

JAIL SALLYPORT FINANCE AND OVERSIGHT COMMITTEE

Monday, October 13, 2025 – 1:00 p.m.

**Emergency Operations Center, Barron County Justice Center
1420 State Hwy 25 North, Barron, Wisconsin 54812**

AGENDA

1. Call to Order
2. Public Meeting Notification
3. Special Matters and Announcements
4. Approve Agenda
5. Approve August 12, 2025, Meeting Minutes
6. Public Comment
7. Project Update
 - a. Scope & Scope Changes
 - b. Timeline
 - c. Project Concerns & Questions
8. Approval of Change Orders
9. Approve Pay Applications
10. Project Financials & Cash Flow
11. Project Walk-Through
12. Future Agenda Items
13. Set Next Meeting Date
14. Adjourn

cc: P. Anderson, P. Olson, Schneider, Turcott, Okey, Kummet, Hagen, Hodek, Evenson, Pierce, Peterson, S. Olson, French, Busch, Wollensak, Simpson, webmaster & 3 public postings

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.

JAIL SALLYPORT FINANCE AND OVERSIGHT COMMITTEE MEETING

Tuesday, August 12, 2025 12:00 PM Meeting Minutes

Barron County Justice Center, Emergency Operations Center, 1420 State Hwy 25 North, Barron, WI 54812

Members Present: Craig Turcott, Pete Schneider, Patti Anderson, Pete Olson,

Members Appearing Virtually:

Members Absent: Louie Okey

Staff present: County Administrator Jeff French, Finance Director Jodi Busch, Sheriff Jodi Kummert, Chief Deputy Jason Hagen, Captain Tim Evenson, Director of Technology Lance Peterson and Fiscal Manager Penny Pierce.

Staff Appearing Virtually: Maintenance Director Steve Olson, Maintenance Technician Ryan Wilder

Others Present Appearing Virtually: Wold Architects and Engineers - Jacob Wolensak, Kayla Simpson; Market & Johnson - Dalton Brown, Ben Wigchers, Liz Goss

Call to order by Chief Deputy Hagen at 12:00 p.m.

Public Notification – Penny Pierce stated the County’s compliance with open meeting laws.

Election of Officers

Chief Deputy Hagen called for nominations for committee chair. Turcott nominated Pete Olson for Committee Chair.

Motion: (Anderson/Turcott) to close nominations and cast a white ballot for Pete Olson for Committee Chair. Motion carried.

Olson called for nominations for committee vice-chair. Anderson nominated Craig Turcott for committee vice-chair.

Motion: (Anderson/Schneider) to close nominations and cast a white ballot for Craig Turcott for Committee Vice-Chair. Motion carried.

Special Matters and Announcements. No action.

Approve Agenda.

Motion: (Schneider/Turcott) to approve the agenda as presented. Carried

Public Comment – None

Project Update

- a. Scope & Scope Changes**
- b. Timeline**
- c. Project Concerns & Questions**

Wold Architects and Engineers and Market and Johnson presented a pre-construction meeting agenda for this item. A copy of agenda will be included with the meeting attachments.

Market and Johnson intends to mobilize to the work site next week. Pay applications will be submitted on the 25th of each month. The pay applications will be submitted to Wold. After review by Wold, these will be forwarded to the sheriff's department, finance department and then to the committee for final approval of payment. Change orders will be submitted within 5 days to allow for the proper approval process and to make sure there is no lag time during construction. Although the contract includes a 21 day time limit on change overs, Market and Johnson did not see a problem with the 5 day requirement in most circumstances.

In the event of an emergency at the construction site, the committee authorized Chair Pete Olson, Barron County Board of Supervisors Chair Louie Okey and sheriff's department staff to hold an emergency meeting to address the emergency.

Approval of Change Orders. No action.

Approve Pay Applications. No action.

Project Financials & Cash Flow. Finance Director Busch reviewed the project financials. The handout will be included with the meeting attachments.

Project Walk-Through. No action.

Future Agenda Items:

Set Next Meeting Date 9/3/25 at 1:15 p.m.

Adjourned by unanimous consent at 12:40 p.m.

Meeting minutes posted in draft form. Reviewed and approved on 8/12/25 by Pete Olson. Minutes not official until approved at the next committee meeting.

Barron County, Barron Wisconsin
Monthly Reconciliation of Sally Port Expansion
Revenues & Expenditures as of 9/30/2025

Date 9/30/2025
Preparer JBB

Internal Management Memorandum
Unaudited Draft for Discussion Purposes Only

		SALLY PORT EXPANSION FUND 401	SALLY PORT IT FUND 403
BUDGET			
PREVIOUS COSTS THRU 5/25- DESIGN/SURVEYING/ADVERTISING		124,428.00	
GENERAL CONSTRUCTION		1,740,893.00	
ACCESS DRIVE		27,005.00	
FEES, TESTING, PRINTING		187,655.00	
CONTINGENCY - 10%		195,555.00	
IT IMPROVEMENTS			50,000.00
TOTAL BUDGET		2,275,536.00	50,000.00
OTHER FINANCING SOURCES (USES):			
RESOLUTION 2023-42	Design	12,000.00	
RESOLUTION 2024-19	Design & Engineering	422,575.00	
BOND PROCEEDS 2025-10/11	Bonding	2,248,093.47	
RESOLUTION 2025-15	IT - Paid with ARPA Funds		50,000.00
LGIP INTEREST		31,837.79	
TOTAL FUNDING		2,714,506.26	50,000.00
EXPENDITURES: FUND 401			
DESIGN & ENGINEERING		-117,688.36	
LAND SURVEYING		-11,718.32	
ADVERTISING - BIDS		-3,357.75	
IT			-26,548.42
TOTAL EXPENDITURES		-132,764.43	-26,548.42
CASH ON HAND		2,581,741.83	23,451.58
			2,605,193.41
FUND BALANCE		310,146.57	
BONDS		2,271,595.26	
ARPA - IT UPGRADES		23,451.58	
		2,605,193.41	