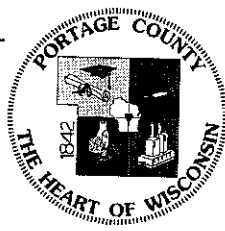


**AGENDA**

**SPACE & PROPERTIES COMMITTEE**

<b>MEETING DATE:</b>	Tuesday, March 5, 2019
<b>MEETING TIME:</b>	4:30 PM
<b>MEETING LOCATION:</b>	Portage County Annex Conference Room 1&2, 1462 Strongs Avenue, Stevens Point, WI 54481.
<b>AGENDA:</b>	Call to Order Roll Call
<b>PUBLIC NOTICE:</b>	Members of the Public who wish to address the Space and Properties 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.
<b>REVIEW VENDOR INVOICE LIST:</b>	Review Vendor Invoice List Dated February 4, 2019
<b>APPROVAL:</b>	Meeting Minutes for February 5, 2018
<b>DISCUSSION/POSSIBLE ACTION:</b>	<ul style="list-style-type: none"> <li>• Request for special meeting attendance</li> <li>• Approval of attendance of special meetings</li> <li>• Special meeting attendance report</li> </ul>
<b>DISCUSSION/REPORT—Closed Session:</b>	<p>Adjourn into closed session pursuant to Wis. Stats. Section 19.85 (1) (e), in order to receive a report/update related to deliberation or negotiation of the purchasing of public properties, the investing of public funds, and/or to conducting other specified public business, whenever competitive or bargaining reasons require a closed session on the following:</p> <p style="padding-left: 40px;">a. Report/update (no action) regarding the new Government Facility Building project.</p>
<b>DISCUSSION/POSSIBLE ACTION:</b>	Review Capital Improvement Projects from 2020-2025
<b>DIRECTOR'S REPORT:</b>	<ul style="list-style-type: none"> <li>• Daily Operations</li> </ul>
<b>NEXT MEETING DATE:</b>	Tuesday, April 2, 2019 at 4:30 p.m. in Annex Conference Room 1 & 2.
<b>ADJOURNMENT:</b>	<p>A quorum of the Portage County Board Supervisors, or any committee thereof, may be present at this meeting.</p> <p>Any person who has special needs and plans on attending this meeting should contact Todd Neuenfeldt to request reasonable accommodations. Todd Neuenfeldt can be reached by telephone at (715) 346-1598, or by mail at 1462 Strongs Ave, Stevens Point WI 54481, or by e-mail at <a href="mailto:neuenfet@co.portage.wi.us">neuenfet@co.portage.wi.us</a></p>



**Minutes  
SPACE & PROPERTIES COMMITTEE**

<b>MEETING DATE:</b>	Tuesday, February 5, 2019
<b>MEETING TIME:</b>	4:30 PM
<b>MEETING LOCATION:</b>	Portage County Annex Conference Room 1&2, 1462 Strongs Avenue, Stevens Point, WI 54481
<b>MEMBERS PRESENT:</b>	Jeanne Dodge, Dennis Raabe, Mike Splinter and Dave Medin were in attendance. Don Jankowski was excused.
<b>CALL TO ORDER:</b>	Meeting was called to order by Dodge at 4:30 p.m.
<b>ROLL CALL:</b>	Revealed a quorum.
<b>APPROVAL:</b> Meeting Minutes for December 4, 2018	Motion to approve minutes by Splinter. Seconded by Raabe. Motion carried with unanimous voice vote.
<b>DISCUSSION/REPORT – Closed Session:</b> Adjourn into closed session pursuant to Wis. Stats. Section 19.85 (1) (e), in order to receive a report/update related to deliberation or negotiation of the purchasing of public properties, the investing of public funds, and/or to conducting other specified public business, whenever competitive or bargaining reasons require a closed session on the following: a. Report/update (no action) regarding the new Government Facility Building project	Motion by Raabe to enter into closed session. Seconded by Splinter. Motion carried with unanimous voice vote. Meeting entered into closed session.
<b>DISCUSSION/POSSIBLE ACTION:</b> Reconvene into open session to conduct the following remaining agenda items.	Motion by Raabe to reconvene into open session. Seconded by Splinter. No Action Taken. Motion carried with unanimous voice vote.
<b>DISCUSSION/POSSIBLE ACTION:</b> Approve Facilities purchase of a John Deere 1025 R Sub-Compact Utility Tractor and accessories from Riesterer & Schnell under State of Wisconsin contract piggyback Dodge County 18-04-00777-B.	Motion by Medin to approve purchase of 1025R Sub-Compact tractor. Seconded by Raabe. Motion carried with unanimous voice vote.
<b>DIRECTOR'S REPORT:</b>	<b>Heath Care Center:</b> The boilers are running as expected. The North Wing mechanical alternator for the condensate pumps has failed. This unit is no longer available. Facilities is working with a vendor to find a suitable replacement or alternative. During routine maintenance on the sewer lateral it was discovered that there is a hole in the 8 inch pipe. The rest of the pipe has been inspected with a camera and appears to be in good shape. The

section with the hole will need to be excavated and repaired. This will be a considerable undertaking as the pipe is approximately 15 to 17 feet deep. We are expecting extensive excavation, landscaping and blacktop replacement to be necessary as part of the repairs.

**Annex:**

One of the condenser units for the IT Server Room has failed and will need to be replaced. A temporary unit has been rented and installed in the server room to maintain temperature. The monthly rental cost for the unit is \$1647.00 per month. The replacement unit has a four to five week lead time.

**Courthouse:**

Facilities has taken delivery of a new ride on floor machine for the Courthouse.

New chairs for the Courts and County Board Room are expected to arrive February 7<sup>th</sup> and will be installed on the 8<sup>th</sup>.

**Lincoln Center/ADRC:**

Facilities has installed a new hot water circulation pump to replace one that has failed.

**Law Enforcement Center:**

Facilities has worked with a vendor to have a new hot water mixing valve replaced.

**Health and Human Services/Ruth Gilfry Building:**

Facilities has a new pressure relief valve scheduled to be replaced on the heat pump system.

**Material Recovery Facility:**

Facilities has replaced the lights and cleaned the light fixtures at the MRF and Transfer Station. Several of the lights will need to be relocated later this year to allow for easier access in the future.

Facilities has wired the new dock locks and lights that were installed at the MRF.

Facilities will be working with Amanda on several projects to "spruce" the interior of the building up.

**Parks:**

Parks and Facilities continues to work together on projects including the Standing Rocks lighted Cross Country Path, the Lake Emily Campground expansion and sharing equipment.

**Staff Training:**

Facilities has participated in boom lift truck training and has fork truck training scheduled for June.

**NEXT MEETING DATE:**

Tuesday, March 5, 2019 at 4:30 p.m. in Annex Conference Room 1&2.

**ADJOURNMENT**

Motion by Raabe to adjourn. Seconded by Splinter. Motion carried with unanimous voice vote.

**MINUTES PREPARED BY**

Deb Aldridge