



DRAFT

Martin D. Marshall, County Administrator
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PHYSICAL RESOURCES COMMITTEE

Bob Knoblauch, Chair – Ralph Tillotson, Vice Chair
Jim Driskill, Member

MEETING LOCATION

Chambers, 2nd Floor
Old Courthouse, 301 N. Main Street, Adrian, MI

MINUTES: MONDAY, MARCH 5, 2018 – 10:03 A.M.

PRESENT: Commissioners Knoblauch, Tillotson, Driskill, and Stimpson
OTHERS PRESENT: Commissioners Wittenbach and Collins; Tim Mehan, Jenny Escott, Sheriff Welsh, Undersheriff Bevier, Martin Marshall, Kim Murphy, Rebecca Borton, David Panian (The Daily Telegram), and Irv Shaw

I. Approval of minutes

Motion by Driskill, to approve the minutes of the February 5, 2018, meeting, seconded by Tillotson. Motion carried.

II. Finance report

Martin Marshall reviewed the finance report. Marty mentioned that next month a request will be submitted to close the 113 W Front Street Project and open a new project associated with the rebuild project.

III. Maintenance Department report

The Maintenance report was available; Tim Mehan provided a few highlights.

IV. Drain Commission report

The Drain Commission Report was unavailable this month. Jenny Escott announced that the Annual Drain Report will be presented at the upcoming Board of Commissioners meeting.

She provided the status of the Waltermire Drain appeals. She also reminded the committee that the personnel request postponed at the Board of Commissioners meeting last month is to be addressed at the upcoming Personnel/Ways & Means Committee.

V. Campus Improvements / Renovations

Marty provided an update on campus improvements and renovations. He anticipates having proposals available next month, but had a few request to move forward with this month.

Physical Resources Committee

March 5, 2018

- A. Annex Building Architectural Services:** The Annex Building is to house the Sheriff's Office during the rebuild of their building. A request to approve the architectural services contract was submitted.

Motion by Tillotson, seconded by Driskill, to approve \$56,270 out of the Capital Fund for architectural services with the Collaborative for the Annex building temporary use.

Motion carried.

- B. Annex Building Construction:** The construction request to make the Annex building swing space ready will need to go before the Personnel/Ways and Means Committee to clearly identify funding is to be reimbursed by future bond funding.

Motion by Driskill, seconded by Tillotson, to recommend approval of \$642,118 to make ready the space for swing space within the Annex Building. Motion carried.

- C. Airport/EOC Architectural Services:** To provide a secondary EOC during construction, a training room is to be added to the airport offices. A request to approve architectural services was reviewed.

Motion by Tillotson, seconded by Driskill, to approve \$18,900 out of the Capital Fund for the architectural services contract for work on the secondary Emergency Operations Center/Airport Training room. Motion carried.

- D. Airport/EOC Construction:** Actual construction of the EOC/Training room at the Airport will cost an estimated \$206,136.

Motion by Driskill, supported by Tillotson, to recommend approval of \$206,136 from bond proceeds for the construction of temporary Emergency Operations Center / Training room at the airport. Motion carried.

VI. Updates / Other Business

Proposals for project renovations / improvements will be presented at the April Physical Resources Committee; this will be a COMMITTEE OF THE WHOLE meeting and is to be held in the Chambers.

VII. Adjournment

Motion by Tillotson, to adjourn the meeting at 10:41 a.m., seconded by Driskill. Motion carried.

MDM/rdb