



PORTAGE COUNTY

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

MEETING MINUTES

SPACE AND PROPERTIES COMMITTEE

Tuesday, May 3, 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: 754 308 800, 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 3:30 by Director Todd Neuenfeldt.

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

Staff Attending:

David Ray, Leigh Jentz, John Pavelski, Robin Falk, and Al Haga attended in person.

Jennifer Jossie and Chris Schultz 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.

ELECTION OF CHAIR:

1. The Nominations are now open for the 2022-2024 Chairperson of Space and Properties.

David Medin nominated Don Jankowski for Chair. With there being no other nominations, the nominations were closed. A motion was made by Dave Medin, seconded by Mike Splinter, to cast a unanimous ballot to seat Don Jankowski as Space and Properties Chair. Motion carried by voice vote, with no negative votes.

2. Following the election of the Chair, the meeting is now procured by the Chair.

ELECTION OF VICE CHAIR:

3. The Nominations are now open for the 2022-2024 Vice Chairperson of Space and Properties.

Chair Jankowski called for the election of the Vice-Chair. Jeanne Dodge nominated Dave Medin for Vice-Chair. With there being no other nominations, the nominations were closed. A motion was made by Mike Splinter, seconded by Matt Jacowski, to cast a unanimous ballot to seat Dave Medin as Vice-Chair. Motion to Approve carried by voice vote, with no negative votes.

SELECTION OF MEETING SCHEDULE

4. Establish Monthly Day and Time of Space and Properties Committee meeting

The First Tuesday of each month at 3:30 was the agreed upon time for Space and Properties Committee meetings going forward.

SELECTION OF OTHER COMMITTEE MEMBERS:

5. Selection of Space and Properties Committee Members to other Committee Structures:
 - Courthouse Security and Facilities (Chair or Designee)

Chair Jankowski agreed to represent Space and Properties Committee at Courthouse Security and Facilities Committee. A motion was made by Dave Medin, seconded by Mike Splinter, to Approve Don Jankowski represent Space and Properties at Courthouse Security and Facilities Committee. Motion to Approve carried by voice vote, with no negative votes.

APPROVAL OF MINUTES

6. April 5, 2022 Meeting Minutes

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

REPORTS

7. Vendor Invoice List dated 3-31-22
8. Director's Report

DISCUSSION/POSSIBLE ACTION

9. 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 Matt Jacowski, seconded by Dave Medin, to Approve Don Jankowski's attendance at the meeting April 13, 2022 with TEGRA. Motion to Approve carried by voice vote, with no negative votes. TEGRA, Nate Pearson and Mike VanKlie and BWBR were in attendance as well. They will meet regularly weekly and monthly and reviewed the May 10 meeting discussion.

10. Discussion/Possible Action: Memorial Bench donation inquiry from family of Acalia Kleven (former Corporation Counsel office attorney who passed away in August 2021). Details and location (Courthouse, Health and Human Services, somewhere else) to be determined.

Victoria Halverson (Acalia's Mom) attended the meeting virtually. David Ray showed an example of a 6-foot, power-coated bench with Acalia Kleven stamped on the back that the family would like to donate. A motion was made by Dave Medin, seconded by Mike Splinter, to accept the donation and use as the County sees fit. Motion to Approve carried by voice vote, with no negative votes.

11. Discussion/Possible Action Re: Update on Tax Deed Sale and Disposition of Two County Owned Parcels 141240602-07.10 and 141240602-07.01

A motion was made by Matt Jacowski, seconded by Dave Medin, to combine the two parcels less 33' of right of way along Highway G. The minimum bid of \$2,500.00. Motion to carried by voice vote, with no negative votes. This will be brought back to the next meeting and put on WI Surplus Auction as soon as Corporation Counsel can formalize the easement.

12. Discussion/Possible Action: Hold special meeting to bring the new Supervisors up to speed. What Properties does the county own, use, and are covered by Space and Properties Committee. Cover the current condition reports on the buildings. Discuss the past history of studies that have been completed.

No Action was taken. The Committee discussed some future ideas.

CORRESPONDENCE No correspondence has been received.

NEXT MEETING DATE Tuesday May 10, 2022 at 4:00 p.m. in Annex conference room 1 and 2.

Tuesday May 10 Space and Properties meeting will start at 3:45 if we can bring the tax deed property agenda item back to the Committee with David Ray completing the easement.

ADJOURNMENT

A motion was made by Jeanne Dodge, seconded by Mike Splinter, to adjourn. Motion carried by voice vote.
Meeting adjourned at 04:45 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.