



PORTAGE COUNTY

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

MEETING MINUTES

SPACE AND PROPERTIES COMMITTEE

Tuesday, May 6, 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: 884 938 518, 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, Mike Wiza all attending in person.

Also Attending: John Pavelski, Ray Reser, Larry Raikowski, Chris Schultz, Todd Neuenfeldt, Tim Reed, and David Hickethier in person.

Nathan Check, Jennifer Jossie, and Bill Hlavac attending virtually.

CORRESPONDENCE We have no correspondence at this time.

PRESENTATIONS

REPORTS

1. Vendor Invoice List dated 3-31-25
2. Year To Date Budget Report dated 3-31-25
3. Director's Report -
 - Update on the Ruth Gilfry Building
 - Facilities Management Staffing, Operations, and Activities

Custodial Staffing:

Facilities is still updating the Job Description for the Assistant Facilities Director.

Facilities plan to advertise for the open position before the end of the month.

Ruth Gilfry Building Update:

Lower-level carpet install has begun.

Lower-level ceilings are almost complete.

The lower-level tunnel walls, ceiling and roof have been completed.

Upper-level ceilings are in the process of being installed.

Painting is near completion.

Landscaping has begun.

Start-up for the chiller is scheduled for Thursday.

Air Conditioning:

The air conditioning units for the Health Care Center have been installed.

The air conditioning units for the Courthouse have been installed.

Repairs were completed on the Library and Annex Chiller.

Upcoming Projects:

Elevators at the Annex

Roof at the Annex

Brick repair at the Annex.

4. Jail/Courthouse Project Report by Chris Schultz

- Schedule

The first 2-1/2 day workshop for Schematic design occurred in April. The employees in the LEC, Jail and the Courthouse were very accommodating, and it was very successful. In total there were 16 hours of meetings scheduled during that time. As we work through this process, there will be more updates to this Committee looking at an update in mid-summer to August. We have a series of meetings set up every 5 weeks; the next one May 21 to 22 heavily focused on the Courthouse. There are some virtual meetings with the Sheriff some meetings on the Law Enforcement Center.

We are working on a way to communicate with the Supervisors and the public about the process and what we have going. This will involve our website and social media. We are working with our vendors. We will have more on that to present in June. Supervisors would like a tool kit available. County Clerk Davis has offered her help. Things are going well.

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**5. April 1, 2025 Space and Properties Minutes**

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

DISCUSSION/POSSIBLE ACTION**6. 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 Meetings were attended.

7. Discussion/Possible Action re: Resolution approving the Land Swap Agreement between Portage County and the City of Stevens Point.

A motion was made by Dave Ladick, seconded by Jeanne Dodge, to approve the Resolution approving the Land Swap Agreement between Portage County and the City of Stevens Point.

The motion to Approve by the following vote:

5 Yes: Dave Ladick, Janell Wehr, Jeanne Dodge, Mike Wiza, Nancy Eggleston

1 No: Dave Medin

0 Abstain: None

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

ADJOURNMENT

With no other agenda items Chair Medin adjourned the meeting at 04:06 PM