



PORTAGE COUNTY

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

MEETING MINUTES

SPACE AND PROPERTIES COMMITTEE

Tuesday, April 1, 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: 931 116 723, 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 3:30 p.m.

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

CORRESPONDENCE No correspondence was received.

REPORTS

1. Vendor Invoice List dated 2-28-25
2. Director's Report -
 - Update on the Ruth Gilfry Building
 - Facilities Management Staffing, Operations, and Activities

The Gilfry building is moving along, most walls are up and most of the lower level is painted. The ceiling grid is in, exit signs, smoke detectors, sprinkler heads are being hung, the bathroom fixtures are starting to be set and casework is scheduled to be installed in the next few weeks. The air handlers, pumps, and boilers are in place and associated piping including controls are being installed. The new eight inch water main for the fire sprinkler system will be installed in three weeks. Outside; the walls for the new tunnel entrance have been framed and will be poured this week with the tunnel ceiling/roof being completed by the end of next week. The membrane roof has been installed, the flat roof work will be completed in the next few weeks and the new soffit, fascia and gutters is in progress. On the upper level, the ceiling will be installed in the next two weeks and in four weeks the painting is expected to be completed. June 1st the lower level furniture order will arrive; July 3rd the upper level furniture order will arrive. We expect to occupy the building by late August possibly sooner.

Facilities staff update; Custodian Brandon Toman returned from Army Reserve Basic Training, we thank him for his service. We had the good fortune of two incredible Seasonal Custodians this year Tess Sautter and Angela Melby. Tess has completed her assignment while Angela will be here for a few more weeks. Their hard work and dedication was noted and appreciated. We are currently fully staffed except the pending retirement of Assistant Facilities Director Carl Hurrish.

3. Jail/Courthouse Project Report by Chris Schultz

- Findorff Contract
- Schedule

We would like to notify this body that we will be contracting with Findorff for \$19,300.00 for Pre-con pricing to sit in on design meetings. This is unbelievably reasonable. We want them to perform this process because it will assist in determining Financing for Schematic Design.

The first Design team meetings are scheduled for the end of April. The Sheriff and the Judges have cleared their schedules to meet with the team.

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

4. March 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

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 requests reported.

CLOSED SESSION

6. Enter into Closed Session Pursuant to Wis. Stat. § 19.85(1)(e) for Deliberating or Negotiating the Purchasing of Public Properties, Investing of Public Funds, or Conducting other Specified Business, whenever Competitive or Bargaining Reasons Require a Closed Session and Pursuant to Wis. Stat. § 19.85(1)(g) for the Purpose of Conferring with Legal Counsel who is Rendering Oral or Written Advice Concerning Strategy to be Adopted by the Committee with Respect to Litigation in which the County is or is Likely to Become Involved, both of which pertain to the Terms and Conditions of Real Estate and Building Transactions in the City of Stevens Point.

A motion was made by Jeanne Dodge, seconded by Dave Ladick, to enter into closed session.
The motion to Approve by the following vote:

5 Yes: Dave Ladick, Dave Medin, Janell Wehr, Jeanne Dodge, Nancy Eggleston
0 No: None
0 Abstain: None

The meeting went into closed session at 3:38 p.m.

OPEN SESSION

7. Reconvene to Open Session for Discussion and Possible Action on Items Discussed in Closed Session.

A motion was made by Dave Ladick, seconded by Nancy Eggleston, to reconvene in open session. Motion to Approve carried by voice vote, with no negative votes. No Action was taken.

NEXT MEETING DATE May 6, 2025 at 3:30 p.m. in Conference Room 1 and 2.

ADJOURNMENT

With no other agenda items Chair Medin adjourned the meeting at 4:37 p.m.