



LENAWEE COUNTY ADMINISTRATOR'S OFFICE
301 N. Main Street ~ Adrian, MI 49221

Martin D. Marshall, County Administrator
Telephone: (517) 264-4508
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www.lenawee.mi.us

PHYSICAL RESOURCES COMMITTEE

*Bob Knoblauch, Chair – Ralph Tillotson, Vice Chair
John Lapham, Member*

MEETING LOCATION

*Committee Room, 2nd Floor
Old Courthouse, 301 N. Main Street, Adrian, MI*

AGENDA: MONDAY, MARCH 6, 2017 – 10:00 A.M.

***** AMENDED *****

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- I. APPROVAL OF MINUTES – February 6, 2017
 - II. FINANCE REPORT
Project Closure –1607 OCH Carpet *
 - III. 911 DISPATCH UPS - REPLACEMENT REQUEST *
 - IV. MAINTENANCE DEPARTMENT REPORT
 - V. DRAIN COMMISSION REPORT
 - VI. UPDATES / OTHER BUSINESS
 - VII. ADJOURNMENT

**denotes action requested*

Capital Fund - Building & Site Division
March 3, 2017

Proj #	DESCRIPTION	BUDGET	PTD	BALANCE
REVENUE PROJECTS				
BS1503	113 W. FRONT STREET	-	617,351.55	(617,351.55)
BS1701	QUARTERLY APPROPRIATION	292,585.00	73,146.25	219,438.75
		<u>292,585.00</u>	<u>690,497.80</u>	<u>(397,912.80)</u>
EXPENSE PROJECTS				
BS1503	113 W. FRONT STREET	2,947.00	624,509.77	(621,562.77)
BS1603	JUD BLDG - SECURITY ENHANCEMENTS	51,000.00	18,716.70	32,283.30
BS1607	OCH CARPET	13,220.47	13,220.47	-
BS1702	JUD BLDG - FIRE ALARM PANEL REPAIR	17,750.00	-	17,750.00
BS1703	OCH - DOME/FLAG LIGHTING	4,900.00	-	4,900.00
BS1704	PR - SOUTH LOT LIGHTING	10,000.00	-	10,000.00
		<u>99,817.47</u>	<u>656,446.94</u>	<u>(556,629.47)</u>
		<u>192,767.53</u>	<u>34,050.86</u>	<u>158,716.67</u>

RECOMMENDING TO CLOSE

Standing of Capital Fund: Building and Site Division as of 3/3/17	
Beginning fund balance:	826,770.25
2017 revenues:	73,810.41
2017 expenses:	-
Current fund balance	<u>900,580.66</u>



Action Request Form

To: Physical Resources Committee

DATE:

FEBRUARY 15, 2017

www.lenawee.mi.us

FROM: Tim Mehan

To go before the Committee at the meeting set for

DEPT: Buildings & Grounds

DATE:

MARCH 6, 2017

1) DESCRIPTION OF REQUEST	REQUEST TO CLOSE PROJECT CPBS 1607-OCH CARPET REPLACEMENT
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Amount Requested: n/a

Account Number: n/a

List Attachments: n/a

Request Submitted by: TIM MEHAN

Upcoming agenda items shall be reported to the Administrator at least seven (7) days prior to the meeting. All supporting information shall be submitted to the Administrator's Office no later than 3:30 pm the day preceding the meeting, or by noon on the day of scheduled evening meetings. Exceptions may only be approved by the Chairperson, or in his/her absence, the Vice Chairperson of that Committee.

Request reviewed and is to be placed on the agenda: _____
Martin D. Marshall, Administrator Date



Action Request Form

To: Physical Resources Committee

DATE OF MEETING: MARCH 6, 2017

FROM: Eric Miller

Dispatch: APC UPS back up

DEPT: IT for 911 Dispatch

1) DESCRIPTION OF REQUEST	<p>Summary. In 2016 the main 911/Dispatch UPS failed; it is unable to be repaired and must be replaced. Small personal use UPS batteries were purchased and installed to cover the main PC's in dispatch until the main unit can be replaced. However, the dispatch server room is not currently on any type of UPS. As you know 911/Dispatch is a Mission Critical county department that must be operational 24/7 to ensure the delivery of public safety services.</p> <p>REQUEST: A new APC UPS back up, Bypass panel and related parts and labor for installation.</p>
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Amount Requested: \$11,490.80

Account Number: 261.325-931 Equipment Repair/Maint

List Attachments: Project Cost Summary

Request form prepared by:

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Project Cost Summary

APPROPRIATION DETAIL

Project Title: Sheriff: Dispatch/911 UPS

Project Manager: Eric Miller

Purpose of Request: Replace Dispatch/911 UPS System

Completion Date: Proposed 3/1/2017

PROJECT DESCRIPTION

Replace Dispatch/911 UPS System

PROJECT JUSTIFICATION

The Dispatch/911 UPS system is unfunctional and needs to be replace to insure uninterrupted power in order to keep dispatch operational during power outages.

INVESTMENT SUMMARY

Description	Vendor	Estimate	Quantity	Price	Proposed Total	Actual Total
APC Symmetra LX 208 240 V 8-16 kVA	Questyme USA	7850	1	\$ 7,850.00	\$ 7,850.00	
APC Service Bypass Panel 200/208/240; 100A	Questyme USA	767	1	\$ 767.00	\$ 767.00	
Shipping		195	1	\$ 195.00	\$ 195.00	
Instullation	Saunders Electric Co.	85	8	\$ 85.00	\$ 680.00	
Instrullation Matrials	Saunders Electric Co.	1	1	\$ 500.00	\$ 500.00	
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					\$ -	
					\$ -	
Yearly Maintenance					\$ -	
Training Cost					\$ -	
Total					\$ 9,992.00	
Contingency 15%					\$ 1,498.80	Project Total
Current Cost Estimate					\$ 11,490.80	\$ -

APPROVALS

Eric Miller **IT Deputy Director**
 PREPARED BY Title

APPROVED BY Title

Notes:

Project Cost Summary

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APPROVALS

Eric Miller **IT Deputy Director**
 PREPARED BY Title

APPROVED BY Title

Notes:

LENAWEE COUNTY PHYSICAL RESOURCES COMMITTEE

Buildings and Grounds Report

March 6, 2017 Meeting Date

Building	# of Work Orders	Hrs:Min	Ongoing/Upcoming Concerns
JAIL	106	207:50	Refreshing of blocks by inmate workers continues. Epoxing of showers and kitchen floor has begun in 8 block.
SHERIFF	39	152:10	Refreshing numerous staff offices continues. Work in unoccupied areas continues as time permits.
JUDICIAL	67	394:20	Drug Court office completed. Additional lock work with ongoing CPBS 1603
ROBERTSON BLDG	12	28:55	
OLD COURTHOUSE	28	114:15	Awaiting fixtures for dome and flag lighting. Discussing possible elevator upgrade with vendor.
PHYSICAL RESOURCES	65	150:50	Weather dictating time frame for CPBS1704 IT department has emptied its storage crib which allows others more space.
ANNEX	10	25:40	Work on unoccupied areas.
RECYCLE CENTER (DOS)	6	27:10	
COMPLEX		116:30	Office refreshing through out buildings continues.
HUMAN SERVICE BLDG	174	997:50	Boiler heat exchanger replaced and loop treatment completed. Investigating potential meeting room upgrades.
BLDGS & GRNDS			Trailer, snow plow and salter maintenance.
COMMUNITY SERVICE		106:00	General clean up.

LENAWEE COUNTY DRAIN COMMISSION

ACCOUNT BALANCE SUMMARY

February 28, 2017

INVESTMENTS

Account Name	#	Balance	Bank	Type
Lake Levels	841	2,800.40	Comerica	"J"
Drains(Under \$1,000.)	801	84,001.00	Comerica	"J"
Drains(Over \$1,000.)	801	272,621.28	Comerica	"J"
Drains (Over \$1,000.)	801	43,177.59	UBT	Class
Revolving Maintenance	804	1,689.24	Comerica	"J"

639-REVOLVING EQUIPMENT

(Established 10/20/92)

Beginning balance \$ 174,777.50
 Revenue: 0.00
 Expenses: (8,863.86)
 Current balance \$ 165,913.64

802-REVOLVING DRAIN FUND

(Established 1/1/81)

Beginning balance \$ 750,000.00
 Loans to:
 Drains 676,987.17
 Supplies 48,514.92
 Lake Levels 21,969.11

Current balance \$ 2,528.80

804-REVOLVING DRAIN MAINTENANCE FUND

Drainage District Money

Amount Loaned \$ 653,713.63
 Amount Invested 1,689.24
 Funds on Hand 71,413.57

801-DRAINAGE DISTRICTS FUND

Funds on hand \$ 133,528.34