

# PHYSICAL RESOURCES COMMITTEE



301 N. Main St, Adrian, MI 49221

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## MEMBERS

*Bob Knoblauch, Ralph Tillotson*

## MEETING LOCATION

Committee Room, 2<sup>nd</sup> Floor  
Old Courthouse, 301 N. Main Street, Adrian, MI

**MINUTES:** Monday, February 4, 2019 – 10:00 a.m.

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**PRESENT:** Commissioners Knoblauch, Tillotson, and Stimpson

**ALSO PRESENT:** Commissioner Wittenbach, Commissioner Jenkins, Tim Mehan, Jenny Escott, Undersheriff Bevier, Martin Marshall, Irv Shaw, and Kim Murphy

### I. Approval of Minutes

*Motion by Tillotson, seconded by Stimpson, to approve the minutes of the January 7, 2019 meeting. Motion carried.*

### II. Finance Reports

Administrator Martin Marshall reviewed the finance report and two project closure requests.

*Motion by Tillotson, seconded by Stimpson, to close projects CPBS1809 Maple Drain Scales and CPBS 1814 Physical Resources Door Replacement. Motion carried.*

*Motion by Stimpson, seconded by Tillotson, receive the finance report and place on file. Motion carried.*

### III. Building & Grounds / Maintenance

The Building and Grounds report was available.

There was discussion regarding the extreme cold weather precautions taken as well as a couple issues that came up on buildings.

### IV. Drain Commission

Drain Commissioner Jenny Escott reviewed her Account Balance Summary report. She indicated that they continue to look for used a Jet-Vac. She also stated that due to the cold weather some employees took "paid time off" since they could not run equipment outdoors.

### V. Campus Improvements / Renovations

Marty reviewed the status of the Sheriff's building renovations.

### VI. Other Business

There were no updates or other business.

### VII. Adjournment

*Motion by Tillotson, seconded by Stimpson, to adjourn the meeting at 10:20 a.m. Motion carried.*