



PORTAGE COUNTY

ANNEX CONFERENCE ROOMS 1 & 2
1462 STRONGS AVENUE
STEVENS POINT, WI 54481

MEETING MINUTES

SPACE AND PROPERTIES COMMITTEE

Tuesday, July 25, 2023

3:00 PM

REMOTE ATTENDANCE & COMMENT

To attend this meeting by telephone : dial 1-872-242-7813 , after dialing the number you will then be asked to enter in a meeting number. Use the following meeting number: 722 258 383, then press #

To attend this meeting by video: [Click here to join the meeting](#)

CALL TO ORDER

The Space and Properties Committee meeting was called to order at 03:00 PM

Members Present: Jeanne Dodge, Dave Medin, Mike Splinter, Don Jankowski, Matt Jacowski all attending in person.

Members Absent: Mike Wiza

Others Attending: Todd Neuenfeldt, Chris Schultz, John Pavelski, Larry Raikowski, Sheriff Lukas, Brianna Sweeney, Jenni Jossie, Joan Honl, Chris Doubek, Tim Reed were in person. Virtually attended Cindy Wisinski, John Smithe, Sara Raikowski, Bill Hlavac, Robin Falk, and members of the public.

PUBLIC NOTICE

Members of the public who wish to address the Committee on specific agenda items must register their request at this time, with such comments subject to the reasonable control of the Committee Chair as set forth in Robert's Rules of Order.

Joan Honl registered to address the Committee on agenda item 7.

CORRESPONDENCE

APPROVAL OF MINUTES

1. June 6, 2023 Space and Properties Amended Minutes

A motion was made by Mike Splinter, seconded by Dave Medin to approve both sets of minutes as presented. Motion to Approve carried by voice vote, with no negative votes.

2. July 5, 2023 Space and Properties Meeting Minutes

REPORTS

3. Vendor Invoice List Dated 6-30-23
4. Director's Report

Ruth Gilfry Building: Working with an architect on the remodel of the basement and an engineer to determine the best solution for the storm water. The architect is looking at some code requirements for rest rooms, fire systems. A motion was made by Jeanne Dodge, seconded by Matt Jacowski, to place report on file. Motion to Approve carried by voice vote, with no negative votes.

DISCUSSION/POSSIBLE ACTION

5. Discussion/Possible Action Re: Special Meeting Attendance (Portage County Ordinance 3.1.47 & 3.1.48)
 - Request for special meeting attendance
 - Approval of attendance of special meetings
 - Special meeting attendance reports

No special meeting attendance forms were presented.

6. Discussion and Possible Action: Capital Improvement Projects update of current and review of potential future Facilities Management Capital Improvement Projects.

The Capital Improvement Projects list was reviewed by building. No action taken.

7. Discussion and Possible Action regarding Resolution Authorizing an Agreement with Cinovations to Provide Consulting Services related to Master Facility Planning.

A motion was made by Matt Jacowski, seconded by Mike Splinter, to Approve Resolution with the two changes in wording on the first WHEREAS moving wishes to from the beginning to before proceed making the (WHEREAS, Portage County developed a Master Facilities Plan and wishes to proceed with the development of a needs analysis for a long term plan for construction of new government facilities; and) Motion to Approve carried by voice vote, with no negative votes.

NEXT MEETING DATE September 5, 2023 at 3:30 p.m. in Annex Conference Room 1 and 2.

ADJOURNMENT

A motion was made by Jeanne Dodge, seconded by Mike Splinter, to adjourn. Motion carried by voice vote.
Meeting adjourned at 03:55 PM