



www.lenawee.mi.us

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

Martin D. Marshall, County Administrator
Telephone: (517) 264-4508 ~ Fax: (517) 264-4512

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, April 2, 2018 – 10:00 a.m.

PRESENT: Commissioners Knoblauch, Tillotson, and Driskill

OTHERS PRESENT: Commissioners Wittenbach, Bales, and Bolton; Phyliss Escott, Tim Mehan, Ed Scheffler, Sheriff Welsh, Tracy Stace, Jenny Escott, 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 March 5, 2018, meeting, seconded by Tillotson. Motion carried.

II. Finance report

Martin Marshall reviewed the finance report and a request to close the 113 W Front Street Project; a new project associated with the rebuild project will be opened.

Motion by Tillotson to close project BS1503 113 W. Front Street, seconded by Driskill. Motion carried.

Motion by Driskill to accept the finance report, seconded by Tillotson. Motion carried.

III. Maintenance Department report

The Maintenance report was available; and Tim Mehan noted that the leak in the judicial building has been fixed and the renovations for the Social Security Administration Office are about 99% complete.

IV. Drain Commission report

The Drain Commission Report was available and Jenny Escott highlighted recent activities.

Marty Marshall added that he has been working with the Drain Commission on possibly utilizing their scales to weigh solid waste materials prior to shipping.

V. Campus Improvements / Renovations

- 1. Conduit Installation request:** A request to accept proposals for the installation of conduits from the Sheriff's Building to the Robertson Building in an amount of \$31,800. This project is related to the Sheriff Office Renovation project and therefore these costs will be reimbursed through bond funds.

Physical Resources Committee

April 2, 2018

Motion by Driskill, seconded by Tillotson, to recommend approval of \$31,800 out of the Capital Fund to be reimbursed by bond proceeds, for conduit installation between the Robertson Building and the Sheriff Office. Motion carried; Tillotson voting no.

There were some questions raised regarding the necessity of charges included in the proposal.

- 2. Property Survey request:** A request to have an updated survey of the Sheriff's Office Building / Jail property prepared by Associated Engineers & Surveyors in an amount of \$3,000 was reviewed.

Motion by Tillotson, seconded by Driskill, to recommend approval of \$3,000 out of the Capital Fund to be reimbursed by bond proceeds, for a survey of the Sheriff's Office Building/Jail property.

Motion carried.

- 3. Electrical Service Request:** A request to contract with Consumers Energy to prepare an electrical engineering plan to bring a new power line to the Sheriff building was reviewed. This is related to the Sheriff Office renovation project and therefore the costs will be reimbursed through bond funds.

Motion by Driskill, seconded by Tillotson, to recommend approval of an amount not to exceed \$30,000 out of Capital Fund to be reimbursed by bond proceeds for Consumers Energy to engineer a plan to bring electrical service in the north end of the proposed Sheriff building. Motion carried.

There was discussion regarding future road closures and coordination between departments and projects; although it is understood that there are times when coordination is not possible.

- 4. Construction Status:** Marty stated that there has been a delay in presenting the full project to the Board of Commissioners. He did provide an overview of the renovations and had some drawings available for those that were interested.

Marty is hoping to have the final totals and plans available by mid-April and a meeting will be set to discuss it in further detail.

Sheriff Welsh has been included in the process; and he has provided his department with an opportunity to review the plans as well. Sheriff Welsh added that a couple of things were brought to light that had been originally overlooked. He believes that the plans are inclusive and well thought-out.

VI. Updates / Other Business

No updates or other business was presented.

VII. Adjournment

Motion by Tillotson, to adjourn the meeting at 10:45 a.m., seconded by Driskill. Motion carried.