



PORTAGE COUNTY

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

MEETING MINUTES

SPACE AND PROPERTIES COMMITTEE

Tuesday, February 1, 2022

3:30 PM

REMOTE ATTENDANCE & COMMENT

To attend this meeting by telephone : dial 1-608-338-1399, after dialing the number you will then be asked to enter in a meeting number. Use the following meeting number: 101715586, then press #

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

Due to COVID-19 and the potential risk to members of the public who attend meetings in-person, any person who plans to attend the meeting remotely, but wishes to comment on an agenda item can send their comments via email to aldringed@co.portage.wi.us. The deadline for sending comments by email is 48 hours prior to the start of the meeting. Emailed comments will be delivered to committee members at least 24 hours prior to the meeting. Remote comment by the public during the meeting will be at the discretion of the Chair.

CALL TO ORDER

The Space and Properties Committee meeting was called to order at 03:30 PM by Vice Chair Dave Medin.

Members Present: Don Jankowski, Jeanne Dodge, Dennis Raabe, Dave Medin, Mike Splinter

Attending In-Person: Dave Medin, Jeanne Dodge, Mike Splinter

Attending Online: Don Jankowski, Dennis Raabe

Staff Attending: David Ray, Kayla Filen in person. Chris Holman, Jennifer Jossie, and Laura Belanger-Tess attended virtually.

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.

APPROVAL OF MINUTES

1. January 4, 2022 Meeting Minutes

A motion was made by Mike Splinter, seconded by Jeanne Dodge, to Approve Minutes as presented. Motion to Approve carried by voice vote, with no negative votes.

REPORTS

2. Vendor Invoice Lists Dated 1-03-2022
3. Director's Report

Facilities has extended an offer of employment for a Full-time Custodian who is expected to start in early March. Facilities continues to recruit for the vacant Maintenance Technician. Facilities was unable to hire Seasonal Custodians for the 2021-2022 season. Facilities responded to water coming from the wall in the Health Care Center on New Years Eve. It was discovered the drainpipe in the wall had rotted away creating the leak. The leak has been repaired. Facilities discovered a leaking pipe in 1039 Ellis. The pipe had froze due to a failure with the control system. The Control system is software upgrade has been delayed due to uncertainty of the buildings future.

The supply of Bradley Penal fixture parts is running low and, in some cases, has been exhausted. We are now forced to upgrade the entire fixture at considerably more expense.

DISCUSSION/POSSIBLE ACTION**4. Discussion/Possible Action Re: Regarding 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

A motion was made by Jeanne Dodge, seconded by Mike Splinter, to Approve Don Jankowski attending 4 Microsoft Team meetings regarding RFP. No discussion can be had at this time. Motion to Approve carried by voice vote, with no negative votes.

8. Discussion/Possible Action Re: A gentleman, Stan Carlson stopped in County Clerk's office inquiring about donating two small (12" x 8") , hand carved civil war soldiers to the display in the court house.

A motion was made by Dennis Raabe, seconded by Mike Splinter, to accept the donation but with no obligation for upkeep in the future. Staff will contact the historical society and find a document to that effect to be agreed upon. Motion to Approve carried by voice vote, with no negative votes.

9. Discussion Only: Salary Plan Funding Strategies**5. Discussion/Possible Action Re: Update on Tax Deed Sale and Disposition of Two County Owned Parcels 141240602-07.10 and 141240602-07.01**

Kayla Filen updated the Committee on two parcels in the Village of Junction City that were tax deeded in 2003 and remain under Portage County ownership. Kayla Filen will contact the Village of Junction City and the Highway Department to get some additional information requested by the Committee. This will be brought back to the Committee next month for them to determine next steps.

6. Discussion/Possible Action Re: Enter into closed session pursuant to WIS. STAT. § 19.85(1)(e): For the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified business, whenever competitive or bargaining reasons require closed session regarding 501 Park Avenue, Junction City, WI 54443 parcel #141-50-04AA and Land in Village of Junction City parcel #141-50-04AB.

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

5 Yes: Jeanne Dodge, Dennis Raabe, Dave Medin, Mike Splinter, Don Jankowski

0 No: None

0 Abstain: None

All virtual participants will leave and return at 4:20.

7. Discussion/Possible Action Re: Reconvene into open session pursuant to WIS. STAT. § 19.85(2). For Discussion and Possible Action on the Aforementioned closed session item(s) if necessary.

A motion was made by Jeanne Dodge, seconded by Mike Splinter, to reconvene in open session. The motion to Approve by the following vote:

3 Yes: Jeanne Dodge, Dave Medin, Mike Splinter

0 No: None

0 Abstain: None

A motion was made by Mike Splinter, seconded by Jeanne Dodge, to go back on Wisconsin Surplus with a new minimum bid of \$45,000. Motion to carried by voice vote, with no negative votes.

CORRESPONDENCE No correspondence has been received.

NEXT MEETING DATE March 1, 2022 at 3:30 p.m. in Annex Conference Room 1 and 2.

ADJOURNMENT

A motion was made by Don Jankowski, seconded by Jeanne Dodge, to adjourn. Motion carried by voice vote. Meeting adjourned at 04:31 PM

Notice: Any person who has special needs and plans on attending this meeting in-person or remotely should contact the Facilities Office at 715-346-1598 as soon as possible to ensure that reasonable accommodations can be made.

Notice: A quorum of the Portage County Board of Supervisors, or any committee thereof, may be present at this meeting.