



PORTAGE COUNTY

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

MEETING MINUTES

SPACE AND PROPERTIES COMMITTEE

Tuesday, March 4, 2025

3:30 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: 411 441 984, then press #

To attend this meeting by video: [Join the meeting now](#)

CALL TO ORDER

The Space and Properties Committee meeting was called to order at 03:30 PM

Members Present: Dave Ladick, Dave Medin, Janell Wehr, Jeanne Dodge, Nancy Eggleston all attending in person. Mayor Wiza was not in attendance.

CORRESPONDENCE No correspondence at this time

No Correspondence at this time.

PRESENTATIONS No presentations

REPORTS

1. Vendor Invoice List dated 1-31-25
2. Director's Report
 - Unit Heater Failure at Holly Shoppe
 - Update on Annual Survey at Health Care Center
 - Facilities Management Staffing, Operations, and Activities

Early last week there was a failure of the unit heater in the foyer of the Holly Shoppe which caused water to enter the Holly Shoppe. We contained that quickly and moved the items to another part of the ADRC temporarily. We are in the process of having the carpeting replaced as soon as the vendor has the material.

The Health Care Center is finishing up the annual survey. There were a couple of violations; nothing serious. We are working on the plan of correction at this time in response.

It is National Maintenance Worker's Day today and our department celebrated with a pizza lunch. During that time, our Assistant Director Carl Hurrish has announced he will be retiring at the end of May.

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 public comment ordinance and the reasonable control of the Committee Chair as set forth in Robert's Rules of Order.

APPROVAL OF MINUTES

3. February 4, 2025 Space and Properties Minutes

A motion was made by Janell Wehr, seconded by Nancy Eggleston, to approve the minutes as presented. Motion to Approve carried by voice vote, with no negative votes.

DISCUSSION/POSSIBLE ACTION

4. 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

There were no special meeting requests.

5. Discussion/Possible Action regarding Approving and Authorizing a Contract with Per Mar Security & Research Corp. to Provide Security Guard Services at the Portage County Public Library in Stevens Point (Portage County Ordinance 3.7.11)

A motion was made by Janell Wehr, seconded by Dave Ladick, to approve the contract with Per Mar Security & Research Corp. to provide security guard services at the Portage County Public Library in Stevens Point. Motion to Approve carried by voice vote, with no negative votes.

6. Discussion/Possible Action: Approval of Capital Improvement Projects Verbally Requested for 2026-2031

Discussion on the 6 new Capital Improvements occurred. The Committee asked for the item to be brought back for approval at the next meeting,

NEXT MEETING DATE April 1, 2025 at 3:30 in Annex Conference Room 1&2

ADJOURNMENT

With no other agenda items Chair Medin adjourned the meeting at 4:06 p.m.