



**DRAFT**

**PHYSICAL RESOURCES COMMITTEE**

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

**MEETING LOCATION**

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

**MINUTES:** Monday, June 4, 2018 – 10:00 a.m.

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

**OTHERS PRESENT:** Commissioners Wittenbach and Bolton; Mike Sexton, Ed Scheffler, Undersheriff Bevier, Irv Shaw, Roxanne Holloway, Martin Marshall, Kim Murphy, and David Panian (The Daily Telegram)

**I. Approval of minutes**

*Motion by Driskill, to approve the minutes of the May 7, 2018, meeting, seconded by Tillotson. Motion carried.*

**II. Finance report**

Martin Marshall reviewed the finance report.

**III. Maintenance Department report**

The Maintenance report was available.

**HSB Elevator:** A request to replace the hydraulic valve and packing, and installation of a ductless cooling system within the equipment room of the east elevator at Human Services Building.

*Motion by Tillotson, seconded by Driskill, to recommend to Personnel Ways & Means the approval of the Human Services Building elevator maintenance request in an amount not to exceed \$16,430 from 502-283.930 (HSB Repairs & Maintenance). Motion carried.*

**Equipment Request:** A request to approve the purchase of a Gravely 472 commercial zero turn mower to replace a 1996 John Deere 445 lawn tractor was reviewed. The old tractor will

*Motion by Driskill, seconded by Tillotson, to authorize the purchase of a Gravely 472 commercial zero turn mower in an amount not to exceed cost of \$12,500.00, from 401.901.859.977 Buildings & Grounds Vehicle/Equipment Revolving Fund. Motion carried.*

**IV. Drain Commission report**

The Drain Commission Report was available; Ed Scheffler was available to answer questions. He indicated that the decking for the scale has been purchased.

## **V. Campus Improvements / Renovations**

**Project Updates:** The Annex Building will be ready for the Sheriff's Office by June 15<sup>th</sup>. The Sheriff is making preparations for the move. They have also received bids for moving files and equipment both to the Annex and to the temporary storage area.

The Airport training/EOC room is almost complete, however work is suspended this week due to the increased MIS traffic coming into the Airport. Work should be completed next week. Joe and Sharon have also repainted the exterior of the FBO.

Central Dispatch will be moving to the Robertson Building July 9 – 11. During that time Dispatch will be operating from both the Robertson Building and the Sheriff's Office building.

Next week the compressed file system will be installed for the Clerk in the basement of the Judicial Building.

The Notice of Intent to bond numbers will be available next week and be presented at the Personnel Ways & Means meeting. The County will not bond, however, until the actual bidding takes place so that we have firm numbers to bond with.

## **VI. Updates / Other Business**

There were no updates or other business presented.

## **VII. Adjournment**

*Motion by Driskill, to adjourn the meeting at 10:18 a.m., seconded by Tillotson. Motion carried.*