Langlade County Board of Supervisors

800 Clermont Street, Antigo, WI 54409
www.co.langlade.wi.us (715) 627-6200 Fax: (715)627-6303

PUBLIC PROPERTY-AG & EXTENSION COMMITTEE

Notice of Meeting

Date: October 5, 2026
Time: 2:00 p.m.
Place: County Board Room, lower level of Safety Building

Agenda

The Chairperson determines the order agenda items are considered.

1. Call the meeting to order
2. Conduct Roll Call
3. Please silence all cell phones
4. Recite the Pledge of Allegiance
5. Approve the previous meeting minutes of the Public Property/Ag & Extension Committee, September 3, 2026

Ag & Extension Agenda Items:

6. Update from Area Director Amber Rehberg
7. Extension Program Updates: 4-H Program, Agriculture Program, Agriculture Research Station, Office Program Assistant
8. Update on request for irrigation system at the Research Station
9. Discuss 2027 contract between Langlade County and Board of Regents of the University of Wisconsin System

Public Property Agenda Items:

10. Discuss ADRC-CW Lease and Rental Adjustment Agreement
11. Update on the Health Care Center Building Space
12. Continued Discussion from Forestry 6-3-2026: Langlade County to Purchase Tables and Dividers to be used at the Fairgrounds
13. Discussion on the purchase of the Hockey Association bleachers for County use
14. Discussion regarding the Antigo High School Co-op Program and continued employment of LTE employee who work with the Maintenance Department
15. Discuss adding Dredging of the Retention Ponds at the Fairgrounds to a Capital Projects list for consideration in future budget planning
16. Interim Maintenance Director Report
    - Maintenance Building List
17. Review the Maintenance Budget
18. Next meeting date
19. Adjourn the meeting

Approved: 09/30/2026- W. Wagner
Notice of Posting:09/30/2026

Committee Members

Doug Curler, Chair

Warren Wagner, Vice-Chair

Dan Schremp

Zach Zagar

Dan Roehrig

Mission Statement

Our mission is to deliver exceptional public services, drive sustainable economic growth, and protect our natural resources through fiscal responsibility and innovation.

Notice

A quorum of the Langlade County Board and various County Board committees may be present at this meeting. No business will be discussed, nor any action taken by the Langlade County Board or any other County Board committee other than the committee listed on this notice. Anticipate that discussion and action may occur regarding all items posted on this agenda.

Please note that, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact Judy Nagel, County Clerk, 800 Clermont Street, Antigo, WI 54409. Telephone (715) 627-6200.

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Antigo, WI 54409-1948
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Mission Statement

The primary mission of Langlade County Government is to provide essential services in a fiscally responsible manner that protects and promotes the health, safety, economic well-being, and environmental stewardship of our community. Through collaboration and partnership, we enhance and promote innovation that enriches our community, natural resources and businesses.

Meeting Minutes

Committee: Public Property- Ag & Extension
Date: September 3, 2026
Time: 4:00 p.m.
Location: County Board Room, lower level of Safety Building

1. **Meeting called to order at 4:00 pm by Chair Curler**
2. **Conduct Roll Call:** Supervisor Zagar absent.
3. **Please silence all cell phones**
4. **Recite the Pledge of Allegiance**

Public Property – Ag & Extension Committee		
Doug Curler	Chair	Present
Warren Wagner	Vice-Chair	Present
Dan Schremp	Member	Present
Zach Zagar	Member	Absent
Dan Roehrig	Member	Present

Others Present			
Rhonda Siikarla	Assistant Finance Director	Amber Rehberg	Ag & Extension Area Director
Dewey Chrudimsky	Maintenance	Robin Stowe	Corporation Counsel
Megan Meyer	Interim Corporation Counsel	Stephanie Loderbauer	UW Extension Office Assistant
Tim Dahlby	Human Resource Director	Judy Nagel	County Clerk
Becky Rank	Deputy County Clerk, Recording Secretary		

5. **Approve the previous meeting minutes of the Public Property/Ag & Extension Committee, August 17, 2026:** Motion by W. Wagner, second by Roehrig, to approve the previous meeting minutes of August 17, 2026. All ayes, motion carried.

Ag & Extension Agenda Items:

6. **Review the 2027 Ag & Extension Budget:** Ag & Extension Area Director Rehberg presented the Committee with a preliminary proposed 2027 Ag & Extension budget.

Rehberg stated that overall, the budget will remain the same as 2026, explaining carry-over line items. Rehberg stated she is proposing a different budgeting option regarding the Office Assistant position.

The first option would be to employ the Ag & Extension Administrative Assistant through UW-Madison as a contracted employee for Langlade County. According to Finance Director Ginter, this option would result in savings of more than $6,700 to the County. Office Assistant Loderbauer stated that this was a difficult decision but indicated her preference to become employed through UW-Madison.

The second option would be to continue having the Ag & Extension Administrative Assistant remain an employee of Langlade County. Rehberg noted that the draft contract previously provided to the Committee reflects the Office Assistant position as a contracted position. If the Committee wishes to retain the position as a Langlade County employee, the contract will need to be revised accordingly. Rehberg stated that she has received approval from Finance Director Ginter and Human Resources Director Dahlby regarding the proposed arrangement.

Motion by W. Wagner, second by Roehrig, to approve the preliminary Ag & Extension 2027 budget with the proposed contracted Administrative Assistant position, forwarding to the Administrative/Finance Committee. All ayes, motion carried.

Loderbauer wanted to thank the Maintenance Department for the work completed to move the Ag & Extension Office within the Health Care Center Building. Loderbauer also thanked Corporation Counsel Robin Stowe for working out the details of the move between departments.

7. **Discuss the 2027 Ag & Extension Contract:** Ag & Extension Area Director Rehberg presented the Committee with a draft contract between Langlade County and the Board of Regents of the University of Wisconsin System. The term of the contract is January 1, 2027, through December 31, 2027, unless amended or terminated. Rehberg reviewed Section 3.1(a) on page 2 of the contract, which outlines the details of the contracted positions within Langlade County. Rehberg also stated that UW Extension provides Langlade County with a $10,000 First Educator Discount. With the $10,000 discount applied, the total cost to the County for three educator positions and one Administrative Assistant will be $150,893. Rehberg emphasized that the contract is currently in draft form and asked Committee members to review the document and bring any questions or concerns to the next meeting. Information only.

Public Property Agenda Items:

8. **Continued Discussion of the following Job Descriptions:** The Committee was presented with three updated job descriptions for the Director of Facilities Management, Lead Maintenance Worker, and Maintenance Worker positions. Suggested changes discussed during the August 17, 2026, Public Property–Ag & Extension Committee meeting were incorporated into the proposed job descriptions. Motion by Roehrig, second by Curler, to approve the draft job descriptions. Discussion was held regarding a suggested change to the Director of Facilities Management job description under

Essential Duties and Responsibilities, Bullet Point #3, to remove the word "Prepare" and replace it with "Assist". Human Resources Director Dahlby suggested using the word "Manage" instead. Discussion was held. Motion by Schremp, second by Roehrig, to amend the word "Assist" to read "Prepare, manage, assist." All ayes, motion carried. On the amended motion, all ayes, motion carried. Forwarding to the Personnel Committee. The Committee advised Human Resources Director Dahlby to proceed with recruitment for the Director of Facilities Management position.

- **Director of Facilities Management:**
- **Lead Maintenance Worker:** Motion by Roehrig, second by Curler, to approve the Lead Maintenance Worker job description and forwarding onto the Personnel Committee. All ayes, motion carried.
- **Maintenance Worker:** Motion by W. Wagner, second by Schremp, to approve the Maintenance Worker job description and forwarding onto the Personnel Committee. All ayes, motion carried.

9. **Capital Project for Safety Building: Main Breaker and Fuse Generator, approved in the 2026 Budget, not yet started, price increase in materials, Committee Action:** Lead Maintenance Worker Chrudimsky and Assistant Finance Director Siikarla presented the Committee with a printed report regarding the Capital Projects for the Safety Building Main Breaker and Fuse Generator. Siikarla stated that both projects were approved in the 2026 budget, with $32,875 approved for the main breaker project and $18,765 approved for the generator project. Chrudimsky reported that material costs for both projects have increased. The main breaker project is now estimated at $57,500, and the generator project is estimated at $25,950, resulting in a total increase of $31,810. Siikarla stated that the Second-Floor Courthouse Conference Room project had a cost savings of $27,865. Siikarla requested that the Committee approve using the savings from the Second-Floor Courthouse Conference Room project to offset the increased costs of the Safety Building main breaker and generator projects. The remaining balance would be funded from the Maintenance Building Repairs line item. Motion by W. Wagner, second by Roehrig, to approve the use of the savings from the Second-Floor Courthouse Conference Room project and funds from the Maintenance Building Repairs line item to cover the increased costs of the Safety Building main breaker and generator projects. All ayes, motion carried.
10. **Review the 2027 Maintenance Budget:** Budget not available for review or approval.
11. **Discuss the Otis Courthouse Elevator Contract, reviewing the last 5 years of the Otis Contract, proposed new contract with Otis, review Metro Elevator Communication:** Lead Maintenance Worker Chrudimsky and Assistant Finance Director Siikarla stated that Langlade County entered into a contract with Otis Elevator Company in 2003 for annual maintenance of the Langlade County Government elevators. Since that time, the cost of annual maintenance has increased. At the February 11, 2026, Public Property Committee meeting, the Committee approved the use of Metro Elevator Company for the Courthouse elevator repair. Former Maintenance Director Bouche subsequently requested that Metro Elevator Company submit an RFP for annual maintenance of all

County elevators. Metro Elevator Company submitted pricing that was lower than the existing Otis Elevator Company contract. Bouche worked with Corporation Counsel Stowe regarding the possible termination of the Otis Elevator Company contract. Corporation Counsel Stowe stated that, at the February 11, 2026, Public Property Committee meeting, the Committee directed him to terminate the maintenance agreement with Otis Elevator Company due to annual cost increases that exceeded the limits outlined in the contract. Following the Committee's direction, Stowe issued Otis Elevator Company a 90-day notice of termination. Stowe stated that he has since been in contact with legal counsel for Otis Elevator Company. Otis has proposed a new five-year contract with lower annual maintenance costs. Stowe stated that the Committee could instead enter into an annual elevator maintenance contract with Metro Elevator Company; however, the County would need to buy out the existing Otis Elevator Company contract. The proposed new Otis Elevator Company contract would run from July 1, 2026, through June 30, 2031. Stowe stated that if the County wishes to cancel the new contract, notice would need to be provided 90-days prior to the contract's end date. Siikarla stated that if the Otis Elevator Company contract is approved, the County should receive a credit to cover the 2027 maintenance year. Stowe stated that he would work with Otis Elevator Company to secure the credit. Motion by W. Wagner, second by Schremp, to approve a five-year contract with Otis Elevator Company for annual maintenance of Langlade County Government elevators. All ayes, motion carried.

12. **Next meeting date:** *Monday, October 5, 2026, at 2:00 p.m.*

    Request for future agenda items: Purchase of old bleachers from the Antigo Youth Hockey Association.

    Adding dredging of the ponds at the Fairgrounds to the Capital Projects list for consideration in future budget planning.

13. **Adjourn the meeting:** Motion by Roehrig, second by W. Wagner, to adjourn the meeting at 5:15 p.m. All ayes, motion carried.

Becky Rank, Deputy County Clerk
Recording Secretary

Extension
UNIVERSITY OF WISCONSIN-MADISON

Langlade County
October 2026 Report

4-H - Positive Youth Development

Erin Morris - 4-H Educator
100% Appointment

Promoting 4-H Enrollment

As the new 4-H year begins, outreach efforts have focused on welcoming new families, promoting enrollment, and strengthening community awareness of 4-H opportunities. Through school partnerships, community events, social media, newsletters, and club promotions, youth and families are learning about the many leadership, STEM, citizenship, and hands-on learning experiences available through 4-H.

These efforts help ensure that more Langlade County youth have the opportunity to connect, learn, lead, and thrive through 4-H programming.

Supporting Leaders Association Food Stands

September was a busy month as volunteers and youth supported several Leaders Association fundraising efforts. I assisted with planning, preparation, and serving food at the Leaders Association Food Stand during the Take a Kid Hunting Gun Show, the Wisconsin Trappers Association event, and the 4-H State Dog Show.

These fundraising events help generate support for countywide 4-H programs, activities, and youth opportunities while also providing visibility for 4-H within the community. The continued support of volunteers and event attendees plays an important role in sustaining quality youth development programming throughout Langlade County.

County 4-H Program Update

Planning for fall and winter countywide 4-H programming is in full swing. Current efforts include organizing a monthly STEM program at Peace Lutheran School, coordinating LEGO Clubs at the Antigo Public Library and Elcho School, and developing bi-monthly Make-and-Take activities, winter programs, and Winter Camp.

Time has also been devoted to the Annual Authorization process to ensure all Langlade County 4-H clubs are chartered and ready for the new 4-H year. In addition, I have been working on my Management Action Plan, which outlines annual goals and priorities to support the continued growth and success of the Langlade County 4-H program.

Other Educational Programs, Professional Development & Program Administration

- Completed Monthly Planning and Reporting
- Participated in State, Regional, and Committee 4-H Zoom Meetings every Thursday
- Planning and Developing Programs & Events - Winter Camp, Travel Experiences, Monthly In School and After School, and Community Events
- Created and Delivered Bi-Weekly eNewsletters to all Langlade County 4-H families
- Continue updating events on Langlade County 4-H Website
- Monthly Club and Project Leader Email Updates and Check Ins

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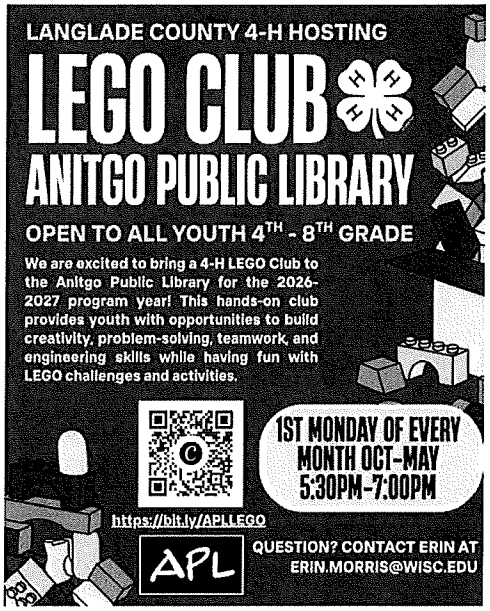
Langlade County 4-H Upcoming Events & Programs

- October 4th-10th - National 4-H Week
- October 4th - 4-H Open House
- October 5th - Antigo Public Library LEGO Club
- October 11th-14th - Herb Kohl Washington DC Trip
- October 14th - Elcho School 4-H LEGO Club
- October 15th - Antigo Middle School Spaghetti Dinner
- October 15th - Annual Leaders Association Meeting
- October 26th- In School Program at Peace Lutheran



Langlade County Ag/Potato Research Station

Kevin Gallenberg, Manager
100% Appointment

Harvest

Harvest activities have been a primary focus with significant effort dedicated to preparing equipment for use in research plots. In addition to harvesting operations, time was spent inspecting, modifying, and repairing equipment to ensure it met the needs of research-related work. Through ongoing equipment maintenance and improvements, the station was able to support a successful harvest season.

Irrigation System Exploration & Proposal

Exploring the feasibility and long-term viability of installing an irrigation system to support the research plots. This included meeting with partners and stakeholders to discuss potential options, evaluate site needs, and assess the benefits irrigation could provide for research reliability and crop performance. Started to gather information on design, requirements, and estimated costs to better understand the financial investment and ongoing maintenance considerations. Lots more to learn and come as we explore this option.

Regional Agriculture Updates

Scott Reuss – Crops & Soils Educator
20% Appointment

Local/Regional Efforts

Corn Sileage

Corn Silage Field Day held at BrownStar Farms (Gillett) on Sept. 10, with at least 2500 acres of corn silage represented by attending farms and many 1,000's by agency/private agronomists. UW Corn Agronomist Harkirat Kaur presented information regarding the adaptability of short-stature corn for silage and other silage management opportunities. Other topics included cover crops, Demonstration Farm Network activities, winter annual forage crops, and nutrient management.

Corn Silage Moisture Monitoring Project occurred during September. Corn silage drydown was hastened due to combination of soil moisture and maturity situation in the region.

Corn Silage Hybrid Plots hosted by BrownStar Farms (Gillett) were harvested in two stages, with brachytic corn hybrid harvested prior to the field day, and the two normal height hybrids harvested two weeks later. Data from this project will help inform dairy farms' decision-making as the primary source of BMR corn hybrids phases out their availability in the coming year.

Environmental Field Days

3 days of Environmental Field Days (Shawano & Marinette Counties) where Reuss informed nearly 500 4th and 5th grade students about insects and their relationship to agriculture.

Refuel the Farmer

Assisted with the successful "Refuel the Farmer" Program through which 500 Marinette & Oconto farm personnel received free meals and resource packets. Primary sponsor - Patz Corporation, but with many local businesses contributing funds and volunteers.

Langlade Research Station Harvest

Assisted with final two days of research plot harvest of potatoes at the Langlade Research Station and completed end of year sampling near Deerbrook for the alfalfa nutrient removal project.

Upcoming Events at which Reuss will be involved

- ✓ **Sulfur Rate Corn Plots and Cover Crop Demonstration Area Field Day** is October 13 from 9:30 to 11:30 a.m. It will be held in-field at the intersection of Larmay Rd. and Townline Road, Lena (N1096 Townline Rd.). Discussion will feature maximizing efficiency of sulfur management, its interactions with nitrogen and other nutrients, and cover crop realities in different cropping situations.
- ✓ **Corn Grain Research Plot Harvest** during the last half of month - sulfur rate plots as above - hosted by Behnke Grain, two sets of nitrogen rate plots comparing efficacy of Rain 360 unit usage at Wagner Farms (Town of Green Valley – Shawano County). 72 total plots to harvest and shell.
- ✓ **Marathon County Master Gardeners** presentation on Oct. 26.

Langlade County Extension Office

Stephanie Loderbauer, Program/Office Assistant
100% Appointment

The summer flew by, and it's hard to believe we are already stepping into fall. September brought a full slate of youth activities, agriculture support, community outreach, and statewide coordination — all with strong engagement and positive momentum.

4-H Youth Development

Spud Fest was a hit, with 39 youth creating their own Mr. Potato Heads while families picked up educational materials about potatoes and local agriculture. Art on the Ave was another success, with strong turnout and great visibility for 4-H.

September was truly the month of food stands — including the Gun Show, Trappers Association event, and the State 4-H Dog Show. All proceeds supported the Langlade County 4-H Leaders Association, directly benefiting Scholarships, Trip Scholarships, Family Activities, and Youth Education. These efforts continue to strengthen opportunities for our youth and community.

Agriculture

We assisted community members with questions about wild parsnip, helping them identify the plant and understand safe handling. Soil sample submissions continue to rise, keeping the office busy as growers prepare for fall and winter planning.

Langlade County Research Station

September marked the gear-up period for the great potato harvest. Numerous repairs, fuel, and fertilizer purchases were completed, and all invoices were processed to keep operations running smoothly.

Office Operations & Community Outreach

The Community Health Fair brought strong engagement, with 462 visitors stopping by the Extension booth and asking a wide variety of questions.

Completed initial work on the 2027 Budget, reviewing needs and planning for the upcoming year.

The office move has been extremely busy. I've spent many hours coordinating logistics, packing, and unpacking. We are now 98% moved out of the old space and continue organizing and cleaning the new location.

Statewide Extension Admin Team

The 2026–27 statewide survey received 78 responses, giving us a strong foundation for planning. The team is now contacting speakers and scheduling upcoming trainings. We will also be welcoming several new participants to the admin team in the coming months to strengthen statewide support.

We teach, learn, lead and serve, connecting people with the University of Wisconsin and engaging with them in transforming lives and communities.

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Area 3 AED Update

Amber Rehberg - Area Extension Director
Langlade Price, Taylor, Lincoln, Oneida

FY2027 Budget Prep

Over the past couple months, a significant portion of my time has been dedicated to the development and review of FY2027 county budgets across all five counties in Area 3. This work has involved collaborating with county partners to identify efficiencies, reduce expenditures where appropriate, and strategically align resources to ensure Extension can continue delivering high-quality programs that meet the needs of the communities we serve. Throughout this process, I have also continued to deepen my understanding of county budget processes, local priorities, and the unique opportunities and challenges present within each county.

County Fair Engagement

Another highlight of the quarter was attending county fairs across the area and supporting 4-H leaders, volunteers, and youth participating in 4-H food stands and fair activities. These events provide valuable opportunities to connect with community members, celebrate the accomplishments of young people, and share the many benefits of 4-H membership and Positive Youth Development programming. County fairs remain an important platform for building relationships, increasing visibility, and demonstrating the impact of Extension programs.

4-H PYD FTE Increase in Area 3

In addition, I have been working closely with two counties to explore opportunities to increase their 4-H Positive Youth Development staffing capacity and strengthen local program delivery. These conversations have focused on assessing community needs, building partner support, and developing sustainable plans for future growth.

End of Year Staff Reviews

Alongside these key priorities, I have continued to support educators across the area through regular coaching, collaboration, and end-of-year performance reviews. These discussions have provided opportunities to recognize accomplishments, identify areas for growth, and support professional development while ensuring educators remain focused on delivering meaningful educational experiences and community impact.

Contract Account LANG2027A

Contract Between Langlade County
and
Board of Regents of the University of Wisconsin System

This contract is by and between **Langlade** County, State of Wisconsin (**County**), and Board of Regents of the University of Wisconsin System, on behalf of the University of Wisconsin - Madison, Division of Extension (**Extension**) and is entered into pursuant to the authority vested in the County Committee on Agriculture and Extension Education by sections 59.22(2)(d) and 59.56(3) of the Wisconsin Statutes.

Whereas, Extension is organized both around geography, as Extension educators deliver programs in communities throughout the state, and around academic disciplines including Agriculture, Natural Resources, Community Development, Youth, Human Development & Relationships, and Health;

Whereas, Extension is committed to maintaining an office in every county willing to commit to continued funding and space for Extension staff. Extension recognizes the value in keeping a local presence in every county and keeping the shortest distance possible between the people of Wisconsin and the Extension staff delivering programming to them;

Whereas, Extension provides opportunities to additional resources such as statewide specialists and UW-System campus resources to address specific local issues in core areas of expertise;

Whereas, the County is a critical partner in developing and implementing key educational priorities for county residents. In collaboration with Extension leadership, counties will identify local services of priority to their communities. County will agree to co-fund Extension educators based upon annually established flat fees for positions as defined below; and

Whereas, the parties need to define their respective rights and responsibilities;

Now therefore, the parties agree as follows:

1. **Term, Amendment & Termination**.

   a. The term of this contract is one (1) year. The term shall run from January 1, 2027 through December 31, 2027, unless amended or terminated as set forth below.

   b. Any additions, changes, modifications or renewals of this contract are subject to the mutual agreement and written consent of authorized representatives of both parties.

   c. Either the County or Extension may cancel this entire Agreement with or without cause upon sixty (60) days' written notice delivered by mail or in person; provided, however, the County shall be responsible for paying a prorated amount of fees under Section 3.1.a. through the notice period. In addition, if the contract is cancelled before the end of the term, the discount identified in Section 3.1.a. shall be prorated (i.e. the discount amounts to roughly $834 per month).

2. **Extension Responsibilities**. Extension agrees to:

a. Hire local Extension staff who will deliver educational services aligned to County priorities. As vacancies occur, and if the County and Extension agree to continue to support the desired program and position, Extension will seek County input when filling vacant positions.
b. Provide an Area Extension Director (AED) to serve as County department head and supervise Extension staff at no cost to the County.
c. Invoice the County semi-annually, in May and November for amounts due under this agreement.

3. **County Responsibilities**

3.1 In consideration of the programs that Extension provides to the County under this contract, the County agrees to:

a. Pay to Extension the County share of up to $ 150,893 for the period of January 1, 2027 through December 31, 2027 as allocated below.

Co-Funded Positions	**Fee**	**FTE**	**Total**
4-H Youth Development	$50,045	1.0	$50,045
Regional Ag-Crops and Soils	$50,045	.20	$10,009
Agriculture Station Manager	$50,045	.50	$25,023
First Educator Discount			($10,000)
Subtotal			**$ $75,077**
Proposed or fully-county funded positions and other county contributions	**Fee**	**FTE**	**Total**
Administrative Specialist	$75,816	1.0	$75,816
Final Total			**$ 150,893**

b. Provide travel funds, office facilities (for Langlade County located at: 1225 Langlade Rd, Door 7, Antigo, WI 54409), information technology equipment (such as computers, printer, and phones) and internet connectivity, office supplies, and educational programming materials to the Extension educators identified in 3.1(a),
c. Provide salary and fringe benefits for the County clerical support staff who support the Extension educators identified in 3.1(a),
d. Provide other supporting budgetary items through regular County budgetary procedures in which funds are appropriated for such purposes under applicable Wisconsin law.

3.2 Consider and assess opportunities to provide office space with desks and chairs; access to IT support and internet connectivity; and basic operational resources (in a manner similar to other Extension educators in the office) for FoodWIse nutrition education programming to County SNAP/FoodShare eligible residents. Technology for FoodWIse positions will be coordinated through the County.

3.3 Consider and assess opportunities to provide office space with a desk and chair for fully state funded Extension employees who serve in a regional or statewide capacity. These regional and statewide educators will be provided state-purchased technology and IT support. The opportunity for these positions to access the internet through the county may also be discussed.

4. **Delegation of Financial Budget Authority.** The parties hereby acknowledge that Extension will employ an Area Extension Director (AED), whose responsibilities may include certain budget-related functions as set forth in the Delegation of Financial Budget Authority Form (DFBA Form) attached hereto as **Exhibit A**. County may authorize the AED to carry out such functions on its behalf, but only to the extent specified in in the DFBA Form, which must be signed by an authorized representative of County in order to be effective. The County may rescind such authorization at any time by providing written notice to Extension. In the event that the parties execute a new agreement governing the subject matter of this agreement such that the term of this agreement and the term of the new agreement run consecutively, the parties agree that the delegations set forth in a duly signed DFBA Form shall remain in effect upon execution of the new agreement unless the County rescinds such authorization by providing written notice to Extension.

5. **General Conditions** This contract is established under the following conditions:

a. **Notices**. Any notice or demand which must be given or made by a party to this Agreement or any statute or ordinance shall be in writing, and shall be sent via e-mail and certified mail. Notices to the County shall be sent to County Representative(s). Notice to the Extension shall be sent to Area Extension Director.

b. **Employer, Personnel Rules, Volunteers and Liability**. Any employees hired by Extension under Section 2.a. of this contract are employees of Extension, and are subject to the personnel rules, policies, and procedures for faculty, academic staff or University staff, as appropriate to the respective appointment in Extension as established by Wisconsin statute, and, or administrative rules; and, or, by policies or procedures adopted by the Board of Regents and the University of Wisconsin -Division of Extension. Any individual who meets Extension's definition of a volunteer and completes all registration requirements will be considered an Extension volunteer. Extension will be responsible for ensuring that its employees and volunteers take affirmative steps to make clear, when entering into relationships with third parties, that they are employees or volunteers of Extension. Extension shall be liable for the acts and omissions of its employees while acting within the scope of such employment. To the extent they are acting as agents of Extension, Extension shall be liable for the acts and omissions of its volunteers while acting within the scope of such agency.

Any individuals who are employed by the County in order to satisfy obligations under Section 3.1 of this contract (fully county funded) are County employees and are subject to applicable County personnel rules, policies and procedures. Any volunteer engaged by County to further the purposes of this contract will be considered a volunteer of County. County will be responsible for ensuring

that its employees and volunteers take affirmative steps to make clear, when entering into relationships with third parties, that they are employees or volunteers of County. County shall be liable for the acts and omissions of its employees while acting within the scope of such employment. To the extent they are acting as agents of County, County shall be liable for the acts and omissions of its volunteers while acting within the scope of such agency.

c. **Billing**. For the period January 1, 2027 through December 31, 2027, Extension shall bill the County for the total amount under Section 3.1.a. of this contract. The County will be billed for the first half of the total contract by May 31st and the second half of the total contract by November 30th. If services are not rendered or excess services are provided to the County by Extension during the contract period, the parties will use good faith efforts to adjust the total contract amount and update future bills to coincide with the new agreed upon amount. The County shall pay the amount billed within 30 days of the billing.

d. **Cybersecurity Provisions.** Each party shall be responsible for the response to, remediation of, and any resulting notification requirements related to cybersecurity breaches of their own information technology systems or those of any third parties hired on their behalf. This responsibility includes the financial costs of any breaches, e.g., forensics, remediation, notifications, etc. The County and Extension shall determine their individual need for cyber liability insurance coverage. Any breaches that could impact Extension data classified as moderate or high risk must be reported to Extension staff, via the Area Extension Director, and the University of Wisconsin - Madison Cybersecurity Operation Center (CSOC) Help Desk, 608-264-4357 following the risk-based timelines outline in the UWSA System Policy 1033 and associated Incident Response Plan. Following a reported breach event, the County will provide a primary staff contact and periodic response updates to Extension and the CSOC until event closure. Any breaches that could impact County data will be reported to the County immediately upon learning of the breach. The County shall provide the Are

e. **Insurance**. The Board of Regents of the University of Wisconsin System as an agency of the State, and consequently, Extension, is self-funded for liability (both public and property) under ss. 893.82 and 895.46(1), Wis. Stats. As a result, such protection as is afforded under respective Wisconsin Statutes is applicable to officers, employees, and agents while acting within the scope of their employment or agency. Since this is statutory insurance, there is no liability policy as such that can extend protection to any others.

   County agrees to maintain appropriate insurance to cover the potential liability of its officers, employees and agents while acting within the scope of their employment or agency. Such insurance may be provided through a self-insurance program. To the extent that an Extension employee is allowed to use a County vehicle, the responsibility for insuring that vehicle lies with the County.

f. **Nondiscrimination Statement**. The County and Extension will comply with all applicable state and federal laws and rules prohibiting unlawful discrimination. The University of Wisconsin–Madison Division of Extension provides equal opportunities in employment and programming in compliance with state and federal law..

By:_____ Date:
County Representative

By:_____ Date:
County Representative

By:_____ Date:
County Representative

By:_____ Date:
County Representative

By:_____ Date:
Area Extension Director
UW-Madison, Division of Extension

By:_____ Date:
County Representative

By:_____ Date:
Director of Financial Services
UW-Madison, Division of Extension

By:_____ Date:
On Behalf of Board of Regents of
The University of Wisconsin System

Exhibit A

Delegation of Financial Budget Authority Form

Area Extension Directors play an important part in county Extension offices as they manage the faculty and staff within that county, and many times, that includes the county support staff. Area Extension Directors also work with county partners to develop a departmental budget and provide oversight to that budget on an annual basis in cooperation with corresponding county financial departments and county board committees. The Delegation of Financial Budget Authority allows Area Extension Directors, hired, and managed by Extension as state employees, to manage county fiscal resources in service to the people of those counties.

To be completed by the county administrator or county official delegating signature/budget authority.

County hereby delegates to the Area Extension Director for Langlade County and _____ (no other person, if blank) authority to approve/authorize the following financial budget matters on behalf of County, provided, however, that such delegation is limited to the extent that such matters are directly related to County's authority under section 59.22(2)(d) and 59.56(3) of the Wisconsin Statutes and subject to any conditions/limitations indicated by County below.

Invoices	Travel Reimbursements	Supply & Expense Reimbursements
Time/Leave Approvals	Purchase Requisitions	Internal Budget Transfers
Inter- departmental transfers	County specific space agreements for educational programs	Bank account signatory
Other items:		
Conditions:		

This authorization is effective until either party (UW-Madison Extension or _____ County) requests a change to the document

Budget Authority signature: I am aware this constitutes a delegation of budget authority allowing the Area Extension Director, and any other position mentioned above, to manage county fiscal resources in service to the Extension office and residents of Langlade County. I understand that delegating authority does not release Langlade County, from full responsibility as Budget Authority.

County Administrator/County Official(s):
Name: _____
Title: _____

Signature: _____
Date: _____

Proposal for Installation of Underground Irrigation Piping

Langlade County UW Potato Research Station

Purpose

The purpose of this proposal is to explore the feasibility of installing underground irrigation piping at the Langlade County Potato Research Station. The proposed project would improve operational efficiency, reduce labor demands, decrease equipment wear and tear, and create a more sustainable irrigation infrastructure for the station.

Funding Considerations

This proposal would not require the use of levy dollars or county tax-supported funding.

Funding for the project could be supported through:

- Existing funds available within the Research Station Account.
- Donations solicited by Station Superintendent Kevin Gallenberg.
- Partnerships with area farms that may have usable irrigation pipe and materials currently not in service and available for donation or reduced-cost acquisition.

As a result, the project could potentially be completed with minimal impact on operational budgets while leveraging external support and partnerships.

Current Challenges with Above-Ground Irrigation Systems

1. Significant Staff Time Requirements

The current irrigation system requires annual installation and removal of above-ground piping.

Each year:

- Two staff members spend approximately two full days in the spring installing irrigation piping.
- Two staff members also spend approximately two full days in the fall removing and storing irrigation piping.

This represents:

- 16 staff-days annually devoted solely to moving irrigation infrastructure.
- Labor that could otherwise be directed toward research support, field management, facility maintenance, and other mission-critical activities.

While the time commitment may appear modest when viewed over an entire year, the work is physically demanding and occurs during periods when staff are already managing seasonal workloads and competing priorities.

2. Ongoing Maintenance and Operational Impacts

The presence of above-ground piping creates continual operational challenges throughout the growing season.

Examples include:

- Moving irrigation lines to accommodate routine lawn mowing and grounds maintenance.
- Relocating piping for special events held at the airport and surrounding facilities.
- Additional staff time spent monitoring and protecting exposed irrigation equipment.

These activities create recurring inefficiencies and increase the overall labor required to maintain station grounds and support public events.

3. Increased Wear and Tear on Equipment

Because the irrigation piping is repeatedly installed, removed, moved, transported, and stored, the system experiences unnecessary wear and tear.

Impacts include:

- Increased likelihood of pipe damage and repairs.
- Shortened lifespan of irrigation components.
- Additional maintenance and replacement costs over time.
- Greater risk of operational interruptions during the irrigation season.

An underground system would significantly reduce handling of the irrigation infrastructure and help preserve the longevity of the equipment.

Benefits of Underground Irrigation Piping

The installation of underground irrigation piping would provide several long-term benefits:

Improved Operational Efficiency

- Eliminates annual installation and removal of major irrigation lines.
- Reduces labor demands during critical spring and fall work periods.
- Allows staff to focus on research support and station operations.

Reduced Maintenance Requirements

- Eliminates the need to move piping for mowing and grounds maintenance.
- Reduces conflicts with airport activities and special events.
- Simplifies seasonal operations.

Longer Equipment Life

- Protects infrastructure from repeated handling and environmental exposure.
- Reduces repair and replacement costs over time.

Enhanced Appearance and Safety

- Improves the visual appearance of research plots and grounds.
- Removes obstacles that can interfere with mowing operations and event activities.
- Reduces tripping hazards and equipment conflicts associated with exposed piping.

Conclusion

Installing underground irrigation piping represents a potential long-term investment in the efficiency and sustainability of the Research Station. The project could be completed without the use of levy dollars, while reducing annual labor requirements, minimizing repetitive maintenance activities, decreasing equipment wear and tear, and allowing staff to focus on activities that directly support the station's research mission. The combination of available station funds, potential donations, and anticipated operational benefits warrants further evaluation of this opportunity.

RENTAL CREDIT AGREEMENT

THIS RENTAL CREDIT AGREEMENT is made between Langlade County, Finance Department, 800 Clermont Street, Antigo, WI 54409 (Landlord) and ADRC-CW, 1100 Lakeview Drive, Wausau, Wisconsin 54403 (Tenant), and collectively referred to as Parties, as follows:

RECITALS

WHEREAS, Parties have entered into an Office Lease commencing January 1, 2027 – December 31, 2027, and that Lease is attached with this Agreement and incorporated by reference herein; and

WHEREAS, Parties enter into this Agreement for the purpose of addresses the terms and conditions for adjustments to the rental rate as established in said Office Lease.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the Parties agree as follows:

I. Eligibility for Rental Adjustments

A. Changes in Leased Area.

The Parties agree that the rental rate within the Office Lease shall be adjusted based upon changes in square footage of leased space. Unless otherwise agreed in writing, no adjustment to rent based upon a change in square footage of leased space shall become effective until the Parties have agreed in writing upon the applicable square footage and corresponding rental adjustment.

The Parties shall document the applicable change in leased area and the resulting rental adjustment. Any rental credit resulting from a change in square footage shall be effective as of the date mutually agreed upon by the Parties.

B. Relocation Costs.

The Parties agree that Tenant may be entitled to rental credits for costs incurred by the Tenant to relocate to another leased area within the Health Service Center building. Tenant may be eligible for rental credits for reasonable and documented costs incurred by Tenant in connection with the relocation.

The Parties shall document the costs incurred by the Tenant. Any rental credit resulting from a documented cost shall be mutually agreed upon by the Parties

C. Improvements.

The Parties agree that Tenant may be eligible for rental credits for costs incurred by Tenant for improvements, alterations, or modifications to the interior or exterior of the building, provided that such improvements or modifications are approved in advance by Landlord.

Eligible improvements and modifications may include, without limitation:

a. exterior signage approved by Landlord;
b. re-marking or reconfiguration of designated parking areas approved by Landlord;
c. construction or installation of partition walls or other improvements necessary to create or modify interior office spaces approved by Landlord;
d. other interior office improvements, alterations, fixtures, or modifications approved by Landlord;
e. other substantially similar exterior or interior improvements or modifications approved by Landlord.

II. Process for Rental Adjustments/Credits.

A. Prior Approval.

Requests for rental adjustments or rental credits shall be submitted to the Langlade County Public Property Committee for approval.

B. Written Agreement.

Agreements between the Parties for rental adjustment or credits shall be reduced to writing and providing to the Landlord's Finance Department with directions for processing.

The Parties may establish rental adjustments or credits as a fixed dollar amount, a percentage of annual rent, or any other agreed upon method.

Unless otherwise agreed in writing, costs exceeding the amount approved for rental adjustment or credit purposes shall be the sole responsibility of Tenant and shall not result in any additional rental credit.

C. Documentation of Costs.

Tenant shall provide Landlord with documentation of costs associated with rental adjustments or rental credits. If an adjustment or credit is based upon estimated costs, then Tenant shall provide documentation of the actual costs incurred, including invoices, receipts, or other documentation reasonably requested by Landlord.

If the actual eligible costs differ from the estimated costs previously approved, upon the agreement of the Parties, the rental adjustments or credits may be further adjusted to reflect actual costs.

III. Application and Effect.

Except for rental adjustments and credits expressly approved pursuant to this Agreement, all rent, additional rent, operating expense obligations, maintenance obligations, insurance requirements, indemnification obligations, and other obligations of the parties under the Office Lease shall remain unchanged.

Rental credit shall not be construed as a reduction in the base rent or other rental rate established under the Office Lease.

This Agreement shall become effective upon execution by both Parties and receipt of any approvals required by the governing bodies or authorized representatives of the Parties.

IN WITNESS WHEREOF, the Parties have executed this Rental Adjustment Agreement as of the dates set forth below.

LANDLORD:

Langlade County

By: _____

Name: _____

Title: _____

Date: _____

TENANT:

Aging & Disability Resource Center of Central Wisconsin

By: _____

Name: _____

Title: _____

Date: _____

OFFICE LEASE

THIS LEASE AGREEMENT is made between Langlade County, Finance Department, 800 Clermont Street, Antigo, WI 54409 (Landlord) and ADRC-CW, 1100 Lakeview Drive, Wausau, Wisconsin 54403 (Tenant), and collectively referred to as Parties, as follows:

1. **Leased Premises**. The Landlord leases to the Tenant approximately 2813 square feet (subject to confirmation after move to new space) of the Langlade County Health Service Center office building at 1225 Langlade Rd, Antigo, Wisconsin, known as the Leased Premises, to include the receptionist area (207 sq. ft.), the main office space for the ADRC (1,227 sq. ft.), and conference room 63 (654 sq. ft.),(note: we will need to define this for the newly proposed space) together with the non-exclusive right of use of the common areas of the building including the gym, waiting area, parking lots, and grounds.

2. **Term of Lease**. This Lease is for a five-year term, commencing January 1, 2027, and terminating December 31, 2031.

3. **Security Deposit**. The Tenant is not required to make a security deposit.

4. **Rental**. The tenant shall pay the Landlord $18,300/annually [based upon old rate of $8.76 per sq ft = $19,430/annually] as base rent for the rental period through December 31, 2031.
    a. The rent required by this Lease shall be paid to Landlord, Rent shall be paid bi-annually on or before January 15 and July 15 of each year during the Term.

5. **Maintenance & Repairs. etc**. The Landlord agrees to maintain the Leased Premises in a safe, clean, neat and sanitary condition. Routine maintenance services are included within the current rental rate. The costs of capital improvements, redecorating, remodeling, alteration, painting and/or moving expenses associated with the Leased Premise shall be negotiated and agreed to by the Parties under separate written agreement.

6. **Altering and/or Remodeling**. Tenant shall not alter and/or remodel to the Leased Premises without the written consent of the Landlord.

7. **Damage or Destruction of Leased Premises**. It is mutually agreed by the Parties hereto in case said building or any part thereof shall at any time be destroyed or so damaged by fire or accident so as to make the premises unfit for occupancy or use, then the rents hereby required or a fair and just portion thereof, according to the nature of the damage sustained, shall, until said premises shall be rebuilt or reinstated and made fit for occupancy or use, be suspended and cease to be payable unless such destruction or damage is caused in whole or in part by the actions or inactions of the Tenant or its employees or agents, but in case the building shall be substantially destroyed by fire or

unavoidable casualty, then the term of this lease may be redetermined by the parties if either party gives written notice to the other party within thirty (30) days after such substantial destruction.

8. **Use of Premises**. The Leased Premises described above are leased to the Tenant for the sole purpose of operating programs consistent with the Aging & Disability Resource Center and the Tenant agrees that it will use the premises in such manner as to not interfere with or infringe on the rights of other tenants in the building. The Tenant agrees to comply with all applicable laws, ordinances and regulations in connection with its use of the Lease Premises.

9. **Utilities**. The Landlord shall provide adequate utilities to assure the comfort of the Tenant in its use of the Leased Premises. The Tenant will be responsible for their own telephone and computer equipment and connections.

10. **Cleaning and Maintenance Services**. The Landlord shall provide cleaning services of the type customarily furnished to business offices. Landlord agrees to be responsible for maintenance and prompt snow removal on all sidewalks, parking lots and driveways, and to be responsible for lawn care during the summer months.

11. **Rights of Parties**. The Landlord warrants the Tenant shall have the right of peaceful possession of the Leased Premises during the term of this Lease and so long as the Tenant shall not be in default. Tenant agrees to comply with all applicable laws and regulations.

12. **Assignments and Subleases**. The Tenant may not assign this Lease nor sublet the premises without the prior written consent of the Landlord.

13. **Injury and Loss**.

    a. Throughout the term, Landlord shall maintain general liability and casualty insurance on the building, equipment and fixtures, including the furniture and equipment of Tenant. Tenant acknowledges that this does not extend coverage to the personal property of Tenant and its employees nor does it cover injury of its employees while on the leased premises, unless such damage is caused by the intentional acts of the Landlord.

    b. Each party shall at all times indemnify and hold the other harmless against all actions, claims, demands, costs, damages or expenses of any kind that may be brought or made against the other which the other may pay or incur by reason of the other's negligent performance of or failure to perform, any of their respective obligations under this lease.

14. **Entry of Landlord**. The Landlord reserves the right to enter the Leased Premises at reasonable times for the inspection of the same and reserves the right, during the last three (3) months of the term of the Lease, to show the premises at reasonable times to prospective tenants.

15. **Rules and Regulations**. The Tenant agrees to abide by all rules and regulations of the building imposed by the Landlord from time to time for the cleanliness, good appearance, proper maintenance, good order, and reasonable use of the premises and the building, and as may be necessary for the proper enjoyment of the building by all tenants and their clients, customers and employees.

16. **Signs**. The Tenant shall not install any signs in or about the premises without the prior written consent of the Landlord. Tenant shall be responsible for the costs to install, maintain and/or remove any exterior signage. The Landlord agrees to provide suitable (interior) directory signage to facilitate public identification of the Tenant.

17. **Surrender**. At the expiration of the Lease, the Tenant shall surrender the premises to the Landlord in good condition, ordinary wear and tear excepted.

18. **Notices**. Any notices or demands to be given hereunder shall be given to the Landlord at Langlade County Finance Director, 837 Clermont Street, Antigo, WI 54409 and to the Tenant at 1100 Lakeview Drive, Wausau, Wisconsin 54403.

19. **Default**. In the event the Tenant fails to pay any rental due under this Lease or fails to keep and perform any of its other terms or conditions, then 10 days after written notice of default from the Landlord, the Landlord may, if such default has not been corrected to its satisfaction, terminate this Lease and/or seek other applicable legal remedies under this Lease Agreement.

    If the Landlord shall default in performing its obligation under this Lease, the Tenant shall give the Landlord written notice of the deficiency, and the Landlord shall have a reasonable time to correct the same, and if not corrected within a reasonable time and such breach is a material breach, the Tenant may terminate this Lease or take such other legal steps to which it may be entitled.

    Notwithstanding anything in this lease to the contrary, no event of default shall be deemed to have occurred under this lease if adequate funds are not appropriated during the term of this lease so as to enable the Tenant to meet its obligations hereunder and written notice of the non-appropriation is given to Landlord.

20. **Termination**.

a. Change of Funding. Notwithstanding any other terms in this Lease Agreement, if ARDC-CW's funding source(s) and/or funding amounts change such that ARDC-CW is unable to pay the Gross Rent through no negligence of the ARDC-CW, this Lease Agreement shall terminate upon 60 (sixty) days written notice of such deficiency from ARDC-CW to County. Such a termination of the Lease Agreement will obligate the ARDC-CW to pay the Gross Rent through the end of the 60 (sixty) day period or such other period the parties agree to and there shall be no imposition of sanctions against the ARDC-CW or other penalties including those set forth in Section 8 hereof. The ARDC-CW will timely surrender the property to the County as if the full term of the Lease Agreement had passed.

b. Termination by Mutual Consent. Notwithstanding other terms and conditions herein, the parties may terminate this lease by mutual consent evidenced in writing.

c. Termination Without Consent. Either party can terminate this lease agreement by giving a six-month written notice to the other party.

21. **Amendments**. The parties may amend the terms of this lease by mutual consent.

22. **Option to Extend Lease**. The Parties may mutually agree in writing to renew this Lease for one additional five year team.

This Lease is executed by the parties on the dates indicated below.

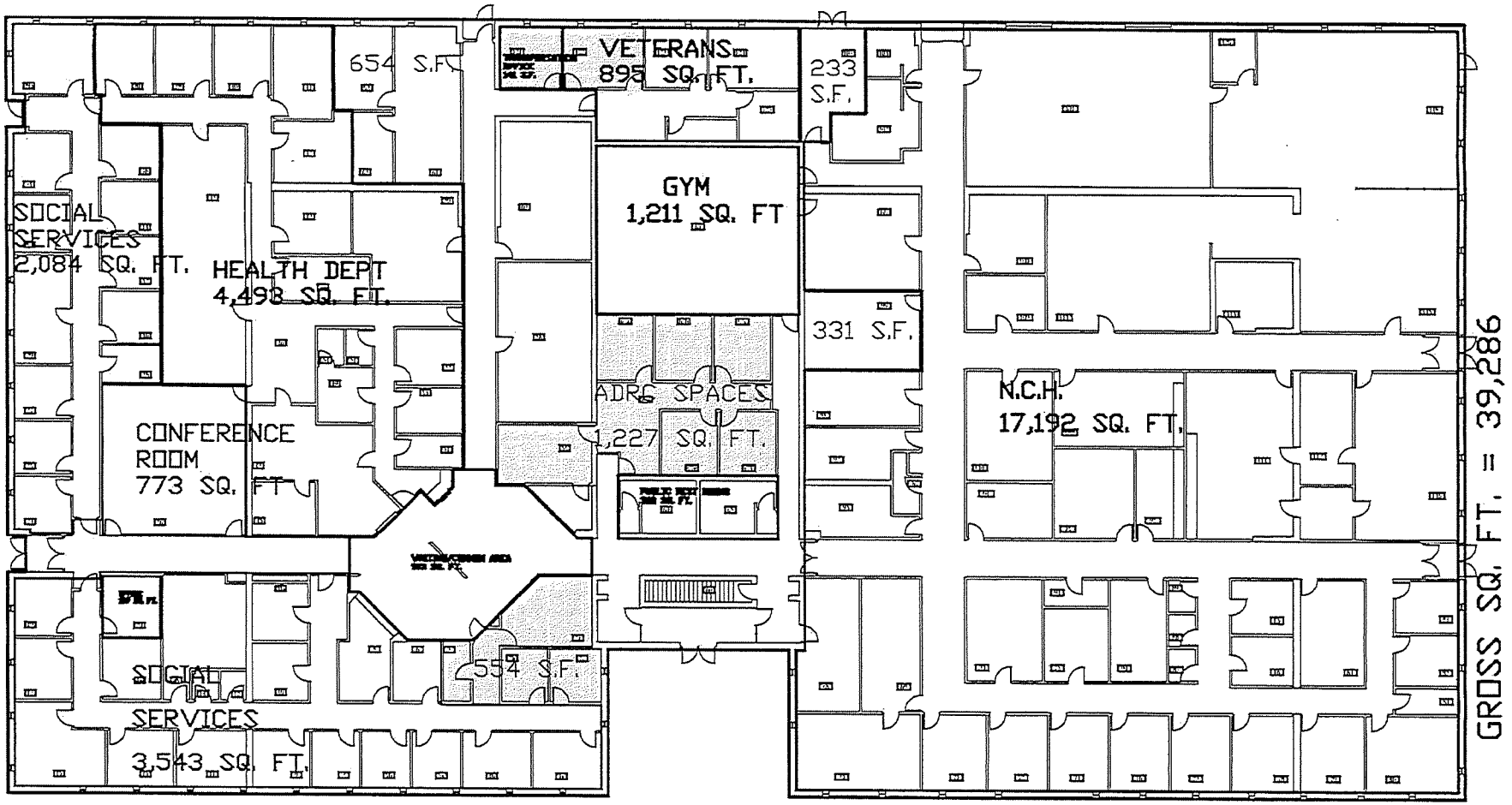
LANGLADE COUNTY, WISCONSIN:

Date: _____ By: _____
Langlade County Board Chair

ADRC

Date: _____ By: _____
Executive Director

Employee Entrance
Exit Only
New ADRC Space 3813 sq ft
640
200
Bath room
Conference room
600
280
225
145
4 Designated Parking spaces
New Main ADRC Entrance
No Parking
Potential Wall w/ Door
144
144
120
120
120
372
216
Front Entrance
192
125
100
Current ADRC 1653 sq ft
LANGLADE COUNTY HEALTH CARE CENTER
As Built
1/8" = 1'
S-1
S
N


654 S.F.
VETERANS
895 SQ. FT.
233 S.F.
GYM
1,211 SQ. FT
SOCIAL SERVICES
2,084 SQ. FT.
HEALTH DEPT
4,498 SQ. FT.
331 S.F.
ADRC SPACES
1,227 SQ. FT.
N.C.H.
17,192 SQ. FT.
CONFERENCE ROOM
773 SQ. FT
554 S.F.
SOCIAL SERVICES
3,543 SQ. FT.
GROSS SQ. FT. = 39,286