

PHYSICAL RESOURCES COMMITTEE

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MEMBERS

Bob Knoblauch, Ralph Tillotson, Terry Collins

MEETING LOCATION

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

Minutes: Monday, September 9, 2019 – 10:00 a.m.

DRAFT

Present: Commissioners Knoblauch, Collins, and Stimpson

Absent: Commissioner Tillotson

Also Present: Commissioner Wittenbach, Tim Mehan, Jenny Escott, Kim Murphy, Scott Holtz, and Rebecca Borton

Commissioner Knoblauch noted the dates had not been updated on the agenda.

Motion by Collins, seconded by Stimpson, to approve the amended agenda. Motion carried.

I. Approval of Minutes

Motion by Collins, seconded by Stimpson, to approve the minutes of the August 5, 2019, meeting. Motion carried.

II. Finance Reports

Deputy Administrator Kim Murphy reviewed the finance report. She reviewed opened and closed projects, bond funding, and transfers of funds.

Motion by Collins, seconded by Stimpson, to receive the finance report and place on file. Motion carried.

III. Building & Grounds / Maintenance

Tim Mehan reviewed the Building and Grounds report.

HSB Crack Fill & Seal: Tim reviewed an estimate to crack fill, seal coat, and strip the parking lot.

Motion by Stimpson, seconded by Collins, to recommend to Ways and Means approval of the HSB Parking Lot Project in the amount of \$23,000 out of the Human Services Building Repairs & Maintenance. Motion carried.

MSC Roof Top Air Handling Units: Two quotes were received for the replacement of 2 roof top air handling units.

Motion by Collins, seconded by Stimpson, to recommend to Ways and Means approve the purchase of two (2) roof top air handling units in an amount not to exceed \$24,000 out of MSC Building Repairs & Maintenance (292-662-930). Motion carried

IV. Drain Commission

Drain Commissioner Jenny Escott provided an Account Balance summary report and highlighted recent activities which included 24 active petitions and new lake level request.

The assessment roll will be presented to the Board of Commission on October 9th.

She also reviewed personnel concerns and a position proposal that will be presented to the Personnel/Ways and Means Committee tomorrow.

There was general discussion regarding the ethanol plant in Riga. A large water transfer line was put in place to handle the plant's system when it was built. The plant has been closed for a couple of months and some water issues have come up. The Drain Commissioner is working with both the township and EGLE to address the system.

V. Campus Improvements / Renovations

Kim announced that the Capital Improvement Plan will be presented next month for consideration.

She reviewed the status of the Sheriff's building renovations; and commended Tim on his concentrated supervision of the punch list. Once vendors have completed their work, there may be an opportunity for the commissioners to tour the empty building.

VI. Other Business

There was no other business.

VII. Adjournment

Motion by Collins, seconded by Stimpson, to adjourn the meeting at 10:32 a.m. Motion carried.