PORTAGE COUNTY
Todd Neuenfeldt
Carl Hurrish

FACILITIES MANAGEMENT
Facilities Director
Facilities Asst. Director

AGENDA

SPACE & PROPERTIES COMMITTEE

MEETING DATE:	Tuesday, August 6, 2019
MEETING TIME:	4:30 PM
MEETING LOCATION:	Portage County Annex Conference Room 1&2, 1462 Strongs Avenue, Stevens Point, WI 54481.
AGENDA:	Call to Order Roll Call
PUBLIC NOTICE:	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.
REVIEW VENDOR INVOICE LIST:	Review Vendor Invoice List Dated July 1, 2019.
APPROVAL:	Meeting Minutes for July 2, 2019.
DISCUSSION/POSSIBLE ACTION:	• Request for special meeting attendance • Approval of attendance of special meetings • Special meeting attendance report
DISCUSSION/POSSIBLE ACTION:	Appraisals and Disposition of Tax Deed Parcels.
DISCUSSION/POSSIBLE ACTION:	Request for rental of 20 acres of tax deed H20 property parcel 173-23-0826-15.02 and 40.04 acres on parcel 173-23-0825-13 to plant crops from Joe Sankey of Plover through Planning and Zoning for a 3-5 year period. Map is attached.
COUNTY EXECUTIVE'S REPORT:	• Building Update
DIRECTOR'S REPORT:	• Daily Operations
NEXT MEETING DATE:	Tuesday, September 3, 2019 at 4:30 p.m. in Annex Conference Room 1 & 2.
ADJOURNMENT:	
	A quorum of the Portage County Board Supervisors, or any committee thereof, may be present at this meeting. 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 neuenfet@co.portage.wi.us

PORTAGE COUNTY
Todd Neuenfeldt
Carl Hurrish

FACILITIES MANAGEMENT
Facilities Director
Facilities Asst. Director

Minutes
SPACE & PROPERTIES COMMITTEE

MEETING DATE:	Tuesday, July 2, 2019
MEETING TIME:	4:30 PM
MEETING LOCATION:	Portage County Annex Conference Room 1&2, 1462 Strongs Avenue, Stevens Point, WI 54481
MEMBERS PRESENT:	Jeanne Dodge, Dave Medin, Don Jankowski, Dennis Raabe, and Mike Splinter were in attendance.
CALL TO ORDER:	Meeting was called to order by Dodge at 4:30 p.m.
ROLL CALL:	Revealed a quorum.
APPROVAL: Meeting Minutes for June 4, 2019	Motion to approve minutes by Raabe. Seconded by Splinter. Motion carried with unanimous voice vote.
DISCUSSION/POSSIBLE ACTION: • Request for special meeting attendance • Approval of attendance of special meetings • Special meeting attendance report	No Action taken. No green sheets submitted.
DIRECTOR'S REPORT:	**Health Care Center:** The boilers have been shut down for the season and will be laid up soon. A new air conditioning unit was installed in the Laundry Department and one on Timber Trail. Facilities continues to conduct chlorine testing for the development of a flushing schedule to ensure negative legionella tests. **Annex:** Facilities is working with IT on a 2019 CIP for a new DVR. The new DVR has been ordered and is expected to be installed shortly. **Courthouse:** Facilities and Purchasing placed the retired Toro Groundsmaster lawn mower on the Wisconsin Surplus Auction site. The unit sold for $4566.00. **Parks Department:** Facilities has completed the Lake Emily Campground expansion. **Health and Human Services/Ruth Gilfry Building:** The Clinic expansion in nearly complete. **Grounds:** Facilities is working with a vendor to repair a sink hole next to a storm sewer in the parking lot of 1039 Ellis and one in the parking area of the Law enforcement Center parking lot. Facilities has issued a Purchase Order for the annual routering, crack filling, seal coating and re-striping. Stevens Point will be resurfacing Whiting Ave from CTY HH to Water Street will begin on Monday July 8th. This will impact the Portage

DRAFT

	County Home and the Ruth Gilfry Building. Facilities will be attending weekly job meetings for the project and will do whatever possible to minimize impacts for residents, family, visitors and staff of both buildings. **Library:** Facilities has installed a chemical dispenser and SDS sheets at the Rosholt Library for the contract cleaner. Facilities is working with a vendor on pricing for new carpet and hard floor surface in the downtown Library. **Law Enforcement Center:** Facilities has installed and resized a new recirculating pump for the domestic hot water in the Jail. The original pump was oversized and contributed to un-necessary wear of the water lines. New pumps have been ordered for the sanitary crock. Both of the pumps are original and one of the pumps has failed. **CIP Update:** A new project for a cost of $80,471 was submitted for an update to the building control system. The current system will not operate on Windows10 and Windows 7 will no longer be supported shortly. Other CIP's include: $100,000 for Courthouse Caulk and Seal $84,724 for a replacement divider wall at the ADRC $82,483 for Camera upgrades and expansion $230,000 for carpet at the Ruth Gilfry Building $126,000 for windows and basement wall repairs in the Downtown Public Library This list is not inclusive of the work that needs to be done in the Courthouse, Law Enforcement Center and Annex. The projects on hold are important and necessary but are pending a decision on a new building. **Staffing Update:** Facilities has been working with a Maintenance Technician Specialist vacancy for the year so far and is now expecting a second vacancy for an extended leave. The Facilities Department job descriptions will be updated and evaluated during this time to assure proper staffing levels and to allow for adjustments of positions if needed.
NEXT MEETING DATE:	Tuesday, August 6, 2019 at 4:30 p.m. in Annex Conference Room 1&2.
ADJOURNMENT	Motion by to adjourn by Dodge. Seconded by Splinter. Motion carried with unanimous voice vote. The meeting adjourned at 5:09 p.m.
MINUTES PREPARED BY	Deb Aldridge

DRAFT

Aldridge, Debra

From: Simonis, Shirley
Sent: Wednesday, July 31, 2019 9:54 AM
To: Aldridge, Debra
Cc: Dodge, Jeanne; Simonis, Shirley
Subject: FW: Establishing Values of Tax Deed Properties--Space and Properties Agenda Item

Jeanne asked me to forward this email to you.
Kathy

From: Ray, David
Sent: Tuesday, July 30, 2019 1:53 PM
To: Dodge, Jeanne <DodgeJ@co.portage.wi.us>
Cc: Simonis, Shirley <Simoniss@co.portage.wi.us>; Genovese, Kathy <Genovesk@co.portage.wi.us>; Bush, Helen <bushh@co.portage.wi.us>
Subject: Establishing Values of Tax Deed Properties--Space and Properties Agenda Item

Jeanne:

Feel free to include this email as part of the agenda for the Space and Properties upcoming August 6, 2019, meeting. It probably makes the most sense to include this information under an agenda item for discussion and possible action re: sale of tax deeded properties.

The county has not gone through the tax deed process in a couple of years. This email is intended as a reminder and confirmation of one of the next steps in the process of the county moving forward to sell those parcels which the county recently acquired by tax deed.

Under sec. 3.1.19 of the Portage Co. Code of Ordinances, the Space and Properties Committee is authorized and directed "j. To set policy and provide policy guidance and legislative oversight for the management of all tax deeded lands and policies for the appraisal and sale of any excess lands as provided in Chapter 75, Wisconsin State Statutes."

In order to determine a minimum value for each county tax deed parcel to be sold on the state public auction website, the county (Space and Properties Committee in our committee system) is not required to obtain a professional appraisal on each parcel. Rather, the committee can use any number of criteria to establish a value for each parcel. In addition to an appraisal by a licensed, certified appraiser, the committee can also use any combination of the following factors to determine the value of a tax deeded parcel:

a. Amount of delinquent costs;
b. Storage or presence of hazardous or toxic materials;
c. Environmental concerns (ie floodplains, wetlands, waterways);
d. Marketability of property;
e. Public's use of property;
f. Access to property;
g. Potential property development;
h. Availability of adjacent property for purchase;
i. Recent valuation information on the property tax bill for the parcel (both assessed and fair market value); and
j. Any other factors the committee deems relevant.

Let me know if you have questions and/or would like to review and discuss the agenda and attachments before it is finalized and posted. Thank you.

Dave Ray
Portage County Corporation Counsel
Direct: 715.346.1390
rayd@co.portage.wi.us

NOTE: *The information in this email and any attachments may be attorney-client communication and work product. As such, the information is privileged and confidential. If you received this email by mistake, please delete it and any attachments, destroy any copies you printed, and contact the number below to let us know that you received the email in error. This email is not monitored 24/7. If your matter requires prompt attention, please call our office Monday-Friday, 7:30-4:30. Thank you.*

Portage County Clerk

Shirley M. Simonis
1516 Church Street
Stevens Point, WI 54481
Phone: 715-346-1351 Fax: 715-346-1486
email: simoniss@co.portage.wi.us

MEMO TO: SPACE & PROPERTIES COMMITTEE

FROM: SHIRLEY M. SIMONIS

DATE: JULY 29, 2019

SUBJECT: DISPOSITION AND APPRAISALS OF TAX DEED PARCELS

Attached are the tax deed parcels that are ready for appraisals (minimum bid).

I offer that the Space & Properties Committee set the appraised value (minimum bid) on the 4 parcels with an assessed value under $10,000. You might consider setting this value based on the parcel's current assessed value and the amount of money the County currently has spent on the parcels which is provided in the attached table. Please make a motion and provide the appraised value (minimum bid) for the following parcels:

1. JACKLIN
2. FISHER
3. SCHROEDER
4. PORTAGE COUNTY (previously deeded 2005)

I also offer that the remaining 15 parcels be provided to Interdisciplinary Valuation, our contracted Appraiser, for professional appraisals. Please make a motion to send the remaining tax deed parcels to the appraiser.

After completion of appraisals the Procurement Director will post the parcels for sale through the Wisconsin Surplus online auction site. The sale will be published in the Stevens Point Journal, Gazette, and posted on the Portage County website.

Thank you.

LASTNAME	FIRSTNAME		Taxes, Interest, Penalties, Fees & Expenses- Total for County & City	Assessed Value	Acreage	Proposed Appraised Value Minimum Bid	Current MSA Results	Planning & Zoning Issues or Municipal Issues	City of St Point Comments	Planning & Zoning Well Comments	Property Address
LAST DAY TO TAKE TAX DEEDS: June 5, 2019											
UPDATED/REPLACEMENT 7-9-19											
OCCUPIED RESIDENCE	4										
UNOCCUPIED HOUSE - BUILDINGS	7										
VACANT LAND - NO ISSUES	6										
VACANT LAND - POTENTIAL ISSUES	0										
UNDERWATER OR ISLAND	2										
		TOWN OF AMHERST									
JACKLIN HARLEY &E	JACKLIN MILVERN & ATHOL	006-23-1031-11.08	$6,681.21	100	1.67		TSA did not identify environmental conditions. Underwater lot. Adjacent property owner expressed interest in	Inundated			Land Only
JOST	MARIE	006-23-1008-13.15	$44,322.95	17100	1.51		TSA did not identify environmental conditions. Vacant lot.				Land Only
JOST	MARIE	006-23-1008-13.16	$43,384.39	19600	1.71		TSA did not identify environmental conditions. Vacant lot.				3658 Alm Rd, Amherst Jct 54407
		TOWN OF HULL									
FISHER	WILLIAM E	020-24-0723:07.01	$7,015.20	200	60.66		TSA did not identify environmental conditions. Is an island in the Wisconsin River not physically accessible.	Approximately 10 acres is not inundated, all of which is in a floodway.			Land Only
		TOWN OF LANARK									

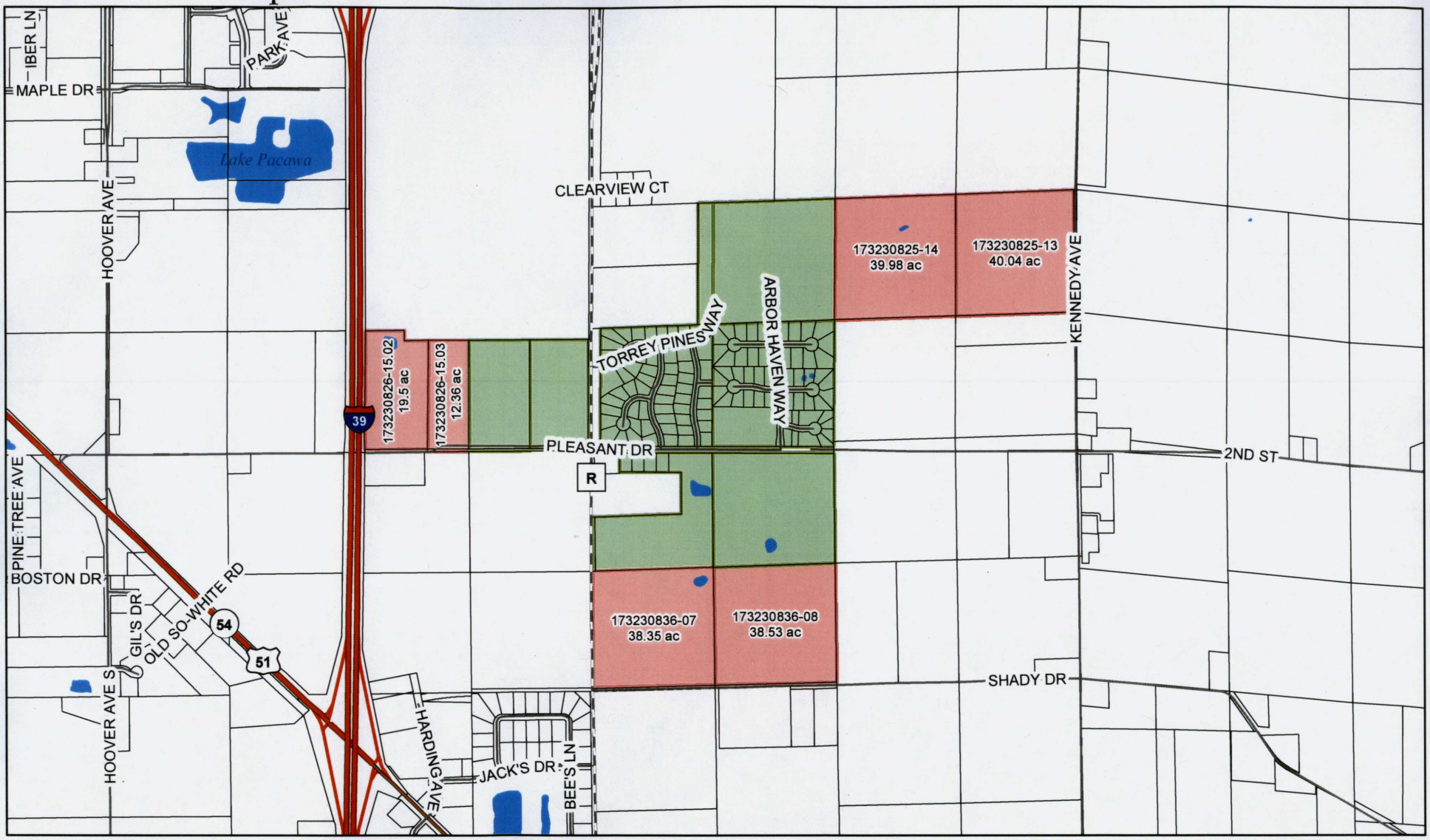
HENDRIX MARILYN	C/O CARTHA TRIGGS	022-23-41	$1,679.94	10700	0.71		TSA did not identify environmental conditions. Wooded vacant lot.				Land Only
KERBEL	JIM J & A	022-23-21	$1,065.94	10000	0.68		TSA did not identify environmental conditions. Abandoned house trailer and garage.	Uninhabitable Home/Solid Waste Violation; Corporation Counsel Pursuing Violation		Well of unknown construction located on property	9094 Boelter Lake Dr, Almond 54909
SCHULTZ	EDDIE E	022-22-1003-09.02	$15,650.98	169700	14.53		TSA did not identify environmental conditions. Two houses and out buildings. Main house is occupied.			Well of unknown construction located on property	5667 Morgan Rd, Amherst 54406
WELLER	ROBERT C JR	022-36-24	$9,859.23	58900	1.43		TSA did not identify environmental conditions. Abandoned house and garage.	Dilapidated Building/Solid Waste Violation; Corporation Counsel Pursuing Violation		Well of unknown construction located on property	7132 Pine Tree Dr, Almond 54909
		TOWN OF PLOVER									
KOENIG	MARK P & MARILYN E	030-23-0834-04.01	$20,851.14	99300	10		TSA did not identify environmental conditions. Unoccuplied residential and two outbuildings.			Well of unknown construction located on property.	5184 Hoover S Ave, Plover 54467
		TOWN OF STOCKTON									
ALTENBURG	PAMELA K	034-24-0935-13.06	$3,532.86	27500	1.99		TSA did not identify environmental conditions. Undeveloped parcel.				Land Only
		VILLAGE OF AMHERST									

SCHROEDER	RONALD R	102-23-1022-09.11	$1,738.08	7200	0.2		TSA did not identify environmental conditions. Vacant lot that shares a driveway. Possible encrouchment of garage on property. May not be large enough to build on.				.20 residential
		VILLAGE OF PLOVER									
MOHRBACKER	GAIL L	173-23-0821:04.02	$11,747.34	100000	1.08		TSA did not identify environmental conditions. Wooded parcel with partially-collapsed building. Not entered due to condition.				3840 River Dr, Plover 54467
MOHRBACKER	GAIL L	173-23-0821:04.03A	$3,562.66	28000	0.56		TSA did not identify environmental conditions. Adjacent to previous parcel. Building appears to be vacant not entered.				Land Only
PELZMAN	PETER J	173-57-0301	$10,641.34	134300	0.48		TSA did not identify environmental conditions. Residential parcel not entered. Appears to be occupied.			Well of unknown construction located on property	3430 Jackson Ave, Plover 54467
		CITY OF STEVENS POINT									

MYERS	NORMAN A JR & MARILOU	281-24-0832101407	$22,025.67	69400	0.09		TSA did not identify environmental conditions. Vacant duplex home. Water damage.		City has interest in purchasing with CAP to rehab outstanding orders relative to structure and occupancy		1525 Ellis St, St Point 54481
MYERS	NORMAN A JR & MARILOU L	281-24-0832300120	$17,624.45	65600	0.11		TSA did not identify environmental conditions. Duplex residence. Upstairs occupied not entered.		City has interest in purchasing with CAP to rehab outstanding orders relative to structure and occupancy		1708 Elk St, St Point 54481
MYERS	NORMAN A JR & MARILOU L	281-24-0832401303	$18,805.74	47900	0.17		TSA did not identify environmental conditions. Vacant residence.		outstanding orders due to structural issues and needs to be inspected prior to occupancy		1909 Prairie St, St Point 54481
PERZEWSKI	DONNA	281-24-0829301102	$16,700.99	84400	0.13		TSA did not identify environmental conditions. Private residence. House should be entered.		outstanding orders due to potential hoarding situation with items and trash outside dwelling		625 Fifth Ave, St Point 54481
PORTAGE COUNTY	DEED TAKEN 2005	281-24-0832401407	$133.80	0	0.01						Vacant land

Tax Deed Listing for Appraisals
- S&P

Sales Status in the Former H2O Properties



Sales Status

For Sale

Sold

Proposed uses for land in this development area require approval of the Village of Plover prior to purchase. Price of land is $10,000 per acre.

For initial development concept, use, and design questions, and any costs that may be required beyond the per-acre price, please contact: Plover Village Administrator Dan Mahoney or Plover Community Development Administrator Ryan Kernosky at 715-345-5250.

For questions regarding formal purchase of property, please contact Portage County Planning and Zoning Director Jeff Schuler at 715-346-1334

N

0 0.25 0.5
Miles

May 22, 2019 jrh