



BARRON COUNTY BOARD OF SUPERVISORS

Monday, June 16, 2025 - 5:00 p.m.

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

Link to View Meeting: <http://youtube.com/c/BarronCountyMeetings>

Live streaming of the meeting will begin at 5:00 p.m.

AGENDA

1. Call to Order
2. Roll Call – Public Notification
3. Invocation and Pledge of Allegiance
4. Special Matters and Announcements (Non-Action Items)
 - a. Recreation Plan & Survey
5. Approve Agenda
6. Approve Minutes of May 19, 2025
7. Public Comment (*Prior Registration with County Clerk Required / Maximum Allotted Time is 3 Minutes*)
8. County Board Chair Appointment of Jason Hagen – Acting Interim Sheriff
9. Staples Lake Protection & Rehabilitation District Expansion Presentation
10. West CAP Presentation – Tim Mather, Executive Director
11. Resolution – Authorizing Expenditure in the Amount of \$23,774.10 for the Purchase of a Bradford Systems Spacesaver Evidence Locker and Refrigerator for the Barron County Sheriff's Department
12. Resolution – Establishing 2026 Barron County Budget Preparation Guidelines & Timeline
13. American Rescue Plan Act (ARPA) Expenditures
14. Report from County Administrator
15. Appointments
 - a. Health & Human Services Board – Appoint Dr. Ruppel to Replace Dr. Sampson (*Remainder of Term*)
 - b. Staples Lake Protection & Rehabilitation District Public Hearing – Appoint LCC/Extension Committee
 - c. Local Emergency Planning Commission – Appoint Dylan Palmquist to Replace Ben Cole
 - d. Commission on Aging – Appoint Kelli Rasmussen to Replace Karen Novotny (*3 Year Term*)
16. Claims, Petitions & Correspondence
17. Suggestions for Future Agenda Items
18. Adjournment

Any person who has 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.

County Administrator's Update
CA French 
Barron County Board Meeting

Monday June 16th, 5pm Veterans Memorial Auditorium

#3. Special Matters and Announcements:

Recreation Plan and Survey
Thank-You Officer Randal Cook Jr.

#8. Appointment of Acting/Interim Sheriff - Jason Hagen

As of the date of writing this update, Monday June 9th, Governor Evers has not appointed a replacement for retired Sheriff Fitzgerald. Mr. Muench has recommended that Chair Okey appoint Chief Deputy Jason Hagen as Acting/Interim Sheriff until such time as Governor Evers does appoint a replacement for Chris.

I recommend approval of this appointment.

#9. Staples Lake Protection and Rehabilitation District Expansion into Polk County.

This is information only at this time because a Public Hearing will be held on Wednesday, June 18th, at 6pm by the LCC/Extension Committee to hear testimony regarding this matter. Furthermore, Lakes Specialist, Pat Brown will be at the C/B meeting to provide additional details.

Most of the taxing authority for this District is in Barron County however, the District has now voted to include and expand those parcels in Polk County into the District. A letter from Polk County Administrator Emil "Moe" Nordby is included in this packet.

No action is requested or needed at this time.

#10. Westcap Presentation:

Westcap has a new Executive Director, Timothy Mather, and Supervisor Fall asked that he be allowed to make a brief presentation to the County Board.

Welcome Mr. Mather!!

#11. Resolution \$23,774.10 - New Evidence Locker/Refrigerator at J/C:

The evidence locker that quit was originally installed when the Justice Center was built. I believe the Resolution is self-explanatory and I recommend approval of this expenditure. The bottom-line is we need this purchase.

#12. Resolution - Budget Guidelines:

This is our standard yearly Resolution regarding the preparation of the 2026 annual County Budget. I recommend approval as printed and presented.

#13. ARPA Expenditures:

Included in the packet and Finance Director Busch can answer any questions Board may have.

#14. Report from County Administrator:

See Special Matters and Announcements above.

#15. Appointments:

All of these appointments are normal and recurring and *I recommend their approval as one action item.*

#16. Claims, Petitions, Correspondence:

Mr. Muench or Clerk Hodek will address this matter.

#17. Future Agenda Items:

Presentation from Upper 90 on the Energy Audit at UWEBCB.

Any questions or concerns please contact me directly 715-537-6840.

G:\google\googledocs\2025-6-15 CB Update.docx



Outdoor Recreation Survey

Barron County parks and recreational facilities are important to the quality of life of our residents and tourism economy. We are now updating the County's Outdoor Recreation Plan to identify potential future improvements and as a requirement for related grant funding. Your responses to a short survey will help us understand how you use our recreational facilities along with potential projects and opportunities over the next several years.

The survey will close on **June 27, 2025**, so we encourage you to complete the 15-20 minute survey at your earliest convenience.

Please use the QR Code or weblink below to access the survey online. All responses will remain anonymous, and your participation will directly contribute to creating a more vibrant, accessible and enjoyable outdoor experience for everyone.

Survey Link Address:

<https://www.surveymonkey.com/r/barronrec2025>

If you have any questions regarding the survey, please reach out to:

Steve Olson

Maintenance Director

Tel: (715) 537-6365

E-mail: steve.olson@co.barron.wi.us





BARRON COUNTY BOARD OF SUPERVISORS

MONDAY, MAY 19, 2025 – 5:00 PM

BARRON COUNTY GOVERNMENT CENTER – AUDITORIUM
335 EAST MONROE AVENUE - BARRON, WISCONSIN 54812

MINUTES

PRESENT IN PERSON: Bob Anderson, Patti Anderson, John Banks, Karolyn Bartlett, Randy Cook Sr, Pam Fall, Craig Fowler, Jim Gores, Bun Hanson, Dennis Jenkins, Amanda Kohnen, Kathy Krug, Audrey Kusilek, Fran Langman, Jamie McCready, Carol Moen, Roberta Mosentine, Gary Nelson, Louie Okey, Pete Olson, Bob Rogers, Pete Schneider, Bill Schradle, Marv Thompson, Craig Turcott, Diane Vaughn and Stacey Wenzel.

ATTENDING VIRTUALLY: Bill Effertz and Dana Heller (Arrived virtually at 5:20PM).

ABSENT: None at this time.

CALL TO ORDER: Chair Okey called the meeting to order at 5:00PM.

ROLL CALL – PUBLIC NOTIFICATION: County Clerk Hodek took attendance and County Administrator French stated the County's compliance with open meeting laws.

INVOCATION: Led by Pastor Rodger Prois from the Long Lake Lutheran Church located in Sarona.

PLEDGE OF ALLEGIANCE: Recited.

SPECIAL MATTERS AND ANNOUNCEMENTS (NON-ACTION ITEMS): Patrol Captain Darren Hodek spoke regarding his application for the appointment to the Barron County Sheriff and thanked the Board for their support. Sheriff Fitzgerald stated his recommendation of Patrol Captain Hodek to the Sheriff position. He also thanked the Board, Administrator French, Finance Director Busch, HR Director Richie and all of the Department Heads in the County for all of the support that was provided to him personally as well as the Sheriff Department. Sheriff Fitzgerald asked the Board to change the public comment policy currently in place and also explained his future endeavors after retirement.

Chair Okey noted the article published in the Wisconsin Counties Association monthly magazine highlighting the ADRC's Men Shed program.

Administrator French reviewed the current construction taking place in the Government Center and also read a letter from a County employee thanking the Board of Adjustment Committee for their effort and work on their committee. Administrator French also noted the upcoming Driving in Cars with County Officials program that will occur on Thursday, June 5th at Lona's Café in Haugen to highlight their Senior Dining program provided by the ADRC and invited the Board to attend. Chair Okey requested a Quorum Notice be posted for that day as well.

APPROVE AGENDA: Motion: (Cook/Wenzel) to approve. Carried with 28 Yes and 1 Absent (Heller).

APPROVE MINUTES OF APRIL 15, 2025: Motion: (Langman/B. Anderson) to approve. Carried with 28 Yes and 1 Absent (Heller).

PUBLIC COMMENT: None at this time.

RULES & PROCEDURES, OPEN MEETINGS AND PUBLIC RECORDS UPDATE: Corporation Counsel Muench noted he will be reviewing our current Rules & Procedures, along with the updates suggested by the

Wisconsin Counties Association, and will bring any possible changes to a future Board meeting as part of the bi-annual review process. Corporation Counsel Muench discussed the Open Meeting policies, Closed Session statutory requirements and answered questions from the Board.

Supervisor Heller arrived virtually at 5:20PM.

HEALTH INSURANCE UPDATE – TIM DEATON, THE HORTON GROUP: Chair Okey noted that Tim Deaton was unable to attend the meeting tonight but Administrator French will lead the discussion. Administrator French gave a presentation with health insurance plan updates in preparation for the upcoming yearly renewal and answered questions from the Board. HR Director Richie also answered questions from the Board.

2025-18 RESOLUTION – ADOPTING ZONING COMMITTEE RECOMMENDATION TO DENY PETITION FOR REZONING – KEVIN P. & ROBIN C. TRIPP: Motion: (Kusilek/Jenkins) to approve. Chair Okey answered questions from the Board. Discussion. Carried with 26 Yes and 3 Abstaining (P. Anderson, Cook, & Kohnen).

2025-19 RESOLUTION – IN SUPPORT FOR INCREASING BASE FUNDING FOR COUNTY CONSERVATION STAFFING TO \$20.2 MILLION: Motion (Cook/Olson) to approve. Carried with 29 Yes and 0 No.

Supervisor Cook departed at 6:00PM.

2025-20 RESOLUTION – AUTHORIZING EXPENDITURE AUTHORITY AMERICAN RESCUE ACT (ARPA) DOLLARS FOR EZ KAYAK LAUNCH AND DOCK – RED CEDAR RIVER, NOT TO EXCEED \$12,563: Motion: (Fowler/Hanson) to approve. Chair Okey and Administrator French answered questions from the Board. Discussion. Carried with 28 Yes and 1 Absent (Cook).

Supervisor Krug departed at 6:04PM.

AMERICAN RESCUE PLAN ACT (ARPA) EXPENDITURES: Information was included in the packet.

REPORT FROM COUNTY ADMINISTRATOR

- A. QUARTERLY FINANCIALS:** Finance Director reviewed the quarterly financials which were included in the packet and answered questions from the Board.
- B. DISBURSEMENT DATA:** Information was included in the packet.

APPOINTMENTS

- A. SOLID WASTE MANAGEMENT BOARD – REAPPOINT BOB ROGERS AND FRAN LANGMAN (3 YEAR TERM): Motion: (Kusilek/Wenzel)** to approve all three appointments as presented. Carried with 27 Yes and 2 Absent (Cook & Krug).
- B. HOUSING AUTHORITY – REAPPOINT CAROL MOEN (5 YEAR TERM): Motion: (Kusilek/Wenzel)** to approve all three appointments as presented. Carried with 27 Yes and 2 Absent (Cook & Krug).

CLAIMS, PETITIONS & CORRESPONDENCE: None at this time.

SUGGESTIONS FOR FUTURE AGENDA ITEMS:

- 1. Presentation from WestCap
- 2. Presentation from Upper 90 on the Energy Audit at UWEC-Barron County
- 3. Health & Human Services Board Appointment
- 4. Supervisor Banks requested an update on the federal funding effects on the County. Chair Okey indicated there is nothing to report at this time but updates will be provided to the Board when, or if, changes are announced.

NEXT MEETING DATE: Monday, June 16, 2025 at 5:00PM at the Government Center located in Barron.

ADJOURNMENT: The meeting adjourned by unanimous consent at 6:15PM.

Respectfully Submitted,
Jessica Hodek, County Clerk

MINUTES ARE NOT OFFICIAL UNTIL APPROVED BY THE COUNTY BOARD AT THE NEXT MEETING.

Motion to Expand the Boundaries of the Staples Lake Protection and Rehabilitation District

Date: 04-25-2025

WHEREAS, the Staples Lake Protection and Rehabilitation District, currently defined as [see attachment A], encompasses valuable natural resources, including Staples Lake and stream, and wildlife habitats.

WHEREAS the current boundaries fail to adequately protect the complete lake shore and lake pool outside the current boundaries, which are ecologically interconnected and vital to the health of the existing Lake District; and

WHEREAS, expanding the boundaries to include nineteen additional parcels within Polk County, beginning at the western side of the intersection of Polk Barron County Line Road and 20 ½ Avenue, going south along Staples Lake on the west side of Polk Barron County Line Road, then including the eastside properties along the curve around the lake until ending at the intersection of Polk Barron County Line Road and 19 ½ Street. In addition, would include any future parcels that would have shoreline access to Staples Lake. This would provide enhanced protection for water quality, biodiversity, recreational opportunities, public health, comfort, convenience, necessity or public welfare and is pursuant to WI Statute 33.33(2)(b)

WHEREAS, incorporating [see attachment B] into the Lake District aligns with the County's commitment to environmental stewardship and sustainable development; and that the additional property included in the district will be benefited by this inclusion; and

WHEREAS, a comprehensive lake management study, attached as Exhibit A, demonstrates the ecological and economic benefits of having all parcels on Staples Lake actively involved in both shoreline practices and watershed management activities; and

WHEREAS, public input has been attempted to be gathered through letters sent to the Polk County landowners on 04-23-2023 inviting them to a breakfast meeting on 05-21-2023 to discuss the voluntary inclusion into the Staples Lake Protection and Rehabilitation District. At the initial meeting two landowners attended and signed the petition. One additional landowner mailed back a signed petition. All annual meetings for Staples Lake and Rehabilitation District are posted in public locations and The Cumberland Advocate. In addition, the Lake District also posted the agenda on 04-12-2025, for the District Commissioners meeting to be held on this specific topic on 04-25-2025, in The Cumberland Advocate as well as Mixed Up on Staples Lake; and

WHEREAS the expansion of the Lake District boundaries will require amendments to Relevant County Ordinances, Plans, Zoning Ordinance, Special Fee, and/or Comprehensive Plan.

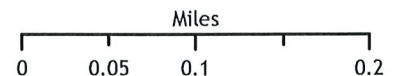
Motioned by Chris Ryan, Seconded by Howard Ketel. Four of the 5 District Commissioners were present all in agreement. No nays.

Staples Lake Pro. & Rehab. District

Town of Johnstown
County of Polk, Wisconsin

Proposed Expansion

-  Expansion Area
-  Address Point
-  Town Road
-  Stream
-  Waterbody
-  Parcels/Properties
-  State Lands

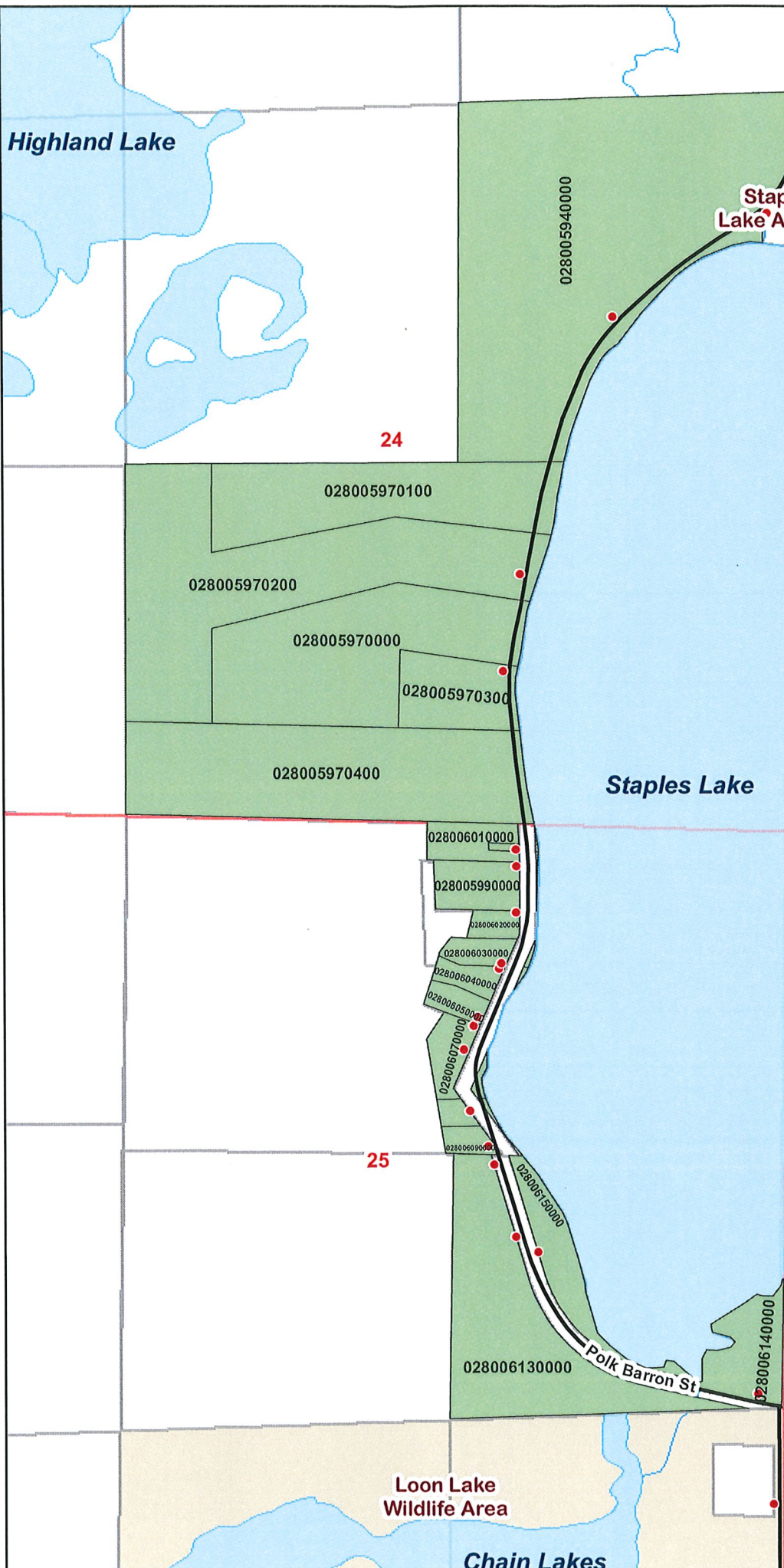


Division of Environmental Services
Department of Land Information
100 Polk County Plaza, Suite 140
Balsam Lake, WI 54810
(715) 485-9279



This drawing is the result of a compilation and reproduction of land records as they appear in various Polk County Offices. The drawing should be used for reference purposes only. Polk County is not responsible for any inaccuracies herein contained.

Date: 6/2/2025



Staples Lake Protection and Rehabilitation District**Date: April 28, 2025**

Dear Lake Shore Landowner,

We are writing to inform you that a motion to expand the boundaries of the Staples Lake Protection and Rehabilitation District was made and passed on April 25, 2025. This motion will now move forward to the Polk County Board for further consideration.

The expansion aims to include nineteen additional parcels within Polk County, beginning at the western side of the intersection of Polk Barron County Line Road and 20 ½ Avenue, going south along Staples Lake on the west side of Polk Barron County Line Road, then including the eastside properties along the curve around the lake until ending at the intersection of Polk Barron County Line Road and 19 ½ Street. This expansion will also include any future parcels that would have shoreline access to Staples Lake.

The purpose of this expansion is to provide enhanced protection for water quality, biodiversity, recreational opportunities, public health, comfort, convenience, necessity, or public welfare, pursuant to WI Statute 33.33(2)(b). Incorporating these additional parcels into the Lake District aligns with the County's commitment to environmental stewardship and sustainable development.

A comprehensive lake management study demonstrates the ecological and economic benefits of having all parcels on Staples Lake actively involved in both shoreline practices and watershed management activities. Public input has been gathered through letters sent to Polk County landowners, inviting them to a breakfast meeting on May 21, 2023, to discuss the voluntary inclusion into the Staples Lake Protection and Rehabilitation District. At the initial meeting, two landowners attended and signed the petition, and one additional landowner mailed back a signed petition.

We appreciate your attention to this matter and look forward to your continued support in protecting and enhancing the Staples Lake area.

Sincerely,

Staples Lake Protection and Rehabilitation District



Emil "Moe" Norby, County Administrator
100 Polk County Plaza, Suite 220
Balsam Lake, WI 54810
715-485-9286
Emil.norby@polkcountywi.gov

June 4, 2025

Barron County Government Center
Jeff French, County Administrator
335 E Monroe Ave, RM 2130
Barron, WI 54812

Re: Staples Lake Rehabilitation District

I write this letter as the County Administrator of Polk County. It has been brought to my attention that Staples Lake Rehabilitation District, which currently is located only in Barron County, is looking on expanding into Polk County by 19 parcels.

I am not opposed to this expansion.

Sincerely,

A handwritten signature in blue ink, appearing to read "Emil Norby", is written over the word "Sincerely,".

Emil Norby, Polk County Administrator

BARRON COUNTY RESOLUTION NO. 2025- _____

Resolution Authorizing Expenditure in the Amount of \$23,774.10 for the Purchase of a Bradford Systems Spacesaver Evidence Locker and Refrigerator for the Barron County Sheriff's Department, Barron County Justice Center

TO THE BARRON COUNTY BOARD OF SUPERVISORS:

1 **WHEREAS**, by email on Wednesday May 28th, 2025, then, Chief Deputy Jason
2 Hagen informed County Administrator French that the originally installed Evidence
3 Refrigerator Storage System at the Barron County Justice Center was no longer
4 operational; and
5

6 **WHEREAS**, it is necessary to maintain certain evidence at cool temperatures prior
7 to being moved into the evidence room by an evidence custodian, to preserve the chain of
8 custody for evidence and court purposes; and
9

10 **WHEREAS**, the Sheriff's Department has received a qualified proposal from
11 Bradford Systems, 945 North Oaklawn Avenue, Elmhurst, IL, 60126, at a total cost of
12 \$23,744.10, including the removal and disposal of the existing evidence locker; and
13

14 **WHEREAS**, this resolution was presented to the Law Enforcement Committee at
15 their meeting on Thursday, June 12th; and

16 **WHEREAS**, the Law Enforcement Committee recommend approval of this one-
17 time purchase with Supervisors XXXX Voting in favor and Supervisors XXXX voting
18 against.
19

20 **NOW, THEREFORE, BE IT RESOLVED**, that with passage of this resolution
21 the Barron County Board of Supervisors does hereby authorize an expenditure in an
22 amount not to exceed, \$23,774.10 to Bradford Systems for the purchase of a Spacesaver
23 Evidence Locker and Refrigerator system for the Barron County Sheriff's Department at
24 the Justice Center; and
25

26 **BE IT FURTHER RESOLVED**, that the monies for this purchase be allocated
27 from the Unassigned Fund Balance of the General Fund; and
28

29 **BE IT FURTHER RESOLVED**, that the Finance Director is authorized to amend
30 the 2025 Budget to reflect this one time purchase; and
31

32 **BE IT FURTHER RESOLVED**, that acting Sheriff Hagen is authorized to sign
33 the appropriate contracts and proposals so-as to complete this transaction; and
34

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

BARRON COUNTY RESOLUTION NO. 2025- _____

**Resolution Authorizing Expenditure in the Amount of \$23,774.10 for the Purchase
of a Bradford Systems Spacesaver Evidence Locker and Refrigerator for the Barron
County Sheriff's Department, Barron County Justice Center**

OFFERED THIS 16th day of June 2025

<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 (<input checked="" type="checkbox"/>) Grant () Contingency () Other (<input checked="" type="checkbox"/>) Unassigned Fund Balance, General Fund</p> <p>Fiscal impact:</p> <ul style="list-style-type: none">- Current year total amount: \$ 23,774.10- Future years total amount: \$ -0-- Effect on tax levy – current year - \$ -0-- Effect on tax levy – future years - \$ -0- <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>_____ Pete Olson, Chair Law Enforcement 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 Spacesaver Evidence Locker & Refrigerator

Prepared for:
Ryan Wilder

Baron County
1420 State Highway 25 North
Barron, WI 54812

Submitted by:
Ryan Mawhinney
(608) 481-1741

rmawhinney@bradfordsystems.com

Bradford Systems Corporation
945 North Oaklawn Avenue
Elmhurst, IL 60126

May 16, 2025
BSC Project #45440

Bradford Systems Corporation is a qualified Sourcewell Contract provider and is proposing the following Spacesaver equipment and related services through:

Contract # 110923-SPC

Sourcewell Contract Member # 145889

Corporate Headquarters
945 North Oaklawn Ave
Elmhurst, IL 60126

630.350.3453 office
630.350.3454 fax

Indiana Office
6231 Coffin Rd
Indianapolis, IN 46268

317.895.0670 office
317.895.0672 fax

Central Illinois
125 Thunderbird Lane
East Peoria, IL 61611

636.343.1515 office
636.343.3588 fax

Wisconsin Office
201 North Main Street
Fort Atkinson, WI 53538

630.350.3453 office
630.350.3454 fax

Missouri Office
7827 Town Square Ave
O'Fallon, MO 63368

636.343.1515 office
636.343.3588 fax

May 16, 2025

Ryan Wilder
Barron County
1420 State Highway 25 North
Barron, WI 54812

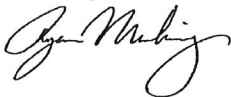
Dear Ryan,

On behalf of Bradford Systems Corporation, I would like to thank you for the opportunity to present this proposal. The following solution has been designed and tailored to meet your specific evidence storage needs.

We value the opportunity to present our unique capabilities, and look forward to showing you why thousands of clients over the last 57 years have chosen Bradford Systems Corporation to help them solve their most challenging public safety storage dilemmas.

If you have any questions regarding this proposal or if we can make any changes to better accommodate your needs or requirements, please call me at (608) 481-1741.
Again, thank you for your consideration.

Sincerely,



Ryan Mawhinney
Storage Planner

Bradford Systems Corporation
945 North Oaklawn Avenue
Elmhurst, IL 60126
(m) (608) 481-1741
rmawhinney@bradfordsystems.com

Barron County
Spacesaver Evidence Locker & Refrigerator
Project #45440

Spacesaver Evidence Lockers:

- (1) Pass-thru evidence locker #ED3P01F4, 36" W x 24" D x 82" H
 - Locker # ED3P01F4 includes (1) "B" door, (1) "D" door with a refrigerator insert with (4) openings and (2) "E" doors

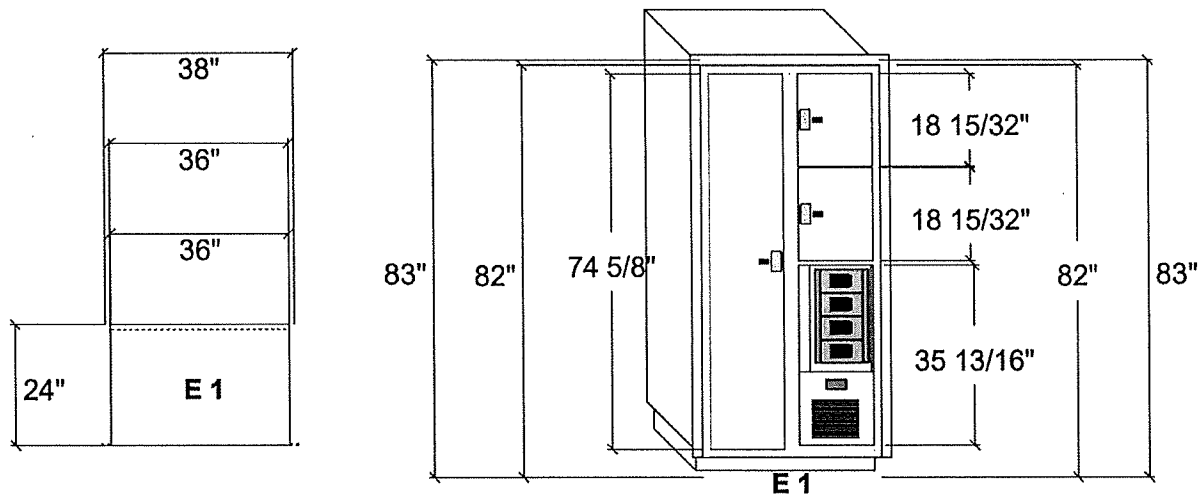
Door Sizes:

- "C" door, 14-3/16" W x 74-3/4" H
- "D" door, 14-9/16" W x 37-1/4" H
- "E" door, 14-9/16" W x 18-5/8" H

Project Investment:

Evidence Locker & Refrigerator Delivered	\$15,864.10
Installation	<u>\$4,970.00</u>
Total	\$20,834.10

Remove & Dispose of Existing Evidence Locker	\$2,940.00
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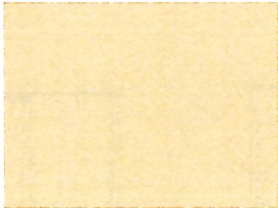
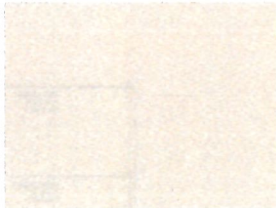
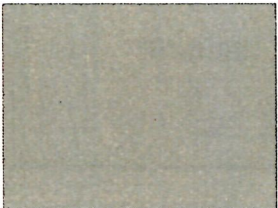



Notes:

1. Sales tax will be charged unless Bradford Systems is provided with a tax exempt or resale certificate.
2. The above quote is based on the drawings.
3. A non-refundable down payment of one-third (1/3) of the contract, is due upon order. A payment of 1/3 is due upon shipment and 1/3 payment upon completion.
4. This agreement is based on a normal eight hour working day Monday through Friday and no provisions have been made for overtime or shift premium pay. If overtime is required, additional costs will be incurred.
5. Pricing valid for 30 days.

Barron County
Spacesaver Evidence Locker & Refrigerator
Project #45440

1. Purchase orders should be made out to the following:
Bradford Systems Corporation
945 North Oaklawn Avenue
Elmhurst, IL 60126
2. Purchase orders may be sent via:
 - Email: purchaseorders@bradfordsystems.com
 - USPS: 945 North Oaklawn Avenue, Elmhurst, IL 60126
 - Facsimile: (630) 350-3454
3. Please send the following in conjunction with your purchase order:
 - Reference BSC project # 45440 on your purchase order
 - Project Information Sheet
 - Signed copy of the proposal and project drawings

STANDARD COLORS

		
Cottonwood CO (204)	Furniture White FW (15)	Tan TN (1)
		
Designer Grey DG (2)	Blue Grey BG (25)	Forest Green† FG (84)
		
		Black BL (7)

†Not Available in Textured on Mobile Product Line.

Barron County
Spacesaver Evidence Locker & Refrigerator
Project Implementation Information
Project #45440

Purchase Order Information:

P.O. #: _____
Approved by: _____

Project Selections:

Evidence Locker: _____ (See 8 Standard Textured Finishes)

Delivery Information:

Delivery Address: _____

Delivery Contact Name: _____
Contact Phone Number: _____
Truck or Delivery Time Restrictions: _____
Delivery Dock: ☐ Yes ☐ No _____
Freight Elevator: ☐ Yes ☐ No _____

Order Acknowledgement/Billing Information:

Order Acknowledgement Required? ☐ Yes ☐ No _____
Billing Address: _____

Billing Contact Name: _____
Contact Phone Number: _____
Contact Email Address: _____

Installation Information:

Installation Address: _____

Floor/Room: _____
Requested Installation Date: _____
Move Date: _____
Construction Schedule Available: ☐ Yes ☐ No _____
Client Provided Dumpster Available: ☐ Yes ☐ No _____
Are There Security Requirements: ☐ Yes ☐ No _____
Parking: Permission/Permits: ☐ Yes ☐ No _____
Certificate of Insurance Required: ☐ Yes ☐ No _____
General Contractor Name/Phone: ☐ Yes ☐ No _____

STANDARD TERMS AND CONDITIONS

1. GENERAL: These terms and conditions shall apply to sales from Bradford Systems Corporation to Buyer and to any quotation by Bradford Systems Corporation for sales. These terms and conditions shall not be superseded by any terms and conditions in Buyer's order except as otherwise specifically agreed in writing executed by all parties to this agreement. The paragraph headings contained herein are for purposes of reference only and are not to be considered in the interpretation of any clauses contained herein. This agreement may be executed in counterpart and a copy of this agreement shall be as binding as is the original.
2. ENGINEERING: The proposal drawings and/or specifications of any quotation are confidential engineering data, and represent Bradford Systems Corporation investment in engineering skill and development, and remain the property of Bradford Systems Corporation. Such are submitted with the understanding that the information will not be disclosed or used in any manner detrimental to Bradford Systems Corporation. All specifications and dimensions of proposal drawings are approximate, and are subject to changes during detailed engineering.
3. SURVEYS, PERMITS AND REGULATIONS: Buyer shall procure and pay for all permits and/or inspections required by any governmental authority for any part of the work performed by Bradford Systems Corporation, except as otherwise stated.
4. PAYMENT: This system has been specially designed and will be specially manufactured for the Buyers unique requirements. A non-refundable down payment of one-third (1/3) of the contract is due upon order. A payment of 1/3 is due upon shipment and 1/3 payment upon completion. One and one-half (1-1/2) percent interest per month will be charged on any unpaid balance after thirty (30) days. If the installation is not entirely complete upon final invoicing, a holdback of reasonable value is allowed without incurring interest charges. A 4% convenience fee will be applied to all orders paid with a credit card.
5. TAXES: All applicable sales taxes, as required by law, will be billed, unless Bradford Systems Corporation has a current Tax Exempt Letter or Resale Certificate on file.
6. EXPIRATION DATE: Pricing is valid for thirty (30) days. After thirty days, a new proposal and revised pricing may be required.
7. CANCELLATION: On all canceled orders, Buyer shall compensate Bradford Systems Corporation for its performance, commitments and damage as follows; Buyer shall pay Bradford Systems Corporation a cancellation fee not to exceed the original purchase price.
8. CHANGE ORDERS: Should the Buyer order changes or additions to the work, such orders and adjustments shall be made in writing to Bradford Systems Corporation utilizing Bradford's formal change order document. The contract price and installation/delivery fees shall be adjusted according to the changes in the work specified in the change order.
9. INSURANCE: Bradford Systems Corporation's employees who enter Buyer's premises will have Workmen's Compensation coverage in statutory limits and Bradford Systems Corporation's automobiles will be covered by Public Liability and Property Damage Insurance.
10. DELIVERY: Installation or delivery date is approximate. Bradford Systems Corporation shall not be liable for delays in or failures of delivery due to changes requested by Buyer, or causes beyond its control. If shipment is delayed at the request of Buyer, payment shall be made by Buyer as though shipment had been made as specified and for any expenses incurred by Bradford due to Buyer's request in delaying shipment.
11. STORAGE: If product is stored for more than thirty (30) days at Bradford Systems Corporation due to delays in delivery caused by buyer, Bradford will charge buyer at the rate of 1% of buyer's invoice per month pro-rated daily.
12. DAMAGE: After product arrival at site, any loss or damage by weather, other trades, fire or other elements, shall be the responsibility of the Buyer. The Buyer agrees to hold Bradford System Corporation harmless for loss for such reasons.
13. BUYER RECEIVING: If the Buyer receives product for any reason, the Buyer is responsible for checking the product during off-load and noting on the packing slip any damage or possible damage and notifying Bradford Systems Corporation immediately. If Bradford does not receive a written notice and copy of the packing slip within twenty-four (24) hours, the Buyer agrees to pay any additional replacement product and delivery costs if a freight claim cannot be awarded.
14. SITE CONDITIONS: Buyer shall provide Bradford Systems Corporation with a free and clear construction site. Buyer shall remove all material and/or construction from the area. Buyer will furnish Bradford with adequate electrical power to operate tools required for the installation.
15. UNLOADING, SPOTTING AND STORAGE: Buyer shall provide Bradford Systems Corporation with adequate unloading facilities and sufficient access to same to insure Bradford's efficient unloading procedure. Adequate aisles shall be provided by the Buyer to provide efficient handling of the materials from the unloading of storage area to construction site.
16. COMMENCEMENT OF INSTALLATION: Bradford Systems Corporation will not be obligated to commence work at job site until receipt of written notice from Buyer that Buyer's building is ready for use and necessary utilities and equipment are supplied thereto.

17. COMPLETION: Installation shall be deemed completed upon acceptance or use of any equipment by Buyer.
18. OVERTIME: This agreement is based on a normal eight hour working day Monday through Friday and no provisions have been made for overtime or shift premium pay. If overtime is required, additional costs will be incurred.
19. TESTING: All material and equipment for testing the installation shall be provided at Buyer's expense. At the time when Bradford Systems Corporation states to the Buyer that the work is complete, the Buyer will inspect the work and if the work is in conformity with the terms and provisions of the proposal, the Buyer shall accept the same and deliver to Bradford a signed statement of acceptance. If the Buyer declines to sign such a statement, then the Buyer shall immediately inform Bradford in writing of the reasons for such declination. If the Buyer fails to so notify Bradford of if the Buyer fails to make such inspection the work shall be conclusively deemed to have been accepted by the Buyer.

PROJECT TERMS AND CONDITIONS

1. FLOOR COVERING: If Bradford Systems Corporation is not the contractor for the installation of the floor covering, Buyer's floor covering contractor is responsible for coordinating floor covering installation after Bradford installs system rail and floor.
2. FLOOR LOADING: Buyer is responsible for the load bearing capacity of the floor upon which the proposed installation shall be constructed. Floor load data that applies to the project is subject to interpretation by a certified structural engineer. BSC is providing reference data for determining load and distribution conditions. Floor load and considerations are to be reviewed and evaluated by a qualified engineer. It is the responsibility of client to have this system approved for the floor loading if needed. If media weight is unknown; we recommend a sample weight be verified in the field.
3. FLOOR DRILLING: Buyer is responsible to notify Bradford Systems Corporation of any electrical or other obstructions located in the floor and Buyer is responsible for relocating said obstructions at Buyer's expense. Anchoring and/or hammer drilling may be required to which it is the Buyers responsibility to notify Bradford if there are any building restrictions on when this work may be performed.
4. SEISMIC: Buyer is responsible for determining if a seismic evaluation is necessary at which Bradford Systems Corporation will provide all equipment information for a seismic evaluation by an engineer if applicable.
5. FIRE CODE: Fire code typically requires an 18" minimum clearance between installed height of shelving system and any sprinkler system. It is the Buyer's responsibility to verify that the proposed shelving system height meets this requirement prior to the placement of purchase order.
6. SPACESAVER WARRANTY: A 5-year standard warranty and 1-year scheduled maintenance are included with your installation. Extended warranty and maintenance agreements are available upon request.
7. SPACESAVER SYSTEM TRAINING & ORIENTATION: Bradford Systems Corporation offers training to all potential users to insure safe and efficient system operation upon the Buyer's request.

Client Signature

Title

Date

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BARRON COUNTY RESOLUTION NO. 2025 -

**RESOLUTION ESTABLISHING 2026 BARRON COUNTY
BUDGET PREPARATION GUIDELINES**

TO THE BARRON COUNTY BOARD OF SUPERVISORS:

1
2 **WHEREAS**, pursuant to Wis. Stat. §59.18(5), it is the responsibility of the County
3 Administrator to prepare an annual budget for County Board review and final
4 consideration; and

5
6 **WHEREAS**, it is prudent for the County Administrator and Departmental
7 Directors to have certain guidelines and policies to follow in order to plan, compile, and
8 present a proposed annual budget; and

9
10 **WHEREAS**, it is the objective of the Barron County Board of Supervisors to
11 remain under the state imposed levy cap for operating expenses; and

12
13 **WHEREAS**, expected revenue reductions from the State of Wisconsin and Federal
14 Government make it prudent to identify all County programs, services and funding sources
15 in order to prioritize the needs and expenditures of the County; and

16
17 **NOW, THEREFORE, BE IT RESOLVED** by the Barron County Board of
18 Supervisors that the following guidelines and policies shall be used for the preparation of
19 the County's 2026 Annual Budget:

20
21 **SERVICES:** New County services shall be considered only if:

- 22
23 A. State or federal law specifically mandates such services: or
24 B. The County Board approves a new service or an increase in the level of
25 existing services based on the recommendation of a department, its standing
26 committee, board or commission, County Administrator, and the Executive
27 Committee; or
28 C. An existing program or activity is replaced with a new program or activity
29 which has been approved by the appropriate standing committee, board or
30 commission, County Administrator, and the new program or activity has no
31 adverse impact on the tax levy; or
32 D. The County Board has, by resolution, made a commitment or other
33 contractual arrangement for the support of a new program or activity.

34
35 **REVENUES:** General Guidelines and Policies:

36
37 A. Property Tax (Real Estate Tax Revenue):

- 38
39 1. The 2026 County Budget shall comply with the rules set forth by the
40 Wisconsin Legislature for property tax rate limits, including Wis. Stat. §§
41 59.605, 67.03 and 67.045.

2. The tax rate for debt service shall be determined by the County Board if new debt service is incurred.
3. The special tax rates for the Library Tax Levy and the Highway Special Bridge Aids shall be set as required by contract, petition, or statute.

B. Intergovernmental Revenues:

1. Intergovernmental grants-in-aid will be budgeted using a calendar year accounting basis, but the actual grant award may be allocated according to the grantor agency fiscal period.
2. Continuing grants will be budgeted based upon the unexpended or prorated term of the fiscal grant, provided that the County's contribution toward the project does not exceed the total amount authorized.
3. New grant application amounts will only be incorporated in the budget if they have been previously approved by the appropriate standing committee, board or commission, and County Administrator.
4. Intergovernmental charge for service fees will be adjusted to reflect any proportionate increase in costs associated with providing services or as directed by statute, administrative rule, or by action of any authorized board, committee or commission.

C. User Fees and Charges:

Every effort will be made to establish appropriate user fees or charges and to re-evaluate existing charges.

D. Use of County Sales Tax:

Pursuant to Wis. Stat. § 77.70 it is the desire of the County Board to utilize the county sales tax for the purpose of reducing the property tax levy. However, if the revenues collected from the sales tax exceed the budget amount any amount determined by the County Board will be used to reduce the operating tax levy.

III. EXPENDITURES: General Guidelines and Policies: (The classification of expenditures/expenses shall follow the Uniform Chart of Accounts for Wisconsin Counties)

A. Personnel

1. Staffing Levels - The County Administrator and Executive Committee shall recommend to the County Board staffing levels and all new positions or position changes in compliance with the Position Justification Process.
2. All departments shall make a diligent effort to minimize budgeted overtime and compensatory time and must justify any overtime or compensatory time.
3. Employee Compensation - Personnel services (salaries, wages and fringe benefits) will be budgeted utilizing the Salaries and Fringe

Benefit worksheet. Sufficient funds shall be budgeted to cover the wages and benefits contained within the established WPPA collective bargaining agreement. The County Administrator and Executive Committee shall recommend increases to be budgeted for non-represented employees.

B. Contracted Services - Contracted services will be identified on the Contracted Services Worksheet using a zero-based budgeting approach.

C. Operation and Maintenance - The following specific line items contained with the operation and maintenance category shall be detailed on the Operation and Maintenance Worksheet using a zero-based budgeting approach: #314 Small Equipment Under \$500 per item; # 322 Subscriptions, Newspapers & Periodicals; #320 Publications; #329 Manuals/Books & Pamphlets; #324 Membership Dues; # 325 Conference/Training Registration Fees; # 335 Meals & Lodging; #'s 330,332,337,338,339 relating to Travel; and #'s 310, 312, 319, 349 relating to Office, Operating Supplies & Expenses.

D. Fixed Charges - Fixed charges shall be budgeted by each department as necessary.

E. Capital Improvement Capital Outlay Plan - Each department will update the five-year Capital Improvement Request Plan. New major capital projects, which require the issuance of debt, shall be accounted for in a Capital Projects Fund.

F. Contingency Fund - There shall be a Contingency Line Item Appropriation in the 2026 Budget for costs that cannot be identified at the time the budget is prepared and are not ordinary expenses. Pursuant to Wis. Stats 65.90 § 4(b) the Executive Committee is authorized to transfer funds between budgeted items of an individual county office or department, if such budgeted items have been separately appropriated, and to supplement the appropriations for a particular office, department or activity by transfers from the contingent fund. Such committee transfers shall not exceed the amount set up in the contingency fund as adopted in the annual budget, nor aggregate in the case of an individual office, department or activity in excess of 10 per cent of the funds originally provided for such office, department or activity in such annual budget.

G. An expenditure is defined as those which are ordinary, reasonable and necessary for the purposes for which that department and its' statutory functions were created and /or in accordance with the governing rules of a grant agreement.

H. Revenue shall be defined per the basis of accounting of the fund in which the revenue is to be recognized in accordance with the Government Accounting Auditing and Financial Reporting Guide as prepared by the Government Finance Officers Association.

- I. Any ambiguity as to the appropriateness of an expenditure of the recognition of revenue shall be referred to the County Administrator.

IV. FUND BALANCES:

Fund Balances shall be maintained in accordance with Barron County Rules and Procedures.

V. COMPLIANCE WITH BUDGET PROCEDURES:

- A. All county departments shall submit a listing of programs, services and funding sources including services provided to other units of government and county overmatches of state and federal funds in a format as determined by the County Administrator.
- B. All county departments shall prepare and submit their 2026 budget request in accordance with the budget calendar attached hereto, which may be updated or amended by the County Administrator and Executive Committee.
- C. Failure to provide timely information on the required form or in the required format may result in a department's 2026 budget being set at an amount as determined by the County Administrator.
- D. The County Administrator shall first review each department's budget prior to review by each appropriate standing committee, board or commission.
- E. No department shall transfer funds between the individual line items without permission of the Executive Committee.
- F. No department shall expend funds other than for the purpose for which the original appropriation was authorized by the final County Board approved budget.

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

OFFERED THIS 16th day of June, 2025.

<p>Number of readings required: One (X) Two ()</p> <p>Vote required for passage: Majority (X) 2/3 Entire Board (20) ()</p> <p>Source of funding: Budgeted (X) General Fund () Grant () Contingency () Other () Details _____</p> <p>Fiscal impact:</p> <ul style="list-style-type: none">- Current year total amount: \$ Budgeted- Future years total amount \$ Budgeted- Effect on tax levy – current year \$ Budgeted- Effect on tax levy – future years \$ Budgeted <p>Fiscal impact reviewed by:</p> <p>_____ Jodi Busch, Finance Director</p> <p>Approved as to form by:</p> <p>_____ Jeffrey French, County Administrator</p> <p>_____ 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> <p>Board Action: Adopted () Failed () Tabled ()</p> <p>Motion:</p>
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***Barron County
2026 Budget Process Timeline***

Event	Date	Responsible Party
1 Adopt Budget Guidelines	June 16	County Board
2 Deliver Budget Worksheets to Departments	July 11	Finance Director
3 Administrator Meets with Department Heads	July 14 - Aug 8	Administrator/Dept Heads/Finance Director
4 Committee Budget Approvals	July - Sept	Administrator/Dept Heads/Finance Director Committees
5 Budget Request Deadline	Aug 8	Department Heads/Finance Director
6 Preliminary Budget Presentation to Executive Committee	Sept 3	Administrator/Executive
7 Preliminary Budget Presentation to County Board	Sept 15	Administrator/County Board
8 Executive Committee Recommendation to County Board	Oct 1	Administrator/Executive
9 Publish Budget Publication Per Statute 65.90	Oct 6	Finance Director
10 County Board Meeting	Oct 20	Administrator/County Board
11 Public Hearing***	Nov 3 - 6:00 pm	County Board
12 Adoption of 2026 Budget	Nov 11 - 9:00 am	County Board

******The County Board may adopt the 2026 Budget after the close of the Public Hearing during the November 3rd County Board meeting.***

Barron County, Barron Wisconsin
Monthly Reconciliation of American Rescue Plan Act Projects
Revenues & Expenditures as of 5/31/25

Date 6/2/2025
Preparer JBB

\\bfile1\Finance\AMERICAN RESCUE PLAN ACT\ARPA MONTHLY FINANCIALS.xlsx\May, 2025

Internal Management Memorandum

Unaudited Draft for Discussion Purposes Only

REVENUES/OTHER FINANCING:				ACTUAL REVENUES		ACTUAL REVENUES	
ARPA Proceeds				8,788,117.00		8,788,117.00	
LGIP Interest - 2021				1,425.65		1,425.65	
LGIP Interest - 2022				128,123.58		128,123.58	
LGIP Interest - 2023				363,065.85		363,065.85	
LGIP Interest - 2024				276,075.96		276,075.96	
LGIP Interest - 2025				20,707.54		20,707.54	
				9,577,515.58		9,577,515.58	
EXPENDITURES:				RESOLUTION	ORIGINAL ENCUMBRANCE	ADJUSTED ENCUMBRANCE	ACTUAL EXPENSE
Attorney Fees				212-000	4,752.50	4,752.50	4,752.50
Financial Advisor Fees				212-000	2,565.00	2,565.00	2,565.00
Personal Protective Equipment (PPE)				342-000	23,096.00	23,096.00	23,096.00
IT Equipment				813-161	2021-38/2022-35	215,240.00	205,163.39
Future Payroll Costs - f/k/a Ann St Upgrades					2023-50	300,000.00	300,000.00
BCEDC Website Upgrades prev Hwy Maps				313-000	2023-3	6,723.00	6,723.00
ATV/Snow Trail Maps				313-000	2021-42	8,500.00	8,143.00
Hwy T Vermillion Creek Bridge				840-165	2021-46	293,926.45	293,926.45
Highway Speed Signs				313-000	2021-50	10,750.00	9,999.90
Well Water Testing				218-000	2022-11	8,000.00	8,000.00
BCHA Rehabilitation				842-163	2022-20	3,500,000.00	291,423.32
Snow/ATV Bridge Rehab				840-160	2022-18	289,878.00	286,405.86
Snow/ATV Groomer Equipment				813-160	2022-18	198,434.00	192,441.64
Veteran's Memorial Auditorium Seating				830-164	2022-21	100,000.00	47,163.81
Broadcast Equipment - RL Comm Media				813-161	2022-37	10,000.00	10,000.00
Owen Anderson Rifle Range Improvements				830-166	2022-41	25,000.00	25,000.00
Fiber to Communication Towers				830-162	2022-54/2023-2	672,000.00	560,897.12
JC Stanley Security Upgrades				830-167	2022-55	80,975.00	80,975.00
Straw Pit Rifle Range Improvements				830-170	2023-17	25,000.00	0.00
Aging / ADRC Kitchen Construction				842-168	2023-10 / 2023-25	2,347,500.00	2,145,337.61
UWEC-BC Water Line Design				830-000	2023-34	91,000.00	86,600.00
Government Center Boilers				59240	2024-18	150,000.00	150,000.00
DHHS Software				830-171	2025-1	1,000,896.44	207,143.68
UWEC-BC Roofs - Student Ctr / Gym				842-172	2025-14	300,000.00	0.00
Sally Port IT Improvements				813-173	2025-15	50,000.00	1,240.32
Kayak Launch & Dock - Red Cedar River				813-174	2025-20	12,563.00	6,281.50
TOTAL EXPENDITURES					9,726,799.39	9,460,617.10	4,953,279.10
				Project Savings	266,182.29		
BALANCES						116,898.48	4,624,236.48