



PORTAGE COUNTY

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

MEETING MINUTES

SPACE AND PROPERTIES COMMITTEE

Tuesday, April 4, 2023

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: : 821 157 379, then press #

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

CALL TO ORDER

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

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

Others Attending: Todd Neuenfeldt, Chris Schultz, Tim Reed, John Pavelski, Al Haga, David Hickethier, and Ryan Kernosky attended in person.

Attending virtually: Nate Pearson, Cindy Wisinski, Maria Davis, and Joan Honl.

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.

CORRESPONDENCE No correspondence received at this time.

APPROVAL OF MINUTES

1. March 6, 2023 Space and Properties Meeting Minutes

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

REPORTS

2. Vendor Invoice List Dated 3-01-23
3. Director's Report

Health and Human Services Carpet Project:

- Project is progressing well with an expected completion by the end of April.
- Mold remediation was necessary in the lower level of the building.

Custodial Staffing:

- Facilities will be interviewing for the open Custodian and Electrician Positions the week of April 10th.

4. TEGRA Facility Master Plan Report

Chris Schultz gave the update that they are finishing up answering the last of the questions and preparing for next Monday's Meeting of the Whole.

DISCUSSION/POSSIBLE ACTION

5. Discussion and 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 Mike Splinter, seconded by Dave Medin to approve the payment of 4 special meeting expense reports. Motion to Approve carried by voice vote, with no negative votes. The approval to attend the meetings was granted prior by the Space and Properties Committee to Don Jankowski on an as-needed basis.

6. Discussion/Possible Action: Review of tax deed parcels not receiving a bid on Wisconsin Surplus Online Auction and approve setting a new minimum bid to re-list on Wisconsin Surplus Online Auction.
 1. Parcel 173-44-B1201; 2311 Post Road; assessed value \$70,100; 1st round listed at \$70,100; 2nd round listed at \$35,050; proposal to list at \$17,525 for 3rd round.
 2. Parcel 281-24-0833202226; 0 Michigan Avenue; assessed value \$1,200; 1st round listed at \$600; proposal to list at \$300 for 2nd round.

A motion was made by Jeanne Dodge, seconded by Matt Jacowski. A motion was made by Matt Jacowski, seconded by Dave Medin, to amend the motion with the minimum bid being changed to \$1000 on item 1. Motion to Amend carried by voice vote, with no negative votes. A motion was made by Matt Jacowski, seconded by Mike Splinter, to amend the motion with the minimum bid being changed to \$100 on item 2. Motion to Amend carried by voice vote, with no negative votes.

7. Discussion/Possible Action: Review of tax deed parcels that might be occupied and approve listing for sale on Wisconsin Surplus Online Auction.
 1. Parcel 022-23-52; 7194 Boelter Lake Court; assessed value \$40,700.
 2. Parcel 173-23-0821-14.04A; 3461 River Drive; assessed value \$37,700.

A motion was made by Matt Jacowski, seconded by Mike Splinter, to approve item 1 with a minimum bid of \$20,350. Motion to Approve carried by voice vote, with no negative votes. A motion was made by Matt Jacowski, seconded by Mike Splinter, to approve item 2 with a minimum bid of \$18,850. Motion to Approve carried by voice vote, with no negative votes.

8. Discussion/Possible Action: Budget Amendment to add additional funds to Gilfry Carpet project.

A motion was made by Jeanne Dodge, seconded by Matt Jacowski, to approve the Budget Amendment. Motion to Approve carried by voice vote, with no negative votes.

9. Discussion/Possible Action: Capital Improvement Projects update of current and review of potential future Facilities Management Capital Improvement Projects.

A motion was made by Matt Jacowski, seconded by Mike Splinter, to approve the Capital Improvement Projects as presented. Motion to Approve carried by voice vote, with no negative votes.

NEXT MEETING DATE April 11, 2023 3:30 p.m. in Annex Conference Room 1 and 2.

ADJOURNMENT

A motion was made by Jeanne Dodge, seconded by Mike Splinter, to adjourn. Motion carried by voice vote.
Meeting adjourned at 03:58 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.