

PHYSICAL RESOURCES COMMITTEE

301 N. Main St, Adrian, MI 49221
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MEMBERS

Ralph Tillotson, Terry Collins, Dustin Krasny

MEETING LOCATION

301 N. Main St – Adrian, MI

Minutes: Monday, January 9, 2023 – 10:01 a.m.

Present: Commissioners Tillotson, Collins, and Krasny

Also Present: Tim Mehan, Matt Turgeon, Jenny Escott, Kim Murphy, Shannon Elliott, and Becky Borton

I. Approval of Minutes

Motion by Collins, seconded by Krasny, to approve the minutes of the December 5, 2022, meeting. Motion carried.

- II. Finance Reports:** Administrator Kim Murphy reviewed the finance report. The beginning balance of the Building & Site Division was approximately \$2 million and is finishing the year with approximately \$2.2 million (unbudgeted balance). The beginning fund balance within the Maurice Spear Campus division of the Capital Fund was approximately \$165,000 and is ending the year with approximately 224,000.

Administrator Murphy also distributed a printed version of the Building & Site and Maurice Spears Campus Divisions of the Capital Improvement Plan. Commissioners were encouraged to hold on to this for future reference.

Motion by Krasny, seconded by Collins, to close CPBS-2212 Judicial Water Heater project. Motion carried.

- III. Building & Grounds Report:** Tim Mehan reviewed the monthly report as well as requests approval of Capital Improvement Projects.

The following requests have been included in the B&S Division of the 2023 Capital Improvement Plan. With the delay in delivery and scheduling experience of 2022; it would be efficient to have approval at this time to move forward.

1) Physical Resources: RTU 7 Replacement

Motion by Collins, seconded by Krasny, to accept Adrian Mechanical proposal of \$23,150 to replace RTU#7 at Physical Resources Building out of the B&S Division of the Capital Improvement Plan. Motion carried.

2) Jail: RTU 6 and 7 Replacements

Motion by Krasny, seconded by Collins, to accept Adrian Mechanical proposal of \$134,550 to replace RTU# 6 and 7, and SC Technologies to Land BMI wiring of \$6,859 at the Jail Building out of the B&S Division of the Capital Improvement Plan. Motion carried.

3) Robertson: 2 Furnace-A/C replacements

Motion by Krasny, seconded by Collins, to accept Adrian Mechanical proposal of \$27,760 to replace both furnaces (with AC) at the Robertson Building out of the B&S Division of the Capital Improvement Plan. Motion carried.

4) Annex: 4 furnaces (3 with A/C units), and a water heater replacement

Motion by Krasny, seconded by Collins, to accept Adrian Mechanical proposal of \$53,810 to replace four furnaces, 3 with AC units, and one water heater at Annex Building out of the B&S Division of the Capital Improvement Plan. Motion carried.

5) MSC Chapel: 2 furnaces with A/C, and one water heater replacement

Motion by Krasny, seconded by Collins, to accept Adrian Mechanical proposal of \$33,100 to replace both furnaces, with AC, and one water heater at the Maurice Spear Campus Chapel out of the B&S Division of the Capital Improvement Plan. Motion carried.

6) MSC: School boiler, water heater and a 1-unit heater replacement

Motion by Krasny, seconded by Collins, to accept Adrian Mechanical proposal of \$83,105 to replace the boiler, water heater, and unit heater at the Maurice Spear Campus out of the B&S Division of the Capital Improvement Plan. Motion carried.

7) HSB / Annex / Jail: Elevator hydraulic oil replacement

Motion by Krasny, seconded by Collins, to accept Schindler proposal of \$29,100 to replace the the hydraulic oil in elevators located in the Human Services Building (2), Annex (1), and Jail (1) out of the B&S Division of the Capital Improvement Plan. Motion carried.

8) OCH: Kim provided an update on the video system for the chambers. She anticipates having a proposal for the committee to review next month.

There was general discussion regarding concerns for both the audio and visual set up within the Chambers.

IV. Drain Commission: The Drain Commission fund balance report was available. Drain Commissioner, Jenny Escott, provided the following highlights:

- Lost another utility operator to the Road Commission due to salary.
- The fourth lift station will be completed this month prior to the project recessing for winter.
- The completion date is expected to be July 1, 2024.

V. Other Business: There was no other business.

VI. Public Comment

There was no public comment.

VII. Adjournment

Motion by Collins, seconded by Krasny, to adjourn the meeting at 10:38 a.m. Motion carried.