect. The Owner is responsible for providing site survey information and provide it to the Architect in a certified survey. The cost of this survey is factored into the estimated project soft costs much like geotechnical exploration is. Wold is happy to help solicit proposals for Barron County.

§5.5 Where is the cost of this work in the budget and the Architect should coordinate this work.

The cost of this geotechnical exploration is factored into the estimated project soft costs. Wold is happy to help solicit proposals for Barron County.

§5.9 Where is the cost of this work in the budget and the Architect should coordinate this work.

The cost of this work is budgeted in the project soft costs included in the overall project budget.

§5.13 What is meant by this since it seems the Architect would be preparing these documents?

Wold is happy to provide the Owner-Contractor agreement for both parties to sign. In that case, it will be an agreement that aligns with all of the requirements set forth in this Owner-Architect agreement since they are both generated from coordinated AIA templates. Occasionally, we have clients who prefer to have their counsel write their own unique Owner-Contractor agreements and this clause is meant to compel the agreements to be coordinated.

Article 6

§6.7 Since the Architect was responsible for estimating the cost of the work there should not be additional fees for changes required to bring the project within budget.

We have estimated the construction and project costs to the best of our abilities based upon trends in the marketplace today. This clause is only enacted if unusual circumstances come to exist that could not have been predicted and a major redesign is needed to meet the budget. In reality, Wold has never leveraged this clause because we are so in tune with construction costs and design projects to be on budget.

Article 10

§10.10 Federal tax credits? What does this mean?

IRS Section 179D incentivizes energy efficient building design for building owners by providing tax credits for the inclusion of certain energy efficiency strategies. When the building owner is a public entity, like Barron County, the law states that the owner may designate the primary designer as the

recipient of the tax credits. Occasionally a contractor will attempt to claim the tax credits and this clause establishes that if Barron County decides to designate who the primary designer is, it shall be Wold.

Article 11

§11.8 Where are these in the budget especially 11.8.1.11

Reimbursable expenses are budgeted in the project soft costs included in the overall project budget and are limited by the maximum amount stated in the proposal letter dated 1/31/24.

§11.9 Are there any extras here? Probably should be N/A

Wold authored the proposed contract, so the insurance limits stated are in alignment with our coverage. We have not received a request for any changes to these limits yet.

Contingency: The January 31 letter says we will have a contingency of \$100,000 or about 6% while the report says we should have a contingency of 10%. With project soft costs of 25% of construction I think we should have an itemized list of what is included in those soft costs that causes the contingency to be reduced that much.

Many of the items questioned earlier (survey, Geotech, construction testing) are part of the 10% contingency. When they are identified as a line item cost, the project contingency reduces accordingly. The 10% factor is a good starting point that accommodates all of these individual items initially. Because our fees are calculated on half of the contingency, we remove these non-construction costs before making a fee calculation.

I have included the full list of items that typically fall into the project soft costs. As the project begins, we will define which are applicable costs for this project and estimate their budget.

- Architectural/Engineering Fees
- A/E Reimbursable Expenses
- CM Preconstruction Fees
- PM and RECS Fees
- Owner Project Representative
- Auditing Fee
- Bond Issuance Fees and Underwriter's Discount
- Wetland Credits
- Surveying/Wetland Delineation
- Geotechnical & Phase 1 ESA
- Appraisal
- Closing Costs
- Title Commitment
- Bid Advertisement
- Abatement
- Abatement Testing
- City Sewer Access Charges
- Water Access Charges
- Park Dedication Fees
- Special Assessments

Water and Sewer lateral connections charges
Tree Ordinance Costs
State Building Code Plan Review Fee
City Review/Inspection Fee
Engineering/City Inspections
Health Dept. Plumbing Plan Review Fee
Health Dept. Food Service Plan Review Fee
Utility Transformer Fees/Inspection
Bid Advertisement/Printing
Soil & Construction Testing
Special Structural Inspections
Commissioning
Legal Allowance
Moving Costs
Furniture
Technology

RANGE OF FEES PROPOSED

proposed fixed fee

PROPOSED PROFESSIONAL SERVICES	<i>\$ 11,000</i>
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reimbursable expenses

Mileage and Travel	\$ 800
Printing & Misc. Costs	\$ 200

TOTAL CONTRACT MAXIMUM	<i>\$ 12,000</i>
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Wold believes in establishing trusted, long term relationships with our clients. We understand that building trust takes time and shared experiences together. As a professional service provider we also believe in no surprises. In proposing fees, we attempt to determine the challenge ahead and present a fair fixed fee that we believe will provide the required service. We avoid hourly fees that can eventually go beyond your comfort level and we resist charging additional fees that create surprises for our clients.

space needs assessment

We will work with Barron County to study long-term facility needs including high level options for the recommendations. This fee includes all meetings with administration, departments and board to identify current and future needs along with estimated costs for each option.

We do not limit the number of meetings in our fixed fee, we are committed to a successful project outcome and believe limiting the number of meetings we attend is too restrictive. We will be there for you when and as often as you need.

reimbursable expenses

Reimbursable expenses for minor out-of-pocket expenses such as document printing, mileage, etc. are proposed to be actual costs as submitted. Printing of the intermediate and final reports will be part of the reimbursable costs.

additional services

Our proposal includes all services requested. As always, Wold Architects and Engineers commits to complete the effort—whatever it takes—with our proposed fee. We will not be happy until you are happy.

BARRON COUNTY RESOLUTION NO. 2023- _____

Resolution Authorizing Architectural and Engineering Fees for Sally Port at Barron County Justice Center

TO THE BARRON COUNTY BOARD OF SUPERVISORS:

1 **WHEREAS**, the Barron County Sheriff has received a *Range of Fees Proposed*,
2 from Wold Architects and Engineers, St. Paul, MN, for an analysis of expanding and
3 improving the current Sally Port at the Barron County Justice Center; and
4

5 **WHEREAS**, this proposal has a Total Contract Maximum of \$12,000.00; and
6

7 **WHEREAS**, the Sheriff is desirous to examine and study options for expanding
8 and improving the existing Sally Port at the Barron County Justice Center; and
9

10 **WHEREAS**, if in the future improvements and/or an expansion of the Sally Port
11 is approved by the County Board, the County Board may reimburse the Unassigned Fund
12 Balance through borrowings or another means for this expenditure; and
13

14 **WHEREAS**, this Resolution was approved by the Executive Committee with
15 Supervisors Bartlett, Buchanan, Cook, Hanson, Heinecke, Moen, Okey, Rogers and
16 Thompson voting yes and no Supervisors voting no.
17

18 **NOW, THEREFORE, BE IT RESOLVED**, that with passage of this resolution
19 the Barron County Board of Supervisors does hereby authorize a one-time expenditure not
20 to exceed \$12,000.00, to be taken from Unassigned Fund Balance, for the purpose of
21 examining and studying the options for expanding and improving the existing Sally Port at
22 the Barron County Justice Center; and
23

24 **BE IT FURTHER RESOLVED**, that with passage of this Resolution the County
25 Board authorizes the Finance Director/County Auditor to amend the 2023 or 2024 Budget
26 as appropriate to effectuate this Resolution.
27

28 **BE IT FURTHER RESOLVED**, that publication of this resolution may occur
29 through posting in accordance with Section 985.02 of the Wisconsin Statutes.

BARRON COUNTY RESOLUTION NO. 2023- _____

**Resolution Authorizing Architectural and Engineering Fees for Sally Port at Barron
County Justice Center**

OFFERED THIS 16th, day of October 2023

<p>Number of readings required: One (X) Two ()</p> <p>Vote required for passage: Majority () 2/3 Entire Board (20) (X)</p> <p>Source of funding: Budgeted () General Fund (X) Grant () Contingency () Other ()Details</p> <p>Fiscal impact: - Current year total amount: \$ 12,000.00 - Future years total amount: \$ 12,000.00 - Effect on tax levy – current year - \$ NA - Effect on tax levy – future years - \$ NA</p> <p>Fiscal impact reviewed by County Finance Department</p> <p>_____ Jodi Busch, Finance Director</p> <p>Approved as to form by:</p> <p>_____ Jeffrey French, Administrator</p> <p>_____ John Muench, Corporation Counsel</p>	<p>_____ Executive Committee Chair, Louie Okey</p> <p>(The Committee Chair signature verifies the action taken by the Committee.)</p> <p>Board Action: Adopted () Failed () Tabled ()</p>
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C:\word\corp counsel documents\2023 Fees Wold Sally Port.docx

BARRON COUNTY RESOLUTION NO. 2024-

**A RESOLUTION APPROVING A MULTI-HAZARD MITIGATION PLAN
FOR BARRON COUNTY**

TO THE BARRON COUNTY BOARD OF SUPERVISORS:

1
2 **WHEREAS**, hazard mitigation planning is the process of developing a set of
3 actions designed to reduce or eliminate long-term risk to people and property from hazards
4 and their effects; and

5
6 **WHEREAS**, Barron County Sheriff’s Department, Office of Emergency Services
7 provides emergency management planning, coordination, response, and recovery support
8 on behalf of all communities of Barron County; and,

9
10 **WHEREAS**, Barron County has worked through a diverse, ad hoc project steering
11 committee and in cooperation with West Central Wisconsin Regional Planning
12 Commission to update the *Barron County Multi-Hazard Mitigation Plan*, to assess the
13 magnitude of hazard risks, and to develop strategies for minimizing or reducing hazard
14 risks; and,

15
16 **WHEREAS**, Barron County towns, villages, and cities participated in the planning
17 process through a presentation to the Barron County unit of the Town’s Association, a town
18 hazard assessment survey, the review of the draft strategies, various meetings, and other
19 communication; and,

20
21 **WHEREAS**, the planning meetings for this effort were open to the public and
22 public comment on the draft plan was invited through a press release issued on January 24,
23 2024; and,

24
25 **WHEREAS**, adoption of the Plan by the County Board will continue to make the
26 County and its unincorporated towns eligible for federal grant dollars for hazard mitigation
27 projects;

28 **WHEREAS**, this resolution was approved by the Executive Committee on _____,
29 _____, on a vote of _____, with _____ voting in favor and no members
30 against.

31
32 **NOW, THEREFORE, BE IT RESOLVED**, the Barron County Board adopts the
33 *Barron County Multi-Hazard Mitigation Plan 2024-__* as the official all hazards mitigation
34 plan for the County with the intent of implementing the plan recommendations as funding
35 and resources allow.

36
37 **BE IT FURTHER RESOLVED**, that publication of this resolution may occur
38 through posting in accordance with Section 985.02 of the Wisconsin Statutes.
39

BARRON COUNTY RESOLUTION NO. 2024-

**A RESOLUTION APPROVING A MULTI-HAZARD MITIGATION PLAN
FOR BARRON COUNTY**

OFFERED THIS ____ **day of** _____, **20**____.

<p>Number of readings required: One (<input checked="" type="checkbox"/>) Two (<input type="checkbox"/>)</p> <p>Vote required for passage: Majority (<input checked="" type="checkbox"/>) 2/3 Entire Board (20) (<input type="checkbox"/>)</p> <p>Source of funding: Budgeted (<input type="checkbox"/>) General Fund (<input type="checkbox"/>) Grant (<input checked="" type="checkbox"/>) Contingency (<input type="checkbox"/>) Other (<input type="checkbox"/>) Details: _____</p> <p>Fiscal impact: - Current year total amount: \$ Unknown - Future years total amount: \$ Unknown - Effect on tax levy – current year - \$ Unknown - Effect on tax levy – future years - \$ Unknown</p> <p>Fiscal impact reviewed by County Finance Department</p> <p>_____ Jodi Busch, Finance Director</p> <p>Approved as to form by:</p> <p>_____ Jeffrey French, Administrator</p> <p>_____ John Muench, Corporation Counsel</p>	<p>_____ Louie Okey, Chair Executive Committee</p> <p>(The Committee Chair signature verifies the action taken by the Committee.)</p> <p>Board Action: Adopted (<input type="checkbox"/>) Failed (<input type="checkbox"/>) Tabled (<input type="checkbox"/>)</p>
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BARRON COUNTY ORDINANCE NO. 2024 - _____

**Creating Section 50-6 of Article I of the Barron County
Code of Ordinances Regarding Sale of Tax Deeded Land to Municipalities**

The Barron County Board of Supervisors ordains as follows

1 **WHEREAS**, the Executive Committee has considered creating a section of the
2 Barron County Code of Ordinances to include provisions of tax deeded land sales to
3 municipalities; and
4

5 **WHEREAS**, this ordinance was approved by the Executive Committee on ____,
6 2024, on a vote of ____, with ____ voting in favor and ____ against.
7

8
9 **NOW, THEREFORE, BE IT ORDAINED**, that the Barron County Board of
10 Supervisors hereby creates Article I - Section 50-6 entitled Sale of Tax Deeded Lands to
11 Municipalities to the Code of Ordinances, outlined as follows:
12

13 **ARTICLE I.**

14
15 Section 50.6 shall be created to read as follows:
16

17 Section 50.6 - **SALE OF TAX DEEDED LANDS TO MUNICIPALITIES.**
18

19 (a) In the event a parcel of tax deeded lands is not redeemed by the former
20 owner, the treasurer may offer it to the municipality within which the parcel is located
21 before offering the same to the general public.

22 (b) The sale price of a parcel of tax deeded lands on sale to a municipality shall
23 be in an amount at least equal to the greater of the following:

24 (1) The estimated fair market value as listed on the most recent
25 tax bill, or other appraised value as determined by the
26 committee pursuant to Wis. Stat. s. 75.69(1);

27 (2) The sum of all real estate taxes, including special
28 assessments, interest and penalties then due and owing
29 together with the county's actual costs in preparing the
30 parcel for sale; or

31 (3) One hundred dollars (\$100).

32 (c) Sale of tax deeded lands to a municipality under this section shall be
33 approved by the committee before a quit claim deed is issued by the county clerk.
34

35 **BE IT FURTHER ORDAINED** that this Ordinance shall be effective upon its
36 adoption and publication and that publication of this ordinance may occur through posting
37 in accordance with Section 985.02 of the Wisconsin Statutes.
38

OFFERED THIS ____ day of February, 2024.

<p>Number of readings required: One () Two ()</p> <p>Vote required for passage: Majority () 2/3 Entire Board (20) ()</p> <p>Source of funding: Budgeted () General Fund () Grant () Contingency () Other () Details _____</p> <p>Fiscal impact: - Current year total amount: \$ - Future years total amount: \$ - Effect on tax levy – current year - \$ - Effect on tax levy – future years - \$</p> <p>Board Action: Adopted () Failed () Tabled ()</p> <p>Fiscal impact reviewed by County Finance Department _____ Jodi Busch, Finance Director</p> <p>Approved as to form by County Administrator: _____ Jeffrey French, Administrator</p> <p>Approved as to form by Corporation Counsel: _____ John Muench, Corporation Counsel</p>	<p>_____ Louie Okey, Executive Committee Chair</p> <p>(The Committee Chair signature verifies the action taken by the Committee.)</p>
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BARRON COUNTY

Samantha J Sommerfeld, Treasurer
Carol Rockow, Chief Deputy
Chasta Udelhofen, Real Property Lister

335 E Monroe Ave Rm 2412
Barron WI 54812-1478
Phone: 715.537.6280 Fax: 715.537.6277

To: Barron County Executive Committee

From: Samantha Sommerfeld, Treasurer

Re: Report of 11 Year Write Off of Tax Certificates

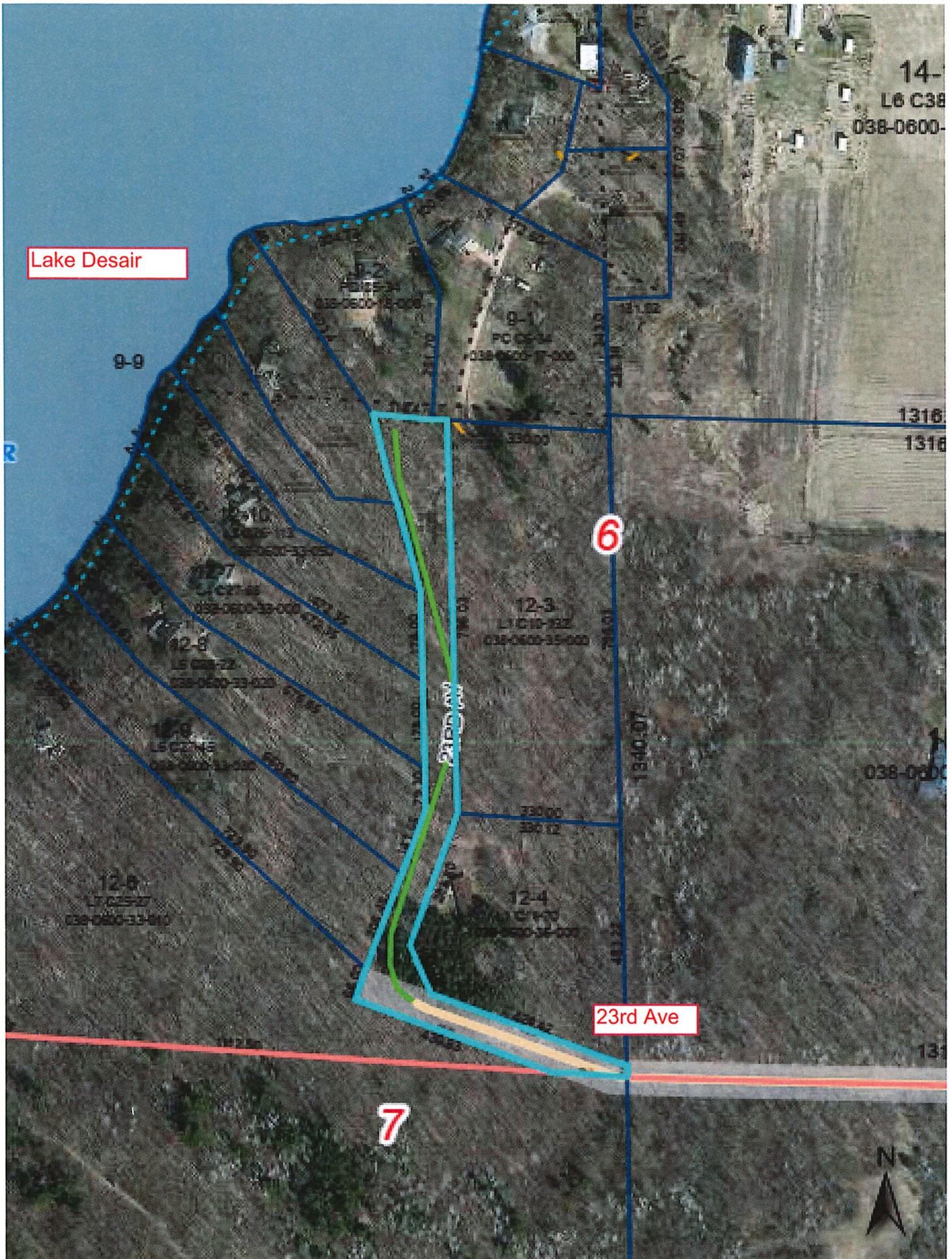
Date: February 21, 2024

The Barron County Treasurer's Office will be writing off the following unpaid tax certificates, as required by Wisconsin State Statute 75.20. This listing has been reviewed by Corporation Counsel. Wisconsin State Statute doesn't provide a formal means by which this process is to take place. The County Treasurer is reporting this information to the Barron County Executive Committee as a means of documenting it in the meeting minutes for transparency and audit purposes.

Wisconsin State Statute 75.20 states that tax certificates shall be void after 11 years following December 31 of the year in which such certificates were dated. The statute goes on to state that no action shall commence on any tax certificate after it shall have become void by virtue of the statute of limitations provided in 75.20 of the Wisconsin State Statutes. The (County's) interest in the land represented by such certificate shall terminate upon the last date upon which an action could have been commenced thereon if no summons and complaint was served and filed prior to such date. Our office is to cancel all tax certificates which have become void by limitation and shall make an entry in the treasurer's record of unredeemed property subject to a tax certificate evidencing such cancellation.

The write off is for two parcels. The first parcel (Broten) is located at 220 E Charles Street in the City of Rice Lake and specifically between Johnson Truck Bodies and the lake (Rice Lake). It consists of land only and per the Wisconsin DNR, soil, groundwater and sediment contamination exists. The second parcel (Johnson & Canfield) is a portion of private roadway that appears to service 10+ parcel owners. The county does not want to take ownership and assume the responsibility of maintaining this roadway.

Parcel #	Owner	Tax Year	Amount
276-5004-88-000	Betty Alice Broten	2011	\$979.12
038-0600-36-095	Gary E Johnson & Eric W Canfield	2011	\$13.64



Lake Desair

6

23rd Ave

7

